

WCYHA POLICIES

WCYHA is affiliated with the USA Hockey and the Connecticut Hockey Conference (CHC). The organization supports the following guidelines set by USA Hockey; Code of Conduct, Coaching Ethics Guide, and Safesport Program. The WCHYA is a strong supporter of the ADM Model and is looking to develop players at all level and making sure the players are competing while having fun playing the game of Hockey as a team.

NY Rangers Youth Hockey Affiliate Program

Recently WCYHA became a NY Rangers Youth Hockey Affiliate Program. This relationship means the WCYHA will receive guidance by the NY Rangers on how to run an effective youth hockey program. It will include providing education to the entire organization from the board members and coaches, down to managers and schedulers. It will also help increase access to the game of hockey, and keep hockey growing in our communities, by breaking down barriers to entry, and introducing new players to the sport of hockey. The NY Rangers Youth Hockey Affiliate Program will also provide an opportunity to raise funds by providing a charity hockey game with alumni players.

Code of Conducts

The Code of Conduct is very important for the players, parents, coaches, administrators, officials and spectators. This will make all the members of the organization enjoy their time at WCYHA and more importantly teach the players to be part of a team from playing and enjoying all aspect of the game. (See Attachment).

Player Information:

Players Responsibilities

Players are encouraged to develop a deep sense of respect for all (opponents and officials) while endeavoring to enjoy the sport and improve their ability. Each player is expected to use proper skill and technique when engaging in any type of body conduct. Wear ALL protective equipment, including mouth guards, to every game and practice. Be sure that all equipment straps are properly secured and equipment fits properly. Coaches will conduct periodic equipment checks. All jewelry must be removed prior to practice or game. Players MUST inform the coach when under a Doctor's care. This information is confidential. Consent to Treat/Medical History Forms will be carried by the Coach/Manager in the event of an emergency. All hockey related injuries need to be reported immediately to coach or team manager. A WCYHA Resume Participation Medical Clearance Form is required to resume participation if any injury, accident, or illness required any WCYHA parent to seek medical attention for any WCYHA player. Examples include, but are not limited, to brain injuries, broken bones, respiratory ailments.

Player Participation

All players must have their registration forms and fees turned in before being allowed to participate in any practice or game. Arrangements may be made for a payment plan. If the payment schedule is not adhered to, the player will not be allowed to participate until payments are made current.

Attendance and Commitment

Hockey is a team sport and attendance at all practices, games, and tournaments is part of the commitment that your child, and your family, is making to their teammates and coaches. The typical week includes at least two hours of practice and two games, with travel times of up to 120 minutes from Danbury. WCYHA understands that, while over the course of the season 100% attendance at all events may not be possible, the expectation is that players will make every effort to honor their commitment to their team. In all cases where an event will be missed, the reason for missing should be conveyed to the coach as soon as practical and preferably at least 24 hours before the event.

Players who accept a position on a WCHYA travel team agree to attend two out of town tournaments and an end of season state or district tournament. Families are responsible for additional travel related expenses such as transportation, food and lodging. Tournaments are likely to fall on holiday weekends. Tournament games often begin on Thursdays or Fridays, regardless of school schedules, and players are expected to attend the tournament. In addition, the end of season state tournament may coincide with a school's winter break. Participation in state tournaments is required. Practices in the weeks immediately preceding state tournaments are mandatory. Participation in additional tournaments will be at the discretion and expense of the team.

Missed games and practices may result in a loss of playing time, to be decided at the coach's discretion, based on the legitimacy of the absence. Legitimate absences include, but are not limited to illness, injury and participation in mandatory school and religious activities. Repeated absences may result in a loss of playing time and reduction in a player's prospects for selection in future years.

Player Eligibility

A player's age as of December 31 of the registration year determines which age category he/she is eligible during the entire season, in accordance with USA Hockey age classifications and WCYHA Major/Minor Structure. False information or registration regarding player's age, date of birth shall result in suspension. Players must register with USA Hockey and the Connecticut Hockey Conference (CHC). Players may only participate at the level that his/her age dictates. Rare exceptions will be allowed and will be solely at the discretion of the Board. No player may play for a team that he/she is not properly rostered on (CHC-USA Hockey Team Roster Form) during the season. Player Release Policy- WCYHA BOD must provide written release for players to participate with another program.

