



Everest Youth Hockey Association, Inc.

Policies and Procedures

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1. Introduction

Whether you're new to the Everest Youth Hockey Association or have long been involved with the association, we believe the information contained here will be invaluable.

The purpose of this handbook is to familiarize you with the policies, procedures, expectations, and guidelines of Everest Youth Hockey. It is our hope that your son or daughter will enjoy their hockey experience. Since you are an integral part of that experience, we want you to enjoy it as well. For that to happen, we want you to have as much information as possible regarding the working of our program.

Everest Youth Hockey is proud of the dedication and hard work our volunteer coaches, board members and hockey parents provide. We also know that as good as our organization can be, we need input and suggestions. Please feel free to contact any Board Member with your feedback regarding this handbook or any aspect of Everest Youth Hockey.

2. Mission

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

- Enriching the lives of all youth interested in the sport of hockey.
- Educating and fostering the fundamentals and development of good hockey skills to become proficient and effective players.
- Demonstrating proper hockey skills and techniques to become valuable team members.
- Encouraging participants to work at fostering better skills each time they are on the ice.
- Insisting upon respect for each player and never intentionally cause bodily or emotional harm to any person or player.
- Teaching players respect for the concepts of sportsmanship, fair play, to take winning and defeat graciously, to abide by referees' decisions, and to love the game.
- Directing an organization of players and parents in the rules of good spectator sportsmanship and the general love of the game.

Finally, Everest Youth Hockey believes that ALL players and parents are an equal and important part to the success of OUR organization and that our goal is for everyone to have FUN!

3. General Code of Conduct

All athletes are expected to conduct themselves in a manner that displays respect, both on and off the ice, for themselves, their parents, their teammates, their coaches, their community, Everest Youth Hockey, and they should encourage their teammates to conduct themselves in a respectful manner. Parents and/or skaters are expected to fulfill the following requirements available online as outlined in this policy manual.

4. Organization

A. The Board and Key Positions Description and Organization

The Everest Youth Hockey Association Board of Directors is an elected, volunteer organization made up of fourteen (14) possible positions. President, Vice President, Secretary, Treasurer, and 10 (ten) directors. All newly elected board members will take office at the April board meeting.

Attendance at all board meetings is mandatory for anyone sitting on the board. If excessive unexcused absences occur, the board member may be called for review and possible dismissal.

In addition to board members, there are a number of key positions that are needed for the organization to run. These key positions are either off-ice or on-ice, and fall under that of the board's jurisdiction.

B. Relationship with Greenheck Field House

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

Our association must assist with ensuring the facilities appearance and properties are respected and preserved. The association (via the board) will work directly with the Greenheck facilities manager to address any concerns or changes needed.

5. Boundaries, Registration, Fees, and Refunds

Everest Youth Hockey abides by the Wisconsin Amateur Hockey Association Inc. (WAHA) Guidebook & Directory for the acceptance of skaters who reside outside the D.C. Everest school district. These rules and regulations are detailed in the WAHA guidebook Article 1 G. and state that: No player may play, participate or practice for any full-season association other than the association certified by WAHA to serve the area in which the player resides on a permanent basis. Any discrepancy in this policy and procedure manual will be superseded by WAHA rules and regulations. All exceptions, including waivers, are described in the WAHA Guidebook under Article 1, Sections G, H, and I.

Any skater residing in the D.C. Everest school district who wishes to join another WAHA affiliate association will require a signed release from the Everest Youth Hockey Board of Directors. All release requests will need to be made in writing by the requesting party. The requesting party may be asked to appear before the Everest Youth Hockey Board of Directors to detail their request and answer any questions prior to a board vote. Release requests may be submitted to the Everest Youth Hockey Board of Directors beginning April 1st but no later than September 1st for the season in which release is requested. Release requests will only be reviewed and voted upon at the August and/or September board meeting. The Director of Hockey may submit a letter of recommendation regarding releases to the board President prior to the August and/or September board meeting when a vote is to occur. The Director of Hockey shall be granted one (1) vote in total based on the consensus from HOC regarding releases.

