

Eagle River Recreation Association



**2011-2012
Hockey Program
Policy & Procedure Handbook**

Welcome to

Eagle River Recreation Association Youth Hockey

Welcome to Eagle River Recreation Association (ERRA) Youth Hockey Program. You and your child(ren) have joined a group of people who love the game of hockey. Our goal is to provide an opportunity for your child(ren) to learn about hockey and to have fun. We hope that you will feel that this is your association, and that you will want to become a long-time member of the ERRA. Remember that the ERRA is a group of volunteers, and your voice counts.

MISSION STATEMENT

- Provide a safe, fun, and affordable youth hockey experience for all members.
- Instill and support family values guided by respect for oneself and others.
- Create an environment that emphasizes progressive skill development necessary for success.
- Educate, understand, and respect various levels of competition.
- Hold the game of hockey in high regard, along with its players, coaches, and parents.
- Develop friendships that last a lifetime.

USA HOCKEY AND WISCONSIN AMATEUR HOCKEY ASSOCIATION

ERRA is a member of both USA Hockey and the Wisconsin Amateur Hockey Association (WAHA). USA Hockey sets standards for hockey programs throughout the United States. It defines rink specifications, team guidelines, playing rules, and officiating guidelines. USA Hockey also handles insurance programs for the protection of both the player and the Association.

WAHA governs hockey within the State of Wisconsin. WAHA is primarily concerned with age levels and tournament rules. WAHA conducts State Tournaments and other hockey programs in coordination with other states.

ERRA pays membership dues to, and is sanctioned by, both of these organizations. This allows the ERRA to be officially recognized by other associations, and participate in tournaments and leagues.

MEMBERSHIP

A. ELIGIBILITY

1. Membership is open to all adults (18 years of age or older). No person or family may purchase more than one membership.
2. Members must pay their annual membership fee prior to or at the Annual Meeting. The fee is \$5.00 per membership.
3. Two memberships are included with the registration fee paid for the first child player in each family.
4. All Executive Board members shall receive a complementary membership each year of active duty.
5. Each person registering to play on the Association's adult senior team, also known as the Falcon's shall receive a membership with their registration.

B. PRIVILEGES FOR ALL MEMBERS

1. Each member of record, regardless of hours worked, shall be entitled to vote on all voting matters brought to the membership at large.
2. No member shall be allowed to vote more than once on any voting issue.
3. All new members shall receive one (1) current copy of the ERRA Policy and Procedure handbook at the time of registration. Extra copies, or replacement copies, can be purchased for \$5.00 per copy, or downloaded for free from the ERRA website (www.erra.com).

C. RESPONSIBILITIES FOR ALL MEMBERS

1. All members and their Parents/Legal Guardian must have a signed and dated Code of Conduct letter on file with the Association prior to the start of the season.
2. All members and their Parents/Legal Guardian shall abide by the rules and regulations set forth in this handbook.
3. All members bear equal responsibility to seek to improve the operation of the ERRA through communication within the organizational structure set out herein.
4. All members must report any known violation of the Coaches, Players, or Parent's Code of Conduct, in writing, to the Grievance Committee using ERRA Rules & Regulations Infraction Form #RR-001.
5. Each family shall be required to commit to and complete, throughout the current season, a minimum number of volunteer hours on approved Association sponsored activities. Families with more than one child in the program shall be required to accumulate hours as assigned to their first child. For definition purposes, first child is defined by oldest child, and so forth. It is the members responsibility, not the associations, to prove or have proof of hours worked.
6. There shall be no carry forward of excess hours worked from one fiscal year to the next. Excess hours should, however, be properly reported.
7. Each member shall be responsible for reporting his/her hours worked to the Worker Hours Chairperson.
8. The following Association positions entitle the holder of the position to a credit of specified hours, as stated below, toward their family's hour requirements:

a) All Concession and Other Hours

Members of the Board of Directors	Ice Scheduler
Game Scheduler	Referee Scheduler
Head Registrar	Tournament Director
Head Coach	ADM Chairperson
Worker Hours Chairperson	

b) All Concession Hours Only

Concession Stand Chairperson	
Concession Stand Members (7)	ACE Coordinator
Web Master	

c) All Other and Fundraiser Hours

Auction Chairperson	Silent Auction Chairperson
Ice Masters Classic Chairperson	

d) All Concession and Fundraiser Hours

Fair Chairperson	Sign Rental Chairperson
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e) All Fundraiser Hours Only

Summer Pond Hockey Director	
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f) All Other Hours Only

Assistant Coach (maximum 2/team)	Team Representative
Referee In Chief	Team Tournament Director (10 hours max)
Equipment/Uniform Chairperson	

Note: Any of the above positions that are shared between 2 or more members (with the exception of Assistant Coaches) shall divide equally the number of hours credited.

9. Committees (number of members in parenthesis) listed below are to record their time as other hours:

Rink Maintenance Committee (1), Worker Hours Committee (5), Fundraiser Committee (3), Zamboni Committee (1), Ref Chief Committee (1), Grievance Committee (3), Summer Hockey School Director (1), By Laws Committee (3), Pop Machine Committee (1), Record Keeping Committee (1), Coaches Committee (1).

10. Any hours earned may be transferred to another Association family by writing the family name in the "skater's name" area of the worker hours slip or concession sign schedule. The skater's name **MUST** be on the sign-up sheet (concession, zamboni, or fundraiser) or worker hour slip when it is turned in.

11. Hours are assigned as follows:

2011 – 2012 ERRA HOCKEY WORKER HOURS				
Level	Concession Hours	Other Hours	Fundraising Hours	Total
ADM Half Year	5	0	0	5
ADM Full Year	10	0	0	10
Mite	20	15	15	50
Squirt	20	15	15	50
Peewee	20	15	15	50
Bantam	20	15	15	50
Girls U12	20	15	15	50
Girls U14	20	15	15	50

2011– 2012 ERRA FIGURE SKATING WORKER HOURS				
Level	Concession Hours	Other Hours	Fundraising Hours	Total
Learn to Skate Half Year	5	0	0	5
Learn to Skate Full Year	10	0	0	10
Basic 1-2	10	0	0	10
Basic 3-4	10	10	15	35
Basic 5-6	20	10	15	45
Basic 7-8	20	10	15	45
Bridge Group	20	15	15	50
Advanced	20	15	15	50

2. If you volunteer for more than one of the above positions you are only eligible for the highest hours given. Example, if you are the assistant coach of two different teams you are only eligible for exempt status of your other hours once.

13.If, for some reason, you feel you are exempt from hours worked you will need to present your case to the Worker Hour Chairperson.

REGISTRATION

A. Every player who wishes to participate in the ERRA youth hockey program must register annually and pay ice fees as determined by the Board of Directors. A membership year is from September 1st to August 31st.

- 1) Fees cover practice and game ice & referees.
 - 2) Other expenses such as equipment, jersey replacement, training, supplies, postage and any other operating expenses are raised through fundraising, donations and major sponsors.
 - 3) Expenses related to travel; hotel, food, etc...are the responsibility of the skater or skater's parents/guardian.
- B. Registration timeframe-deadlines must be established to allow for preparation of the season, game scheduling and ice reservations.
- 1) Acceptance of registrations after the deadline may be on a case-by-case basis at the discretion of the Board of Directors.
 - 2) Consideration will be given to the number of skaters already registered at the specific age level.
 - 3) Exceptions will be made for those who recently relocated to the area.
- C. Payment of Fees
- 1) The combined registration fee for the WAHA and USA Hockey MUST be paid online at www.usahockey.com. The fee is \$40 (\$30 to USA Hockey, \$10 to WAHA) for all players over the age of 6 (free for players 6 and under).
 - 2) USA Hockey Insurance is required for all hockey participants over the age of 6.
 - 3) All tournament fees and tax MUST be paid in full at registration.
 - 4) Ice Fees must be paid online. Ice fees may be paid in full, or you may pay ½ at registration with the 2nd half due on or before November 15th, excluding ADM & Learn to Skate.
 - 5) Any unpaid ice fees, back worker hours, missed concession hours, or any other outstanding debt from prior years must be paid in full at registration. A \$25 late fee will be added to any outstanding fees.
 - 6) Fill out a USA Hockey Consent to Treat and Agreement to Participate form. Each child must have a separate form. All children age 10 and older must sign the waiver form along with a parent's signature.
 - 7) Fill out and sign an ERRA Waiver & Release of Liability form. Each child must have a separate form.
 - 8) Skaters will not be allowed on the ice for ERRA functions if the required forms and fees are not signed and submitted to the registrar accordingly.
 - 9) A non-sufficient fund check fee of \$35.00 will be applied to all returned checks/payments.
 - 10) Make sure a copy of each hockey participant's birth certificate is on file. Please see that your child's information is included in the ERRA master file (required for tournaments).
 - 11) At the discretion of the Registration Chairperson a \$25 late registration fee will be imposed except for first time participants in the program.
 - 12) Obtain a copy of your completed registration information if you need it for yourself or another parent/guardian.
 - 13) Keep your copy of the Worker Hours Information sheet for future reference.
 - 14) There are no refunds from ice fees except:
 - a) In the event the program is cancelled.
 - b) A Bantam eligible player who registered and then makes the high school team must still pay ¼ of the annual ice fee charge (\$93 ice fees plus tax and USA Hockey insurance current season).
 - c) There is a 2-week grace period immediately following the day practices start.
 - d) All 2003 Mites who choose to try out for the Squirt team, must pay the Squirt fees at registration. The difference will be refunded to Mite players or applied to the November fee balance after team selections have been made.
 - 15) No additional tournament fees will be paid by the ERRA with exception of state tournaments.
 - 16) A "Last Year" skater is a skater in which 2011-2012 will be his/her last year with the ERRA. This