Player Movement

Player movement, in accordance with USA Hockey Guidelines, is not encouraged. A player may play down one level if a petition to the Connecticut Hockey Conference is made one Month PRIOR to the start of the regular season (please note, that the petition is NOT GUARANTEED, and is only granted for special circumstances).

Tryouts

We have developed a tryout process that intends to place players on teams matching their individual skills and competitive level. The highest team level is not always the best fit for each player. The goal is to build teams that consist of players with similar abilities and drive, in a competitive atmosphere, while fostering skills development. (See Attachment)

Player Releases

Outgoing Players leaving WCYHA who wish to transfer to another organization must notify the WCYHA Registrar who will process the release in a reasonable amount of time as long as all financial obligations have been satisfied to the organization including tuition, camps, skill clinics and any equipment supplied by the organization that is property of WCHYA.

Incoming new players to WCHYA are required to obtain a release form from their prior organization. Without a proper release submitted to the WCHYA registrar the incoming player will not be allowed to participate in any Western team practices or games.

Sibling discount

The WCYHA Board of Directors is proud to announce a new sibling discount program. The program will apply to any family that has multiple children registered for any of the WCYHA travel teams during the same season. The discount applies as follows:

The first child pays full tuition, 2nd child and any additional children receive a 10% discount. Max discount of \$500 per family per season. Discount is taken on the least expensive tuition first and upward as applicable. Discount is deducted from the final tuition payment of the season. No discounts will be granted if the family has an outstanding receivable from prior seasons. The sibling discount does not apply to the Midget program. All discounts are subject to review and approval by the Board of Directors.

Secondary School Players

Once secondary school players join their secondary school teams, their eligibility to continue with a CHC Youth or Girls team (dual participation) shall be determined by their secondary school's athletic governing body.

Although CHC no longer prohibits players from playing with their secondary school and a CHC member program team, the CIAC (Connecticut Interscholastic Athletic Conference), the governing body for all public and most parochial schools in the state, prohibits dual participation. Once a player is rostered on a CIAC member school's BOYS roster at any level (club, JV, Varsity), he/she may no longer participate with any outside hockey program, including any USA Hockey or CHC member teams. This prohibition is in effect until the individual school's final game of the year, including high school state tournaments.

Once a school has finished its season, the player may return to his CHC member team, provided that he was not removed from that team's roster. Any player who is removed cannot be added back onto a CHC roster after December 31. Please note that CIAC prohibition of dual rostering does not apply to GIRLS high school teams, as the CIAC does not recognize Girls Hockey. Girls who play on boys high school teams are subject to dual participation prohibition. Players should always check with their secondary school coach or athletic director prior to returning to any youth team.

Locker Room Monitoring WCYHA has limited use of locker rooms and changing areas at home and away games. This allows for consistent monitoring of locker room areas. Constant monitoring inside our locker rooms and changing areas will be the most effective way to prevent problems.

WCYHA coaches and volunteer locker room assistants will look over the locker room and changing areas before players arrive. All coaches and/or volunteer locker room assistants will be fully screened through USA Hockey and SafeSport. Either a coach and/or volunteer locker room assistant will be posted directly inside/outside the locker room and changing areas during periods of use. The coaches and/or volunteer

locker room assistants will leave the doors open only when adequate privacy is still possible, so that only coaches, players and approved team personnel are permitted in the locker room. Team personnel will also secure the locker room appropriately during times when the team is on the ice.

Parents in Locker Rooms

Except for players at the younger age groups, WCYHA discourages parents from entering the locker room unless it is truly necessary; if a player needs assistance due to an injury or medical concern. Certainly, with our youngest age groups, it is necessary for parents to assist with players getting prepared. We encourage parents to teach their players how to get properly dressed for hockey so that they can self-sufficiently complete the task in the future. Coaches will ask that parents leave for a short time before and after the game. This will allow the coaches to communicate with their players effectively. As players get older, the WCYHA coaches may prohibit parents from any locker room.

Mixed Gender Teams

Some of our teams consist of both male and female players. It is imperative that the privacy rights of all WCYHA players are given respect and that appropriate locker room arrangements are made. If needed and separate locker rooms are not available, then the WCYHA players will take turns using the locker rooms to change. WCYHA understands that these arrangements may require that players arrive earlier or leave later to dress. This will be the most sensible way to accommodate and respect all participants.

