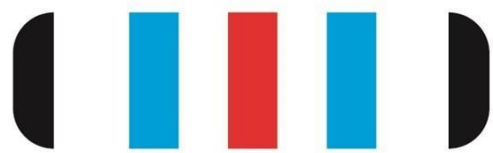

HOUSE LEAGUE COACHES MANUAL



KITCHENER

MINOR EST.  **1933 HOCKEY**

A S S O C I A T I O N

House League Coaches Manual

Table of Contents

Fair Play and Coaching Boundaries and Job Descriptions

1.	Fair Play Pledge and Codes	1
2.	Boundaries for Coaching Staff.....	3
3.	Job Descriptions for Team Coaching Staffs	4
	a. House League Head Coaches	
	b. House League Assistant Coaches	
	c. House League Team Managers	
	d. House League Trainers	
4.	Emergency Action Plan	7
5.	Help Along the Way	8
	a. House League Convenor	
	b. House League Director	
	c. House League Vice Presidents	

House League Rules

1.	Coaching Selections.....	10
2.	NCCP Coaching and Trainer's Certification	10
3.	House League Team Selection.....	10
4.	Waiting List and Player Placement Policy.....	11
5.	Placement Request Policy	12
6.	House League Evaluations	12
7.	Equal Ice Time	13
8.	Play of Goaltenders.....	14
9.	Numerical Strength	14
10.	Game Times	15
11.	Exhibition Games.....	15
12.	Travel Permit Regulations	15
13.	Select Player Policy	15
14.	Affiliation Players for Minor Development.....	16
15.	Protective Equipment.....	16
16.	Equipment Distribution.....	16
17.	Suspensions.....	17
18.	Suspension Hearings.....	17
19.	Dismissal Hearings	17
20.	Player Ejections	18
21.	Protests	18

House League Coaches Manual

House League Rules (cont'd)

22.	Appeal Tribunal	18
23.	Obscene Language	19
24.	Alcoholic Beverages and Drugs.....	19
25.	Smoking Vaping.....	19

Team Information

1.	Team Rules	20
2.	Team Budget.....	20
3.	Team Outer Wear.....	21
4.	Fundraising Events.....	21
	Sample Team Rules	22
	Sample Team Budget.....	23
	Fair Play Form	24

Tournament Information

1.	KMHA Tournaments	25
	a. Jason Cripps Memorial Christmas Tournament	
	b. House League Yearend Championships	
	c. Twin City Cup Challenge	
	d. Alliance House League Championships Tournament	
2.	Non-KMHA Tournaments	26
3.	Cripps and Championship Rules and Regulations	27
4.	Cripps and Championship Overtime Rules	28

Appendices

1.	Appendix A – Overtime Shootout Form.....	29
2.	Appendix B – House League Yearend Championships Format	30
3.	Appendix C – Additional Suspension Policy.....	31

KITCHENER MINOR HOCKEY ASSOCIATION FAIR PLAY PLEDGE

It is the intention of this pledge to promote fair play by showing respect for all participants within the Kitchener Minor Hockey Association. All players, coaches, officials and parents are responsible for encouraging and promoting fair play by signing this pledge before being allowed to participate in the Kitchener Minor Hockey system and must continue to observe these principles of fair play.

I agree to abide by the principles of the FAIR PLAY CODE (see following pages) as set forth by the Canadian Hockey Association and supported by the Kitchener Minor Hockey Association.

This commitment to fair play will pave the way for teamwork, better hockey and positive attitudes. Whether we win or lose, we treat each other with respect.

FAIR PLAY CODE FOR PLAYERS

- I will acknowledge that coaches and officials are there to help me. I will accept and respect their decisions.
- I will play by the rules of hockey and in the spirit of the game.
- I will control my temper – fighting and “mouthing off” can spoil the activity for everybody.
- I will remember that winning isn’t everything – having fun, improving skills, making friends and doing my best are important.
- I will do my best to be a true team player.
- I will respect my opponents.
- I will acknowledge all good plays / performances by my team and appreciate those of my opponents.

FAIR PLAY CODE FOR PARENTS/GUARDIANS

- I will not use bad language, nor will I harass players, coaches, officials or other spectators.
- I will respect and show appreciation for the volunteer coaches who give their time to coach Minor Hockey and I will encourage open communication with them at all times.
- I will support all efforts to remove abuse, verbal and physical from Minor Hockey.
- I will remember that participants play hockey for their enjoyment, not for mine.
- I will give positive comments that motivate and encourage continued effort. I will not ridicule any player for making mistakes during a game.
- I will not have unrealistic expectations. I will remember that players are not professionals and cannot be judged for making mistakes during a game.
- I will respect the official's decisions and I will encourage participants to do the same.
- I will show respect for my team's opponents, because without them there would be no game

FAIR PLAY CODE FOR COACHING STAFF

- I will remember that it is a privilege, not a right, to coach.
- I will remember that players play to have fun and must be encouraged to have confidence in themselves. I will not ridicule or yell at my players for making mistakes or for performing poorly.
- I will remember that participants need a coach that they can trust and respect. I will be generous with praise and set a good example.
- I will teach my players to play fair and to respect the rules, officials and opponents.
- I will be reasonable with my expectations, recognizing that players have other interests and obligations.
- I will ensure that all players get equal instruction and support time.
- I will ensure that locker room behaviour is acceptable and non-threatening for all participants.
- I will make sure that equipment and facilities are safe and match the player's ages and abilities.
- I will obtain proper training and continue to upgrade my coaching skills.
- I will foster regular and effective communications with the parents.

BOUNDARIES FOR COACHING STAFF

Please refer to the “Respect in Sport” and “KMHA Abuse and Harassment” Policies

GENERAL COACHING BEHAVIOUR AND CONDUCT

- A coaching philosophy of positive and constructive feedback is a healthier learning environment for players. Punishing and negative criticism will create negative emotional responses from a child.
- Ensure that all players receive the same attention. Singling out or isolating one child can be a high risk situation.
- Players respond to corrective measures better than criticism.
- Coaching staff members must follow the rules as explained in this manual. Unless otherwise specified, failure to follow the rules as defined will be dealt as follows:
 - 1st offence will result in a verbal warning
 - 2nd offence will result in a written warning
 - 3rd offence will result in a one game suspension
 - 4th offence will result in a 5 game suspension
 - 5th offence will result in being suspended for the rest of the current season
- Coaching staffs that break the rules in a semi-final or Championship game will be dealt with by the KMHA as such incidents occur through a formal hearing involving the Convenor, Director and 3rd VP. Any consequences will be determined at that hearing.
- Convenors have the right to remove a coach from the bench during a game. Convenors decisions are final.
- Any coach that pulls their team and/or staff from the bench before the game has ended will be suspended indefinitely pending a hearing by representatives of the KMHA Board of Directors. The hearing will determine if the coach is to be suspended for one calendar year as per the guidelines of the governing bodies of Hockey in Canada.
- If a staff member has resigned or been removed from a coaching staff, they can no longer make use of personal information to contact former team members in any way.

Discipline and consequences for actions related to breaking the rules as set forth by the Governing Bodies of Hockey in Canada will be handled as written by those organizations.

The Kitchener Minor Hockey Association (KMHA) operates within the Minor Hockey Alliance of Ontario (MHAO), the South Western Girls Hockey League (SWGHL), North Metro Girls Hockey League (NMGHL), the Ontario Hockey Federation (OHF), the Ontario Women’s Hockey Association (OWHA) and Hockey Canada (HC). The KMHA House League rules are intended to supplement, or supersede, all Hockey Canada rules currently in effect.

