HAMILTON HUSKIES HOCKEY CLUB

# MANUAL OF OPERATIONS

2024-2025



# **1. GENERAL INFORMATION**

# 2. TEAM COMPOSITION

3. ICE TIME & LEAGUE GAMES

4. ALLIANCE/OHF/HUSKIES PLAYING RULES - SUSPENSIONS

5. RISK MANAGEMENT

### HEAD COACH

The Manager of a Hamilton Huskies Team must work with the Head Coach to prepare the paperwork necessary to operate the team. The Head Coach is responsible for ALL ASPECTS of the Team, i.e., team conduct, discipline, financial, on-ice, dress code, team officials, etc.

The spouse/significant other of the team's Head Coach is <u>not permitted</u> to be the Manager.

### MEETING RULES

Every head Coach must attend scheduled meetings <u>or send a representative.</u> Failure to do so may result in disciplinary action.

<u>Scheduled Meetings</u>—The Director of Hockey Operations and a member of the Executive team hold coaches' meetings.

### TEAM PICTURES

The league will schedule team pictures. All teams must have their picture taken by the official Hamilton Huskies photographer.

### PARENT REP

The Hamilton Huskies Hockey Club strongly encourages and recommends a Parent Rep.

If assigning a Parent Rep, they must be in place by October 1, 2024. Please have the Parent Rep submit an online Registration Information & Mandatory Waivers Form.

The Parent Rep will be the liaison with the parents and The Hamilton Huskies Hockey Club during the season.

The team parents, excluding members of the team's coaching staff and their spouses who have a child on the team, will elect the Parent Rep.

The Parent Rep must have a valid Police Check – Vulnerable Sector Check.

References: Respect in Sport Activity Leader and Gender Identity Training

When dealing with problems, please follow the Incident Resolution Process below.

### **INCIDENT RESOLUTION PROCESS**

- Please use the Hamilton Huskies Incident / Complaint Report under the Risk Management tab. You must complete and submit the form to <u>incidentreport@hamiltonhuskies.ca</u>, which will be reviewed by our Incident Resolution Committee (IRC).
- Please allow the IRC at least 72 hours to contact you directly. After all investigations and meetings, the IRC will send its recommendations to the Hamilton Huskies Executive.
- Before submitting an Incident/Complaint form, please read the following:
- This form is for the exclusive use of Hamilton Huskies Hockey Club participants only. Participants include Players, Parents, Team Officials, Referees & Timekeepers, and volunteers. If you have a complaint and are not a member of our association, please contact your center delegate or the GM of the Hamilton Huskies (<u>gm@hamiltonhuskies.ca</u>).
- Complaints against referees or timekeepers will not be considered. If you have a serious issue involving referees or timekeepers, please report it to your team's Head Coach or the Hamilton Huskies General Manager. They will determine if the complaint should be filed with our Referee Assignor for further review.
- The IRC is in place to investigate serious issues/complaints/incidents. As you know, hockey is a very passionate sport that can often lead to emotional situations. Most issues can be resolved at the team level with communication. Along with allowing for the 24-hour cool-down rule, the IRC recommends the following steps be followed before submitting this form:

### FOR INCIDENTS/COMPLAINTS IN AA/BB/MD

Discuss with your head coach, parent rep, and manager. If the situation cannot be resolved or your complaint is against a Head Coach or team official, then go to Step 2 below:

Submission of Incident/Complaint form.

### \*\*\*\*\*\* IMPORTANT \*\*\*\*\*\*

- If your complaint involves any type of threat, sexual, physical or emotional abuse, you must contact the Police immediately. Upon contacting the Police, please submit an Incident/Complaint form and police report (where applicable) and contact The Hamilton Huskies Hockey Club.
- If your complaint involves bullying, harassment or hazing, please contact the <u>incidentreport@hamiltonhuskies.ca</u> immediately, who will report to the Hamilton Huskies Executive and other applicable authorities (i.e. Alliance, Police, City of Hamilton) where applicable.
- If your complaint contravenes the City of Hamilton Zero Tolerance Policy, the incident should be reported to the City immediately. Information related to the policy can be found under the Risk Management tab on the Hamilton Huskies website.
- If your complaint concerns a Hamilton Huskies Executive Member, immediately contact the Hamilton Huskies General Manager (gm@hamiltonhuskies.ca) or incidentreport@hamiltonhuskies.ca

### **COMMUNICATIONS**

Each member of the Coaching Staff, including the Manager, must fill out an online Registration Information & Mandatory Waivers Form.

