

GENERAL OPERATION POLICIES
DECATUR YOUTH HOCKEY ASSOCIATION AND
DECATUR YOUTH HOCKEY ASSOCIATION-HIGH SCHOOL
INTRODUCTION

Revised April 2018 Approved May 2018

During the past seasons, the Board of Directors (“Board”) of the Decatur Youth Hockey Association (“DYHA”) and Board of Directors of the Decatur Youth Hockey Association-High School (“DYHA-HS”) has established General Operation Policies (“GOP”). In an effort to acquaint new members with the GOP and also to keep existing members up to date on recent changes, we have compiled the following list of current policies. Please note that these are intended to be general guidelines and cannot be expected to cover every possible situation that may arise. Situations not covered will be dealt with on an individual basis by the Boards.

Commented [BM1]: This had been a run-on sentence.

Each skater’s parent/guardian will acknowledge reading the GOP as a part of the sign-up documents and electronic signature will be required.

The procedure for amending the GOP during the season is as follows: 1) the DYHA and DYHA-HS Boards may change policies impacting the members they represent by a simple majority vote. 2) proposed changes will be submitted in writing to the general membership by email notification. 3) the Board may not act upon the policy change for a minimum of thirty (30) days following written notification to the general membership.

Commented [BM2]: This is suggested to ensure the DYHA and DYHA-HS boards do not unintentionally change procedures for the other.

REGISTRATION PROCEDURES

A skater MUST BE age 4 by December 31 of the current calendar to be eligible to begin the DYHA program. A skater will not be considered a member of DYHA/DYHA-HS and will not be permitted to participate in any DYHA/DYHA-HS practice or game until the following have been completed and filed with the DYHA Registrar

- a) “USA Hockey Individual Membership Registration” form
- b) “DYHA/DYHA-HS General Operations Policies Acknowledgment” form
- c) Registration fee paid – amount set annually by the DYHA Board

MEMBERSHIP FEE

In order to pay the cost of ice rental, insurance premiums, referee fees and other administrative costs, members must pay dues to DYHA. Members fulfill this fee obligation by direct cash payment or by credits earned through participation in DYHA or DYHA-HS fundraising projects. The DYHA Board establishes the amount of the membership fees each season and also establishes the schedule for fee payments. Non-current status in fee payment by date listed on invoice shall result in the suspension of that skater from all practices and games. No payment arrangements will be accepted. No skater will be allowed to register until all previous year’s dues have been paid in full. Any skater who signs up after the season has begun shall pay a prorated fee based on the remaining weeks in the season. Any player who is cut from a travel team by that team’s coach after the season start shall pay a prorated fee based on the number of weeks on the team. Any member that begins at the Beginner level and is then moved up to their respective level, based upon skill and age, or joins DYHA and a travel team after season start. will be charged a prorated fee based upon dues at that level. The prorated amount is set by the DYHA President based upon the number of weeks remaining in the season.

Commented [BM3]: This does not change procedure, only makes it more clear that DYHA the DYHA Board responsible for the overall finances of the org sets all dues.

Commented [BM4]: This is necessary to cover the unlikely but possible situation that the travel section below allows.

EQUIPMENT

The following list of equipment is considered mandatory to be worn by each skater at all practices and games. Deviations from the list must be approved by the Board - Helmet/face mask - Gloves - Elbow pads - Shoulder Pads - Hockey pants – Shin guards - Hockey skates - Supporter with Cup Mouth guard -Neck Guard

SKATING UP/DOWN

No individual player shall skate up or down with a team they are not rostered on. Players (~~squirt-10U and pee wee-12U~~ levels) may try out for a team above their respective age during regular season try outs and be subject to the same try out requirements as all other players. Any player who moves up must follow the move-up procedure.

Commented [BM5]: USA Hockey has taken to using age classifications rather than the older names; this is to align with USAH.

TRANSPORTATION

DYHA assumes no responsibility or liability for transportation.

