



# Parent Handbook

The Hudson Hockey Association Parent Handbook is a collection of HHA policies. It was developed by a team of long-time HHA members over the course of many years and is updated annually.

Dear Parent/Guardian:

Thank you for taking the time to review this reference guide. Whether you are new to the Hudson Hockey Association (HHA) program or have been involved with HHA, we believe the information contained here will be valuable. The purpose of this document is to familiarize you with the policies, procedures, expectations, and guidelines of HHA. It is our hope that every youth participating will enjoy their hockey experience. Since you are an integral part of that experience, we want you to enjoy it as well. In order for that to happen, we want you to have as much information as possible regarding the framework and some details of our program.

HHA is proud of the dedication and hard work that our volunteer board members, coaches, committee members, parents, and family members provide. We also know that as good as our organization may be, we need input and suggestions so we can continue to improve. Please feel free to contact a Board Member with your feedback regarding this handbook or any aspect of Hudson Hockey.

Thank you for being a part of the Hudson Hockey tradition!

Sincerely,

The Members of the Hudson Hockey Association Board

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## **HHA MISSION STATEMENT**

Providing and promoting equal opportunities and positive experiences for all Hudson area youth in skating and related activities.

## **HHA PHILOSOPHY**

The philosophy of the Hudson Hockey Association (HHA) and the premise for its existence is that participation in an organized youth hockey program should be healthy, educational, and fun. Building a lifelong interest in hockey will come from the confidence achieved through consistent skill progression, developing friendships, and having fun while playing and competing. HHA is committed to developing the youth within the Hudson community and committed to developing both their character on and off the ice. HHA programs are created to accommodate all eligible skaters and their abilities.

In keeping with this philosophy, and consistent with its by-laws, HHA is organized to provide eligible players with many hours committed to:

- Development: developing each participant to their full potential, regardless of their ability
- Good Sportsmanship: teaching life lessons to play fairly and accept victory or defeat graciously
- Teamwork: promoting camaraderie through teamwork and collaboration and a positive attitude towards teammates both on and off the ice
- Respect: showing respect for coaches, referees, other players, and self both on and off the ice

The goal of HHA will always be to create an environment where the principles of sportsmanship, teamwork, confidence, respect, and discipline thrive in hopes of preparing our players not only for the game of hockey, but also to become well-rounded and contributing members of the community. While this philosophy is directed at our youth that play hockey, it must also be implemented and taught by the adults within the organization. Coaches, parents, and administrators must all do their part to ensure this philosophy and the following policies and procedures are upheld.

## **WHAT TO EXPECT AS A HOCKEY PARENT**

Your child's hockey experience will be influenced by many factors, but nothing will influence that experience more than you. As a parent, you are the most influential figure in your child's

development, both as a hockey player and as a person. Embrace that opportunity.

Remember:

- Let kids be kids. Fun should be paramount.
- Be supportive.
- Be disciplined. Manage your emotions and set a good example that teaches your child to do the same.
- Be positive, and when adversity comes, be constructive not destructive. If you must be critical, don't get personal. Direct your comments at the action, not the person.
- Be proactive. Getting involved as a volunteer or coach in your association can give you an even greater influence on your child's hockey experience. As a parent, being a proactive communicator with coaches and administrators can help avoid frustration and conflict.
- Your child's coach is likely a volunteer, and often also a parent, donating their time to help your child. While criticism might be appropriate, it should be done constructively and through appropriate channels.
- Be respectful, especially in situations of disagreement or conflict.
- Don't bully or harass. Speak out if you see bullying or harassing behavior from others.
- Focus on the process, not the outcome, and teach your child to do the same.
- Kids learn best by doing. Praise your child's effort more often than their performance. Studies show it helps them better develop the confidence to meet new challenges and overcome obstacles.
- Keep hockey in perspective. Maintain a healthy balance of hockey and non-hockey activities. Encourage your child to be well-rounded.
- Enjoy the youth hockey experience with your child. Life moves fast and time passes quickly. Soon your child will be grown and you'll wish you could return to these days, if just for a moment. So savor these seasons, don't rush them. Make the experience one that you'll remember fondly together years from now.

~AS A PARENT, YOU ARE THE MOST INFLUENTIAL FIGURE IN YOUR CHILD'S DEVELOPMENT~

### **DECLARATION OF PRINCIPLES**

The following Principles, as adopted by USA Hockey, serve as HHA's guide to planning, programming, and play:

We believe every leader of the sport has the responsibility to inspire stakeholders in an effort to deliver a positive family hockey experience. Hockey participation offers families value beyond making a child a better player or even a better athlete. The game of hockey is a

powerful platform for participants to build character, foster positive values and develop important life skills. These benefits are available to all players, desirable to every family and transcend the game.