. The form can be found on the Hamilton Huskies website under Administration, Team Administration Forms.

#### All Executive contact information can be found on the Huskies website under the "ABOUT US" tab.

The Manager must keep the parents informed throughout the season about up-and-coming tournaments, fundraisers, etc. It is mandatory to have a parent meeting at the beginning of the season and 1 or 2 more throughout the season. Team Budgets <u>must</u> be provided to Parents at the start of the season, mid-season and end of the season. Past experience has proven that if you keep the parents informed, there are fewer problems. Each team will have their page on the official Hamilton Huskies website. Team information may be distributed via their web page.

The Manager, Parent Rep and all other Team Officials also have a responsibility to report any inappropriate behaviour (by parents and team officials) that contravenes the Hamilton Huskies Parent and Spectator Fair Play Code, Alliance and Hockey Canada Codes of Conduct and the City of Hamilton Zero Tolerance Policy.

### HAMILTON HUSKIES TEAM APPAREL

- Jackets, tracksuits and other Huskies items must coincide with the "standard" that The Hamilton Huskies Hockey Club predetermined.
- Support of the Hamilton Huskies Official Supplier of Choice is a team requirement. BACKSPIN GROUP will be the
  official supplier of choice for spirit wear. Only the authorized "Huskies Logo" may be used on any apparel or
  equipment worn or used by a "Hamilton Huskies Hockey Club" team.
- Player names will be put on league jerseys. THIS IS MANDATORY.

### 2024-2025 Huskies Dress Code:

#### PLAYER DRESS CODE: U8-U18 MD-BB-AA:

- U8-U13 Home & Away CCM Huskies Tracksuits
- U14-U18 Home Games BLACK or TAN Khakis or Dress Pants with Collared Shirt or Golf Shirt and or CCM Quilted Huskies Team Jacket
- Away Games Official Hamilton Huskies Track Suit or same dress code as Home Games.
- No Running Shoes or Baseball Caps

### COACHES DRESS CODE: U8-U18 MD-BB-AA:

- All Games Coaches must wear Black or Tan Khakis or Dress Pants (no blue or black jeans)
- Dress Shirt, Dress Shoes (no running shoes), and an Official Huskies Jacket.
- Trainers must wear Official Huskies Track Suit and proper footwear.
- BASEBALL CAPS ARE NOT INCLUDED IN THE HUSKIES DRESS CODE: Official Huskies Winter Hats are permitted

### ALL TEAMS PRACTICES:

- ALL On-Ice Staff must wear an Official Huskies Tracksuit.
- All Players must wear their official Hamilton Huskies Practice Jersey.
- There is no other Logo Tracksuit allowed.

### **TEAM COMPOSITION**

### **Prevention Services (PRS)**

All Team Officials must be **certified by Respect in Sport Activity Leader or Speak Out**. Must have a valid Police Check – Vulnerable Sector Check

### TEAM ROSTERS

Hamilton Huskies teams shall consist of at least 17 players unless approved by the Hamilton Huskies GM.

Each team is limited to rostering 5 Team Officials (i.e. Head Coach, Trainer, Asst Coaches), including the Manager. Additional team officials may be obtained for **\$59.00** per card through the Registrar.

All Coaches and Managers, including "On Ice Helpers" (OIH), must provide a Police Vulnerable Sector Check. ALL OIHs must have the minimum Alliance coaching certification equivalent to what is required to Coach and be an Assistant Coach at the level at which the individual is assisting. Cost is the individual's responsibility and is an acceptable expense item for the team budget.

### ON-ICE HELP (OIH) (Over the age of 18)

There is an **On Ice Help Roster** for anyone who wishes to help a team at practices. The Huskies' Registrar administers this list. The Registrar and or Director of Hockey Operations must approve all OIH applicants.