Cell Phones and Other Technological Devices

Cell phones and other technological devices with recording capabilities: including voice activated recorders, still cameras, and video recorders ARE NOT PERMITTED to be used in any locker room. If cell phones or other technological devices must be used, they should be taken outside of the locker room.

Prohibited Conduct and Reporting

WCYHA prohibits all types of physical abuse, emotional abuse, bullying, threats, harassment and hazing, as described in the USA Hockey SafeSport handbook. WCYHA Participants, Coaches, or Volunteers may be subject to disciplinary action for violation of these locker room guidelines. Reports of any actual or suspected violations should be reported to the WCYHA team coaches, team manager/volunteer, or SafeSport representative. All reported violations will be directed to the WCYHA Board and investigated in a timely manner.

Rinks and Locker Rooms

Please keep floors clean and free from all litter. There is no hockey/ball playing in the lobby or other designated areas. There will be no rough-housing in the locker rooms and/or the buildings. Spitting and all bodily fluids in the locker rooms is strictly forbidden. Players and parents are responsible for being aware of and obeying all rink rules. WCYHA has no ownership or management rights to the Danbury Ice Arena or the surrounding facilities. WCYHA pays for the ice time at the Danbury Ice Arena via a rental agreement. At home rink, WCYHA is held responsible for damage to the facility performed not only by the members, but also for any damage incurred by visiting teams and parents. Please report any violations. Any player or parent/family member who is found damaging any property at the ice rink or locker room will be charged for the property damaged and will be brought in front of the WCYHA Rules

and Disciplinary Committee Suspension for the entire season and expulsion from WCYHA are potential penalties.

Coach Information:

Coaching Requirements

Coaches at all levels of play will be required to participate in the USA Hockey Coaching Education Program Clinics based on the requirements established by CHC. All Coaching staff must register with USA Hockey and CHC prior to the beginning of the season. Coaches shall have their certifications current or scheduled for renewal before the December 31st deadline for the appropriate levels to which they are coaching. Coaches will be selected by the Hockey Director based on their skills and qualifications, and are approved by the Board of Directors. All equipment (such as pucks, medical kit, goalie equipment, etc.) will be given to each coach and will be the coach's responsibility. It is the responsibility and obligation of the Coach to ensure that every player performs to their maximum potential. Coaches are responsible for instructing their players to play the sport safe and in a sportsmanlike manner. To that end, coaches are directed to teach only those skills necessary to allow for proper and legal body contact. All coaches agree to abide by the USA Hockey Coaching Ethics Code (See Attachment). Coaches are responsible for discipline on their team and for making sure that players adhere to the code of conduct as outlined in the USA Hockey Code of Conduct and the USA Hockey Zero Tolerance Policy (See Attachments).

WCHYHA requires all coaches to have updated their individual background check, safesport module, as well as module for the level of team they coach. The coaches level of certification with USA Hockey needs to be updated by 12/31 of the given year or you will not be able to coach.

USA Hockey SafeSport Program

The WCYHA is committed to improving the development, safety, and welfare of all its players and all members involved in the organization. Therefore, it supports the USA Hockey SafeSport program and requires all players, coaches and members to fully comply. This includes exclusions from games, practices or other activities; or dismissal or disbarment from the WCYHA. Disciplinary action against a parent/guardian may be enforced by suspending or excluding the parent's child from games or practices if the parent fails to abide by the WCYHA's action. Discipline shall be imposed fairly, consistently and in a relationship to the wrongdoing with no regard to the player's importance to his/her team.

Role of Coaches in Establishing and Maintaining Discipline

The WCYHA Board of Directors recognizes the importance, to the coach, the team and the individual players, of a coach's role in establishing and enforcing disciplinary standards on his/her team. The Board of Directors further reaffirms the coach's authority to establish standards of conduct and fair play and to take immediate and reasonable one-game or one-practice disciplinary action, including benching or suspension, in "on-ice" situations, such as games and practices, and in "off-ice" situations, such as those involving locker rooms and tournament, in which either the coach is responsible for the player's conduct or such conduct could be detrimental to the team or the WCYHA. However, the WCYHA Board of Directors also recognizes the importance of fairness and consistency in the application of multiple game or practice disciplinary standards and has, therefore, established the mechanism outlined below.