Today, guided by our common values, we jointly pledge to the following Principles. We believe:

1. Hockey should be an enjoyable family experience; all stakeholders – organizations, players, parents/guardians, siblings, coaches, referees, volunteers, and rink operators – play a role in this effort.
2. Hockey's greatest value is the role it plays in the development of character and life skills.
3. All hockey organizations – regardless of size or level of competition – bring value to players and families in their ability to deliver a positive family experience.
4. Physical activity is important for a healthy body, mind and spirit.
5. There are significant benefits of youth participation in multiple sports.
6. Hockey programs should be age-appropriate for all players, accounting for each individual's physical, emotional and cognitive development.
7. There is great value in all forms of hockey, both on and off the ice.
8. All hockey programs should provide a safe, positive, and inclusive environment for players and families regardless of race, color, religion, national origin, gender, age, disability, sexual orientation, and socio economic status. Simply put, hockey is for everyone.

We believe in our ability to improve lives and strengthen communities globally through hockey. We believe that living by these principles will provide a healthy, balanced and enjoyable experience for all and inspire impactful service beyond the rink.

### **COSTS**

The goal of HHA is to provide the best program at the most reasonable cost to its participants. HHA is a 501(c)(3) non-profit organization and revenues received come from registration fees, team fees, fundraisers, advertising, and non-program ice rentals. We are a unique association in the fact that we are one of the very few hockey programs in the United States that owns its own facilities. This provides excellent flexibility for scheduling and it maximizes on-ice availability at all levels. To control costs and maintain reasonable and affordable registration fees, HHA implements a stringent volunteer program and many fundraising opportunities.

## **Registration**

HHA benchmarks neighboring associations and analyzes registration fees vs operational expenses on an annual basis. This ensures HHA is providing a fair and reasonable rate to participate in HHA activities. Registration fees are paid at the time of sign-ups. Registration fees include ice time for practice, tryouts, and entry fees for two tournaments (i.e., one home and one away tournament) and games. Expenses include referees for games, jerseys, socks, pucks, arena maintenance and relevant facility costs, USA Hockey, District 2 and Region 6 fees, HHA player skills development, coach's certification, HHA grants and aid, insurance, printing, advertising, and trophies. Players and family must be in good financial standing, according to the terms and conditions of registration, to participate in HHA hockey events. If financial assistance is needed, please reference the section below on financial aid.

## **Potential Additional Team Expenses**

Teams may elect to pay for additional items not covered in the above registration fees. If other expenses are considered, all team parents first must approve them. These items may include the following: extra ice time, referees for additional scrimmage games, spirit wear, off-ice training, travel expenses and meals for non-parent coaches, tournament entrance fees beyond the two tournaments noted above that are included in the registration fee, year-end team parties, and coaches and managers gifts. HHA expects that additional fee collections not exceed thirty (30) percent of the player registration cost for that team.

## **FINANCIAL AID**

HHA has established a program to assist families in meeting their financial commitments for participation in the youth hockey program. The purpose of the program is to ensure that all reasonable efforts are made to ensure that no youth is denied an opportunity to participate in the HHA youth hockey program due to funding limitations of parents or guardians. Aid is available to cover partial or full registration fees.

Applications for financial aid must be received at the time of registration. Application forms can be obtained by contacting the HHA Treasurer at [treasurer@hudsonhockey.com](mailto:treasurer@hudsonhockey.com) or downloading from the HHA website

(<https://www.hudsonhockey.com/page/show/13536-financial-assistance-programs>).

Applications remain confidential and are evaluated based on household income level and extenuating circumstances. Any financial aid assistance must be used for HHA activities only (registration fees, approved travel expenses, etc). Abuse of this policy will disqualify future assistance.

## **HHA FUNDRAISERS**

To help keep the fees and associated costs at an economical rate for all HHA members, HHA has annual fundraisers that all members are required to participate in. Information is provided to you via your Team Manager or Age Level Rep. If there are any questions or concerns, please see the VP of Administrative Support.

HHA does not allow individual teams to organize or conduct fundraisers.

## **VOLUNTEER POLICY**

The Hudson Hockey Association (HHA) operates on a volunteer basis. We rely on members to keep it operating and running smoothly. This allows HHA to keep participation in its programs as affordable as possible. Each age level is assigned a minimum number of volunteer hours required for each skater at that level. It is the responsibility of the members to fulfill their volunteer time commitment or financially reimburse the HHA for unfulfilled volunteer hours.

For full volunteer policy information visit:

<https://www.hudsonhockey.com.app.crossbar.org/parent-resources/rules-policies/38965>

## **TOURNAMENTS**

Throughout the season, travel level teams will participate in tournaments either at home or in other communities. Relative to away tournaments, HHA recommends that each traveling team participate in one overnight tournament and one home tournament (at HHA or within one hour driving distance).

We need your help in making these home tournaments a success. Parents participate as timekeepers, scorekeepers, penalty box workers, concession stand staff, and locker-room managers. These tournaments are budgeted and are expected to generate a certain amount of revenue for the Association.

If you have any further questions or would like to become more involved in running these tournaments, please contact the Tournament Director.