includes most bantam and U14 hockey players (those who will be freshman 2012-2013) and senior figure skaters. Families with skaters in their last year are requested to sign up early for their required hours or make arrangements with the ERRA board to possibly work the fair or auction prior to the season.

ALL LAST YEAR SKATERS WILL BE REQUIRED TO PAY FOR ALL VOLUNTEER HOURS AT REGISTRATION. PLEASE BRING A POST DATED CHECK (date the check for March 31, 2012) FOR \$750.00 (50 hrs X \$15/hr). These checks will be held until March 31st. At that time we will evaluate how many hours have been completed and request a check (dated 8/31) for the remaining hours in exchange for your \$750 check. If all your hours are completed by August 31st, we will send your check back to you. If they are not completed we will cash your check and refund the hours worked April 1st to Aug. 31st. Failure to work or pay will result in the removal of the skater from the ice until the fee is taken care of.

D. Special Payment Plan

- 1) Payment plan requests must be submitted in writing to any board member prior to October 1st.
- 2) All payment plans must be approved by the ERRA Board.
- 3) If a payment is not received by the identified date in the plan, the skater will not be allowed to skate in ERRA practices or games until the balance of the fee is paid in full.

E. Scholarship Programs

- 1) Scholarship programs are created via donated funds to reduce the burden of hockey costs for families experiencing a financial situation.
- 2) Awards are based on an exhibited financial need. Primary consideration will be given in circumstances that involve a change in financial status, recent death of parent, or a parent losing employment.
- 3) Those awarded a scholarship are required to fulfill all worker hours.
- 4) Written request should be submitted to any board member.

PLAYER EVALUATION AND TEAM SELECTION

TEAM SPLITS

The Board of Directors will determine what levels will conduct splits for that season.

COACHING COMMITTEE

Coaching Committee will be chosen by the ACE and will consist of 4 people with previous hockey coaching and/or playing experience.

COACHES SELECTION

A notice will be published in the Vilas County News Review and on the ERRA Website soliciting interest for coaches at every level. Potential coaches will then be interviewed by the Coaching Committee. Coaches will be recommended by the second scheduled practice for levels that are not splitting and for the levels that will be splitting; coaches will be interviewed and recommended on the 2nd night of evaluations. Recommendations will be sent to the board for their approval.

EVALUATIONS

The goal is to evaluate and make splits as fair as possible without losing valuable practice time before games start. We will use the scheduled practices to refresh skills and introduce the procedures that will be done during the evaluation nights to take any perceived stress that might arise from doing a new drill while being watched.

Evaluations will be conducted on the following dates by the coaching committee. Prior to the evaluation nights the ACE and Director of Skills will run the practices for teams that will be splitting. During these practices the ACE and Director of Skills will evaluate the players based on the criteria listed below. These critiques will be used for a split decision or in the case a child is sick, injured, or missed the scheduled evaluation nights for any reason. If necessary the coaching committee will further evaluate the children that were not evaluated.

Prior to the evaluation nights the skaters will have (4) On-Ice *Skills and Drills* sessions coached by the ACE Coordinator and high school players. It is highly recommended that all players attend all practices.

Practices

Tuesday - Oct. 11th
Thursday - Oct. 13th
Saturday - Oct. 15th
Tuesday - Oct. 18th
Thursday - Oct. 20th

Evaluations

Saturday - Oct. 22nd
Tuesday - Oct. 25th
Thursday - Oct. 27th

Evaluation Nights
Saturday October 22nd, Tuesday October 25th Thursday October 27th

On Ice Evaluation Plan

- On-Ice evaluations will be run by the ACE.
- All players must wear full equipment including mouth guard.
- A numbered jersey will identify players. Evaluators will not be given skater's names, simply the jersey numbers.

- The evaluators will be individuals with a good hockey background, and will not be parents of players being evaluated for team placement.
- Evaluators will be in an observation area that allows them to see the entire ice surface and that discourages contact with parents and players.
- Coaches and helpers from previous season and potential coaches and helpers for this season will evaluate on Night 1 only. These evaluations will be sealed and only opened if absolutely needed.
- Parents: Please do not attempt to contact an evaluator at any time, before, during or after the evaluation process to discuss player evaluations or your child's evaluation.
- Age appropriate USA Hockey rules will apply.

The on ice evaluation plan will include the following:

- Warm up
- Skating drills / Age appropriate. Example: Circles, stops, starts
- Scrimmage: 3 on 3, 4 on 4, and 5 on 5
- Head to head competition of players that are being evaluated.
- Players of equal talent will be placed against each other to evaluate them against each other.
- No player will be told during evaluations what team he/she will be playing on.
- All players will compete in the entire evaluation process.

Team Placement Process:

- The ACE Coordinator and Evaluation Supervisor will oversee the evaluation process and procedures.
- Players will be evaluated based on the following criteria: Skating, puck handling, passing, shooting, position, hockey sense, and team play.
- Mites interested in playing goalie must skate at least one evaluation night as a skater.
- Goalies at the Squirt level and above will be evaluated as goalie.
- At the Squirt and Pee Wee level the player's position will have some bearing on the split process if necessary.
- Coaches will be consulted in the evaluation process if absolutely needed.
- During the player evaluations, no one other than the evaluators and the evaluation supervisor will be allowed in the evaluation area. This will ensure that no one is influencing the player evaluations.
- Evaluators and coaches will not discuss their player evaluations with other parents.
- All evaluation results will be handled by the ACE and the Evaluation Supervisor so that rosters may be developed as soon as possible. A posted list and an association wide email will be sent announcing the splits. No roster information will be given to any parents or players before they're posted. Evaluators and Coaches will be instructed not to discuss player placement before it is posted. Please do not call them.
- After the splits have been announced, parent's questions or concerns should be stated in writing within 48 hours and turned into the ERRA or emailed to ace@erra.com. The Coaching Committee will address concerns on an individual basis and present them to the board.

PLAYER DEVELOPMENT ROAD MAP

We realize there is "no one way" to develop a player, and much of our rich tradition is based on sharing of experiences by a variety of coaches, former players, and enthusiasts. We feel it may help all of us if we capture some basic player development philosophies within this handbook. Our aim is to have a program where each level builds on the next, and where coaches can have an expectation of what skills an incoming player will have or will have been exposed to. As in any road map, there may be other routes to a destination, but it is this map that we have chosen to follow. The following "progression pyramid", is our

broad approach to player development. What follows, is a more detailed (not total or complete) picture of where we want to go in developing our players. These “maps” are published here so as to give all, parents, players, coaches, enthusiasts, an idea of where we want to go, and a vehicle to measure individual players’ progression along that journey.