KMHA: Policy # HL1

Title: Coaching Ride Rules

Policy Statement: KMHA supports the guidelines as explained in the Respect in Sport program regarding the issue of giving players a ride. We ask that coaches do not give rides to other players. You may drive your own child and can pick up another child if parental permission is given, but the KMHA discourages all Coaches/Trainers/Managers from doing this. If you are a coach without a

son on the team you will not be allowed, under any circumstances, to give a player a ride, even if there are two adults in the car. Failure to follow these rules will result in suspension by the league.

JOB DESCRIPTIONS FOR TEAM COACHING STAFFS

HOUSE LEAGUE HEAD COACHES

Responsibilities:

- **Good coaches accomplish their goals by utilizing the entire team roster.**
- Select a coaching staff to include a certified trainer, assistant coach(s) and where possible a team manager.
- Responsible for their staff's conduct on the bench and at the arena.
- Draft players and plan the season.
- Establish team rules in concert with players, parents and the division Convenor. Team rules are required for every team and must be approved by the Convenor in conjunction with their Director, and if required 3rd VP of Boys and Girls House Leagues
- Ensure that team rosters with sweater numbers, a coaching directory and a team budget, when applicable, are submitted before the second game of the season. This information must be in early and can be changed if necessary. The Head Coach can assign this task to the team Manager.
- Coach in such a manner as to ensure fair play for all participants.
- Coach to the best of their ability while coaching all players on the team, including the goaltenders.
- Plan team practices.
- Teach age appropriate hockey skills and sportsmanship to all players.
- Strive to learn new coaching methods and procedures, and where possible, upgrade their certification/education of the position.
- Be a mentor for all players.
- Attend league meetings as required, or have another member of the staff, Assistant Coach, Trainer or Manager, attend in their place.
- **Ensure game sheets are filled out accurately.** The home team is responsible to fill out the date, the arena, and the division of play. Both coaches must fill in their team name and roster information. The coach must stroke off players that are absent and verify that the information on the game sheet is correct.
- **Make sure all suspensions are served correctly and in full. Email your Convenor or Director whenever a game sheet has a GM, GRM, MP code on it or a penalty is 5 or 10 minutes long.**
- Report any issues or concerns to their Convenor first. Do not take your concerns to the Hockey office, the Director or VP.
- **Convenors decisions are final.**

Note: The Convenor will only deal with the Head Coach or one other assigned team staff member.

HOUSE LEAGUE ASSISTANT COACHES

Responsibilities:

- Assist the Head Coach in selecting players and planning the season.
- Coach to the best of his/her ability while coaching all players on the team, including the goaltenders.
- Assist in planning practices.
- Teach age appropriate hockey skills and sportsmanship to all players.
- Coach in such a manner as to ensure fair play.
- Strive to learn new coaching methods and procedures, and where possible, upgrade their certification/education of the position.
- Be a mentor for all players.

HOUSE LEAGUE TEAM MANAGERS

Responsibilities:

- Some Team Managers will assume all of these functions, but other teams will distribute them amongst the team officials. Each team can make their own decision, but it remains the responsibility of the Head Coach to ensure everyone complies with all league rules.
- Work with the team coaches to prepare and process the necessary paperwork to operate the team.
- Prepare the team budget and team rules, subject to approval of your local association, through your division Convenor.
- Open a team bank account, with a minimum of two signatures. At least one signatory must be from the parent group and must not be a member of the Coaching staff. Coach's spouses cannot have signing authority.
- Prepare financial statements for parents during the season as required by your local association.
- Keep a financial record of tryout monies collected (if applicable) and settle any accounts with your local association as required
- Liaise with parents and your Convenor.
- Ensure game sheets are ready and properly prepared prior to game starts.
- Ensure parents/guardians have seen the team budget and rules and voted, by majority, in favour (and have signed the team Acknowledgement Form – if required by your local Association).
- Distribute schedules, newsletters, correspondence to all players/parents/guardians.
- Prepare and submit travel/tournament permits as required by your local association.

HOUSE LEAGUE TEAM TRAINERS

Responsibilities:

- Implement an Emergency Action Plan for your team
- Ensure safety is the first priority at all times, both on and off the ice.
- Complete a Hockey Trainers Certificate Program (HTCP).
- Implement an effective risk management program which strives to prevent injuries and accidents before they happen.
- Promote and reflect the values of fair play.
- Conduct regular inspections of player's equipment to ensure proper fit, protective quality and maintenance and liaise with players and parents in regard to detected shortcomings.
- Promote proper conditioning and warm-up techniques.
- Maintain accurate medical history files on all players and ensure that these are available at all games and practices.
- A doctor's note will be required so that a player can resume play after any injury that has required the attention of a medical professional.

If you have HTCP Level 2 certification with Standard CPR and First Aid or above, you may;

- Maintain a First Aid Kit in accordance with HTCP guidelines and ensure that it is at all games and practices.
- Manage minor injuries, refer players to the appropriate medical professionals if necessary, and recognize life threatening and significant injuries in accordance with your HTCP guidelines.

Coaches Walking on the Ice.

At no time are coaches allowed to walk across the ice at the beginning or the end of a game to access the bench or leave the bench area to access the dressing room areas. The only exception is the TRAINER and this is to attend an injured player on the ice or remove the injured player safely from the bench to escort the injured player to the dressing room.

A suspension will be issued to the offending coach or coaches.

EMERGENCY ACTION PLAN

The Trainer is responsible for implementing an Emergency Action Plan (EAP). While a trainer must do everything possible to prevent injuries and accidents before they happen, they must be prepared to react in the event of an emergency.

The EAP requires the appointment of three (3) people as outlined below. The following is an outline of each person's role in the EAP.

PERSON IN CHARGE (Hockey Trainer)

- Take control and assess the situation.
- Instruct the player to lie still, and clear the area. Do not move the athlete and leave all equipment in place.
- Evaluate the injury and situation. Decide whether or not an ambulance or medical care is required.
- If you are certain that an ambulance is not required, decide what action is needed to remove the player safely from the ice surface.
- If an ambulance is required, notify your Call Person, give a brief explanation of the injury and instruct them to call for an ambulance.
- Once the call has been placed, observe the player carefully for any change in condition and try to calm and reassure the player until medical professionals arrive.
- Make note of the time and keep track in writing of all pertinent facts.
- Never make direct contact with an injured players blood products or bodily fluids. Always wear waterproof, latex rubber gloves.

CALL PERSON

- This person is responsible for making the call to emergency services. They must know the emergency numbers and location of phones at all facilities.
- Communicate with the Person in Charge to determine whether or not emergency help is necessary
- When placing a call for emergency assistance:
 1. Speak clearly and calmly and state that it is a medical emergency.
 2. Give the location or the arena facility.
 3. State what type of emergency it is and give the dispatcher a brief explanation.
 4. Give the dispatcher the telephone number which you are placing the call from.
 5. Give the dispatcher the best route into the facility and on to the ice surface.
 6. Report back to the Person in Charge to confirm that the call has been placed.