## **INSURANCE**

HHA provides excess coverage medical insurance through USA Hockey Team Registration. For more information, contact an HHA Board Member.

## **TRYOUT PROCESS & TEAM SELECTION**

HHA has an established process for conducting team tryouts. The objective of the tryout process is to ensure each player is given a fair evaluation and that all players are placed at the most appropriate level for their abilities.

A Tryout Committee is selected to coordinate and facilitate the Team Tryout Process. They are responsible for the organization and execution of the whole event. For full documentation refer to the current HHA Tryout Policy on HHA's website here:

<https://www.hudsonhockey.com.app.crossbar.org/parent-resources/rules-policies/38965>.

### **Tryout Pressure**

Let's not kid ourselves - the players feel the pressure of tryouts. If they don't think about the tryout process, they are more than likely to be reminded by their friends and parents.

During the tryout process, it is important for parents to provide support and be positive. Telling your son or daughter how proud you are of them, to go out and do the best they can and have fun, and whatever happens – we love you, is the best advice we can give you.

There will be disappointments. It is inevitable that some players will not make a level that he or she thought they would make in the tryout process. As a parent, you need to make sure that you step back and understand the words you choose and feelings you reflect to your child and realize the impact on them going forward. By positively reinforcing your child's play, rather than critiquing the tryout process or criticizing other players, can only assist the player's development. As we all know, once the new teams are formed and the first practices begin, the optimism of having a successful season becomes the focal point.

## **HHA GIRLS HOCKEY**

Birth dates and divisions follow the same guidelines as the youth. The girls divisions may include U6, U8, U10, U12, U14, U16 or U19, depending on the number of girls registered at each level. The girls use the same equipment as the youth and all of the rules of play are the same with the exception of no body checking.

## **HOCKEY COMMITMENT AND EXPECTATIONS**

Teams are selected for "A, B, and C" levels in an attempt to provide players an opportunity to play at an appropriate skill and commitment level.

Players and parents should expect that the commitment to all teams will require a significant amount of time. HHA expects that if you are rostered to an HHA team, participation in HHA team activities will take precedence over other non-HHA sporting activities. Coaches at all levels will expect that players attend practices and games. Communication with the coaches when a player can't be at a game or practice is essential for the coaches to prepare for either the game or practice. More ice time, skill development, instruction, and individual improvement occur as a result of practice.

Each coach will have their own rules and discipline regarding absences. Please respect their need to establish these parameters for the team. HHA can't stress enough that regardless of the level your child will play, the commitment he/she is making is significant. Be sure both the player and parent understand this at the time of registration.

### **USA HOCKEY SAFESPORT**

The safety of its participants is of paramount importance to USA Hockey. USA Hockey SafeSport is the organization's program related to on and off-ice safety.

USA Hockey has long had systems in place to protect its participants from physical abuse, sexual abuse and other types of abuse and misconduct that can be harmful to youth hockey players and other participants. These include without limitation Physical Abuse, Sexual Abuse, Screening, Locker Room Supervision and Hazing Policies, in addition to Codes of Conduct applicable to administrators, coaches, officials, parents, players, and spectators. The USA Hockey SafeSport Handbook is intended to update and collect USA Hockey's various policies to protect its participants from all types of misconduct and abuse.

USA Hockey has **ZERO TOLERANCE** for abuse and misconduct.

This SafeSport Handbook includes the various Policies that apply to all USA Hockey Member Programs. Those Policies address:

- Sexual Abuse
- Physical Abuse
- Emotional Abuse
- Bullying, Threats and Harassment
- Hazing

The Policies also address areas where misconduct can occur and are intended to reduce the risk of potential abuse, including:

- Locker Room Policy
- Electronic Communications Policy
- Travel Policy
- Billeting Policy

In addition to Policies, the SafeSport Handbook includes information about the available and required Training of USA Hockey and its Member Programs' employees, volunteers, administrators, coaches, parents and players on recognizing and reducing circumstances for potential abuse to occur; information on USA Hockey's Screening and Background Check Program; the availability and procedures for any person to Report suspected abuse or misconduct (including protections from any retaliation or repercussions for such reporting); the procedures and means by which USA Hockey and its Member Programs should respond to allegations of abuse and misconduct; and how USA Hockey and its Member Programs will Monitor and Supervise the SafeSport Program to help ensure its effectiveness.

By combining all of these elements into a comprehensive SafeSport Program, USA Hockey intends to create the safest possible environment for participation in hockey.

### **PARENT'S RESPONSIBILITIES & RIGHTS**

#### **Parent's Responsibilities**

- Do not force your 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.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.

- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and volunteer.
- Don't compare your child with other players. Be honest with yourself when it comes to your child's capabilities.
- Take care of your financial responsibilities.

### **Parent's Rights**

- Have the player treated fairly and with respect.
- Have the player playing and practicing in a safe and healthy environment.
- Have the player coached by an effective, qualified, certified adult leader.
- Have the player engaged in playing and practicing activity that increases his/her skill and enjoyment of the sport.