Bantam & U14

At the 14-and-Under (Bantam) level for boys and girls, players should focus on the skill progressions listed below:

Knowledge

Players should know:

1. Rules
 - body checking
 - checking from behind
 - face-offs
 - icing
 - offsides
 - player conduct
2. Common Infractions
 - kneeing
 - high sticking
 - charging
 - boarding
 - slashing
 - hooking
 - holding the stick
 - interference
 - cross checking
 - falling on the puck
 - unsportsmanlike conduct
3. Penalties
 - minor
 - major
 - match
 - misconduct
 - penalty shot

Goal Setting

Players should:

1. Set written goals that encompass a variety of areas in their development including skills, tactics, fitness and team play.
2. Demonstrate external motivation.
Examples:
 - show intensity during practices and games
 - be attentive and dedicated to training
3. Have written goals and a plan of action demonstrating a detailed approach to training. Practice good habits in nutrition, overall health and practice performance.
4. Participate in a fitness program which includes training for both aerobic and anaerobic energy systems as well as strength training.
5. Consider keeping a daily training log book which includes:
 - practice goals
 - note your pre- and post-practice attitude
 - note your pre- and post-game attitude
 - record your positive self talk for the day

- nutrition record

Individual Hockey Skills

Players should continue to master all the previous skills listed as well as the following:

1. Skating
 - quickness
 - speed
 - agility
 - power
2. Puck Control
 - change of pace
 - slip through
 - slip across/slip around
 - fake shot
 - spin around
 - stop and go
 - puck protection
3. Passing and Receiving
 - surround the puck
 - receiving (skate)
 - receiving (hand)
 - one-touch pass
 - indirect (board) pass
 - flip - saucer pass (forehand and backhand)
 - alley-oop
 - breakout
 - wrap around
4. Shooting
 - wrist
 - backhand
 - snap
 - flip
 - slap
 - one-timer
 - tipping
 - rebounding
 - approach to net
 - close in shots (yo-yo pull, roof)
5. Checking
 - covering
 - gap control
 - angling
 - shoulder check
 - taking a check
 - hip check
 - body check
 - block check
 - roll check
 - backchecking
 - angling - steering - deflecting
6. Goalkeeping
 - skate save
 - stacking the pads
 - "V" drop
 - playing angles

- rebounds
- situations
- moving behind the net
- stopping the puck along the boards
- poke checking

Team Play

Players should understand and learn:

1. Offense
 - offense in defensive zone
 - offense in neutral zone
 - offense in offensive zone
 - power play systems
 - face-offs
 - principles: pressure, transition, support, control
 - triangulation
 - cycling
2. Defense
 - one-man forecheck
 - two-man forecheck
 - backchecking (neutral zone)
 - center-on-point defensive coverage
 - wings-on-point defensive coverage
 - man-short situations
 - principles: pressure, transition, support, control
 - defense in defensive zone
 - defense in neutral zone
 - boxing out

Nutrition

Players should:

1. Be able to identify the appropriate amount and type of food from the four basic food groups.
2. Be able to make wise decisions about what to eat before, during and after games and practices.
3. Be able to devise and follow a daily eating plan that consists of sound nutritional choices to enhance athletic performance.
4. Players must know to drink fluids before, during and after games and practices. Additionally, they need to know which fluids work best:
 - Before games/practices: water
 - During games/practices: water, sports drink, diluted juice
 - After games/practices: water, sports drink, juice

Fitness and Training

Players should learn:

1. overloading principles
2. flexibility exercises
3. speed workouts
4. strength workouts
5. aerobic workouts
6. anaerobic workouts
7. off-ice skill development
 - slide board
 - puckhandling with whiffle ball
 - shooting range
8. set realistic goals to improve weaknesses
9. understand the importance of improving athleticism

Injury Prevention

Players should know:

1. Heads Up Hockey program
2. safety precautions for practice
3. the importance of warming-up, stretching and cooling-down
4. the concept of RICE for treating injuries:
 - R - rest
 - I - ice
 - C - compression
 - E - elevation

Sports Psychology

Players should:

1. Understand basic visualization skills (i.e., picture scoring a goal or making a big save).
2. Develop a pre-game routine.
3. Learn relaxation exercises.
4. Develop an air of confidence, good body posture and appear in emotional control at all times.
5. Focus on things you can control and give 100% effort at all times.
6. Understand the benefits of and use of positive self-talk at the rink.
Realize that positive comments help reduce stress, enhance self image and can increase “fun” at practices and games.
7. Be able to control your breathing patterns in difficult and tense situations during games and practices.

Character Development and Life Skills

Players must learn:

1. to realize the importance of honesty and integrity in and away from the arena
2. to accept responsibility for your actions and athletic performance
3. coping strategies to deal with peer pressures
4. the ability to balance school, social activities, sports and family
5. to develop a sense of team commitment
6. the meaning of adversity
7. to cope with adversity

PeeWee & U12

At the 12-and-Under (Pee Wee) level for boys and girls, players should focus on the skill progressions listed below:

Knowledge

Players should know:

1. Rules
 - face-offs
 - off-sides
 - icing
 - body checking
 - checking from behind
2. Common Infractions
 - boarding
 - charging

- cross checking
 - elbowing
 - holding
 - kneeing
 - falling on the puck
 - high sticking
 - hooking
 - interference
 - slashing
 - tripping
3. Penalties
- minor
 - major
 - misconduct
 - match
 - penalty shot
 - checking from behind

Goal Setting

Players should:

1. Establish specific and measurable performance goals that are written, shared with their coaches and parents and revised on a regular basis to promote development.
 - Example:** To develop skate saves in a goalkeeper. With a designated shooter, be able to save seven out of 10 shots successfully using the skate save technique.
2. Divide performance goals into broad categories. Daily tasks should then be planned based on the goals set:
 - long term: one season
 - intermediate: 6-10 games or practices
 - short term: 1-5 games or practices
3. Be able to engage in evaluations of your performance at practices and games. Re-adjust goals based on those evaluations.
4. Set goals that encompass a variety of areas in your development including skills, tactics, fitness and team play.
5. Demonstrate external motivation.

Example:

- show intensity during practices and games
- be attentive and dedicated to training

Individual Hockey Skills

Players should continue to master all of the skills for the previously mentioned levels, including the following:

1. Skating
 - edge control
 - ready position
 - forward start right/left
 - forward stride
 - one-foot stop
 - backward skating
 - forward crossover
 - backward crossover
 - mohawk
 - lateral skating
 - backward crossunder start
 - backward two-skate stop
 - backward power stop (one skate)

- 2. Puck Control
 - forehand shift
 - backhand shift
 - change of pace
 - slip through
 - slip across
 - puck off the boards
 - puck protection
 - give and take
 - backward puck control
- 3. Passing and Receiving
 - forehand
 - backhand
 - snap
 - receiving with the stick
 - receiving with the skate
 - receiving with the hand
 - surround the puck
 - one-touch pass
 - indirect (board) pass
 - flip - saucer pass (forehand and backhand)
 - wrap around
 - breakout
 - alley-oop
- 4. Shooting
 - wrist
 - backhand
 - snap
 - flip
 - slap
 - fake shot
 - rebounding
 - tipping
- 5. Checking
 - poke check
 - hook check
 - stick press
 - lift the stick check
 - covering
 - receiving a check
 - shoulder check
 - angling - steering - deflecting
 - gap control
- 6. Goalkeeping
 - parallel shuffle
 - lateral t-glide
 - forward and backward moves
 - glove save
 - leg save
 - skate save
 - stacking save
 - "V" drop
 - playing the angles
 - rebounds
 - situations

Team Play

Players should understand and learn:

1. Offense
 - offense in the defensive zone
 - offense in the neutral zone
 - offense in the offensive zone
 - power play systems
 - face-offs
 - one-on-one confrontations
 - two-on-one confrontations
 - entering the zone
2. Defense
 - territorial defense
 - one-man forechecking
 - two-man forechecking
 - backchecking
 - center-on-point defensive coverage
 - wings-on-point defensive coverage
 - man-short situations
 - one-on-one confrontations
 - shot blocking

Nutrition

Players should:

1. Understand the importance of hydration before, during and after practices and games.
2. For evening practices and games, eat a normal breakfast and lunch. Before the game or practice, eat a light snack. After the game or practice, eat a meal.
3. For early morning games and practices, eat lightly at breakfast. After practice or the game, eat a snack.
4. For tournaments, if you play more than one game on the same day or several games in successive days, emphasize foods that are high in carbohydrates (fruit, hot or cold cereal, pancakes, cold meats, soup, rice, pasta) while avoiding those foods with a high sugar content.
5. Be able to identify the appropriate amount and type of food from the four basic food groups.

