

Everest Youth Hockey Athletes/Parents/Coaches Handbook

Our Vision:

To be the most desired and successful youth hockey association in Wisconsin.

Our Mission:

Everest Youth Hockey is committed to maximizing skill development of young hockey players in a positive atmosphere of fun competition, sportsmanship, and equal participation.

Introduction

The Everest Youth Hockey Association (herein identified as EYH) Handbook outlines the expected codes of conduct and rules of the EYH program, as well as the rights and responsibilities of our athletes, parents/guardians (hereafter referred to as parents), and coaches.

Handbook Changes

EYH encourages input from players, parents, and coaches with respect to strengthening and improving our association. Proposed changes must be submitted in writing, to the EYH Board Secretary by June 1 of the year following a completed season. All proposals will be reviewed by Board of Directors for their approval. Any approved changes will be incorporated into the association's rules for the next season (September – March). In the event of special circumstances, EYH may amend in a 2/3 affirmative vote of the Board of Directors.

General Responsibilities

All athletes are expected to conduct themselves in a manner that displays respect, both on and off the ice, for themselves, their parents, their teammates, their coaches, their community, EYH, and they should encourage their teammates to conduct themselves in a respectful manner.

Parents and/or skaters are expected to fulfill the following requirements available online as outlined each year:

- Complete Registration Process

- Complete Volunteer Commitments

- Fulfill Fundraising Obligations

- Teams are required to perform at least one charitable act before January 15

- All players must wear all equipment approved by USA Hockey and/or required by EYH

- NO cell phones are to be used in locker rooms

Special Note: The Greenheck Fieldhouse is located on the D.C. Everest School grounds which is designated as a Drug Free Zone. This means that no Alcohol, Tobacco, or illegal drugs of any kind are permitted on the premises. This policy will be strictly enforced with players, as well as coaches and parents.

EYH Values Program

EYH will be providing each tournament eligible team with money toward tournament fees once all members of the team complete their charitable act and the manager turns in the form.

The team manager will be responsible for ensuring that each member of the team completes his or her charitable act. The goal of the program is to have the team identify an act that they are able to do as a team. This act will help show our community what EYH is about, provide exposure to our kids, and help build teamwork. If a player is not able to attend the team charitable act due to timing, conflicts or illness then with preapproved permission of the team manager, a player may complete his/her act on their own.

Prerequisites for Coaching

All potential coaches must fulfill the following prerequisites:

- Must be at least 18 years of age as of October 1st of the year they start coaching
- Must complete the Everest Youth Hockey Coaching Registration Form
- Must successfully pass a background check preformed by EYH in conjunction with a law enforcement agency chosen by EYH
- Must successfully meet all USA Hockey Coaching regulations

Coach Selection Process

The Hockey Operation Committee will review the coaching registration forms and background checks. After approval the committee will appoint one or more of the coaches for each team. Once the committee has appointed its selected coaches it will inform everyone of the selections. At this time all Head Coaches will have the ability to appoint Assistant Coaches from a Hockey Operation Committee supplied, previously approved pool of eligible coaches. Each team will require a minimum of one (1) Head Coach and two (2) Assistant Coaches. There will be no maximum number of coaches allowed on the ice for practice. However, only four (4) coaches will be allowed on the bench in a game situation. EYH encourages as many assistant coaches as possible for practices. Please remember all coaches must abide to the USA Hockey Regulations for on ice coaching. The EYH Board reserves the right to approve or deny all coach selections that are made. The Board also reserves the right to appoint additional coaches as well as remove or replace coaches as they see fit.

Player/Team Selection Process

The Hockey Operations Committee will work with the tryout evaluators to coordinate and conduct the annual team tryout process which takes place in October. Once initial team placements are determined, teams will be posted within 48 hours with exception of teams affected by the high school selection process.

In order to meet its overall goal of forming teams within each program/age level based upon skills and abilities, the Board reserves the right to establish teams based upon skills and abilities demonstrated during tryouts, keeping in mind the need to keep the recommended minimum and maximum number of players per team.

In order to field a given team at any level, the number of registered players available must be at least 10. If this minimum is not met, the Board will evaluate alternatives; such as but not limited to, double rostering players, moving a skater(s) up a level, and/or joining with another area association to field a team.