Suppose you have someone who has volunteered to be an On Ice Helper. In that case, the following information is needed to get them on the list:

All OIHs must complete the online Registration Information & Mandatory Waivers Form.

• Available on the Huskies website under Administration, Team Administration forms.

Also, they are not registered as players or team officials on a current team registered with Hockey Canada. In that case, they must do the following:

- Submit the online registration form.
- Complete Respect in Sport Activity Leader (online)
- Complete Gender Identity and Gender Expression Training (online)
- Must provide an up-to-date Police Vulnerable Sector Check (all volunteers 18 years and older must provide this police check)
- Take the necessary Alliance Certification as required to be a Head Coach or Assistant Coach at the level of assisting.

And, if they are not part of the five coaching staff allowed for each team, there is a **\$59.00** fee for insurance for each staff over and above the five allowed per team. (See above, Team Rosters)

Hamilton Huskies supports using registered players as On-Ice Helpers at your practices. Registered players must **ALWAYS** be in <u>complete hockey equipment</u> if they are helping at another team's practice.

#### On-ice helpers must be at least 12 and two years older than the team they are helping at practice.

<u>Note</u>: Only team officials on the approved official team roster can be on the bench during games (this does not include on-ice helpers). Should a non-rostered individual be on the bench for the game, the Hamilton Huskies Hockey Club will immediately suspend the head coach for Three (3) games in addition to any applicable OHF suspension. Second offences may result in further discipline, including removal from the Official Team Roster.

Only individuals on a Hamilton Huskies Official Team Roster or Official OIH Roster are permitted on the ice for practices.

### DEVELOPMENT

- The Hamilton Huskies have procured On-Ice Development with the following: AA and BB/B Huskies Development Instructors.
- No team is permitted to compensate a team official or OIH for development.
- No outside development instructors are permitted onto the official Hamilton Huskies ice times.

### PLAYER AFFILIATION

Players of a Hamilton Huskies hockey team may be affiliated with any other Hamilton Huskies hockey team of an equal or higher chronological age group. House League APs will not be permitted for the 2024-2025 Season.

Affiliated player lists must be submitted to the Registrar for approval.

Deadline for submissions: AA/A teams - November 1; BB/B teams - November 15.

The Alliance AP form will be used to submit a list (found under Administration, Team Administration Forms on the Huskies website).

#### A Player may <u>only</u> be named on one (1) affiliated Player's list.

APs MUST BE APPROVED ON THE TEAM ROSTER before PLAYING IN A GAME.

#### NO CHANGES CAN BE MADE TO ANY ROSTER AFTER JANUARY 10<sup>TH,</sup> AS PER HOCKEY CANADA RULES.

#### CALL UPS BETWEEN AA/A AND BB/B:

The following is designed to streamline the process and eliminate misunderstandings about calling players up.

Any Coach requesting players will take the following steps:

- (1) Notify the other Coach that you will be calling players.
- (2) Call the players directly regarding playing up.
- (3) Once the requirements are met, inform the Coach or a staff member when and which players will be used from his team.

Any coach playing a player in a game that is not <u>APPROVED</u> on his roster will lose the opportunity to AP any players for the balance of the season.

Rostered Hamilton Huskies Players who attend practices do not need to appear on your AP List. The list only pertains to players who play games with your team. AP Lists can be amended as per the Registrar and Development designate. The Registrar will determine the date in conjunction with the Development designate.

### Affiliated Player Selection Chart – See Attachment #1.

Also available on the Huskies website under the "MANAGERS" tab.

## **ICE TIME & LEAGUE GAMES EXPECTATIONS**

### Under no Circumstances May a Team Sell Ice to Anyone Else.

#### The teams must use all ice assigned to them by the Ice Scheduler.

Contract Ice – Do not book your own contract ice. The Huskies arrange the supply of contract ice. <u>We will not</u> schedule around any contract ice other than our own. Payment for contract ice is set out in the Financial Information Section.

The Ice Scheduler must be informed well in advance of any team activity. Ice scheduler WILL only work around dates they are aware of with plenty of advance notice. You may need to cancel your event, as no game or practice will be rescheduled if the ice scheduler does not know about the event.