INSURANCE

Insurance is furnished by USA hockey for each officially registered player, coach, referee, assistant coach, team representative, time keeper or minor official of USA Hockey who is participating in a sanctioned USA Hockey event. It covers charges in excess of the amount allowed by each person's personal insurance coverage and is subject to a \$1,000 deductible (the deductible is \$1,000 if you have no insurance yourself) Any claim must first be made against your personal insurance carrier and only claims in excess should be made against the USA Hockey policy. Forms are available through the team manager.

HOUSE LEAGUE AND TRAVEL TEAM PROGRAMS

DYHA may offer at the discretion of the Board two program levels within each age classification

- a) **House League Program** Primary purpose is to develop fundamental skating and hockey skills through practice and scrimmage games. All beginners start in the house league program if available at that age level.
- b) **Travel Team Program** Primary purpose is to play competitive hockey and differs from house league in that travel teams participate in regularly scheduled games out of town.

The primary differences in House League and Travel Team programs are as follows:

a) Eligibility

House League: All members of DYHA or DYHA-HS may participate. There are no tryouts or skill tests required. High School – Freshman to seniors in high school (there are no cuts in the HS program).

Travel Team: The travel team coach selects the roster from tryouts conducted during the first part of the season. Tryouts are open to all DYHA Members. The coach may add skaters to or remove skaters from the travel roster during the course of the season. The roster size may vary from 11-20 skaters.

b) Age classifications:

Beginner
8U
10U
12U
14U
18U
High School

Note: The skater's age on January 1 prior to the start of the season will determine the age classification they will be in for the entire season.

House League: The number of teams in each age group shall be determined by the total number of skaters in that age group. A team usually consists of 11 – 15 players. Within age classifications the skaters will be divided into the following ability levels if practicable-practical: 1) beginner 2) intermediate, and 3) advanced.

Travel Team: The number of teams in each age classification is determined by the Board based on the number of eligible skaters available.

c. Ice time during games and practices

House League: All skaters will receive equal amounts of ice time as is practically possible.

Travel Team: The League offers a travel hockey program. Those teams are competitive. Players will be given equal ice time whenever possible. Starting at the ~~Squirt-10U~~ AA level and up, ice time will be at the coach's discretion. Coaches are encouraged to keep the ice time equitable, but parents and players must understand that there will be times when it will not be equal. Players at all levels may lose ice time due to any disciplinary reason.

d. Out of town games

House League: All regular games will be played between DYHA teams in the local ice arena. Occasional home or away games may be played with out of town teams with the approval of the Hockey Director. Participation in those games is not mandatory.

Travel Team: A regular schedule of both home and away games as worked out between the coach, manager and the scheduler will be provided.

INJURY REPORTS

A report shall be prepared on all injuries which occur during any practice or game and require more than routine first aid treatment. One copy of the report shall be provided to the parent/guardian and one copy shall be placed on permanent file with the Board.

~~GRIEVANCE PROCEDURES~~

Grievances, questions or problems should first be directed to the team manager who shall forward comments to the respective Board where action will be taken as required. Although it is recommended that these matters should first be directed to the team manager/coach, any DYHA ~~or~~ DYHA-HS member may contact any ~~respective~~ Board member directly if they so desire. Board meetings are open and all DYHA ~~or~~ DYHA-HS members are encouraged to attend the meetings. Although not mandatory, advance notification of a request to address ~~the a~~ Board will be appreciated.

ZERO TOLERANCE RULE

There will be no tolerance of any conduct that is not suitable for an amateur athletic event. This would include but is not limited to physical or verbal abuse by any individual, group or entity towards any ~~on ice~~ official, ~~coach, player,~~ member of opposing team or its spectators or other spectators at any time before, during or after a game. Failure to strictly adhere to this rule will result in disciplinary action. USA HOCKEY SAFESPORT policies will be strictly enforced as well as COACHING CODE OF ETHICS.

Commented [BM6]: The spirit of this rule is to be in line with USA Hockey's Zero Tolerance policy. This change specifically identifies all of the same groups as USAH.