### **PARENT/SPECTATOR BEHAVIOR**

In an effort to make ice hockey a more desirable and rewarding experience for all participants, USA Hockey has instituted a program of Zero Tolerance for parental and fan behavior that has been adopted by Minnesota Hockey and WAHA. Referees, at their discretion, may have parents/spectators removed from the arena. HHA supports this program and will enforce it both on and off the ice. We request that all parents be supportive of the team, the players, the coaches, and the OFFICIALS.

Players and officials all strive to perform at the highest possible level and deserve our support.

On-ice officials will stop the game when the parents/spectators displaying inappropriate and disruptive behavior interferes with other spectators or the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectator's viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by HHA. This inappropriate and disruptive behavior shall include but not limited to:

- Use of obscene or vulgar language to anyone at any time.
- Taunting or intimidation 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's viewing area, player's bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

## **HHA YOUTH HOCKEY SPORTSMANSHIP AGREEMENT**

The Sportsmanship Agreement has been in place since 2000-2001. Unfortunately, parental behavior has become one of the biggest detriments in youth sports and HHA is not immune. Players and parents will be asked to agree to the following agreement as part of registration as well as a Player's Code of Conduct and a Parent's Code of Conduct.

**We are in agreement:**

- That it is a privilege, not a right, for our child to play youth hockey.
- That sportsmanship and fair play are essential to the sport of hockey.
- That sportsmanship and fair play are the most important skills that our child can possibly learn from youth hockey.
- Because children learn by example, parents and coaches need to exemplify the highest level of sportsmanship and fair play. It's a game for the youth.

Because I represent my family, community and team, I abide by the above policies, rules and guidelines whether in season or not. I understand that conduct unbecoming a member of this association may subject me to the following:

- Verbal warning by the HHA Board and/or coaching staff advising next steps and potential consequences
- Written warning by the HHA Board and/or coaching staff advising next steps and potential consequences
- Immediate ejection and possible suspension from association events, which may be determined by the coach or Board members as necessary. This could take the form of a game, multiple games and/or an entire season.

**Therefore, we agree as follows:**

- **SPORTSMANSHIP:** That we will dedicate ourselves to serve as good examples of sportsmanship and fair play in all of our dealings with coaches, referees, and others associated with youth hockey.
- **REFEREES:** That, recognizing no one is perfect, we will refrain from vocal criticism of referees and trying to influence a call during the game and, instead, will use only the formal process established by District 2 or Region 6 to voice our criticism in a constructive way on refereeing issues.
- **GRIEVANCE PROCESS:** That we do hereby agree to follow the Rules of USA Hockey, Minnesota Hockey, District 2, Wisconsin Hockey, Region 6, and Hudson Hockey Association and to abide by the Grievance Processes of the HHA, District 2, and Region 6.

We agree to honor the rulings of the Grievance Boards of said associations. We specifically recognize that the sanctions that can be imposed against us include being restricted from participation as a spectator. We recognize our child may be restricted from participation in hockey events for his or her misconduct and/or for our misconduct as parents.

### **HHA CODE OF CONDUCT**

The HHA Code of Conduct expressly includes the following:

1. No swearing or abusive language on the bench, in the rink, or at any team function.
2. No lashing out at any official no matter what the call is. The coaching staff will handle all matters pertaining to officiating.
3. Anyone who receives a penalty will skate directly to the penalty box.
4. Fighting will not be tolerated.
5. There will be no drinking, smoking, vaping, chewing of tobacco, or use of illegal substances by players. \*If suspected we will ask your parent(s) to go through your belongings while at the rink with the coach and possibly a board member watching.
6. I will conduct myself in a befitting manner at all facilities (ice rink, hotel, restaurant, etc.) during any team function.
7. Destruction of property will not be tolerated.

#### **Penalties for Violation of # 5 Above**

First violation – penalty: after confirmation of the first violation, the player shall lose eligibility for the next two (2) consecutive games or two (2) weeks of a season, whichever is greater. No exception is permitted for a player who becomes a participant in a treatment program.

Second violation – penalty: after confirmation of the second violation, the player shall lose eligibility for the next six (6) consecutive games. No exception is permitted for a player who becomes a participant in a treatment program.

Third violation – penalty: After confirmation of the third or subsequent violations, the player shall lose eligibility for a minimum of the next twelve (12) consecutive games and/or removal from the team.

#### **Discipline Issues and Violations of Items 1-4, and 6 in Code of Conduct**

It is the goal of the HHA to provide all participants (players, coaches, and parents) with the highest level of personal productivity. Coaches and parents should set a positive example of sportsmanship and good conduct and, in general, be a credit to the HHA and our community.

The head coach is the person recognized as having responsibility for the team. The coach is not required to bend to parental pressure, but shall be available to discuss any situation with the players and/or parents, keeping in mind their responsibility is to coach the whole team and not any one individual. A coach shall have the flexibility to reduce a player's ice time to solve a disciplinary problem if it is in the best interest of the team.