Any out of district skater may be denied by the Everest Youth Hockey Board or Directors. Out of district skaters must have a release waiver signed from their resident association before tryouts

in order to participate within Everest Youth Hockey for that season.

Registration – Registration will be held during the summer and early fall for 8U through 14U. All players must complete all registration criteria prior to the start of the WAHA sanctioned season.

Fees - Hockey fees are due in full for the entire season by October 1st (or arrangements made for payment). The applicable fee chart can be found in the program details of the Everest Youth Hockey website. Unless approved by the Everest Youth Hockey Board of Directors, a skater shall not be allowed on the ice until past due fees are paid. Payment of the fees in full shall restore all the skater's rights, subject to Board approval. No adjustments shall be made to the fee for games or practices missed during the period of unpaid fees.

Any service fee charged to Everest Youth Hockey because of a returned check will be due from the responsible party. The Everest Youth Hockey Board of Directors reserves the right to collect monies owed by any legal measures it deems necessary.

In addition to the charges assessed by Everest Youth Hockey, individual teams may add tournament entry fees, extra ice buys or additional team funds as deemed appropriate by that team. All members of that team are expected to pay the additional fees assessed by the Team Manager/Coach. Non-payment of additional team charges will be considered non-payment of fees and the skater will not be allowed to play for the team until the issue is settled. Managers and coaches are strongly encouraged to solicit the input of a majority of the parents as to the appropriateness of these additional fees to avoid conflicts. If a member feels that the additional charges are inappropriate, they must follow the grievance procedures defined in this document.

Registration Refunds – Many factors play into the decision for refund approval to association members. Circumstances such as injury or family relocation are considerations that will be reviewed by the Everest Youth Hockey Board of Directors.

All requests for prorating due to move out etc. must be made in writing and submitted to the Treasurer for approval by the Board of Directors.

Members may request an injury credit for a skater who has a serious injury that results in them being out for half the season. Minor injuries, such as a strained muscle or deep bruise, that results in a player missing less time, will not be considered under the injury credit policy. The following parameters shall be applied to injury credits:

1. The injury must result in the player missing half of the season.
2. The family must submit to the Treasurer, documentation that indicates the date of the injury, and the date of the skater's return before December 31st. Injuries that occur after December 31st will not be considered under the injury credit policy.
3. Reimbursement will be for 50% of registration fees.

Each injury credit will be reviewed and approved by the Board on an individual basis.

6. Fundraising and Volunteering Requirements

A. Fundraising:

Each family will be responsible to raise \$500 annually for the Everest Youth Hockey Association. This can be accomplished by completing one or more of the fundraising options available. Alternatively, families can buy out of the fundraising requirement for \$400 at the time of registration. **Fundraising must be turned in by January 1st or you may be charged for the balance.**

B. Scrip Fundraising:

Everest Youth Hockey (EYH) offers a reimbursement program, using RAISE RIGHT, to help families keep hockey affordable. EYH allows all families to voluntarily participate in this program from April 1st to March 31st.

RAISE RIGHT is a scrip gift card purchase program. These cards are equivalent to and are used just like cash. Use RAISE RIGHT for your everyday purchases such as food, gas, clothes, hotels, and home repairs. Each of the vendor's gift cards has a percentage listed. For example, if you order a \$100 gift card, \$100 will come out of your bank account or be charged to your credit card. A percentage of that \$100 will be banked and kept track of by our fundraising coordinator. A family's rebates in total will be reimbursed to them at the end of the hockey season (March).

Each family registered for Scrip will receive a check reimbursement, the LESSER of your child(ren)'s total hockey fees or your rebate earned. (If your hockey fees are \$1000 and your rebates total are \$400, you will receive a check for \$400. If your hockey fees are \$1000 and your rebates total \$1200, you will receive a check for \$1000; and \$200 is donated to EYH). Participants in the scrip program are required to be registered on the Everest Youth Hockey website and link their account to their skater's. EYH reserves the right to send reimbursement checks to any family member linked to the skater's account. It will be the family's obligation to disburse the funds amongst themselves if required.