CONTROL PERSON

- Ensure that team-mates, other participants and spectators are not in the way.
- Discuss the EAP with opponents, officials and arena staff.
- Ensure the proper room is available to attend to the player if required.
- Ensure the route for the ambulance crew to the ice surface is clear and available.
- Seek highly trained medical personnel in the arena if the Person in Charge believes the injury is serious and cannot wait for emergency assistance to arrive.

HELP ALONG THE WAY

HOUSE LEAGUE CONVENORS

Responsibilities:

- There shall be a Head Convenor in charge of each Division within the league, i.e. Pee wee, Bantam, etc.
- Act as an impartial mediator at all times.
- Be responsible to ensure suspensions are served within their respective Division.
- Has the authority to end one of their Division's games, at any center. This may be for safety concerns or due to time restrictions. This shall be in consultation with the game referee.
- Keep the Director informed if a pattern arises, i.e. poor conduct on behalf of a coach, one particular player constantly fighting, etc.
- Establish and maintain good communications between all participants and management levels, in the KMHA.
- Educate themselves on the rules of hockey.
- Ensure established rules and regulations are followed.
- Attend as many games as possible.
- Collect game sheets from the assigned location at the office of KMHA and distribute league game sheets to coaches as needed.
- Attend tournament and Championship games.
- Be present for trophy presentations.
- Organize preseason ratings and hockey draft for all teams.
- Start and stop games based on known curfews.
- Be a resource person for game officials and teams as required.
- **The Convenor does not make any playing rule decisions. The on-ice referees are responsible for all decisions as it relates to penalties during the game.**
- Shall be the statistician for their respective Division.
- Approve scheduled exhibition and tournament games, if delegated.
- Convenors will only deal with the Head Coach or one other assigned team staff member.

HOUSE LEAGUE DIRECTORS

Responsibilities:

- Oversee the operation of his/her designated House leagues
 - Boys Initiation, Minor Novice and Novice Divisions (Initiation Program)
 - Boys Atom and Peewee Divisions (Junior Divisions)
 - Boys Bantam and Midget Divisions (Senior Divisions)
- Appoint League Convenors.
- Approve or suspend team officials and players subject to ratification of the Board of Directors.
- Frequently drop by the arenas and observe the Convenors and the operation of the league
- Approve or delegate approval for scheduled exhibition and tournament games.
- Enforce rules, regulations and guidelines established by the KMHA, Minor Hockey Alliance of Ontario, South Western Girls Hockey League, North Metro Girls Hockey League, Ontario Hockey Federation, Ontario Women's Hockey Association and Hockey Canada.
- Be an active member of the Operating Committee participating in meetings, call meetings for the leagues they oversee for which minutes are to be submitted to the Board of Directors for approval, and approve expenditures pertaining to their respective divisions.
- Establish and maintain good communications between all participants and management levels in the KMHA.
- Attend tournament and Championship games.
- Be present for trophy presentations.

VICE PRESIDENTS OF BOYS HOUSE LEAGUE

Responsibilities:

- Oversee registration procedures, call meetings and submit minutes to the Board of Directors for approval and approve expenditures pertaining to the House League Divisions
- Assist the office in determining the ice and scheduling needs of the House League programs
- Coordinate and assist the operation of the four House League Directors.
- Oversee the operation of the House Select program. May appoint and delegate a League Convenor.
- Approve or suspend team officials and players subject to ratification of the Board of Directors.
- Approve or delegate approval for scheduled exhibition and tournament games.
- Enforce rules, regulations and guidelines established by KMHA, Minor Hockey Alliance of Ontario, South Western Girls Hockey League, North Metro Girls Hockey League, Ontario Hockey Federation, Ontario Women's Hockey Association and Hockey Canada.
- Establish and maintain good communication between all participants and management levels in the KMHA
- Represent the KMHA at Alliance meetings pertaining to House league\House League hockey
- Attend both Operating and Executive Committee meetings
- Act as the Chair, or appoint a Chair, for the annual Jason Cripps Memorial Christmas Tournament and the House League Yearend Championships.

HOUSE LEAGUE RULES

The Kitchener Minor Hockey Association (KMHA) operates within the Minor Hockey Alliance of Ontario (MHAO), the South Western Girls Hockey League (SWGHL), North Metro Girls Hockey League (NMGHL) the Ontario Hockey Federation (OHF), the Ontario Women's Hockey Association (OWHA) and Hockey Canada (HC). The KMHA House League rules are intended to supplement all Hockey Canada rules currently in effect. Governing bodies are defined as one or more of these associations.

1. COACHING SELECTIONS

House League coaches shall be selected by their respective Director with input from current and previous league Convenors as well as the House League VP's. All current House League coaches must submit application forms annually, even if they have been coaching at a particular level for a number of years.

The respective Director with assistance from the Convenors will interview the prospective coaches for the upcoming season. Once a coach has successfully completed an interview, he/she will be required to obtain a Waterloo Regional Police Check (cost covered by KMHA). The Police Check will be confidential and handled by an independent source separate of the Kitchener Minor Hockey Association and its Board of Directors.

After the coach has been selected any Assistant Coaches, Manager or Trainer that they wish to add must first be approved by the Convenor and Director before asking the candidate if they wish to join the staff. Ask before you promise!

All coaching and team personnel positions for the KMHA teams shall be appointed and approved by the respective Director and ratified by the Board of Directors as being official.

All KMHA coaches and team personnel are subject to the requirements of the governing bodies.

2. NATIONAL COACHING & TRAINER'S CERTIFICATION PROGRAMS

All KMHA House League coaches should attain a NCCP Coach 2 - Coach Level Certification in order to sign a Hockey Canada card. Coaches are also required to have Respect in Sport – Activity Leader Certification. Any team playing in an Alliance sanctioned tournament must have at minimum, one coach with NCCP certification, and another coach that is a HTCP certified trainer. All House League trainers must receive Hockey Canada level certification prior to being carded.

3. KMHA: Policy # HL2

Title: HOUSE LEAGUE TEAM SELECTION

Policy Statement: For House League team selection, the respective Director(s) in addition to the League Convenors shall be empowered to develop an "equalisation system" to be used to place players on House League teams in their respective division(s). Players who are properly registered will be notified by e-mail or telephone of the first ice time location for their particular age group. House League rosters will be established by the respective Director(s) with not more than seventeen (17) players per team except in the Initiation Program where eighteen (18) players are standard. Where registration figures do not support this number of players, the

respective Director shall determine the number per team, subject to ratification by the Board of Directors.

- The maximum number of players that a coaching staff may protect will be two (2).
- **Protections must be identified to the League before rating sessions begin.**
- Convenors/Directors have the right to determine the make-up of the two protections.
- The Head Coach and Trainer's children must be the two protections.
- Players can only be protected if a parent/guardian is a member of the coaching staff
- Head Coach's son/daughter may be the only goaltenders protected.
- There are no longer players of interest discussions and requests.
- Any concerns regarding player placement must be brought forward to the Director by the first evaluation. This does not guarantee that these requests will be met.

Initiation Program and Midget staff protections can vary due to the differences that occur in these age groups – Initiation Program teams require a higher number of coaches to teach basic skills and Midget league play is very different than other age groups. Each case is examined on an individual basis and must get Convenor, Director and VP approval.

If after the ratings one of your protected players parent/guardian decides not to be a member of the team staff you will lose that protect. You will not be able to replace that staff until after the draft has taken place.