If there is a situation needing to go before the HHA Disciplinary Committee (President, VPHO, Past Board Member), the details of the incident will be shared with the committee and a conversation will be had with the player and their family. There is a staged disciplinary outcome that could be implemented based on the severity of the incident and the player's history of related or unrelated events. HHA will partner with WAHA and USA Hockey as needed during the disciplinary process.

The stages of player discipline are as follows:

Stage 1 – 1-2 game suspension

Stage 2 – 3-4 game suspension

Stage 3 - removal from the team

The stages of parent discipline are as follows:

Stage 1 – 1-2 game suspension

Stage 2 – 3-4 game suspension

Stage 3 - banned from HHA events and/or property

### **Interpretation**

"Game" in this rule means a regular league or playoff contest. Practice games or scrimmages cannot be counted in determining length of suspension. The player would also be removed from participating in practice games or scrimmages until the suspension is complete.

Associations or individual teams may adopt a more prohibitive rule and/or more severe penalties for violation of this Rule.

### **Parental Responsibility**

In accordance with our policies regarding alcohol and tobacco use by HHA players, we strongly recommend that coaches, managers and parents refrain from consuming or having tobacco or alcohol in the presence of HHA players. In all cases, no alcohol or tobacco should be consumed or be present at games, practices, team meetings or in transportation vehicles to and from games, tournaments, or practices.

## **GRIEVANCE POLICY**

HHA provides an orderly procedure for the discussion and resolution of all problems, concerns and formal grievances. The objective is to resolve issues at the most immediate level. The key criteria and any resolution of an issue is what is best for the respective player, his or her team, and what is in the best interest of HHA.

Problems or concerns that have to do with the coaching of the team, such as playing time, positions, practices, etc. should be taken to the coach or team manager of the respective team. If the problem cannot be resolved at this level, the Age-Level Rep should be contacted.

## **COACHES**

### **Coach Selection**

Coach selection is facilitated by the Coaching Coordinators. The Coaching Coordinators actively solicit applications in the spring. The goal of the coach selection process is to identify as many "A", "B", "C" coaches as possible prior to the start of the season in the fall.

HHA believes that non-parent coaches and assistants for any level are preferred. If the HHA Coaching Coordinator is unable to find a qualified, non-parent coach prior to the tryout process, a qualified parent coach may be selected to coach after tryouts and his or her child has been placed on a team.

Coaches are selected based on a number of criteria. Coaching Coordinators look for coaches that are age appropriate. We recognize that some coaches are better suited to working with younger players and it is HHA's intent to place coaches at the most appropriate level. Having experience working with children at the appropriate levels will be a key factor in the assessment as to where coaches should be placed. In selecting a coach, HHA will also look at past hockey coaching experience, personal philosophy, and support of HHA philosophy and principles.

Coaches selected will reflect the HHA vision and mission statement; they will demonstrate good character and support HHA, District 2, Minnesota Hockey, and Region 6 Wisconsin Hockey Rules and Regulations.

Coaches are selected for a one-year commitment. Having continuity from season to season is a significant strength to the overall program. The use of year-end surveys, responsible feedback to the Coaching Coordinators, and personal observation, will be determinate factors

in bringing back the same coach the following year. If the Coaching Coordinators and the HHA Board agree that the coach has done an excellent job, the coach can maintain their position, and the position will not be opened.

### **Assistant Coach Selection**

Two assistants are the recommended numbers per team, but typically four coaches in total are allowed on the bench. Assistant coaches are also registered and insured with USA Hockey. The head coach will select the assistant coaches. All selected assistant coaches will have to be approved by the HHA Coaching Coordinators before their position is guaranteed.

### **Coach/Player Development**

HHA has found through experience that it is extremely important to have qualified coaches for all levels. This means that while a head coach may be very good in their teaching ability, if they don't have the ability to relate to the particular level and age of the child, it would be inappropriate to match that head coach with a group of players. The head coach is the person recognized by the HHA as having total responsibility for the team.

With this responsibility, comes the need for a wide range of teaching, organizational, interpersonal, and parental skills in order to have a successful season. To meet the high expectations with this for over twenty-five teams is one of our Association's greatest challenges.

USA Hockey requires all head coaches to be certified through their Coaches Education Program (CEP) and each coach must complete the necessary age-specific modules. District 2 conducts a mandatory annual meeting to discuss safety, rules, policies and regulations.

### **Coaches Code of Conduct**

The Coaches Code of Conduct should be consistent with the HHA mission statement. Personal growth and development of the hockey player should be the focus. Improving one's skills and having competitive teams should also be the goal.

The coaches are accountable to the Coaching Coordinators and the HHA Board.

### **Coaches Responsibility**

- The coach will work with the Age-Level Rep and the team manager to handle finances, scheduling, etc.
- The coach will attend a scheduled parent meeting before the season to discuss philosophy, goals and objectives, finances and any other pertinent matters.