Skaters may skate within the program level corresponding with their age as of December 31st of the current season. The only exception that the Board will consider is a situation where the number of players at a certain level are in jeopardy of not being able to field a team; in that case, allowing a skater to move up to the next higher level will be considered by the Board, with the agreement of the player's parents and the affected coaches. If a player chooses to forego tryouts, they will be placed on the lowest level team within their age group. Exceptions will be considered by the Board for situations preventing players from attending tryouts such as, but not limited to, a serious injury/illness, death in the family. Prior to the start of tryouts, the player must provide a written request to the Board and/or a physician note stating that participating in the tryouts would jeopardize their health.

Game/Practice Schedules

The number of games (not including tournaments) recommended, per level, are as follows:

| | | | |
|------------------------|----------------|--------------------|-------|
| Mini-Mites: | Not applicable | | |
| Mite In-House: | 10-12 | Girls U10 In-House | 10-12 |
| Mite A-Travel: | 18-22 | Girls U10 Travel | 16-20 |
| Mite B-Limited Travel: | 16-20 | Girls U12 | 20-25 |
| Squirts: | 20-25 | Girls U14 | 30-35 |
| Pee Wees: | 30-35 | | |
| Bantams: | 35-40 | | |

Games typically begin in early December and run through mid-March. Regular season games are typically within a 60-mile radius. In the case of limited travel teams, games are typically within a 30 minute radius. The EYH In-House teams typically play at Everest, Mosinee and Wausau. The individual teams choose tournament locations.

Practice schedules will vary based upon availability of ice time. However, each team usually has 2-3 practices per week. Typically, the upper levels (Girls, PeeWees and Bantams) will have later evening practice times so that the younger players (Mites and Squirts) are off the ice by 8:00pm.

Equal Participation

Equal participation, as stated in our mission statement, is intended to mean the following:

Skaters at each program level will be provided the opportunity to play in all regular season and tournament games. The amount of skating time in each game will also be applied as equally as possible.

Discretion by the coaches for all traveling teams is allowed during games in power play/penalty kill situations, player injuries, closely scored games in situations where there is a chance to tie and/or win a game in the last 5 minutes of the 3rd period/overtime period or sudden death overtime and shootout situations, and when there are behavior/disciplinary issues.

Parents will be informed by the head coach if a behavior issue during a practice or game results in a significant amount of decreased playing time during a game or practice.

Athlete's Code of Conduct

As a member of EYH, you represent your team and the association at practices, games, hotels, restaurants, etc. EYH expects you to conduct yourself in a sportsmanlike manner and to observe the following player rules:

1. Respect – You are to show respect at all times for coaches, officials, teammates, spectators, and opponents during games and practice sessions. Do not argue with referees, linesman, timekeepers, scorekeepers, spectators or coaches. Disrespect will not be tolerated and will result in the individual and parents appearing before the Discipline Committee for disciplinary action.
2. Profanity – Zero tolerance – Use of profanity is strictly prohibited. When traveling, this policy is enforced in all hotels, restaurants, and ice rinks while representing EYH. The first violation of this policy will result in a verbal reprimand for the athlete and parents. A second violation will result in a one (1) game suspension. The Discipline Committee shall determine the penalty for repeated violations.
3. Equipment – Uniform jerseys must be kept clean, well repaired, and can be worn on days of varsity home hockey games and other times as designated by the Board. Wearing uniform jerseys for practice is strictly prohibited. Intentionally damaging EYH supplied equipment will result in an appearance before the Discipline Committee by the athlete and parents.
4. Conduct on the ice- If a player receives a misconduct, game misconduct, the player will be suspended from the next one (1) game immediately following the report of the offense to the Discipline Committee per USA/WAHA rules. A matched penalty will be referred to USA/WAHA rules which states: A player or Team Official incurring a match penalty shall be suspended from participating in any USA Hockey games and practices until his case has been dealt with by the

proper authorities. A mandatory hearing by the proper authorities shall be held and a decision made relative to any further disciplinary action within 30 days of the incident. If extenuating circumstances prevent the proper authorities from conducting the mandatory hearing, the player or Team Official shall be automatically reinstated after 30 days.

5. Absences - Parameters are to be established at the coaches discretion as explained in the preseason parent meeting.
6. School Behavior – Upon a parent’s report of unacceptable behavior in school, and at the parent’s request, the player will not be allowed to play during their team’s next game.