Fitness and Training

Players should learn:

1. light calisthenics
2. balance exercises
3. flexibility exercises
4. agility exercises
5. coordination exercises
6. quickness activities
7. team games
8. sprint workouts
9. relays and obstacle course activities
10. upper body strength; body resistant activities only
11. dryland skill development
 - slideboard
 - puck handling with whiffle ball
 - shooting range
 - passing

Injury Prevention

Players should know:

1. Heads Up Hockey program
2. the proper care of equipment
3. the proper fitting of equipment
4. rink safety
5. safety precautions for practices
6. the importance of warming-up, stretching and cooling-down
7. the concept of RICE for treating injuries:
 - R - rest
 - I - ice
 - C - compression
 - E - elevation

Sports Psychology

Players should:

1. Understand the benefits of and the use of positive comments.
Realize that positive comments help reduce stress, enhance self image, enhance the team's image, and can increase the enjoyment of games and practices.
2. Understand the benefits and use of positive self talk.
3. Understand basic visualization skills (i.e., picture scoring a goal or making a big save).

Character Development and Life Skills

Players must learn to:

1. have respect for their teammates, coaches, opponents, officials and parents
2. demonstrate an ability to balance school and outside activities
3. be on time for games and practices
4. understand only they can "Just Say No" to drugs and other harmful substances
5. understand and take responsibility for their performance at games, practices and school
6. not be influenced by the negative behavior or actions of teammates

Squirt & U10

At the 10-and-Under (Squirt) level for boys and girls, players should focus on the skill progressions listed below:

Knowledge

Players should know:

1. Rules
 - face-offs
 - off-sides
 - icing
 - checking from behind
2. Common Infractions
 - unsportsmanlike conduct
 - body checking
 - checking from behind
 - cross checking
 - charging

- elbowing
- falling on the puck
- high sticking
- holding
- hooking
- interference
- tripping

3. Penalties

- minor
- major
- match

Goal Setting

Players should:

1. Establish specific and measurable performance goals that are written, shared with their coaches and parents, and revised on a regular basis to promote development.

Example: To develop game and rink awareness during practices and games. Be on-side for all rushing drills during practice as well as all offensive rushes during a game.

2. Divide performance goals into two categories:

- practice
- game

3. Be able to engage in evaluations of your performance at practices and games. Re-adjust game and practice goals based on those evaluations.

Individual Hockey Skills

Players must learn and master:

1. Skating

- edge control
- ready position
- forward start
- forward start right/left
- forward stride
- control stop
- one-foot stop
- backward skating
- backward stop
- control turn
- forward crossover
- backward crossover
- mohawk
- lateral skating

2. Puck Control

- lateral side-to-side dribble
- forward-to-backward dribble
- diagonal dribble
- attacking the triangle
- forehand shift
- backhand shift

- change of pace
- puck protection
- give and take
- accelerating with puck

3. Passing and Receiving
 - forehand
 - backhand
 - flip - saucer pass (forehand and backhand)
 - receiving (stick)
 - receiving (skate)
 - indirect (board) pass
4. Shooting
 - wrist
 - backhand
 - flip
 - screen and deflection
 - rebounding
5. Checking
 - poke check
 - hook check
 - lift the stick check
 - covering
 - gap control concept
 - body positioning - angling
6. Goalkeeping
 - basic stance
 - parallel shuffle
 - lateral t-glide
 - forward and backward moves
 - stick save
 - body save
 - glove save
 - leg save
 - stacking pads
 - "V" drop
 - rebounds

Team Play

Players must understand and learn:

1. Offense
 - positional offense
 - offense in the defensive zone
 - offense in the offensive zone
 - face-offs
 - one-on-one confrontations
 - triangle offense
 - box offense
 - entering the zone
2. Defense
 - territorial defense
 - one-man forechecking
 - two-man forechecking
 - backchecking principles
 - basic defensive zone coverage

Nutrition

Players should:

1. Understand the importance of proper hydration before, during and after all practices and games.
2. For evening practices and games, eat a normal breakfast and lunch. Before the game or practice, eat a light snack. After the game

- or practice, eat a meal.
3. For early morning games and practices, eat lightly at breakfast. After practices or the game, eat a snack.
 4. For tournaments, if you play more than one game on the same day or several games in successive days, emphasize foods that are high in carbohydrates (fruit, hot or cold cereal, pancakes, cold meats, soup, rice, pasta) while avoiding those foods with a high sugar content.

Fitness and Training

Players should learn:

1. warm-up exercises
2. cool down exercises
3. stretching exercises
4. flexibility exercises
5. agility exercises
6. balance activities and exercises
7. eye-hand coordination activities
8. fun games
9. relays
10. jump rope activities

Injury Prevention

Players should be introduced to:

1. Heads Up Hockey program
2. proper care of equipment
3. proper fitting of equipment
4. rink safety
5. safety precautions for practice
6. the importance of warming-up, stretching and cooling-down

Sports Psychology

Players should be taught to:

1. Understand the difference in being relaxed and tense.
2. Understand that making mistakes is common and part of sports.
3. Understand the benefits and the use of positive reinforcement. Realize that positive comments help reduce stress, enhance self image, enhance the team's image, and can increase the enjoyment of games and practices.

Character Development and Life Skills

Players must learn to:

1. demonstrate high levels of sportsmanship
2. to have respect for their teammates, coaches, opponents, officials and parents
3. demonstrate an ability to balance school and outside activities
4. be on time for games and practices
5. understand only they can "Just Say No" to drugs and other harmful substances

Mite & U8

At the 8-and-Under (Mite) level, players should focus on the skill progressions listed below:

Knowledge

Players should know:

1. Rules
 - off-sides
 - icing
2. Common Infractions
 - unsportsmanlike conduct
 - body checking
 - cross checking
 - checking from behind
 - holding
 - high sticking
 - tripping
3. Penalties
 - minor
 - major

Goal Setting

Players should:

1. Establish specific and measurable performance goals that are written, shared with coaches and parents, and revised on a regular basis to promote development.
Example: To develop passing and receiving. Be able to execute five good passes and receive five passes (forehand and backhand).
2. Divide performance goals into two categories:
 - practice
 - game

Individual Hockey Skills

Players must learn and master:

1. Skating
 - edge control
 - ready position
 - forward start
 - forward stride
 - control stop (two-foot snowplow, one-foot snowplow)
 - backward skating
 - backward stop
 - control turn
 - forward crossover
2. Puck Control
 - lateral dribble
 - forward-to-backward dribble
 - diagonal dribble
 - attacking the triangle
 - forehand shift
 - accelerating with the puck
3. Passing and Receiving
 - forehand
 - backhand
 - receiving (stick)
 - eye contact
4. Shooting
 - wrist
 - backhand
5. Checking
 - poke check

- hook check
 - lift the stick check
6. Goalkeeping
- basic stance
 - parallel shuffle
 - lateral t-glide
 - forward and backward moves
 - stick save
 - body save
 - glove save

Team Play

Players must understand and learn:

1. Offense
 - positional offense
 - offense in the offensive zone
 - offense in the defensive zone
2. Defense
 - territorial defense
 - one-man forechecking
 - basic defensive zone coverage

Nutrition

Players should:

1. Understand the importance of proper hydration before, during and after all practices and games.
2. For evening practices and games, eat a normal breakfast and lunch. Before the game or practice, eat a light snack. After the game or practice, eat a meal.
3. For early morning games and practices, eat lightly at breakfast. After practice or the game, eat a snack.

Fitness and Training

Players should learn:

1. warm-up exercises
2. cool down exercises
3. stretching exercises
4. flexibility exercises
5. agility exercises
6. eye-hand coordination exercises
7. fun games
8. relays

Injury Prevention

Players should be introduced to:

1. Heads Up Hockey program
2. the importance of warming up, stretching and cooling down

Sports Psychology

Players should be taught to:

1. Understand the difference in being relaxed and tense.
2. Understand that making mistakes is common and a part of sports.

Character Development and Life Skills

Players must learn:

1. they are part of a team
2. to have respect for their teammates, coaches, opponents, officials and parents
3. team rules
4. self control and discipline

5. to always try their best
6. respect for authority
7. the importance of a strong work ethic
8. commitment to a team

GOALIE GUIDELINES

The association has goaltender equipment available for use during the season for the age groups of mite and squirt. If a player wishes to make a team solely as a goal tender they must tryout in goal tending equipment. If a player makes the team solely as a goal tender they are guaranteed a minimum of 1/3 of the teams' games as the goaltender.

Mites and Squirts

At these entry-level age groups, it is essential that each player develop the complete skill set necessary to be successful in the sport. If multiple skaters desire to play the goalie position, they will be accommodated on a rotating game and practice basis. However, when not playing goalie (either at practice or in a game) each skater must skate out and participate playing other positions. Please keep in mind that this skating out requirement is in the best interest of the skater, as they will develop better hockey skills by developing their skating and stick handling abilities. Typically the more successful goal tenders are the better skaters and stick handlers.