### **EXHIBITION GAMES**

For the 2024-2025 Season, exhibition games will take place during the Sept window, allowing four ex. games.

Email richard.vrataric@gmail.com and the Ice Scheduler the date, time, opponent, and location of all requested exhibition games. If an arena has multiple playing surfaces, the pad must accompany the request.

### ALL EXHIBITION GAMES REQUIRE A TRAVEL PERMIT

### \*\* YOU ARE NOT PERMITTED TO PLAY ANY NON-SANCTIONED TEAM \*\*

For all **exhibition games**, ONLINE request forms/travel permits must be filled out and submitted to the Ice Scheduler <u>for approval</u>. A copy <u>must</u> be taken with you to the game. This is your "travel permit" and must accompany you at all games, home or away if you are requested to provide it to a referee or a timekeeper.

### Non-ALLIANCE & ALLIANCE Tournament Travel Permit and Exhibition Travel Permit

#### Procedure for the Coach / Manager Requesting a Travel Permit

1) Visit <u>www.minorhockeyforms.com</u> and register for an account or log in if you have an existing account.

2) Search for your Association and click on your Association in the list provided.

3) Choose "ALLIANCE Hockey Non-ALLIANCE Tournament Permit Request Form," "ALLIANCE Tournament Permit," or "Exhibition Permit."

4) Complete the form in full.

5) Once approved, you will receive an email with instructions to return to the site and download a completed Permit as a PDF. You can save and email it to the tournament print it, and bring it with you.

As Manager, you are responsible for confirming the referees <u>and</u> timekeepers for home and exhibition games. You must also pay them (referees and timekeepers) in cash before the game starts. Referees and timekeepers are booked through the Referee Assignor. Timekeepers are assigned through the league for all home games, including exhibition home games, through the timekeeping assignor, Steve Jennings.

**Once an exhibition game appears on your calendar**, the referee and timekeeper assignor are prompted and will book referees and timekeepers.

### \*\*\* A MINIMUM OF THREE (3) DAYS NOTICE IS REQUIRED TO BOOK OFFICIALS \*\*\*

Officials must be cancelled for at least 24 hours before any exhibition game; the only exceptions are arena closures or inclement weather. If you cancel within less than 24 hours, you will be responsible for paying the officials.

If a referee, linesman or timekeeper is absent 15 minutes before a game,

Contact Steve Jennings – at 905-746-7663.

### **TOURNAMENT – HUSKIES & ALLIANCE POLICY**

- You must obtain permission to enter any tournament.
  - No Christmas tournaments are permitted.
- The 2024-2025 Christmas "shutdown" for Tournaments will be
  - December 23<sup>rd</sup> to January 2nd.

Due to the limited ice time available during March, teams cannot attend tournaments during the March break.

#### AA teams must enter tournaments with the category AA.

When going to a tournament, please remember to take all your paperwork with you, i.e., tournament request forms (travel permits), properly signed and approved Hockey Canada rosters (players and coaches), and the approved roster should always be with you throughout the season, which will help settle a player's eligibility. Payment is required for all non-Alliance tournament travel permits (\$15.00 each). The Huskies Registrar will bill teams with their last team payment.

### LEAGUE GAMES

• The referees and timekeeper will be assigned to all home league games. Regular season games, including playoffs, are part of your team fees.

### **GAME SHEETS LEAGUE – ELECTRONIC**

- The Hamilton Huskies will be using electronic game sheets for all league games for the **2024-2025** season for all categories.
- The Alliance will set this up for all teams for Regular Season and Playoffs. Instructions to follow once everything is set up.
- HOME Exhibition games will require the use of electronic Gamesheets through the use of our iPads. Team's may use a personal iPad if they wish to download the Gamesheet Inc. Scoring App. This will require some communication between the team and Gamesheet Inc. Instructions again to follow.

### HUSKIES GAME PLAYING TIMES vs. ALLIANCE MINIMUM

Please note that we sometimes provide more than the Alliance minimum game playing times. However, you can never complain to another association regarding their playing times as long as the Alliance minimums are met.