The coaches rate all participants in their age group, including the protections at the rating sessions. The Convenor with the Director's approval will decide where the protections will be placed in the draft order for each team. Coaches will use their notes to draft the players for the team they will coach for the season. Players that do not show up to the ratings will become "hat picks" and picked as by the rules set forth by the Convenor of the league. The Convenor's decision is final.

Individual coaches may share notes and even make a combined list. This list cannot be used to create a draft list for the league and other coaches to follow. This list cannot be used to determine what round a player is protected in.

- Only the two coaching staff with acclaimed protected players may attend the draft. Non parent coaching staffs may have more but they can only be nonparent coaches.
- No coaches under 18 years of age are allowed at the draft

The Convenor will make the final decision based on trying to ensure a balanced league.

KMHA: Policy # HL2.1

4. Title: WAITING LIST AND PLAYER PLACEMENT POLICY

Policy Statement:

A waiting list will not be created until such time as:

- There are only 2 goalie spots remaining in the division
- There are only 8 player positions remaining in the division

Players will remain on the waiting list until they have been informed that they have been registered. This may mean missing one or more of the House League evaluation sessions.

KMHA: Policy HL#2.2

Title: PLACEMENT REQUEST POLICY

Policy Statement: This outlines the requirements and expectations of the various leagues regarding parent requests for placement. Placement requests must be completed by the first evaluation. All requests must be put in writing. All parents requesting a placement must sign the form and hand it into the Kitchener Minor Hockey Offices. Placement requests for two goaltenders will not be accepted.

Initiation, Minor Novice and Novice

In this age group the teams are formed by a committee made up of league officials. In this case they can take into consideration of all skill levels to ensure balanced teams. As such placement requests for these age groups are not defined. If the placement does not allow for balanced teams the request will be refused.

Minor Atom to Midget

In these age groups placement requests will not be accepted. The exception is for siblings and for players from out of town that meet the requirements allowing a placement request to be honoured. Ride requests for two goaltenders will not be accepted.

KMHA: Policy # HL3

Title: Participation of Players in Other Age Groupings:

Policy Statement: In order for a player who desires to participate at the Non-Representative level, but has abilities significantly in advance of his/her age group, participation will be allowed provided the player is placed in a category which is one or more above his/her age classification.

Movement shall be recommended by the respective Director and reviewed by a committee made up of the House League Directors and House League VP's.

In order for a player with abilities significantly below his/her age classification to be allowed to participate in a category one or more below his/her age classification, placement of the player shall be recommended and approved by the respective Director. All requests for movement must be made prior to House League tryouts occurring.

Players cannot be moved up or down a year if it takes a spot away in the league from a player that belongs in that age group.

Players removed from the waiting list will be placed in the appropriate age group based on skill. Siblings cannot be moved to the same division unless a committee made up of the Directors and 3rd VP approve the move. Player ability will control the decision of player movement for siblings. Siblings that are goalies cannot move to other divisions to play with each other

KMHA: Policy # HL3.1

5. Title: HOUSE LEAGUE EVALUATIONS

Policy Statement:

The process for evaluations will differ depending on the divisions. The change to more evaluations will allow:

- Registration issues to be resolved before forming teams

- Coaches to have a longer time to evaluate players allowing for more balanced teams
- Select teams are to be formed before House League teams
- The Select coaches to use the first evaluation ice-time to select players for tryouts
- In Midget, if MD teams need longer to select players this will not impact the team selection process in House League. Players that are staying in MD can only miss the first two evaluations ice-times.

Initiation, Minor Novice and Novice

The evaluations will continue as set forth by the Director of the Initiation Program.

KMHA: Policy # HL4

Title: Ice Time

6. HOUSE LEAGUE HOCKEY - AS NEAR AS POSSIBLE EQUAL ICE TIME

Policy Statement: In House League, the rule for Initiation to Midget inclusive is as follows: Each player shall receive, as near as possible, equal ice time in every game. Failure to observe this rule will warrant disciplinary action as written in the “Boundaries for Coaching Staff” section. Any warning from the league Convenor will be submitted to the appropriate league Director and any suspension of a coach will be brought to the attention of the Board of Directors.

In the case of a team carrying two (2) goaltenders, each shall dress and play equal portions of the game. Any goalie dressed, and on the bench, must play as per the equal ice rule. In the event of one goaltender being unable to play due to sickness, injury or absence, the opposing team and the league Convenor shall be informed prior to the start of the game.

When injury or sickness occurs to a skater and prevents the use of “5 man units” a player may have to be rotated to equalize ice time. This is the coach’s responsibility and will be monitored if necessary by the Convenor/Director.

The following is a recommended guideline:

15 out players	9 forwards	6 defence	
14 out players	8 forwards	6 defence	or
14 out players	9 forwards	5 defence	
13 out players	8 forwards	5 defence	or
13 out players	9 forwards	4 defence	
12 out players	7 forwards	5 defence	or
12 out players	8 forwards	4 defence	
11 out players	6 forwards	5 defence	or
11 out players	7 forwards	4 defence	
10 out players	6 forwards	4 defence	
9 out players	6 forwards	3 defence	
8 out players	5 forwards	3 defence	

In the case of a player arriving late, or being injured during the game, shift to the appropriate player rotation formula for the number of “out” players.

By definition “double-shifting” occurs when any out player is on the ice for two consecutive shifts.

TEAMS ARE NOT ALLOWED TO DOUBLE-SHIFT A PLAYER UNDER ANY CIRCUMSTANCES

TEAMS ARE NOT ALLOWED TO SIT A PLAYER FOR MORE THAN TWO SHIFTS IN A ROW*
*unless notification and approval has been given by the director in charge of the division (special circumstances have been discussed)

Power play and penalty kill lines are not allowed in House League play.

In House League the rule to be followed for substitution in Novice and below, is as follows:
A pre-determined buzzer will indicate that players shall change as per the Initiation Program guidelines.

7. PLAY OF GOALTENDERS

If a team has two (2) or more goaltenders, each shall play equal time. In the event of one goaltender being absent, that team must play with one goaltender.

If a participant signed up and tried out as a goaltender, they must play that position all year. At no time can a goalie play as an out-skater. The exception is in Initiation and Minor Novice where all players have the opportunity to play goal. A team that does not follow this rule will have its Head Coach suspended until a meeting between the Coach, Convenor and Director occurs.

Initiation, Minor Novice and Novice (with buzzer)

The pulling of the goaltender for an extra “out” player may only take place during the last shift of the game, except in the case of a delayed penalty.

Minor Atom to Midget

Pulling the goalie for an extra player can only take place during the last two (2) minutes of the game except in the case of a delayed penalty.

Novice to Bantam

If a team does not have two goalies a player can take a turn trying the position of goalie. This can only be done during a practice.

Midget

A player playing the goalie position will be at the Convenor’s discretion.

If a goalie is rattled due to poor performance, either by his or his teammates play, the Coach can remove him from the game for a shift or two in order to settle the goalie down. The Convenor’s decision is final and they will determine how a goalie plays.

Handshaking will occur at the beginning of the game and coaches will stay on the bench.

8. KMHA: Policy # HL5

Title: NUMERICAL STRENGTH

Policy Statement: Being defined as the number of players allotted to each team and shall only be changed by the Director or his delegated authority because of unusual circumstances.

Initiation, Minor Novice and Novice

Teams having less than nine (9) players in uniform prior to the start of the game may forfeit the game to the opposing team unless there is an unusual circumstance which will be decided by the Director or his delegated authority.