PeeWee

At this level, goaltenders are expected to have their own equipment. Coaches will still attempt to provide all players which wish to, the opportunity to play the goal tending position. During the regular season, goalies will play equal number of games. During tournament play, the coach reserves the right to choose the starting goalie based on demonstrated skills. The equal playing time will not apply during tournament play, but will attempt to be balanced by the regular season games. It is recommended that goalies attend all clinics during the season.

Bantams

At this level, goaltenders are expected to have their own equipment. During the regular season, goalies will play equal number of games. During tournament play, the coach reserves the right to choose the starting goalie based on demonstrated skills. The equal playing time will not apply during tournament play, but will attempt to be balanced by the regular season games. It is recommended that goalies attend all clinics during the season.

ROSTERING UP

Player movement between age groups (i.e. Mite to Squirt, Squirt to PeeWee, etc...) is generally **discouraged** and the decision to move a skater to another age group must be approved by the ERRA Board of Directors. The ERRA reserves the right to **disallow** movement between age groups if it finds it isn't necessary to do so.

General criteria that must be met for the movement in age group to be made:

- 1) Parents or guardians must notify the ERRA Board of Directors and the Coaches Committee with written notice at registration of the player that the player is attempting to move up one age group. The total registration fee will be determined by the player's final team placement.

- 2) The age level from which the player is attempting to move from must have the minimum number of players required to field a team as recommended by the ERRA.
- 3) Upon completion of tryouts said skater:
 - 4) Must be rated in the top 5 skaters of the A team or move back down to their original age group.
 - 5) Girls, Pee Wee age and up, attempting to move over to a boys team must be rated in the top 50% of skaters in that age group or move back to their original team.
 - 6) Must have the Coaches Committee recommendation.
 - 7) Must exhibit maturity and physical traits to move up.
 - 8) Must be an impact player; the game changes when they are on the ice.
 - 9) Coaches have the right to move said player back at any time before December 31st if they feel it is not in the skater's best interest to play at the higher age group.
- 10) If coaches cannot come to a consensus, three (3) independent observers will attend evaluations and give their recommendations to the Board.

The Board of Directors reserves the right to deny movement between age groups if in its sole discretion it decides there isn't a need to do so and it is not in the best interest of the Association or skater to grant movement between age groups. The Board will make all final decisions on player movement between age groups based on the recommendation of the Coaches Committee and the above criteria.

Player move-up does not follow the career of the player. Every two (2) years the general criteria above must be followed.

The ERRA Board of Directors reserves the right to move players to the next age group to make team sizes work.

RELEASES

Players seeking release from the ERRA Youth Hockey Program must provide a statement in writing, naming the player, the player's date of birth, and current or most recent team assignment of the player to the Board of Directors a minimum of 10 days prior to the 1st Board meeting in September. The Board can grant a release based upon a simple majority vote. The board is not obligated to hold a special meeting to vote on any release. All financial obligations must be satisfied. Players are not guaranteed a position on any team if they change their mind about the release after it has been voted upon. Per WAHA rules, a player must obtain a written release each year for two (2) years before the release is permanent. Once a release has been granted for a skating year, all membership rights shall be terminated until the next membership season.

RECRUITING

Recruiting players from any area served by another association is NOT allowed. Any member actively recruiting from any area served by another association may be deemed in violation of the Eagle River Recreation Association's Policies and Procedures and can be subject to an investigation and hearing by the ERRA Grievance Committee.

COACHES

Coaches Selection

Head coaches for each team are appointed by the Coaches Committee, subject to the approval of the Board of Directors, based on experience, current certification, coaching philosophy, desire, availability, professionalism, and demeanor. Each head coach can appoint his/her own assistant coaches with the final approval coming from the Board of Directors.

All coaches must be current with their USA Hockey Coaching Education Program (CEP).

All coaches are expected to abide by:

- 1) USA Hockey Coaches Code of Conduct
- 2) USA Hockey Coaches Code of Ethics
- 3) USA Hockey Sexual and Abuse Policy
- 4) WAHA Coaching Requirements
- 5) ERRR Coaching Guidelines and Policies

Coaches Responsibility

You, as a coach, need to have three (3) qualities to help you make the game enjoyable for the players. These qualities are knowledge of the game, the ability to communicate that knowledge to the players and the ability to observe, so you can correct and be a teacher to the player to improve play. All corrections should be in a positive manner.

Each coach has a different coaching style based on his/her personality. Coaches should strive to develop the qualities of leadership, discipline, understanding, patience, drive, motivation, conscientiousness, responsibility, and communication.

The primary function of coaching is to teach all players all aspects of the sport of hockey including fun, skill, and knowledge. As stated in the USA Hockey Coaches Code of Conduct:

*“Winning is a consideration, but not the only one, nor the most important one.
Care more about the child than winning the game.”*

Coaching Guidelines

- 1) The ERRR coach must seek to recognize each player’s latent ability, guide him/her towards levels of physical, mental, emotional excellence and, most important, a positive attitude. Each coach must be a leader of good attitude and set a positive example. As coach, you should provide a positive attitude towards the game, players, parents, other coaches, and referees.
- 2) The ERRR coach should try as much as possible to prepare his or her team physically and mentally so they have every chance to succeed. The policy of the ERRR is to give every child an equal opportunity to play the game of hockey and to the extent possible equal playing time. Recognizing this is our policy, we also recognize that the playing time in any individual hockey game cannot be precisely divided into equal parts, and from time to time, some players may get more or less than equal playing time in a given game. To the best of our ability, we will strive to balance the playing time of every child in all regular season games. (rev. 9/10)
- 3) Coaches should have periodic parent meetings and team meetings. It is required that the coaches have a minimum of two (2) parents meetings per season, one meeting at the beginning of the year to discuss coaching philosophy, team goals, Association rules, conduct policy, absentee policy, etc.

- 4) Coaches should stress that learning and a well balanced attitude is more important than winning at all cost. There is a victory in every loss. As coach should bring out the positive results of the game and have the players learn from the mistakes made. The only true mistake is one you learn nothing from.
- 5) Coaches should take the responsibility of making sure locker rooms are clean and not left a mess, whether at home or away.
- 6) The ERRA coach should guide, correct and encourage players and avoid shaming, degrading or demeaning them. Each player is an individual and must be allowed to retain and build his/her dignity and pride.
- 7) The ERRA coach should see that the proper attitudes are instilled in the players' minds and improper behavior is discouraged.
- 8) The ERRA coach should develop a knowledge and respect for the game of hockey and keep current with new practices by reading, attending clinics and evaluating new information as it becomes available.
- 9) The ERRA coach must know the rules governing the sport of hockey.
- 10) The ERRA coach is responsible for the safety of the young players in his/her care.
- 11) Coaches should strive to achieve an agreed upon level of proficiency for all teams within their division. Teams should combine to practice drills and plays whenever feasible to make the most of the entire ice surface.
- 12) ERRA coaches should endeavor to teach the team concept and eliminate individualism.
- 13) Coaches should consult the A.C.E. Coordinator and/or the Board of Directors as to decisions affecting movement of players, traveling of teams, choosing team players, and any other problems which may question the overall goals of the ERRA.
- 14) Coaches should not have any alcoholic beverages prior to or between games. This will result in immediate suspension.
- 15) Coaches must be positive in their actions. You are a role model for your players. Be responsible.
- 16) Only players on the team are allowed on the ice/bench during practices. All other players or helpers will need board approval.
- 17) All Coaches are subject to background checks as per the Wisconsin Amateur Hockey Association guidelines.
- 18) Locker room supervision is required by a responsible parent during all practices and games. NO CELL PHONES are allowed in the locker rooms.

PARENT/COACH RELATIONSHIP

The coach must be concerned about all players on the ice. On the ice, the coach(es) are in charge. Parents must remain off the ice surface unless the coach asks them to be there. Coaches and parents are encouraged to talk about your player's progress and to discuss activities that may help a child improve his/her skills. Parents and coaches' support and encouragement of players are important to each

child's enjoyment, improvement, and continued participation in hockey. Any comments or questions can be directed to the coach, team manager, player development committee, or Board member.

GAMES & PRACTICES

Practices

It is the intention of the ERRA to provide an approximate equal number of practices to all teams at the Mite level and above. We try our best to schedule practices to benefit the needs of ALL players. Several factors are taken into consideration when planning the overall schedule; this includes player's age, time of day or evening, impact of high school practices and games, coach's availability, religious commitments, holidays, and total number of teams.