#### ALLIANCE MINIMUMS:

#### 5.1 Length of Games in the Regular Season (Pavilion, Seeded: Constellation, Bristol):

The minimum game time is three (3) stop periods, totalling thirty (30) minutes of playing time. Centres should provide sufficient ice time for the following playing times, excluding resurfacing time. All Representative teams should be ready to play fifteen (15) minutes before the originally scheduled game time.

Level	Suggested	Minimum
	Ice Time	Period Lengths
U9	50 minutes	10 - 10 - 10
U10	60 minutes	10 - 10 - 15
U11 to U14	80 minutes	10 - 15 - B - 15
U15	110 minutes	15 - 15 - F - 15
U16 Seeded	110 minutes	15 - 15 - F - 15
U16	110 minutes	15 - 15 - F - 20
U18 Seeded	110 minutes	15 - 15 - F - 20 Curfew Mercy Rule

\*Break is defined as a 2-minute maximum

**Warm-ups:** The Referee will blow his/her whistle with thirty (30) seconds remaining. At that time, teams need to pick up their pucks and complete their final skate before the start of the game. In games with no flood between periods, the timekeeper shall put one (1) minute on the clock at the end of the period and allow it to run down to zero when the teams are ready to start the next period. A bench minor could be assessed if a team delays the game too long.

**Post-Game Handshake:** For all ALLIANCE Hockey Representative games (AAA, AA, A, BB/B), coaches and players will meet at centre ice and shake hands after the game, unless at the discretion of the referee(s) it is inadvisable to do so for reasons of participant safety. For all ALLIANCE Hockey Representative (AAA, AA, A, BB/B) Playdown and Playoff series at U14 through U18, the players and Team Officials will shake hands upon the conclusion of their respective series.

**U18 AAA & U18 Seeded Mercy Rule:** This applies to the third period when the difference in score is five (5) goals or more. The game clock shall revert to running time until the period's conclusion. If a timeout is called, the clock must be stopped for the timeout and start again at the drop of the puck. (If the difference becomes less than five (5), the clock still runs straight time.) (Mercy Rule will not apply to Playdowns.)

BB	&	В	-	Length	of	Games	in	the	Regular	Season	(BB-B):
	Leve	I		Suggested le	ce Time			Minimun	n Period Len	gths	
	U8 to U	13		50 minu	tes			10-10	I-10 (minimum	n)	
	U14 and	l up		60 minu	tes				10-10-15		

**Warmups:** At the start of the game, warmups, including handshaking ceremonies, are limited to at most three (3) minutes. The Referee will blow a warning whistle after 2½ minutes. Immediately after the three (3) minutes have elapsed, the teams will line up for the opening face-off, and the Referee will drop the puck to start the game.

**Curfews: League play:** If a game could be curfewed, the finishing time must be on the game sheet before the start of the game, and a responsible official from each team must acknowledge the curfew on the game sheet. Due to the Rule Emphasis implementation by Hockey Canada in 2006 - 2007, all games have the potential for a Curfew.

**Playdowns and Playoffs:** Sufficient time should be scheduled without curfews. If a curfew is imposed in a playdown game, the Executive Committee will decide whether to complete the curfew game.

**U18 BB-B Mercy Rule** applies to the third period when the score is five (5) goals or more. The game clock shall revert to running time until the period's conclusion. (If the difference in score becomes less than five (5) the clock still runs straight time.) (Mercy Rule will not apply to Playoffs or Playdowns). With Rule 5.1.5.1.2.3 applying for penalties.

**BB-B Tie-Breaker:** In BB-B hockey, where the league is not seeded, the first tie-breaker for playoff or playdown seeding determination will be the Regular Season final standings. If teams are tied during regular season standings, refer to 7.0 and apply a tie-breaker to round-robin playoff competition to break the tie.

### **GAME SHEET COLLECTION:**

# For the 2024-25 Season, game sheets, paper and electronic, will be monitored by the Huskies Web Admin (Gary McFarlane) email to: webadmin@hamiltonhuskies.ca

### **Exhibition games:**

Electronic Gamesheets will be used for HOME exhibition games. Be sure to have paper game sheets on hand for emergencies. For any home exhibition game played at Chedoke or Parkdale that utilized a paper gamesheet, the timekeeper must deliver the GS to the Huskies' mailbox for collection.