DISCIPLINE AND SUSPENSION HEARINGS

If a DYHA/DYHA-HS Member, player, spectator, or board member is involved in any incident on or off the ice, for which it is thought that further disciplinary action may be required, the following procedure will be followed:

A Team Coach/Manager shall notify the HOCKEY DIRECTOR within 1 day of the infraction occurring.

B. Hockey Director shall notify the respective Board President AND the Discipline Chair of the incident.

C. The Discipline Chair shall review the incident and a decision on whether a hearing is required per USA Hockey, AHAI and/or DYHA rules, guidelines or procedures. If a hearing is required the "Rules and Disciplinary Committee" shall meet within 5 days of the incident to determine what disciplinary actions shall be taken.

D If a hearing is not required no further action shall be taken.

E A written report detailing the incident and any subsequent disciplinary actions taken shall be submitted to the President of the respective Board and reviewed by the Board and placed on permanent file maintained by the respective President. The parent or guardian of the player will also receive the same report. The Chair of the Discipline Committee will distribute the report within 5 days following the discipline meeting. This procedure should be followed by all parties involved but failure to do so does not eliminate the committee's ability to take action. There is no statute of limitation on infractions.

Commented [BM7]: This was suggested to ensure a consistent notification process is followed when judgements are made.

~~E. Any conduct deemed by either DYHA or DYHA-HS President to be detrimental to hockey or DYHA/DHSA may be referred to the Discipline Committee.~~

Commented [BM8]: This was suggested to ensure that a coach failing to report the problem within 1 day or any non-compliance of the above guidelines isn't thought to void the Committee's ability to act – though non-compliance would be reviewable.

Shall the DYHA-HS Board elect to form a DYHA-HS Discipline committee, the DYHA-HS Discipline committee and DYHA HS President shall fill the aforementioned respective roles and hold the hearings on HS-related matters. The DYHA Board and Discipline Committee retains the right to hold hearings and take appropriate action if a DYHA-HS related matter impacts the larger and combined DYHA organization.

Commented [BM9]: This was down in the fighting section, should be up here as it is a general conduct matter.

Commented [BM10]: DYHA-HS has considered forming a separate discipline committee so this was drafted to cover that possibility.

FIGHTING AND DELIBERATE ATTEMPT TO INJURE

Any DYHA or DYHA-HS player who receives a major penalty for fighting or deliberately injures or attempts to injure another player in any game or practice will be subject to the following disciplinary action (Note – *The use or attempted use of the hockey stick or skates during an altercation will be considered a deliberate attempt to injure*)

A The player will be immediately removed from the ice by the coach for the duration of the game or practice.

B The player will be suspended from all practices and games until the Disciplinary Committee meets. Absent extreme circumstances the Committee will follow the AHAI level of punishment for discipline.

C If a player is found by the Disciplinary Committee to be guilty of a second offense or a deliberate attempt to injure, that player shall be automatically suspended for, at a minimum, the duration of that season.

D If the incident occurs in a scheduled game and is called by the referee, the Disciplinary Committee shall consider any USA Hockey or league rules in determining any additional action to be taken.

~~E. Any conduct deemed by either DYHA or DYHA-HS President to be detrimental to hockey or DYHA/DHSA may be referred to the Discipline Committee.~~

Commented [BM11]: Moved up a section as it isn't specifically relating to fighting/deliberately attempting to injure.

DYHA/DYHA-HS BOARD OF DIRECTORS ELIGIBILITY

Any parent or guardian of a child registered with DYHA or DYHA-HS is eligible to serve as a member of the respective Boards. Or person authorized by the respective Board as a Member.

WEBSITE ACCESS

The DYHA or DYHA-HS President will grant website access, or authorize the Webmaster to grant such access, and provide notification of access to both Boards within 15 days. Removal of website access can only occur by or with consent of the DYHA/DYHA-HS respective President that initially authorized the access. Website access will be reviewed at the end of each season.

Commented [BM12]: This is necessary to formally empower the Webmaster but is in line with how it functioned this year.

LOCKER ROOMS

Each team must have at least one designated locker room monitor when using locker rooms.

Commented [BM13]: This was suggested in the best interest of players and the liability of the organization, in line with Safe Sport guidance.