Pre-season practice will begin around the 2nd week in October with practices being held during the week as well as the weekends. Evaluations are held during the first two (2) to three (3) weeks in October with splits occurring the last week in October. In general, games will not begin until the first weekend in November.

Coaches must notify the Ice Schedule Representative in advance regarding any practice cancellations. Practice trades with another team are allowed only if coaches mutually agree. When trades are made, the Ice Schedule Representative must be notified immediately.

Game Scheduling

The ERRA has set a recommended number of games per division including home & away tournaments. Recommendations do NOT include games for State Playdown tournaments, State tournaments and any unforeseen tournaments a team may choose to pick up.

The recommended number of games per division is as follows:

Level	# of Games
Bantam	30
PeeWee A	30
PeeWee B	28
Squirt A	24
Squirt B	24
Mite A	22
U14	28
U12	24

Most of the games are scheduled at the beginning of the year (August – October) with an objective of having equal to or more home games to away games. Throughout the course of the season, some games may be cancelled by other associations due to tournaments, bad weather, last minute schedule changes, sickness, or other unforeseen circumstances. The Game Scheduler will try his/her best to find another available association to play so that a team will not go with out playing at least one game for that weekend.

Game Cancellations

- 1) The ERRA has a **no cancel policy** for youth hockey games.
- 2) **No one but the Game Scheduler** can schedule games or reschedule games.

- 3) Exceptions for game cancellations
 - a) Weather on the day of the game.
 - b) Team fitness and competition level.
 - c) **Game cancellations will be done by Game Scheduler OR a member of the Board of Directors.**
- 4) If a game is added or cancelled by someone other than the Game Scheduler or a team refuses to attend a game:
 - a) The Game Scheduler may cancel or reschedule the game
 - b) At the discretion of the Board of Directors, the person(s) responsible for the policy violation shall be reprimanded by receiving an additional 10 volunteer hours per game, in addition to hours already required by the association
 - 1 These hours are in addition to "Excluded Hours".
 - 2 If not completed, these additional hours will be charged at a rate of \$15.00 per hour.
 - 3 If the person(s) has no required hours, the person will not be able to attend one home game per game affected.

The ERRA stands by and is known for our "No cancel policy". Cancellations affect more than just the team canceling and can make future scheduling difficult.

ICE SCHEDULE CHANGES & REQUESTS FOR OPEN ICE

- 1) Preference for open ice use is as follows:
 - a) Youth programs (hockey & figure skating).
 - b) High School
 - c) Falcons
 - d) Private rental
- 2) All requests for open ice must be made by Thursday at 4:00pm of the week PRIOR to the requested open ice slot.
- 3) Youth programs (hockey & figure skating) must have a qualified coach on the ice during their practice
- 4) Youth teams wanting to switch practice with another team must coordinate through the Ice Schedule Representative (ISR). Both Head Coaches must contact the ISR to confirm and approve the switch.
- 5) Any youth team wanting to utilize unscheduled open ice that is available less than 72 hours out can do so on a first come, first served basis, regardless of location on preference list (#1 above).
- 6) It is the responsibility of the Head Coach/Team Rep to notify their parents of any additions or changes to the practice schedule.
- 7) Changes/filled slots will be posted on the schedule board at the rink by Saturday by the ISR and on the website if possible.
- 8) If you are unable to get through to the ISR, leave a voice mail with your name, phone number, team affiliation and requested time slot and the ISR will get back to you as soon as he/she can.

REFEREE COMPENSATION

- First year referees to be mentored by chief referee or his designee for one or two games only.
- Rate of pay for mentoring referee to be 2/3 of typical compensation.

- Level one rate remains the same no matter the years of experience.
- Reimbursements for classes is based on the highest level of class work passed that season.
- Travel expenses to playoff games is paid at a rate of \$0.40 per mile for outgoing and incoming referees.
- Playoff pay scale to be the individuals base rate plus \$10.00 per game including mileage to and from the game.
- Rate of pay based on current level of certification only and not on previous certifications.

	Year at achieved level	Rate including class reimbursement
Referee Level Achieved 1	1	\$ 17.25
	2	\$ 17.25
	3	\$ 17.25
	4	\$ 17.25
	5	\$ 17.25
Referee Level Achieved 2	1	\$ 21.50
	2	\$ 23.50
	3	\$ 25.50
	4	\$ 25.50
	5	\$ 25.50
Referee Level Achieved 3	1	\$ 29.50
	2	\$ 31.50
	3	\$ 33.50
	4	\$ 33.50
	5	\$ 33.50

USA HOCKEY ZERO TOLERANCE POLICY:

The ERRA endorses and enforces the zero tolerance guidelines of USA Hockey as follows:

In an effort to make Ice Hockey a more desirable and rewarding experience for all participants, the USA Hockey Youth Junior and Senior Councils have instructed the officiating program to adhere to certain points of emphasis relating to sportsmanship. This campaign is designed to require all players, coaches, officials, team officials, and administrators to maintain a sportsmanlike and education atmosphere before, during, and after all USA Hockey sanctioned games. Thus, the following points of emphasis will continue to be emphasized by all On-Ice Referees and Linesmen:

PLAYERS: A Minor penalty (Zero Tolerance) shall be assessed whenever a player:

1. Openly disputes or argues about any decision by an official

2. Uses obscene or vulgar language at anytime, including any swearing, even if it is not directed at any particular person.
3. Visually demonstrates any sign of dissatisfaction with an Official's decisions.

Any time that any player persists in any of these actions, additional penalties shall be assessed per the penalty progression established under Rule 601.

COACHES: A Minor penalty (Zero Tolerance) shall be assessed whenever a Coach:

1. Openly disputes or argues about any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates any sign of dissatisfaction with an Official's decision.

Any time that a Coach persists in any of these actions, additional penalties shall be assessed per the penalty progression established under Rule 601.

OFFICIALS: Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited.

Officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

PARENTS/SPECTATORS: The game will be stopped by game officials, when the parents/spectators displaying inappropriate and disruptive behavior, interfere with other spectators or the game. Once removed, play will resume. Lost time will not be replaced and violators maybe subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

- Use of obscene or vulgar language in a boisterous manner to anyone at anytime.
- Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
- Throwing of any object in the spectator viewing area, players bench, penalty box, or on ice surface, directed in any manner as to create a safety hazard.

All individuals associated with the ERRA shall conduct themselves in a proper manner and proper conduct at all times. Improper conduct is defined as behavior deemed detrimental to the philosophy and objectives of the ERRA, as well as any action which produces results detrimental to member(s), team(s) or individual player(s) of ERRA.

PARENTS CODE OF CONDUCT

Parents are a great asset to youth hockey organizations and to an individual hockey team, as well as a positive influence on the children around them. The ERRA realizes that parents have many responsibilities and we encourage that these responsibilities be carried out in a positive, encouraging,

and exemplary fashion. Please be a positive role model for our youth and fellow members in our association. Sportsmanship and conduct are a primary concern at every ERRA event. Proper sportsmanship and attitudes must be maintained at all times. It shall be the responsibility of the ERRA Board of Directors to administer the following Parent's Code of Conduct.

Parents will:

- 1) Encourage good sportsmanship by demonstrating positive support for all players in recognizing each individual's special and unique gifts and contributions to their team.
- 2) Encourage good sportsmanship by demonstrating positive support for coaches, game officials, and other fellow parents both within and outside of the ERRA. Treat others with respect.
- 3) Place the physical and emotional well-being of their child and the other children in the organization ahead of their own personal desire to win.
- 4) Remember that the game is for the children and not the adults.
- 5) Encourage their child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- 6) Show a positive attitude toward the game and all of its participants. Your child will benefit.
- 7) Emphasize skill development and practices and how they benefit their young athletes. Parents will deemphasize games and competition in the lower/very young age groups.
- 8) Applaud a good effort in both victory and defeat, and enforce the positive points of the game.
- 9) Never yell, verbally, or physically abuse their child after a game or practice - it is destructive. Parents will work toward removing the physical and verbal abuse in youth hockey.
- 10) Refrain from discussing crucial and emotional game situations with coaches or ERRA board members for at least 24 hours after a game. Take the time to find out all sides of the situation.
- 11) Provide only positive support for the coaches working with their child to ensure a positive, enjoyable, and fun experience.
- 12) Recognize the importance of volunteer coaches. They are important to the development of their child and the sport. Communicate with and support all coaches. If you enjoy the game, learn all you can about hockey - and volunteer.
- 13) Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the improvement of the game. Any criticism of the officials only hurts the game.
- 14) Communicate (phone, verbal and written) in a positive, appropriate and mature manner to ERRA board members, parents, coaches and referees.
- 15) Contact a board member if they feel their child is not playing in a safe and positive environment.
- 16) Be able to appropriately deal with an irate fan or parent by asking someone to leave the premises. When situations become serious and disciplines are seriously breached, an ERRA board member should be notified as soon as possible for follow up.
- 17) Pay hockey players fees including registration and fundraiser obligations as set by ERRA board of directors. Failure to meet payment deadlines will result in loss of ice time. Non-flagrant violations of this type will require restitution before allowing sign up and on-ice practice the next season. Repeat offenders will be fined. Financial hardship cases will be considered by the board on an individual basis and will be kept confidential. Flagrant violations will be considered a parental code violation that will be reviewed and handled by the board of directors.
- 18) Abide by the volunteer hours requirements set forth by the ERRA board of directors. Failure to meet the yearly volunteer hour requirements will require restitution before allowing sign up and on-ice practice the next season.