- Communication with players and parents and handle all matters in a professional manner.
- Support the HHA mission statement and philosophy.
- Demonstrate a positive attitude to players, coaches and officials. Being a role model, the coach needs to uphold the authority of the officials.
- Be prepared and plan ahead for all practices.
- Be present at all practices and games. Make arrangements for assistant coaches to run practices when impossible to attend.
- Treat players fairly and be a positive reinforcement.
- The coach will meet with each player twice each season to discuss with them their progress and provide the player with positive and constructive feedback.

### **Coaches Rights**

- Be treated with respect by players, parents, and HHA.
- Access to necessary safety and practice equipment.
- Access to all resource material available through HHA.

### **EQUIPMENT**

Regardless of a hockey parent's income, it can be difficult to resist the urge to buy your child's hockey equipment a size or two too big and allow them to grow into the product. In hockey, a fashionable fit is not as important as a functional one. Function is not achieved without proper fit. In other words, the right fit is for your child's own protection.

Protective pads that are too big can move out of position during contact, exposing to injury the various body parts they were meant to protect. If a shoulder pad moves during a check into the boards, a knee pad slides just before being hit by a slap shot or an elbow pad slides prior to a fall to the ice, odds of an injury increase. Proper fitting equipment can help prevent those injuries, not to mention the fact that it helps players perform better.

For the safety of those involved in hockey at the HHA facility, it is necessary for all participants to wear protective gear to reduce the likelihood of injury. HHA has adopted the following Equipment Policy that will be followed by all those that participate in HHA activities.

The presence of a hockey stick or puck on the ice requires that all persons on the ice be wearing protective gear. This gear will consist of, but is not limited to, a safety-certified helmet with mask and attached colored mouth guard, breezers, supporter and cup or pelvic protector, shin pads, elbow pads, shoulder pads, and hockey gloves and neck guard. The only persons excluded from this rule are game officials and coaches.

Game jerseys will be a required purchase as part of registration for all travel level teams. Development level jerseys/socks are included in the registration cost.

Soon after the commencement of each hockey season, the equipment manager(s) will distribute the equipment available for rental on a first come first served basis. All equipment will be distributed through the Equipment Manager(s).

At the end of each hockey season, all equipment must be returned to the Equipment Manager(s).

Goalie equipment, consisting of a chest protector, gloves and leg pads, will be made available for use for development levels and U10, if available. HHA does not provide goalie equipment for all age groups. If we have goalie equipment for older age goalies, they can use equipment in stock. Goalie sticks will be provided for teams at the development age levels.

All damaged and non-returned items will be the responsibility of the skater/renter. Further involvement in HHA activities will not be permitted until all equipment is returned or financial restitution is made.

HHA owned equipment will be available for rent for leagues formed outside of HHA, such as spring, summer, and fall leagues, or clinics, whether they are organized within HHA or outside of HHA.

Solicitation for equipment from outside sources (i.e. businesses) is prohibited. No teams in HHA will have uniforms that differ from the HHA approved uniform.

#### **INSTRUCTIONS: DRESSING A HOCKEY PLAYER**

Your child may do this in a different order, whatever works for them. If you have any questions, please don't hesitate to contact your Team Manager or Age-Level Rep. You can find HHA's uniform policy on our Rules/Policies page on the [hudsonhockey.com](http://hudsonhockey.com) website.

##### **Skaters**

1. Wear an old T-shirt. As the players get older, they will become quite sweaty.
2. Put the athletic cup (boys) or pelvic protector (girls) on. Some younger players wear sweat pants underneath their equipment, which is optional.
3. Velcro shorts/pants. You will probably have to help for a while, as these can be tricky especially in the back.

4. Shin pads. These are usually held up with four Velcro straps or tape
5. Socks (for over the shin pads) - suggest one pair for games and one pair for practice
6. Navy breezers
7. Skates. Parents will probably have to help tie them until U10. (Please do not expect the coach to help, as he or she will have 17 pairs to tie.)
8. Shoulder pads
9. Elbow pads
10. Jersey
11. Neck Guard - Required as of August 1, 2024
12. White helmet
13. Mouth guard
14. Navy gloves
15. Stick

#### Five Suggestions:

1. Try dressing the child at home as a "dry-run" first. This will give you an idea how much time you will require.
2. Have the child go to the bathroom before they begin dressing.
3. Teach your player to get into the habit, about a half-hour before you leave for each game or practice to double check that all the equipment is there. If you have other siblings playing, equipment periodically gets shared but not returned.
4. Teach them to double check the locker room for equipment before they leave.
5. Younger players can wear light clothing under breezers. Do not put too many layers of clothes on the kids.