Your team is responsible for delivering any exhibition paper gamesheet played at a venue other than Chedoke or Parkdale to the Huskies mailbox at either Chedoke or Parkdale.

For all exhibition games away, you are responsible for delivering the copy you receive to either Huskies' mailbox for collection.

#### All exhibition game sheets must be submitted ASAP – No exceptions.

#### League games:

With electronic game sheets for all home league games, there is only a need to submit any home league game sheets if technology forces the use of paper. Each team will be issued passwords to access their game sheets anytime throughout the year. The Huskies ice scheduler also has access to all teams' game sheets for the league if electronic GSs are used.

### **Tournament Game Sheets:**

Some tournaments also use electronic GS. If a tournament uses these, you must **provide the invite code to** the Huskies Web Admin to obtain game sheets.

If a tournament uses paper GSs, you must hand in the GSs you received at the tournament.

### **TOURNAMENT GAMES/SCHEDULES**

All scheduled tournament games must be listed on your site once you receive your tournament schedule, and scores must be posted upon tournament completion. You can and should input your tournament games. If necessary, contact the webmaster/administrator for help.

### **Collection of Game Sheet Timelines – EXCLUDING ON-LINE GAME SHEETS**

- If a paper copy was used, away exhibition game sheets should be available within 24 hours of the game's completion.
- If paper copies were used, tournament game sheets within 72 hours of tournament completion.
- If there are unforeseen circumstances with game sheets, notify the Web Admin immediately. We did not receive your copy due to bad weather and couldn't meet the required time frame for collection.
- The timelines set out above are firm, with no exceptions. Failure to comply will result in the Head Coach receiving a one (1) game suspension. This penalty will also be progressive.

### Huskies Mailboxes:

For your convenience, there are two locations for dropping off game sheets:

- Chedoke Arena, located in the hallway outside the Referee's room.
- Parkdale Arena, located beside the Zamboni entrance.

### HOCKEY CANADA/OHF/ALLIANCE RULES-SUSPENSIONS

You should be aware of the basic playing rules. i.e. major penalties, game misconduct, etc. Most of these rules are to be enforced by the team, and it must be recorded on the game sheet if any player or concound coach is suspended and if it is 1, 2 or 3 of the number of games he/she is suspended for.

Each team manager and coach ensures players sit out their appropriate suspensions. When in doubt about the relevant suspension, sit the player(s) in question until clarification can be obtained.

Any Manager or Trainer who receives a GM20, GM21 or any other suspension will be suspended by the Hamilton Huskies Hockey Club. The number of games assessed will be the same as the minimum OHF Suspension guidelines and will be assessed after the OHF suspension is served.

### THE REFEREE ROOM IS OFF-LIMITS TO ALL STAFF AND PLAYERS

### 2024-2025 OHF Minimum Suspension List – Minor Hockey

The 2024-2025 minimum suspension list will be sent to all teams once received from the OHF/ALLIANCE.

The suspension list will also be available on the Huskies website under the "COACHES" and "MANAGERS" tabs.

### **RISK MANAGEMENT**

Risk management involves identifying and eliminating or minimizing risks. It is an ongoing process. During the season, the Hamilton Huskies will keep the teams apprised of any new developments in risk management. Please refer to the Hamilton Huskies Risk Management Tab to obtain the following: Ontario Hockey Federation (OHF) Policy concerning Harassment, Abuse & Bullying; Hockey Canada Co-ed Dressing Room Policy; OHF Helmet Policy; All Alliance policies; Hamilton Huskies Code of Conduct; Hamilton Huskies Incident Resolution Process and The City of Hamilton Zero Tolerance policy.

All team officials are responsible for reporting inappropriate behaviour (by parents and other team officials) that contravenes the Hamilton Huskies Parent and Spectator Fair Play Code, Alliance and Hockey Canada Codes of Conduct and the City of Hamilton Zero Tolerance Policy.