Atom to Major Midget

Teams which have less than six (6) players in uniform prior to the start of the game will forfeit the game to the opposing team unless there is an unusual circumstance which will be decided by the Director or his delegated authority.

Note: Time permitting, and availability of ice time, the game(s) should be re-scheduled.

AP players can not be used in House League play at anytime. If they are used the team doing so will forfeit the game by a score of 1 – 0. This applies to both tournament and league play. The exception is if a team in a Major age group has only one goalie, they may AP a second goalie from the Minor age group to play in the Alliance Championships.

9. KMHA: Policy # HL6

Title: GAME TIMES

Policy Statement: Games are defined as:

Initiation and Minor Novice

As per Initiation Program guidelines

Novice

Three 10:00 minute periods that do not go longer than the fifty minute time slot allotted. Novice will use the buzzer system as determined by their Convenor.

Minor Atom to Minor Midget

Two 10:00 minute periods and one 12:00 minute period that do not go longer than the fifty minute time slot allotted. Novice will use the buzzer system as determined by their Convenor.

Midget

The Midget games will be consist of 3,12 minute periods that do not go longer than the sixty-five minute time slot allotted.

All games shall start in the official starting times as laid down by the league schedule. If a team fails to ice a starting line-up at the official starting time, the Director in charge, or delegated authority, shall investigate and make a decision in regard to the outcome.

Handshaking will occur at the beginning of the game and coaches will stay on the bench.

10. EXHIBITION GAMES

Any games played at any of the Kitchener Community Arenas or the Kitchener Memorial Auditorium Complex will be charged at House League rates. Exhibition games scheduled at

Columbia Ice fields or any other Waterloo or out-of-town facilities requiring KMHA Officials will be charged at representative rates.

11. TRAVEL PERMIT REGULATIONS

Any KMHA team that wishes to participate in any tournament, or exhibition game at home or away, must complete an M.H.A.O. Travel Permit. This form must be approved by the respective Director/Convenor **before** the KMHA Secretary-Manager or delegate signs the form and the appropriate fees are paid. Forms are available from and are to be submitted to the KMHA office.

Teams must also file travel permits for any practice time or team function not issued by the KMHA. Fees will be set on an annual basis. Travel permits for home exhibition games must be submitted to the KMHA Office for approval by the League scheduler. The KMHA Referee Assignor and Timekeeper Assignor must assign all (referees and linesmen) and minor officials (timekeepers).

Teams must pay travel permit fees to the KMHA office staff upon submission of the travel permit.

KMHA: Policy # HL7

12. Title: SELECT PLAYER POLICY

Policy Statement: During the House League season all league games will continue to be played on the weekends the Select team is away at a Select Tournament. For further information on Select Player Policy refer to the Alliance Handbook and KMHA House League Select Manual.

KMHA: Policy # HL8

13. Title: AFFILIATION PLAYERS (AP) FOR MINOR DEVELOPMENT

Policy Statement: In order for a Minor Development Coach to call up an AP player the following rules must be followed:

1. Notify the coach of the affected teams (House and House Select) that you would like to call up one (or more) of their players for a specific game.
2. If there is a conflict with the player's House League game the MD team cannot use that player.

For further information on Affiliated Player Policy refer to the Alliance Handbook.

KMHA: Policy # HL9

14. Title: PROTECTIVE EQUIPMENT

Policy Statement: While on the ice, all players including goaltenders, shall wear a C.S.A. approved hockey helmet, with ear protection, to which a C.S.A. approved facial protector must be securely attached and not altered in any way. Any alteration to a C.S.A. approved helmet or facial protector automatically destroys the certification. Commercially manufactured throat protectors must have the current certification as required by Hockey Canada regulations. Throat protectors are mandatory equipment for all KMHA players, including goaltenders.

Any person registered with KMHA as a player must wear the aforementioned approved helmet with a facemask and the approved throat protector when assisting on-ice with any other KMHA practice or try-out session.

The Kitchener Minor Hockey Association also requires that all players must wear full, properly fitting protective equipment that confirms to the Hockey Canada and the C.S.A. guidelines.

Helmets will be mandatory for all on ice Coaches/Trainers/Managers. If coaches are found to be on the ice and not wearing C.S.A approved head protection, they will be suspended one game for each infraction with increased suspensions for repeat offenders.

The Kitchener Minor Hockey Association shall permit the use of the KMHA goaltender equipment subject to the refundable deposit established prior to each season.

15. EQUIPMENT DISTRIBUTION

Distribution of the KMHA equipment shall be as follows:

Initiation to Minor Novice – distributed prior to, and collected after, each game from the equipment outlets located in each arena.

Novice to Midget – if sufficient equipment is available for all goaltenders in these age groups, equipment may be signed out for the season subject to the refundable deposit set annually. In Novice, if necessary, equipment may be assigned to the team.

Equipment required by House League teams for any reason other than regularly scheduled games must be obtained from the main Equipment room at Aactiva Sportsplex (provided it is available) at a convenient time, and returned promptly after usage. All KMHA equipment is to be used only for KMHA games and practices unless special permission has been given by the Equipment Manager.

KMHA: Policy # HL10

16. Title: SUSPENSIONS

Policy Statement: The House League has adopted the current OHF Minor Hockey Minimum Suspension List. For further information, refer to the Alliance\OWHA Handbooks. In addition, please refer to current KMHA rules for additional automatic suspensions.

Do not use the back of the gamesheet to determine suspension length. You must use the current OHF Minimum Suspension List.

Additional suspensions can be applied at the discretion of the Convenors and/or Directors of House League Hockey. Refer to Appendix C for additional suspensions for Minor Bantam to Midget.

Suspensions carry into the next year so these must be tracked where necessary. Suspended House League players can go to tryouts (ratings games), but then must serve the remainder of their suspension at the start of season.

If coaches do not follow the Fair Play Code, they can and will be removed from their bench immediately during the game. No protests can be filed. If the coach refuses to leave the bench he will be suspended indefinitely until a disciplinary hearing is convened.

Ignorance of the rules as it relates to suspension is not an acceptable defence and there will be no exceptions. It is expected that coaches read and understand the rules. If a coach is unsure whether a player should or should not be suspended, then he/she should not let the player play until confirmation of the suspension occurs. A coach that plays a suspended player will be automatically suspended for one game

17. SUSPENSION HEARINGS

In the case of additional or non-automatic suspension, the league Director shall contact the player/coach concerned, who shall have the opportunity to verbally defend their action prior to the suspension length being set.

A suspension hearing must be set up and a Committee formed to hear the evidence by the individual(s) involved in a situation where a suspension has the potential for exceeding the following limits: House and Minor Development Leagues - five (5) regularly scheduled games.

The Committee shall consist of the President, or his designate, the respective Director and the league Convenor. The Director (Chairperson) shall make the Committee's suspension recommendation to the President, who shall be responsible for announcing the suspension and having it ratified by the Board of Directors.

18. DISMISSAL HEARINGS

The Hearing Committee structure regarding dismissal shall be comprised of one member of the Board of Directors, one league Convenor and one additional member as appointed by the President (who shall select from among themselves, a Chairperson). The Committee members shall not be actively connected with the team(s) or individual(s) involved. The Chairperson shall make the Committee's suspension or dismissal recommendation to the President, who shall be responsible for announcing the decision and having it ratified by the Board of Directors. Any decision, other than a five (5) game or less suspension, may be appealed to the Appeal Tribunal.