Coaches decision for Continued In- Game Participation-After Injury

In the event of an injury during a game to a player if:

One of the coaches will attend to an injured player on the ice who then returns to the bench. The player indicates that they are not feeling well. Any other situation where the coach feels the player is not themselves. The WCYHA policy is that the Head Coach will be the ultimate decision maker on how long the player will sit out from participation and when the player will re-enter the game. Parent request to keep a player off the ice after an injury will be honored. Parent request to put a player back on the ice will NOT be honored if a coach determines it is not in the best interest of the player.

Playing Time Policy

WCYHA goal is to have a fair playing time policy for all players. In certain situation's fair may not mean equal, although it is expected that over the course of a season players will experience similar amounts of playing time.

Playing time for all players will be at the coach's discretion. Factors the coach may consider when determining playing time include, but are not limited to, effort, skill and ability to contribute in specific situations, supporting teammates, behavior on and off the ice, following directions, enthusiasm and attendance at games and practices. If anyone one has a concern with playing time for their children or any issues with coaching please follow the 36 Hour Rule because the coaches are focusing on the players during the game and would like to have a private conversation with any issues.

The 36 Hour Rule

Hockey is an emotional sport. The physical battles that occur on the ice can spill onto the bench and stands and create strong reactions towards the coaches.

For parents, it is important to separate game emotions from the best interests of their child's development. For this reason, WCYHA has adopted the "36" Hour Rule". The intent of this rule is to move an emotional and confrontational discussion away from the presence of players, and to allow both parents and coaches to "cool off", compose themselves and put the provoking incident or situation that occurred in the game in perspective before meeting to discuss it.

Coaches should not discuss any try-out related situations, game incident or a situation that occurred during the game that has provoked an adverse emotional response or created a hostile situation until at least 36 hours after the fact.

Time and Place of Meetings

The Disciplinary Committee shall meet as necessary during the year to decide matters before it. The exact date, time and location of such meetings shall be established by the Disciplinary Committee. The involved player(s), coach(es), parent(s)/guardian(s) or team manager(s), or other witnesses, may be requested to attend or provide input, as determined at the sole discretion of the Disciplinary Committee.

Membership and Quorum

Due to the sensitivity of the subject matter being covered, the Disciplinary Committee shall be composed of at least three (5) board members. Each member shall serve until the WCYHA's next annual membership meeting. Members of the Disciplinary Committee may serve multiple terms. Decisions of the Disciplinary Committee shall be determined by a simple majority of voting members, provided a quorum is present. Members of the Disciplinary Committee may vote on matters involving their own teams but are expected to exercise sound judgment in determining whether a situation may represent a conflict. Members of the Disciplinary Committee shall recuse themselves from all matters involving him/herself or a family member.

Specific Authorities and Responsibilities

Specific authorities and responsibilities of the Disciplinary Committee are:

To hear all complaints of misconduct involving coaches, players, parents/guardians and team managers. Determine and assess disciplinary action against players, coaches, parents/guardians, and team managers, as considered appropriate in the circumstances, up to and including suspension and/or dismissal from the team and forfeiture of games. Maintain a record of and report to the WCYHA Board of Directors all actions taken. Report other matters of which the WCYHA Board of Directors should be aware that may come to its attention. Compel the appearance and testimony of a player, coach, or parent/guardian or team manager at a hearing and/or compel production of score sheets, video tapes, and other documentation in the possession of a coach, player, member, or representative of the WCYHA. Solicit statements, testimony, evidence, or other documentation from interested parties other than players, coaches, and WCYHA members, as considered necessary in the sole judgment of the Disciplinary Committee. Establish such procedures as it considers necessary to conduct its activities.

Disciplinary Committee

The Disciplinary Committee, a group of the WCYHA Board of Directors, and chaired by the Director of Member Safety, is charged with the overall responsibility and authority for hearing and resolving disciplinary issues involving participating players, coaches, team managers and parents/guardians of the WCYHA. This may include, but is not limited to, probation under defined terms; suspension from games or practices

Prohibited Conduct

The Board has determined that there will be two classifications of prohibited conduct, MINOR VIOLATIONS and MAJOR VIOLATIONS. Prohibited conduct shall include, but not be limited to the following.