Support the rules and regulations that will be set forth by the ERRA. This includes the **USA Hockey Zero Tolerance** which is designed to ensure a mature, sportsmanlike, and educational atmosphere.

Parents will not:

- 1) Embarrass their child or any other child, team, or coach by yelling in a negative manner at other players, coaches, or parents.

- 2) Force children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it fun.
- 3) Pretend that they know more than the certified officials do. Parents will refrain from making calls from the stands.
- 4) Yell, scream, or bang on the glass in a negative manner or in a negative connotation towards any player or referee.
- 5) Smoke or drink (alcohol) within the ERRA rink during any practice, game, or event.

Enforcement of the ERRA Parent Code of Conduct matters vitally to the Association. Not following the Parent Code of Conduct can cost the Association dearly. It undermines all of our reputations and what is best for our youth. For these reasons, violations of this Code of Conduct may lead to an ERRA Grievance Committee evaluation and review. Depending on the outcome of the Grievance Committee evaluation and review, recommendations may be made to the entire ERRA Board of Directors. Recommendations may include, but are not limited to, a formal warning, suspension, exclusion, and even expulsion. Formal suspension, exclusion, and expulsion from ERRA can only be accomplished if a majority vote is achieved from the entire ERRA board. These disciplinary actions are considered last resorts. Every effort shall be made to resolve problems before matters reach these levels.

PLAYER CODE OF CONDUCT

The purpose of a Player Code of Conduct is to help benefit the players, their parents, coaches and the athletic program as a whole. It is anticipated and hoped that the following policies will foster both an attitude of respect and responsibility in the young athletes who participate in this youth hockey program.

In order to have the program function in a meaningful and beneficial manner, it is necessary that certain rules and regulations be imposed and enforced. It is believed that the rules and regulations which follow are fair and reasonable and adherence to them is mandatory. Consequently, any player not choosing to abide by them must be willing to accept the designated consequences (penalties).

The head coach and his/her assistant will, for the majority of the cases, be the one who administers the penalties when a rule has been violated. The Grievance Committee can, however, modify any penalty that a coach hands out if they feel that it is not severe enough. Any penalty can be appealed by following the procedure found under the Appeals Section below.

- 1) **Smoking, Drinking and Drugs:** No player, high school age or younger, shall use, possess, buy, sell, give away or otherwise be involved with alcohol, tobacco or any non-prescribed illegal drugs of any kind or in any amount. This rule applies to all twelve (12) months of the year. The PENALTY for a violation of this rule shall be as follows.
 - a) For the first violation, the involved player shall be suspended for ten consecutive games. Any suspension not completed due to the end of the season will be carried over to the next season.
 - b) For the second violation within a two year period, the involved player shall be suspended for an additional twenty consecutive games.
 - c) For a third violation within a two year period, the involved player shall be expelled from the Association.
 - d) Suspended players shall attend and participate in all practices.
 - e) Any suspended player may also be assigned work details by the Review Board.
 - f) If the involved player serves a school imposed suspension for conduct prohibited by this rule, the Association suspension shall be waived, however, paragraph 9 below will apply.
 - g) Any player who is present when alcohol or drugs are being consumed/used, but who does not consume/use them personally, shall not be initially suspended under this rule but shall be assigned to work details by the Review Board, and may also be given games suspensions for similar repeat violations.

- 2) **Vandalism and Theft:** No player shall vandalize or steal property in any way associated or connected with the Youth Hockey Program or any of its members, players, coaches, officials, spectators or opponents. This includes property belonging to the local ice facility, to any other arena in which the Association schedules and plays games, and to any hotels or motels at which players stay during away games or visit during home tournaments. The PENALTY for a violation of this rule shall be the same as for Smoking, Drinking and Drugs as is set out in number (1) above.
- 3) **Insubordination and Unsportsmanlike Conduct:** No player shall engage in unsportsmanlike conduct or insubordinate like conduct (failure to follow reasonable requests of coaches, parents or Association officers and officials). The PENALTY for a violation of this rule shall be imposed by the head coach, or the assistant coach in his/her absence, and shall consist of one of the following.
- a) sit out one shift
 - b) sit out one period
 - c) sit out one game
 - d) sit out two games

It is recommended that these penalties be imposed in a progressive manner, however, any penalty, up to the maximum, may be imposed at any time depending on the severity of the violation.

- 4) **Unsportsmanlike Conduct towards Officials:** No player shall display any disrespectful behavior towards any official, whether they are on the ice or not (including timekeepers, penalty box attendants, etc.) The penalty for a violation of this rule shall be imposed by the head coach, or the assistant coach in his/her absence, and shall consist of one of the following.
- a) sit out one period
 - b) sit out one game
 - c) sit out two games

It is recommended that these penalties be imposed in a progressive manner, however, any penalty, up to the maximum, may be imposed at any time depending on the severity of the violation.

- 5) **Intent to Injure:** No player shall behave in any manner in which it is determined that he/she intended to injure another. This applies to conduct both on and off the ice; however, no penalty shall be imposed under this rule if the conduct has been penalized by the on-ice officials. The penalty for a violation of this rule shall be imposed by the coach, or the assistant coach in his/her absence, and shall consist of one of the following.
- a) sit out two games
 - b) sit out three games
 - c) be suspended for the remainder of the season
 - d) be suspended for one calendar year

It is recommended that these penalties be imposed in a progressive manner, however, any penalty, up to the maximum, may be imposed at any time depending on the severity of the violation. Any member witnessing this type of behavior should immediately write up and submit the violation to the Grievance Committee on an ERRA Rules and Regulations Infraction Form (#RR-001).

- 6) **General Conduct:** All players shall conduct themselves, both on and off the ice, while at or away from the local ice facility, in a manner which will uphold and foster the ideals, principles and standards of the ERRA. Examples of unacceptable conduct include fighting, profanity, and

obscene gestures. The PENALTY for a violation of this rule shall be the same as for Insubordination and Unsportsmanlike conduct as is set out in number two (2) above. The penalty will be administered by the head coach or the assistant coach in his/her absence. It is recommended that the permissible penalties be imposed in a progressive manner, however, any penalty, up to the maximum, may be imposed at any time depending on the severity of the violation.

- 7) **Attendance:** All players shall regularly attend all scheduled games and practices of their team, unless physically unable to do so. Any unexcused missing of practice(s) shall result in less or no ice time in the following game(s), at the discretion of the coach.
- 8) **School Suspensions:** Any school imposed suspensions will be carried out concurrently by ERRA. Any player suspended from school will not be allowed to practice or participate in any games until the suspension is lifted by the school.
- 9) **Miscellaneous:**
 - 1) Unauthorized personnel shall not be allowed to enter the player's bench area, penalty box area, scorekeeper's area, or officials area during the game.
 - 2) Unauthorized personnel shall not be allowed in the locker rooms before, during, or after games.
 - 3) Dress code is left to coach's discretion, but strongly recommended.
 - 4) All imposed suspensions not capable of being fully served during the current season shall carry over to the next season.
 - 5) Games being served as game suspensions must be games actually played: forfeited games do not count.
 - 6) Any unfavorable situations not covered by the foregoing Rules and Regulations will be dealt with by the Association on an individual case by case basis.
 - 7) Coaches are specifically prohibited from teaching or encouraging any activity that is penalized in the rules of the game or is unsportsmanlike in nature.