PROTESTS

All protests shall be filed with the General Manager accompanied with a cheque for \$100.00 (one hundred dollars) payable to "Kitchener Minor Hockey Association" with copies of the protest delivered to the Director of the division and the opposing team within forty-eight (48) hours of the protested game. The cheque is refundable only if the protest is won. The protest shall be in writing and shall be specific to the rules and regulations involved, supported by evidence, and shall be signed by the Coach and Manager of the protesting team. The General Manager shall notify the Director in charge and he/she may uphold or refuse the protest based on a review of the evidence. A hearing, if necessary, shall be at the call of the respective Director and the General Manager shall notify the Protest Committee, as appointed by the Executive Committee, and the teams involved, of the time and place of the meeting.

Protests on a referee's decision will not be considered unless it concerns a question of misapplication of a rule interpretation.

19. APPEAL TRIBUNAL Any person, player, team or combination thereof, feeling aggrieved by a decision under the By-laws or Manual of Operations of the Kitchener Minor Hockey Association may appeal to the Appeal Tribunal.

Three (3) members designated by the President shall hear every appeal to the Tribunal.

An Appeal Tribunal shall follow the appeal regulations as outlined. The appeal shall be in writing, addressed to the Secretary-Manager, setting forth the decision appealed from and a concise statement of the alleged aggrievement. The appeal shall be accompanied by a cheque for \$100.00 (one hundred dollars) and made payable to Kitchener Minor Hockey Association.

The appellant must register the appeal within ten (10) days of the rendering of the decision from which he is appealing. The Secretary-Manager shall forthwith direct the three (3) members of the Tribunal, as designated by the President, to hold a hearing at the appointed time and notify the appellant and any other person who has an obvious interest in the appeal.

The Appeal Tribunal, which shall be called the “KMHA Appeal Tribunal”, shall consist of one member of the Board of Directors, one League Convenor and one additional member (who shall select among them a chairperson) and the majority decision shall be final and binding.

The Tribunal shall, at the conclusion of the hearing, or as soon thereafter as is practical, will in written form, signed by each member of the Tribunal, render its decision. The Tribunal may also recommend refunding, in whole or in part, the \$100.00 (one hundred dollar) fee.

KMHA: Policy # HL11

20. Title: PLAYER EJECTIONS

Policy Statement: If a House League player is assessed three separate infractions in a game they will receive a game ejection. (GE). A GE does not carry any suspension. A double minor is assessed as a single infraction. If a player is ejected from a game, they must be escorted to the dressing room by a team official. Players should not be permitted access to the hallways or dressing rooms by themselves.

Dressing room keys should not be kept on the bench. They should be kept by the Manager or a parent who will remain available throughout the game. The designate should open the dressing room door immediately following the game. If this procedure is followed the possibility of altercations will be minimized.

KMHA: Policy # HL12

21. Title: OBSCENE LANGUAGE ALCOHOLIC BEVERAGES AND DRUGS

Policy Statement: Swearing and obscene gestures for all levels of play in the Kitchener Minor Hockey Association, Representative, Minor Development, House and Girl Leagues, shall be governed by Hockey Canada Official Rules.

22. ALCOHOLIC BEVERAGES AND DRUGS

The consumption of alcoholic beverages or the taking of drugs is strictly forbidden during any team activity. (i.e. practices, games). Failure to observe this rule will result in automatic suspension. The person(s) involved must appear before a disciplinary committee representing the Board of Directors before being reinstated or receiving a further suspension.

It is important to note that the consumption of alcohol can impede a member of the coaching staff from performing their duties during a team activity. At all times coaching staff members

must remember that they have duties they must perform, and, they must be capable of performing those duties safely.

23. SMOKING: VAPING

Smoking, vaping is prohibited in all City of Kitchener Facilities. Suspensions shall be levied to players and team staffs who fail to adhere to this by-law.

HOUSE LEAGUE TEAM INFORMATION

KMHA: Policy # HL13

Title: TEAM RULES & TEAM BUDGETS

Policy Statement: It is required that all teams establish rules that all participants must abide by. There must always be consequences for violations, considerate of the age group of your team.

Never punish a child for something that is out of their control. For example if a player can't drive a car then it's not his fault he's always late. Talk to the parent and explain the value to the player and his team-mates of being on time to prepare for the game.

Some things you may wish to include in your team rules are:

- Attendance / punctuality
- Arrival times
- Team Safety – i.e. dressing room rules, throwing of slush and tape etc.
- Parent access to change rooms, pre and post game.
- Attitudes / Sportsmanship

Draft these rules as a collective Coaching Staff so that your staff are all agreed on the rules at the start of the season. For further information regarding Team Rules, contact your Convenor. The Convenor\Director must get a copy of these rules for approval before the coach submits them to the parents.

TEAM BUDGETS

All House League teams must have a team budget. House League teams can have a budget not in excess of the sample budget. Teams must follow the criteria outlined below.

Parental approval is required with respect to establishing a budget for team expenses. A proposed budget must be voted on by parents by a secret, written ballot. The budget is **approved by 2/3 majority.**

All teams that become involved in fund raising, receive parental contributions, and/or possess a bank account, must submit the following to their Convenor and Director for approval:

- Initial budget approved as above (full budget to actual expense statement)
- January 1st financial statement to Director – provided at the mid season coaches meeting
- Year-end financial statement by March 31st.
- Plus a year-end reconciliation to their parent group and Convenor\Director – provided at the year end coaches meeting
- Fundraising is done to reduce the budget cost not to supplement it.
- Bank accounts and cheques must be controlled by two adults that are not coaching staff (or managers) or related to coaching staff.

Fundraising does not require a team majority vote to process anymore but does require that all team members are given an opportunity to be involved.

TEAM OUTER WEAR

Any team (group) obtaining jackets to be used, as a means of “Team Identification” must conform to the Kitchener Minor Hockey Association regulations as follows:

Rationale:

- Team Uniformity
- Affordable cost to a Parent
- Only vendors approved by KMHA for sale and distribution of outerwear bearing the KMHA logo can supply teams with outerwear. KMHA logos are not to be reproduced without permission from the KMHA Board. See the website for approved vendors.
- No House League teams can buy practice jerseys

Team purchases of outerwear must be done “outside” of the approved team budget.

FUNDRAISING EVENTS

Fundraising cannot take place until applications are approved after Sept 15th each season. All requests to hold any fundraising events must be submitted to, and approved by the Fundraising Chair or their designate prior to an event. A fundraising committee has been established to review and make recommendations regarding all fundraising activities within KMHA. The Committee will not approve activities commencing prior to application approvals. Applications are to be made on the prescribed forms.

The selling of goods is considered to be fundraising activities and accordingly must be approved by the committee. Member teams may participate in product sales, bingos, paper or bottle drives, Zehr’s tape collection. Bowl-a-thons or skate-a-thons are not permissible. Lotteries, raffles, and draws may only be conducted under the auspices of the Board of Directors and be equal benefit of all KMHA.

Fundraising activities must follow the current expectations for fundraising as defined by KMHA. A fundraising vote must be unanimous. A fundraising budget must be drafted and attached to the application for fundraising events. Financial reports for the fundraising activities must be filed with the reconciled team budget at the season end. (April 15th)

Proceeds from fundraising events must be used to offset approved budget expenditure. Monies in excess of parent contributions to the budget will be directed to the KMHA Donna Weber Sponsored Children’s Fund.