### POLICE VULNERABLE SECTOR CHECKS (PVSC)

- Please review the following website https://alliancehockey.com/Pages/7487/OHF\_SCREENING/
- <u>All persons rostered by a team must provide a police vulnerable sector check.</u>
- Police vulnerable sector checks must be provided ASAP. If a PVSC is not provided and uploaded with approval by September 1, 2024, those without a PVSC will be <u>suspended</u> until the PVSC is provided.
- The Hamilton Police Services is charging Volunteers for processing police vulnerable sector checks. A maximum of five (5) police vulnerable sector checks may be incorporated into the team budget. The Hamilton Huskies adhere to the OHF policy regarding police vulnerable sector checks and criminal record checks.

### **INJURIES**

- If any player on your team is injured and needs to see a doctor or dentist, the Trainer must complete a Hockey Canada Injury Report in full immediately. The Hockey Canada Injury Report can be found on the Huskies' website under Team Administration Forms.
- Injury reports with all receipts and other documentation, as required, MUST be forwarded to the Huskies' Secretary, Gail Stevenson (mailbox at Chedoke Arena for drop off), who will forward them to the Alliance for you once all information is provided. Injury reports <u>must</u> be submitted within 90 days after the date of the injury,

### **INSURANCE**

- Hamilton Huskies teams are only insured for the City of Hamilton facilities. <u>When you book ice</u> outside of Hamilton, you must purchase insurance with the municipality you are booking the ice with. In addition, please be familiar with Dryland Training requirements and secure the necessary insurance certificates.
- When travelling in the United States or out of province, ensure all your players have proper insurance coverage, i.e. Manulife, Blue Cross, etc. This will save a lot of red tape if an injury should occur.
- Parent/Player hockey games or family skates on Huskies ice time are not permitted, as there is no insurance coverage.
- Please ensure that HOCKEY CANADA/OHF/ALLIANCE sanctions all tournament and exhibition games. All tournament travel permits shall include the tournament sanction number.
- Please ensure that all off-ice activities/events are <u>sanctioned</u>. For information regarding off-ice activities, please refer to the **OHF INSURANCE GUIDE** found on the Huskies' website under the "MANAGERS" tab.

### **CONDUCT & DECORUM**

- The City of Hamilton has adopted a <u>"zero-tolerance policy"</u> concerning violent or abusive behaviour in its facilities. Please ensure your players, parents, and coaching staff know this policy. An incident could result in immediate expulsion from a facility and all City facilities for up to a year.
- Coaches and the Executive must inform parents of new developments, rule changes, policies, procedures, etc. Hamilton Huskies adheres to the ALLIANCE and OHF Codes of Conduct.

Please ensure your team does not step onto the ice until the "Zamboni" has left the ice and the gate is closed.

Team Officials must avoid walking across the ice to the bench area.

### Affiliated Player Selection – ATTACHMENT #1

A STILLER HUSKIS	CANUTON CONTRACTOR	samura Barring Biosus Biosus		Jumilion IOSKIS
AA/A CHART	SAME AGE MD/BB/B	ONE YEA YOUNGER		ONE YEAR YOUNGER MD/BB/B
U10	1 GOALIE 3 FORWARDS 2 DEFENCE	NA		1 GOALIE 3 FORWARDS 2 DEFENCE
U11 – U16	1 GOALIE 3 FORWARDS 2 DEFENCE	1 GOALIE 3 FORWARE 2 DEFENCE	DS	NA
U18	1 GOALIE 3 FORWARDS 2 DEFENCE	1 GOALIE 3 FORWARE 2 DEFENCE	DS	1 GOALIE 3 FORWARDS 2 DEFENCE
AMELTIN HÜSKES	g_MHIL70 HUSKIS	:		g <mark>ArtitZg</mark> HUSKIS
MD/BB/B CHART	ONE YEAR YOUNG (if availab		SAM	E AGE HOUSE LEAGUE
MD/BB/B CHART			SAM	E AGE HOUSE LEAGUE
	(if availab NA NA	le)	SAM	
U8	(if availab NA	le)	SAM	NA