Special Policies re: Drugs and Alcohol

For violation of any EYH standard in the areas of drug* use, including sale, possession, or illegal use; use, possession, or purchase of alcoholic beverages; the penalty for a first violation shall be suspension for eight (8) consecutive games. The penalty for a second violation shall be suspension for twenty (20) consecutive games. If the violation occurs during off-season, or the penalty is not able to be completed during the current season, the suspension will carry over to the following season. The suspended player is expected to participate in practices but must serve the suspension by dressing for the games for which he/she is suspended and sitting on the player bench. The suspension will not be considered fulfilled until these requirements are fully met. The penalty for a third violation, except for extraordinary circumstances, will result in a lifetime** ban from EYH.

*Drugs shall be defined as any illegal or banned substance as per federal law or the misuse/abuse of prescription drugs.

**A player may petition EYH for reinstatement upon successful completion of a treatment program. Verification of successful treatment will be required and the EYH Board of Directors shall make the final decision concerning reinstatement.

Special Policy: Tobacco and Immoral Conduct

For violation of any EYH standards of conduct in the areas of tobacco, including possession or use of smoking or chewing tobacco, or any other immoral or unacceptable conduct contrary to the ideals, principles and standards of EYH, the penalty for a first violation shall be suspension for four (4) consecutive games. The penalty for a second violation shall be suspension for ten (10) consecutive games. If the violation occurs during off-season, or the penalty is not able to be completed during the current season, the suspension will carry over to the following season. The suspended player will be expected to participate in practices but must serve the suspension by dressing for the games for which he/she is suspended and sitting on the player bench. The suspension will not be considered to have been fulfilled until these requirements are fully met. The penalty for a third violation except for extraordinary circumstances will result in a lifetime** ban from EYH.

**A player may petition EYH for reinstatement upon successful completion of a treatment program, if applicable. Verification of successful treatment will be required and the EYH Board of Directors shall make the final decision concerning reinstatement.

Player Appeal

A player may appeal a disciplinary penalty to the Board of Directors within two days after being notified of the penalty imposed by the Discipline Committee. The player must call the President of the Board to set up an appeal hearing. The player’s appeal will be heard within 48 hours, whenever possible, after the appeal has been made to the President. The player, player’s parents, and coach must appear before the committee. Until such appeal has been heard and acted upon, the Discipline Committee decision will remain in force.

Parent(s)/Guardian(s) Code of Conduct

Youth sports are a very emotional time in a parent’s life. Some of the emotion is positive and some is not. As parents, we must remember that children tend to be impressionable at a young age and they will use our behavior as a means of identifying what is appropriate. Your behavior at practices, games, hotels, restaurants, etc., is a direct reflection on your child and EYH. We ask that you conduct yourself in a sportsmanlike manner and set a good example for all. Remember that EYH is a youth association and does

not approve of the drinking of alcoholic beverages or smoking within our rink or any other that we travel to. You will be asked to leave the rink and could be asked to appear before the Disciplinary Committee for this type of inappropriate behavior.

- Do not force your child to play hockey. They should be participating because they enjoy it.
- Encourage your child to play by the rules.
- Applaud the good plays of both teams during games.
- Do not embarrass your child or EYH by yelling at them, other players, coaches, officials or other spectators.
- Emphasize skill development and the benefit to your child's personal growth.
- Know and understand the rules of the game and support the coaches and officials on and off the ice.
- Never verbally or physically abuse your child before/during or after a game or practice.
- Recognize and respect the volunteer coaches.

While you may not agree with everything that happens throughout your child's youth sporting career, open displays of anger, verbal/physical abuse, or other display or negative emotions will not benefit your child or EYH.

As a parent/guardian, you will be held accountable for your actions while members of EYH. Any issues/problems related to parent/guardian code of conduct violations, will be reviewed in accordance with the procedures as outlined in the Grievance Procedures.

Coach's Code of Conduct

- Never verbally or physically abuse a player, official, parent, spectator or other coach.
- Care more about the child than winning the game--winning is a consideration, but not the only one, nor the most important one.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- Give all players the opportunity to improve their skills, gain confidence, and develop self-esteem.
- Adjust to each player's personal needs and challenges. Be a good listener.
- Encourage all your players to be team players
- Be a positive role model to your players, display emotional maturity and be alert to the physical safety of your players.
- Be generous with your praise when deserved, be consistent, honest, fair and just. Never criticize players publicly.
- Maintain an open line of communication with your players and their parents. Reinforce the goals and objectives of EYH.
- Teach the basics, continue to study and learn the game to become a better coach and communicator.
- Know the rules, techniques, and strategies of hockey.
- Organize practices that are challenging and fun for your players.