HOUSE LEAGUE SAMPLE TEAM RULES

INSERT TEAM NAME

Coach Contact Info:

Head Coach

[insert Coach Name]
Home: 519-
Cell: 519-
e-mail:

Trainer

[insert Coach Name]
Home: 519-
Cell: 519-
e-mail:

Manager

[insert Coach Name]
Home: 519-
Cell: 519-
e-mail:

[insert Coach Name]

Home: 519-
Cell: 519-
e-mail:

[insert Coach Name]

Home: 519-
Cell: 519-
e-mail:

[insert Coach Name]

Home: 519-
Cell: 519-
e-mail:

<p>Coaching Philosophy</p> <ul style="list-style-type: none"> • Kid-friendly style • Instill a life-long love of the game • Fun, fair, firm as necessary • Demand each player’s best effort • Skill development • Good, clean, competitive hockey • Individual feedback to players • Good organization • Focus on players in dressing room and on ice • Communication with parents outside of coaching time <p>Goals</p> <ul style="list-style-type: none"> • Improve individual skills • Improve team play • Produce better players, produce better kids • Equal instruction time for players • Have fun and make new friends <p>Medical information</p> <ul style="list-style-type: none"> • Complete confidential forms • Inform coaches of special needs - Sight/hearing/ behavioural/allergies? <p>Tax Deductions</p> <ul style="list-style-type: none"> • Hold on to player registrations receipts! 	<p>Team Rules</p> <ul style="list-style-type: none"> • Adhere to Fair Play Codes – Coaches/Players/Parents • Arrive 30 minutes prior to game times • One parent/guardian per player in change rooms, no siblings if possible • Goalies wear player gloves when putting on pads • Parents to clear dressing room 10 minutes before game times • Players stay seated after dressing • Parents remain outside dressing room for 5 minutes after games • During post-game ‘Chalk Talk’, players remove helmets and gloves only • Attention and good listening from players • Only one person speaks at a time <p>Equipment</p> <ul style="list-style-type: none"> • 1/2L long neck water bottle with straw nozzle • Stick cut to nose without skates on, stick to chin with skates on • Full equipment: Neck guard, jock, CSA approved helmet, etc. • If available, keep a 2nd jersey in the hockey bag for intra-squad scrimmages
---	---

HOUSE LEAGUE SAMPLE BUDGET

The following outline is for reference purposes when compiling a team budget.

League	Division (i.e. Peewee)	Team Name		
Parent Contributions	17 players			\$2700
Item	Date	Proposed	Actual	Balance
Parental Contributions	17 players	\$2700		
Fundraising				
Other				
Total Income				
Water Bottles		\$60		
Pucks		\$20		
Practice Ice		\$170		
Practice Ice		\$170		
Practice Ice		\$170		
Practice ice		\$170		
Practice ice		\$170		
Practice ice		\$170		
Tournament Fees		\$1000		
Travel Permits		\$25		
Team Party		\$400		
Year End Awards		\$150		
Banking Charges		\$25		
Total Expenses		\$2700		

There must be a reconciliation of excess funds, distributed evenly, at the conclusion of the season.

KMHA: Policy # HL14

Title: FAIR PLAY FORM

Policy Statement: Teams are not allowed to double shift players at any time.

In the event there is a concern with regards to fair play, a coach may request of their Convenor that this form be completed in regards to the team in question. The Convenor may delegate the completion of this form to parent representatives from each team at their discretion. Once completed this Fair Play Form shall be submitted to the League Convenor, by way of deposit in the KMHA mail slot in the lobby of all arenas, immediately after the game in question.

Failure to cooperate in this process by an opposing coach will **result in suspension**. Proper rotations for incomplete rosters are outlined in your Coaches Handbook.

List Player rotation by sweater number to assure that each player has an equal share of ice time.

Shift	Visiting Team				
	LW	C	RW	D	D
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					

Shift	Home Team				
	LW	C	RW	D	D
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					

Game Date: _____

Arena: _____

Division: _____ Home Team: _____ Visiting Team: _____

Recorded by: Team Name: _____

Name: _____

KMHA: Policy # HL15

Title: HOUSE LEAGUE TOURNAMENT INFORMATION

Policy Statement: KMHA TOURNAMENTS

- All House League teams must participate in the Jason Cripps Memorial Christmas Tournament, as well as, the House League Yearend Championships.
- Division Champions from Novice (Red) to Midget will compete in the Twin City Cup Challenge
- Division Champions from the Major age groups will represent KMHA at the Alliance House League Championships
- All league games will continue to be played on the weekends that the Select team is away

JASON CRIPPS MEMORIAL CHRISTMAS TOURNAMENT

This annual event is held during the Christmas school break. Coaches and parents should be prepared for tournament games scheduled during work hours on weekdays during the Christmas break.

HOUSE LEAGUE YEAREND CHAMPIONSHIPS

All teams in all divisions will participate in Yearend Championships. The format will be much the same as the Jason Cripps Memorial Christmas Tournament. The difference is the division seeding will be determined by the league standings, and as such, the schedules for this tournament will be finalized two weeks before the last game of the 20 game season. This is to allow for tournament schedules to be created.

Initiation to Bantam

All teams will be guaranteed 4 games and the four semi-finalists (top four teams) will play 5 games.

Minor Midget to Midget

All teams guaranteed 3 games. The top four teams will advance to the semi-finals and the winners will play for the league championship. There is no consolation championship in this age group.

For a complete breakdown of the format please read Appendix B – House League Yearend Championships Format

TWIN CITY CUP CHALLENGE

The Twin City Cup Challenge is a championship series where the champions of the Kitchener and Waterloo Minor Hockey Associations play off in a one game series. The city which wins the most games in the series wins the challenge cup. The trophy will be kept (on loan) by the winning centre for one year. The Championship site, whenever possible, will alternate between Kitchener and Waterloo each year.

KMHA Division Champions determined by the House League Yearend Championship Tournament in the Novice, Minor Atom, Atom, Minor Peewee, Peewee, Minor Bantam, Bantam,

Minor Midget and Midget will represent Kitchener. In Novice, the second place team in the Red Division will represent Kitchener in the Twin City Cup Challenge.

Only players who have been roster approved members of each team for the season are eligible to participate.

ALLIANCE HOUSE LEAGUE CHAMPIONSHIPS

Championship Teams in the “Major” age groups, from Novice to Midget, will be invited to participate in the Alliance House League Championships. KMHA teams will play against champions from other Alliance centres. Teams attending this tournament must have at least one NCCP certified coach and one HCTP carded trainer on staff. In Novice, the first place team in the Red Division will represent Kitchener.

KMHA: Policy # HL16

Title: NON-KMHA TOURNAMENTS

Policy Statement: Other tournaments may be entered in Alliance centres or outside of the Alliance. As each centre has its own unique rules it is recommended that you research what you will require in the form of documentation well in advance of the tournament date. For assistance in these matters, call the KMHA Hockey Office or your divisional Convenor or Director. They are there to help you.

Please keep in mind that these tournaments should meet the requirements as outlined in the section below. Speak to your Convenor should a conflict arise.