Your hockey fees include: jersey and sock fees required by the organization, EYH hockey enrollment fees (not USA hockey fees), and fundraising paid out in cash. You will need to fulfill all our fees and fundraising options by the association due date. We will not take in consideration of your banked scrip rebates to pay for any association fees. Essentially, you need to pay your fees before you get reimbursed because we will not have the total rebates earned until March 31st.

C. Volunteering:

In non-profit sports organizations, the membership must make financial and time contributions for the association to succeed. The financial contribution is achieved through registration fees and fundraising. The time contribution is achieved through required volunteer credits. With the hard work and dedication of all the associations' members, Everest Youth Hockey will continue to grow and ensure hockey is enjoyed by all participants.

To ensure that the association continues to function as a non-profit organization that strives to improve & increase the opportunities for families to participate in hockey. The following will be the associations guideline:

- Each family is responsible for 15 volunteer hours. Alternatively, families can buy out of the volunteer responsibilities for \$400 at the time of registration.
- Volunteers must be 14 years of age or older to be eligible to volunteer.
- Families with skaters only in the Intro to Hockey program are not required to but are encouraged to volunteer.
- Hours can be earned from April 1st through March 31st annually.

Volunteer hours must be completed or scheduled to be completed by the WAHA Play Down weekend (early February). A \$50 per hour penalty will be enforced for any hours not completed or scheduled by play downs. If neither of these is met by play downs, then the skater(s) will not be allowed on the ice for play downs or any game afterwards until requirements are met. Payment of penalty fees is at the discretion of the Board of Directors.

It is the responsibility of individual volunteers to claim volunteer sessions on the Everest Youth Hockey website. This is the only way to ensure that your hours will be credited. Volunteer hours will be tabulated throughout the season by the Volunteer Coordinator.

Exceptions to the volunteer policy may only be approved by the Volunteer Coordinator and/or the Board of Directors. The table in the appendix will detail specifically the hours and exemptions for the positions within the association. If a family joins the association later in the season, their required volunteer hours may be reduced.

7. Playing for Everest Youth Hockey

A. Mandatory Use of Proper Equipment

Protective hockey equipment is important to the safety and wellbeing of all skaters participating in the sport of hockey. It is therefore the policy of the Association that all skaters must wear properly fitted and well-maintained protective equipment. The following USA Hockey approved equipment must be worn by all association skaters for all regularly scheduled games and practices:

Helmet with facemask and securing straps (HECC approved)
Colored mouth guard (required for U12 and above)
Shoulder pads
Neck Guard
Elbow pads
Gloves
Hockey Pants
Protective cup for boys
Pelvic protector for girls
Knee and shin pads
Hockey skates

B. Goalie Equipment

Everest Youth Hockey has goalie equipment available for 10U and 8U to use for the season. Coordination of gear will be between the Everest Youth Hockey Equipment Manager and the Head Coaches. Full time 12U and 14U goalies can use the Goalie Reimbursement Form contained in the appendix to supplement the cost of equipment.

Rental of 10U and 8U goalie equipment for out of season use must be arranged with the Equipment Manager prior to March 1st and requires Everest Youth Hockey Board of Directors approval.

C. Everest Youth Hockey Uniforms

The official Everest Youth Hockey uniform colors are green and gray:

- Gray for home games
- Green for away games

All jerseys are to be kept clean and in good condition. Jerseys should be worn the day of varsity home hockey games and in the homecoming parade. Wearing uniform jerseys or socks for practice is prohibited.