ZERO TOLERANCE POLICY FOR OUTSIDE OF THE RINK

As we all know, the Internet and email can be a great place to obtain information and communicate between members, coaches and parents. Unfortunately, some individuals perceive the internet and email as a safe haven to unload gossip, insults and out right lies about good people that volunteer their time and skills to ERRA. Internet and email users have been "flaming" others on the Internet for years.

"Flaming" means posting messages "intended to insult and provoke." In other words, someone posts a message for others to read which insults and/or provokes readers against another person or group.

"Flaming" can negatively affect someone's reputation or some group's reputation (ERRA).

"The Internet is not your personal stump to beat up people." Daniel Perry, Orange County judge

These Internet and email "postings" can damage and sometimes destroy our association's public image and in most cases, these postings consist of statements that are completely unfair, one sided or untrue.

The ERRA Board of directors believe there is a distinct difference between asking specific questions or writing messages in a constructive and positive manner to specifically state concerns or seek answers versus the action of "flaming," and negative gossip. Recurrent "flaming" and negative gossip should not and will not be tolerated by any member of our association. Recipients of "flaming," negative emails and verbal insults should report that behavior to any board member for review.

For enforcement of these policies, see Parental Code of Conduct.

SEXUAL ABUSE

It is the policy of USA Hockey and the ERRA 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 and /or ERRA 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 to 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 programs and/or the programs of its affiliate associations.

PHYSICAL ABUSE

It is the policy of USA Hockey and the ERRA that there shall be no physical abuse of any 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 or ERRA events by any employee, volunteer or independent contractor. Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury. Physical abuse does not include physical contact that is reasonably designed to coach, teach or demonstrate a hockey skill. Permitted physical conduct may include, but is not necessarily limited to, shooting pucks at a goaltender, demonstrating checking and other hockey skills, and communicating with or directing participants, during the course of a game or practice, by touching them in a non-threatening, non-sexual manner.

ENFORCEMENT

- 1) **Reporting of Violations:** Any violations of the ERRA rules and regulations are to be reported to the Grievance Committee on ERRA Form RR-001 for initial enforcement action, or modification consideration, by the Grievance Committee. The Grievance Committee Chairman shall have the power to step in anytime to enforce all ERRA, WAHA, USA-Hockey, and any league rules, when prompt decisions are necessary.
- 2) **Investigation of Reported Violations:** The Grievance Committee must conduct an investigation, and report their findings to the ERRA Board of Directors for action, as soon as is reasonably practical, but in any event within 96 hours of receiving a properly completed and signed Rules & Regulations Infraction Form (RR-001). Upon receipt of this report, the Grievance Committee must take its enforcement action by the next board meeting. If no report is filed within 14 days, or no enforcement action within the 14 day period, the case will then be closed. However, it may be reopened at any time if new information is obtained from any source. Any disciplinary action taken must be reported on ERRA Discipline Form #RR-002, and any suspensions imposed must be reported on ERRA Suspension Form #RR-003. Any penalty previously imposed by a coach or assistant coach shall stand when no action is taken by the Grievance Committee hereunder, subject to any appeal taken of said action pursuant to #5 below.
- 3) **Disciplinary Action/Suspensions:**
 - a) Disciplinary action may be taken by the coach, assistant coach or the Grievance Committee as deemed necessary and appropriate; however, Grievance Committee may only impose a

penalty when prompt action is necessary in accordance with paragraph 1 above. Disciplinary action, other than suspensions, should be reported on Rules & Regulations Infraction Form #RR-002.

- b) The only persons having authority to hand out game suspensions (besides USA-Hockey/WAHA game suspensions) are the head coach, assistant coach, and the Grievance Committee. The head coach, or his/her assistant, for all imposed suspensions, must fill out an ERRA Rules and Regulations Infraction form #RR-001, and ERRA Suspension Form #RR-003. These forms must be completed in quadruplicate. One copy must be given to the Grievance Committee within 4 days of the incident. Copies must also be given to the A.C.E. Coordinator and the parent(s) of the affected player. The fourth copy is to be kept by the coach.
- c) Any suspension or penalty imposed by the coach on a weekend will commence being served that weekend. A weekend is defined as from noon on Friday until noon on Monday. Any additional penalties/suspensions imposed by the Grievance Committee will not start until after noon on Monday.
- d) The Grievance Committee can modify or overturn any penalty/suspension imposed by a coach (except it cannot overturn those served on weekends – see b. above). This must be done as soon as is reasonably practical, but in any event within 72 hours after its receipt of the report from the Grievance Committee in accordance with #2 above. If the penalty/suspension is not modified within this 72 hour period, the original penalty/suspension will stand.
- e) All players who receive any game suspension(s) shall sit on the bench for the game(s) that he/she is suspended. The player will not be able to play in any further games until he/she is present and has sat for all suspended games. This applies to both USA-Hockey imposed suspensions and to ERRA imposed suspensions. The only exception is when a player receives a gross misconduct penalty or a match penalty, or when, in extreme situations, the coach feels, that the suspended player's presence may be detrimental to the team

4) Grievance Committee

- a) The Grievance Committee shall consist of three volunteer members approved by the ERRA Board of Directors.
- b) In the event of the temporary unavailability of any Grievance Committee member, the unavailable member shall be replaced by one of the following people, who shall be selected in the order listed based upon their availability:
 - 1. President
 - 2. A.C.E. Coordinator
 - 3. Vice President
 - 4. Referee In Chief
 - 5. Member of the Coaches Committee
 - 6. Secretary

5) Appeals

- a) A player/parent wishing to appeal any penalty that is imposed hereunder must do so within 72 hours of the imposition of the penalty.
- b) If the penalty being appealed was imposed by the coach, then the appeal will be handled by the Grievance Committee. Their decision is final. If the penalty being appealed was imposed by the Grievance Committee, then the appeal will be handled by the ERRA Board of Directors. Their decision is final.
- c) All appeals must be timely submitted to the Grievance Committee (for appeals to be handled by the Grievance Committee), or to one of the ERRA Board Members (for appeals to be handled by the ERRA Board of Directors), on ERRA Appeal form #GAC-003.

6) **Grievance Procedure:**

- a) Any member with a grievance should first discuss the situation fully with their Team Representative.
- b) If the Team Representative is unable to resolve the situation informally, he/she shall then provide the involved member with a Grievance Form (GAC-001) to be completed by the member and returned to the Team Representative. All formal grievances **MUST** be dated and signed by the complaining member.
- c) Upon receipt of a properly completed Form GAC-001, the Team Representative shall perform an investigation into the facts and report his/her finding within ten (10) days to the Grievance Committee by completing the bottom half of the form GAC-001 as submitted.
- d) The Grievance Committee shall further investigate the matter, including speaking directly with involved persons, and shall then resolve the grievances within fifteen (15) days by completing a Grievance Resolution Form (GAC-002) and submit a copy of the same to each involved person.
- e) Any affected person not satisfied with the decision of the Grievance Committee may appeal that decision to the ERRA Board of Directors by completing an Appeal Form (GAC-003) and submitting it with ten (10) days to any Board member, with a copy also provided to the Grievance Committee.
- f) The Executive Board shall have fifteen (15) days to affirm, modify or set aside the decision of the Grievance Committee. This can be done with/or without a hearing at the discretion of the ERRA Board. The decision of the Board shall be reported on the bottom of the Appeal Form (GAC-003) and a copy shall be submitted to all affected persons, including the Grievance Committee Chairman. The decision of the ERRA Board is final.
- g) Should a grievance be made by or against anyone involved in the grievance resolution process, that person shall not take part in the resolution process, but rather shall be replaced by the following:
 1. Team Representative replaced by the Vice President
 2. Grievance Committee member replaced by the A.C.E. Coordinator
 3. ERRA Board Member replaced by the President

 4. If any of the replacements are themselves involved with the grievance, they shall also not take part in the resolution process, but rather shall be further replaced either the Referee In Chief, Secretary, a member of the Coaches Committee, or Treasurer who are to be utilized in the order herein set out.

CONCLUSION

Please help us by letting us know what you would like included in future editions of this handbook. You can give your suggestion to any Board Member. **We have made every effort to include as much information as possible. However, it is impossible for us to anticipate every situation that might occur. Therefore, the ERRA Board of Directors reserves the right to make necessary changes to this handbook or to ERRA policies during the season. Any changes will be posted on the bulletin board by the concession schedules.**

Once again, welcome to the Eagle River Recreation Association. We sincerely hope that you will enjoy being a member of the ERRA. As we continuously strive to improve, the ERRA Board of Directors appreciates any comments or suggestions from its members. You are invited to attend any Board meeting, or you may contact any Board Member.