#### **Goalies**

1. Athletic cup/pelvic protector
2. Garter belt and socks or sweatpants
3. Breezers
4. Skates – goalies skates are highly recommended above Mite level.
5. Leg Pads.
6. Chest protector/arm protector
7. Jersey
8. Goalie helmet with neck shield or neck protector
9. Mouth guard
10. Glove and blocker
11. Goalie stick

## **CAMPS/CLINICS AND SPRING/FALL LEAGUES**

As in most sports or activities there are innumerable opportunities to participate in "off-season" camps, clinics, and leagues. These activities can often be the source of much confusion and disillusionment. If you are interested in the various "off-season" options you will have to be proactive in seeking information. Some sources include hockey related literature such as "Let's Play Hockey", postings at the arenas, and networking with those who are organizing.

Unfortunately, registration and team selection activity for spring leagues are usually in the middle of the HHA hockey season. This timing can be quite disruptive and cause hurt feelings among players and parents as teams are formed.

Participation in these activities has no influence on which team your child will play for in the upcoming HHA season, other than to the extent that the additional ice time is a contributing factor to a player's personal development. Generally, it is felt that clinics and camps will do more for a player's development than leagues that only play games. Keep in mind if a player is on a team with three lines, each player may have the puck on their stick for an average of one to two minutes per game, not a very impressive fact if you are looking for fundamental skill development.

## **HHA BOARD OF DIRECTORS**

Board meetings are held monthly, generally on the fourth Monday of the month. HHA members are encouraged to attend.

### **President – Elected 2-Year Term (Even Year)**

The HHA President shall be the Chief Executive Officer of the corporation. S/he shall preside at all meetings of the general membership, special meetings, and the meetings of the HHA Board. S/he shall have general authority to conduct the active management of the business of the corporation in accordance with the established policies and practices of the association, and shall see that all orders and resolutions of the HHA Board are carried into effect. The President will bring major new issues for which policies have not been established before the HHA Board for discussion and decision. The President will also be responsible for the establishment and operations of the Financial Operations Committee. The President shall be responsible for coordinating with the HHA Board, the Financial Operations Committee, and appropriately appointed officials to prepare an annual budget for review and approval by the Board. S/he shall execute all official documents pertaining to the business of the corporation.

S/he shall have the general powers and duties of supervision and management usually vested in the office of the President of a corporation.

### **Secretary – Elected 2-Year Term (Even Year)**

The Association's/Board's record-keeping and administrative duties will be performed by an elected Secretary. The Secretary shall attend all meetings of the HHA Board, and all meetings of the general membership. The Secretary shall provide notice of meetings pursuant to the requirements set forth in the Bylaws, shall record all votes and the minutes of proceedings, prepare correspondence as directed by the Board, and either prepare or assist the Communication Committee in the preparation of e-mails and/or a newsletter to keep the general membership advised of HHA activities. The Secretary shall be responsible for notification and execution of elections. S/he shall annually obtain from the Registrar a current and accurate membership mailing list to facilitate effective and efficient distribution of the association's newsletter. S/he shall perform such other duties as may be prescribed by the HHA Board.

### **Treasurer – Appointed 2-Year Term (Even Year)**

A Treasurer shall be appointed by the Financial Operations Committee (FOC), subject to approval by a majority of the HHA Board members. The FOC may also appoint one or more of its members to serve as an alternate to act in the absence or disability of the Treasurer. The Treasurer (or Alternate) shall attend all HHA Board meetings and have full voting privileges. The Treasurer will be responsible for the receipt of all funds from the Registration Committee, the Fall Clinics Committee, the Concession Committee, the Tournament Committee, the Sponsorship Committee, the Scheduler, the Fundraising Committee, and the Arena Management Board. Not less than weekly, the Treasurer shall deposit all funds in the financial institution designated by the HHA Board, and shall provide a monthly report of the receipts and deposits to the FOC by the third Tuesday of each month. The Treasurer will coordinate closely with the FOC to prepare a current financial report for the monthly HHA Board meetings.

### **VP Hockey Operations – Elected 2-Year Term (Odd Year)**

The Vice-President for Hockey Operations (VPHO) shall be responsible for supervising committees and/or officials that have primary responsibility for ensuring the effective implementation of the association's youth hockey program. The VPHO will be responsible for coordinating the activities of the following officials: (1) Age-level representatives, (2) Coaching Coordinator(s) and (3) Referee-in-Chief. The VPHO will also meet annually with all age-level representatives and Team Managers to explain the duties and responsibilities of every team manager. The VPHO will assist in the preparation and monitoring of the annual budget, and will serve with the President and PBM/AO in hearing and deciding disciplinary cases and

requests for financial accommodation. The VPHO shall perform other duties, as a majority vote of the HHA Board shall prescribe. The VPHO will participate as the USA Hockey ACE Coordinator for HHA.

#### **VP Support Hockey Operations – Elected 2-Year Term (Even Year)**

The Vice-President for the Support of Hockey Operations (VPSHO) shall be responsible for establishing and supervising committees and/or officials that enhance the effective operation of the association's youth hockey program. The following activities will be under the direction of the VPSHO: (1) Clinics; (2) Tryouts; (3) Tournaments; (4) Volunteers; and (5) Equipment Manager. The VPSHO will assist in the preparation and monitoring of the annual budget, and shall perform other duties, as a majority vote of the HHA Board shall prescribe.