MINOR VIOLATIONS

Swearing. Unnecessary Roughness-This includes inappropriate use of physical force between players, coaches or parents. Arguing with Players, Parents, Officials, Coaches and Board Members- This may include any participant in or outside the arena. Disruptive Behavior on the ice, in the locker room or any location during a WCYHA event.

MAJOR VIOLATIONS

Property Damage. Possession and/or use of alcohol, tobacco or drugs. Theft. Fighting. Verbal and physical abuse.

On Ice Behavior

WCYHA will not tolerate harmful or violent behavior from its players. When faced with exceptional team or player behavior, WCYHA reserves the right to increase any of the following penalties, up to and **including ejecting the player from WCYHA without a refund.**

1st Game Misconduct- Any player receiving a Game Misconduct during the season is automatically suspended for the next regularly scheduled game the player's team plays as outlined by USA Hockey rules.

2nd Game Misconduct- Any player receiving a second (2) Game Misconduct during the season may be suspended up to the next two (2) games that the player's team plays.

Three (3) Game Misconducts within one (1) calendar year – Any player receiving three (3) Game Misconducts within a 365 day period may be suspended from WCYHA for up to one (1) calendar year from the date of the 3rd penalty.

Commencement of Disciplinary Action

A disciplinary action against a coach, player, parent/guardian or team manager is commenced by submitting the matter to the WCYHA Disciplinary Committee. Requests for action by the Disciplinary Committee must be in writing, dated, with a description of the conduct alleged and the date of the involved individual's next game or practice if applicable. Matters may **not** be submitted anonymously. These procedures are intended for the protection and enhancement of the Association, players and others involved in youth hockey.

MINOR VIOLATIONS

First Offence-When an act prohibited by Minor Violations is committed, the involved party will be suspended from the practice or game session during which the violation occurred. He/she will leave the rink immediately. If the act occurs after a practice or game, the involved player will be suspended from the next practice or game. Depending on a coach's policy, a missed practice without prior notification may also result in missing one to three periods of the next game.

Second Offence- A second offence will result in the party being suspended from practice and games for a period of seven (7) days from the date of the violation to include the next full game.

Third Offence- A third offence will result in the party being suspended for a period of thirty (30) days from all Association activities, including practices and games.

MAJOR VIOLATIONS

First Offence- In cases of Major Violations, the party involved will be immediately suspended from playing in the next three (3) games. Players will be expected to attend practice without exception.

Failure to attend practice could result in additional suspension from games. Players are expected to travel with their team on away games and support teammates.

Second Offence- A second violation will result in the involved party being immediately terminated for the remainder of the season. Any party wishing to participate after the termination is completed will be on a sixty (60) day probation period.

Appeal Process

Decisions of the Disciplinary Committee may be appealed in writing to the WCYHA Board of Directors. The Board may decline to hear any appeal, at its sole discretion, in which case the action of the Disciplinary Committee shall stand. If any appeal will be heard, the Board shall convene a special meeting to hear the appeal within thirty (30) days of receipt of written notice of such appeal. Any actions taken by the Disciplinary Committee will continue in effect until the appeal is heard and ruled upon by the WCYHA Board of Directors.

Whistleblower Policy

A whistleblower as defined by this policy is a WCYHA member, volunteer, executive committee member, or board member of WCYHA who reports an activity that he or she considers to be illegal or dishonest to one or more other parties specified in this policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities. Examples of illegal or dishonest activities are violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting. If a member or volunteer has knowledge of or a concern of illegal or dishonest fraudulent activity, the member or volunteer is to contact the WCYHA Treasurer and WCYHA Board President who are responsible for investigation and coordinating corrective action. The member or volunteer must exercise sound judgment to avoid baseline allegation. A member or volunteer who intentionally files a false report of wrongdoing will be subject to discipline up to and including suspension.

Whistleblower protections are to cover two important areas: confidentiality and retaliation. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals of their legal rights of defense. There shall be no retaliation against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse action such as suspension, fines or threats of physical harm. Any whistleblower that believes he or she is being retaliated against must contact the WCYHA Treasurer and WCYHA Board President immediately. The right of the whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

Members or volunteers with any questions regarding this policy should contact the WCYHA Board