- House League teams may enter one non-KMHA tournament.
- **Tournament dates for rescheduling purposes must occur on the weekends of:**
 - January 3-5/20**
 - January 10-12/20**
 - January 24-26/20 and**
 - February 7-9/20**
- **Any other dates are at the discretion of the Convenor.**
- **Tournament applications must be approved by November 15th**
- The final date for playing in tournaments shall coincide with the Alliance House League Championships
- Tournament results and game sheets must be submitted to the Convenor by the Coach immediately after each tournament and before the next league game. The Convenor will then take these to the KMHA Office
- Only the players on the named team Alliance approved roster may participate with a House League team in a tournament. Teams cannot pick up players from other teams to fill a roster out. **No exceptions will be granted.** Special consideration will be given to the Lancaster Friendship tournament and other tournaments that classify as Friendship tournaments. The addition of a goaltender to ensure two goalies for the tournament will be allowed and ice must be shared between the goaltenders as per the KMHA rules. Goalies can only play in these tournaments as a goalie as per the Alliance rules regarding a team roster.
- House Select teams will have tournaments picked before the House League season starts. These tournaments will be communicated to the House League teams at the start of the

season and these weekends will be designated as Select tournament weekends. This means the House Select team will take priority over the House League team tournament activities and the players priorities will be to the Select team.

KMHA: Policy # HL17

Title: JASON CRIPPS MEMORIAL CHRISTMAS TOURNAMENT AND HOUSE LEAGUE YEAREND CHAMPIONSHIPS

RULES AND REGULATIONS

Policy Statement: Rules and Regulations

Upon completion of Round Robin play, teams will advance as per schedule.

There will be no overtime in any game except the final seeding, semi-final and championship games. See Overtime Rules on next page for details.

Standard Alliance, OWHA and KMHA rules apply regarding suspensions. If a player is assessed a 5- minute major for fighting, that player will be suspended for the rest of the tournament (unless the other player was assessed an instigator/aggressor penalty).

If the game is a forfeit the score of the game will be 1 – 0.

All goals scored will count in factoring final standings for determining teams that advance for all divisions above Novice. In Initiation to Novice there will be a 5 goal maximum goal differential. For example, a 10 – 1 score in the round robin will become a 6 – 1 score when calculating the percentage for tie breaking.

Games with a 5 goal differential will play the third period as run time until this differential is less than 5 goals. This includes semi-finals and finals. Initiation and Minor Novice game format is below.

Games can begin up to 15 minutes before their scheduled start time. Please ensure teams are ready.

Game Lengths

Initiation and Minor Novice – All games will be half ice, 46:00 running time periods (2:00 buzzer)

Novice - All games will be 9:00 – 10:30 – 10:30 stop time periods (1:30 buzzer).

Boys – Minor Atom to Midget - All games will be 10:00 – 10:00 – 10:00 minute stop time periods.

Girls – All Age Groups - All games will be 10:00 – 10:00 – 12:00 minute stop time periods.

Playoff Round Tie-Breaking Procedure

- a) If two teams are tied then the result of the round robin game involving the two tied teams will apply. The winner of the round robin game between those teams will advance.
- b) If two or more teams are tied at the end of the round robin, the teams with the best goal average would qualify.

The goal average of a team is determined by adding the goals for and against together and dividing that total into the goals for, with the team having the highest percentage winning the higher position.

Example: for – 10 goals; against – 4 goals, percentage $10 / (10 + 4) = 0.714$
- c) If the teams are still tied then the team with the most wins would qualify.
- d) If the teams are still tied, then the team to qualify would be the one that scored the first goal in the game between the two teams (applies if only two teams are tied).
- e) If the teams are still tied the team that gave up the least amount of goals would qualify.
- f) If the teams are still tied, then the team to qualify would be the team that received the least penalty minutes throughout the round robin.
- g) If the teams are still tied after all the previous methods have been applied, then the winner of the playoff spot will be determined by a single toss of a coin.

JASON CRIPPS MEMORIAL CHRISTMAS TOURNAMENT AND HOUSE LEAGUE YEAREND CHAMPIONSHIPS

OVERTIME RULES

Overtime will be sudden victory with the first team to score winning. Overtime will consist of one period of 3 on 3 play with the teams switching ends at the start of period (long change).

Every player has the right to play and experience the excitement and pressure of an overtime game. **Every player must play a shift before the first player plays a second shift. If a player returns to the ice accidental or intentional before all players have been played once, play is to be stopped immediately and a penalty shot will be called on the offending team.**

Penalties from the game carry forward into the overtime and teams will start 4 on 3 until the first whistle after the penalty has been served then the game will resume as 3 on 3. Any penalty called in overtime will result in a penalty shot for the non offending team. If the penalty is a major the player will be removed from the game.

Novice (with 1:30 buzzer)

Period length = 9:00

Players change on the buzzer

Minor Atom to Midget

Period length = 10:00

Players can only change on the fly and not during a stoppage in play

Shootout Format

If a winner does not emerge than a shootout format will be used. Each team will get three shooters and they will shoot at the same time. If the teams are still tied than they will go one shooter at a time until a winner occurs. No shooter can shoot twice until all have had an attempt. Use the Overtime Shootout Form in Appendix A to determine shooter order.

Appendix A

OVERTIME SHOOTOUT FORM

Playing Order	Players Number	Players Name
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

**KMHA: Policy # HL18
Appendix B**

Title: HOUSE LEAGUE YEAREND CHAMPIONSHIP FORMAT

Policy Statement: The Championship Tournament format will be as follows:

The format of the year end tournament will be set by the Chair person or persons of the Tournament for that year.

Each division will be divided based on number of teams per division each year and the equality of the teams in the same division.

Appendix C

ADDITIONAL SUSPENSION POLICY – MINOR ATOM TO MIDGET

Below is a list of suspensions that will be applied in addition to the OHF minimum suspension. These are mandatory suspensions in KMHA House league play. Coaches are responsible to ensure they are enforced and that game sheets are monitored and suspensions/misconducts served. If in doubt – ASK! League officials have the ability to apply suspensions beyond the ones below.

Minor Penalties	
3 occurrences of a minor in a game. (A double minor is one occurrence)	Removal from current game – GE56.

Multiple Misconducts	
3 rd or 4 th 10-minute misconduct in current season	1 game suspension
5 th misconduct	2 game suspension
6 th misconduct	3 game suspension
Incremental increase	

Fighting	
1 st fight	OHF minimum – current game and 1 game
2 nd fight	2 games in addition to current game
3 rd fight	5 games in addition to current game
4 th fight	Disciplinary hearing – not less than 6 games
Note: If one player in the fight is the instigator or aggressor the player defending himself will only be given the OHF minimum and the incident will not be included in the Additional Suspension Policy.	

Instigator (INS) or Aggressor (AGG) penalty – only given if player is the initiator of a fight	
1 st incident	OHF minimum – current game and 1 game
2 nd incident	2 Games in addition to current game
3 rd incident	5 games in addition to current game
4 th incident	Disciplinary hearing – not less than 6 games
Note: These suspensions are in addition to any suspensions for fighting	

Multiple Suspensions	
First or Second Suspension (Suspension for Fighting and Instigator\Aggressor not included)	Suspension as per the OHF list.
Third Suspension (includes Fighting or Instigator\Aggressor)	Add 1 game to any suspensions currently applied (OHF and above)
Fourth Suspension (includes Fighting or Instigator\Aggressor)	Add 2 games to any suspensions currently applied (OHF and above)
Fifth Suspension (includes Fighting or Instigator\Aggressor)	Add 5 games to any suspensions currently applied (OHF and above)