As a coach, you will be held accountable for your actions both on and off the ice. As a member of EYH, you represent our teams and association at practices, games, hotels, restaurant, etc. EYH expects you to conduct yourself in a sportsmanlike manner at all times and to observe the following coach's rules:

1. Respect – You are to show respect at all times for coaches, officials, players, spectators and opponents. Do not argue with referees, linesman, timekeepers, scorekeepers, spectators or coaches. Disrespect will not be tolerated and will result in appearing before the Discipline Committee for disciplinary action.
2. Profanity – ZERO TOLERANCE. Use of profanity is strictly prohibited while representing EYH. The first violation of this policy will result in a verbal warning. A second violation will result a

- one (1) game suspension. The Discipline Committee shall determine the penalty for repeated violations.
3. Intentionally damaging EYH equipment and or facilities will result in appearing before the Discipline Committee.
 4. Conduct on the ice – If a coach receives a misconduct or a game misconduct, the coach will be suspended for one (1) game immediately following a report to the Discipline Committee per USA/WAHA rules.
 5. Other inappropriate behavior – will be handled in accordance with the Grievance Procedures.

Disciplinary Committee

As indicated in the EYH Bylaws, the Discipline Committee will be comprised of four (4) members of the Board of Directors, and are responsible for ensuring that players, coaches and parents remain accountable for their actions and will provide disciplinary action when necessary.

The Discipline Committee will be comprised of the President, the President-Elect, the Immediate Past President, and the Referee Coordinator. Should any of these individuals have a conflicting interest with the issue at hand, or not be available, then another Board member appointed by the President would serve in their place for that particular issue.

Grievance Procedures

Identifying and addressing a problem or concern is not always easy. Therefore, we have established a line of communication beginning with the team manager and culminating with the Discipline Committee to resolve conflicts or issues as follows:

1. The team manager is the first line of communication for all parents and players. The complaint must be presented to the team manager. If the problem is such that the team manager is unable to resolve the conflict within seven (7) days, the team manager, or individual filing the complaint, may bring it to the attention of the Discipline Committee.
2. The complaint must be submitted to the Discipline Committee in writing.
3. The Discipline Committee will review the complaint within 24-72 hours after notification and will contact the individual(s) filing the complaint to further assess and review the problem.
4. The individual(s) against whom the complaint has been filed shall appear before the Discipline Committee and asked to respond to the complaint.
5. The Discipline Committee, acting in the best interest of EYH, will further investigate the complaint as deemed appropriate and is authorized to enforce disciplinary actions as appropriate. These actions may include written warnings and/or temporary and/or permanent suspension from the program.
6. All actions taken by the Discipline Committee will be communicated only to the individuals involved and to the EYH Board of Directors during a closed session.

Sexual Abuse Policy

It is the policy of USA Hockey that there shall be no sexual abuse of any minor participant involved in any of its Sanctioned Programs, its Training Camps, Hockey Clinics, Coaches Clinics, Referee Clinics, Regional and National Tournaments or other USA Hockey events by an employee, volunteer, or independent contractor. Sexual abuse of a minor participant occurs when an employee, volunteer, or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant or the employee, volunteer or independent contractor. Sexual abuse of a minor participant also occurs when a minor player touches an employee, volunteer or independent contractor for the sexual arousal or sexual gratification of either the minor participant or the

employee, volunteer or independent contractor, if the touching occurs at the request or with the consent of the employee, volunteer or independent contractor.

Neither consent of the player or the sexual contact mistake as to the participant's age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse.

Upon proof of violation of this policy, the violator will be permanently banned or suspended from USA Hockey sanctioned programs and/or the programs of its Affiliate Associations*.

*As an Affiliate Association of USA Hockey, EYH will abide by the policies as established by USA Hockey as well as the Wisconsin Amateur Hockey Association (WAHA).

EYH Player-Parent Agreement

As an Everest Youth Hockey Athlete, Parent/Guardian or Coach, I have received the Everest Youth Hockey Handbook and agree to abide by the codes of conduct and rules herein:

Athlete Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Coach Signature: _____ Date: _____