#### **Past Board Member – Appointed 2-Year Term (Even Year)**

The PBM/AO (Past Board Member/Appointed Official) is an appointed position, subject to approval of a majority vote of the HHA Board, and has voting privileges on all issues that come before the HHA Board. In the absence or disability of the President, the PBM/AO shall perform the duties and exercise the powers of the President. The PBM/AO will be responsible for establishing and supervising a Registration Committee. The PBM/AO will advise the Board on earlier HHA policies, procedures, and decisions, and the rationale that was utilized to support adoption of past resolutions and decisions. The PBM/AO, in coordination with the President and VPHO, will review and decide disciplinary cases and requests for financial accommodation.

#### **VP Administrative Support – Elected 2-Year Term (Odd Year)**

The VPAS shall be responsible for supervising committees for the following functional areas: (1) Fundraising; (2) Concessions; (3) Sponsorships, and (4) Sign Rentals. The VPAS will assist in preparation and monitoring of the annual budget, and shall perform such other duties, as a majority vote of the Board of Directors shall prescribe.

#### **Arena Management – Appointed 2-Year Term (Odd Year)**

The Chairperson, Arena Management Board (ChAMB) shall be appointed by the members of the Arena Management Board, subject to approval of a majority of the elected HHA Board members. The ChAMB is responsible for ensuring that the planning and operations of the Arena Management Board are consistent with the objectives, policies, and procedures established by the HHA Board. The ChAMB will assist in the preparation and monitoring of the annual budget. The AMB will be responsible for the installation and maintenance of the indoor ice sheet, maintenance and operation of the association's Zamboni ice-surfacing machines, refrigeration and dehumidification systems, liability and property insurance for

the arena and associated property, hiring and supervising any employee(s) approved for hire by the HHA Board and sign rentals.

#### **ADDITIONAL HHA LEADERSHIP (NOT HHA BOARD OF DIRECTORS)**

##### **Age-level Reps - 1-Year Term (Elected Annually)**

Pursuant to the policies and goals set by the HHA Board, the Representatives of the various age level participants in the association's youth/varsity hockey programs are responsible for making recommendations to the HHA Board on how to most effectively implement a youth hockey program that is enjoyable, promotes development of individual and team skills, and creates an appreciation of discipline and good sportsmanship. All this while serving as advocates for their specific age level. Age Level Representatives must share responsibility with the association's officers to ensure the formation, adoption, and implementation of policies that advance the interests of the Association as a whole are followed. Representatives for the Bantam, Peewee, Squirt, Mite (Level 3), Mite (Level 1 & 2), Girl's (U8/U10), and Girl's (U12/U14) age levels shall be elected annually for a one (1) year term. Because the status of the High School/Junior Gold team(s) is not determined until late November, the High School/Junior Gold representative will be appointed annually by a majority vote of the HHA Board. The term of the appointment shall be from December 1st of the year of appointment to December 1st of the following year. All Age Level Representatives will coordinate their activities with the VPHO, Scheduler, Referee-in-Chief, and the Coaching Coordinator(s).

##### **Youth and Girls Player & Coaching Development - 1-Year Term (Appointed Annually)**

A Chairperson of the Youth Coaching and Player Development Committee (Youth PCDC) and a Chairperson of the Girls Coaching and Player Development Committee (Girls PCDC) shall be selected annually by the VPHO and the PBM/AO, subject to approval of a majority of the elected HHA Board members. The Youth ChPCDC and the Girls ChPCDC is responsible for ensuring that the coaching and player development programs of HHA are consistent with the objectives, policies, and philosophy as established by the HHA Board.

#### **MEMBERSHIP**

The general membership of the association shall be comprised of persons 18 years of age or older. Any family or individual that maintains a full-time, permanent residence within the Hudson School District is eligible for membership in HHA.

Those who have family members as participants in the association's hockey program and who are current in payment of the annual registration fee are deemed to be in good standing.

Any resident within the Hudson School District who does not currently have a family member registered as a participant in the association's hockey program, but who is an HHA charter member (i.e. has made a monetary contribution of \$300 or more that is intended to reduce HHA mortgages), has an interest in the purpose of the organization may remain a member of the association by payment of a \$10.00 annual fee or volunteer 25 hours of service.

**WISCONSIN AMATEUR HOCKEY ASSOCIATION (WAHA)**

Hudson Hockey Association is a member of Region 6 of the Wisconsin Amateur Hockey Association (WAHA) and plays in the Wisconsin State Tournament upon qualification.

**MINNESOTA AMATEUR HOCKEY ASSOCIATION (MINNESOTA HOCKEY)**

Hudson Hockey Association has a unique playing relationship because of our proximity to the Minnesota/Metro area. We are annual guests, by invitation of MN Hockey District 2 where we play all league games.