D. Summer Equipment Rental

Intro to Hockey and 6U players may rent a set of equipment that includes a helmet, hockey pants, elbow pads, shoulder pads, shin pads and hockey bag for \$25. Rental is from April 1st thru August 31st. Availability is on a first come first serve basis. Any piece(s) of equipment not returned will be assessed a fee based on the fair cost of the item. Arrangements for summer rental must be made with the Equipment Manager using the form contained in the Appendix.

8. Policies of Everest Youth Hockey

A. Coach Selections

The Hockey Operations Committee will review the coaching registration forms and background checks. HOC may conduct interviews of all coaching candidates. After approval HOC will appoint one or more of the coaches for each team. Once HOC has appointed its selected coaches it will inform every one of the selections. Head Coaches, with approval from HOC, will have the ability to appoint Assistant Coaches from an approved pool of eligible coaches. There will be no maximum number of coaches allowed on the ice for practice, however only four (4) coaches will be allowed on the bench in a game situation. Everest Youth Hockey encourages as many assistant coaches as possible for practices. ***Please remember all coaches must abide to the USA Hockey Regulations for on ice coaching.*** The Everest Youth Hockey Board reserves the right to approve or deny all coach selections that are made. The Board also reserves the right to appoint additional coaches as well as remove or replace coaches as they see fit.

B. Tryouts & Team Size

Try outs will be conducted in the month of October. DC Everest Varsity hockey coaches will coordinate and conduct the annual team tryout process. In an effort to keep the process un-biased, evaluators of the tryouts will be comprised of a group from outside of Everest Youth Hockey. After evaluations are complete, the Hockey Operations Committee (HOC) will determine team placement from the evaluators scores of the players.

To field a given team at any level, the number of registered players available should align with USA Hockey guidelines for minimum team size. If this minimum is not met, the Board and HOC will evaluate alternatives, such as but not limited to, double rostering players, moving a skater(s) up a level, and/or joining with another area association to field a team.

Skaters may skate within the program level corresponding with their age as of December 31st of the current season. Exceptions that the Board will consider is a situation where the number of players at a certain level are in jeopardy of not being able to field a team; in that case, allowing a skater to move up to the next higher level will be considered by the Board and HOC, with the agreement of the player's parents and the affected coaches. And secondly if a "Play Up" request was received in accordance with the "Play Up" policy contained in the appendix.

If a player chooses to forego tryouts, they may be asked by HOC to have an individual evaluation. This evaluation may take place during regularly scheduled practices. Exceptions will be considered by the Board and HOC for situations preventing players from attending tryouts on a case-by-case basis.

C. Equal Participation

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

- Skaters at each program level will be provided the opportunity to play in all regular season and tournament games they are eligible for.
- The amount of skating time in each game will also be applied as equally as possible.
- Coaches' discretion of playing time for all 10U, 12U, and 14U teams is allowed in the following situations: power play, penalty kill, player injuries, the last five minutes of the third period when there is a chance to tie or win, overtime/sudden death, and when there are behavior/disciplinary issues.
- Parents will be informed by the head coach if a behavior issue during a practice or game results in a significant amount of decreased playing time during a game or practice.

D. Practice & Game Guideline Policy

Teams in each level will be allotted approximately equal practice time by the ice scheduler. Practice amount will vary by level, with the older levels being granted progressively more practice time. This does not preclude individual coaches from trading for extra ice time or arranging for such time in other ways.

While all members would like to see their skaters on the ice during “prime time” hours (5:00pm to 8:00pm weeknights), that is not possible due to ice constraints in the local area. Thus, there will be situations where a skater may be up early or staying up late in order to get the practice time for that level. The Board recognizes that early and/or late practices are not ideal for young skaters, but this situation is unavoidable.

As our ice is limited, the Board and Ice Scheduler will use the following guidelines when assigning practice times during weeknights:

- 8U and 10U – generally between 5:30 pm and 8:00pm
- 12U and 14U – generally between 5:30 pm to 9:50pm

During weekends, a team may be assigned practice and/or game ice from 7:00 am to 8:00 pm.

These guidelines will be followed to the extent possible. Situations and ice purchases will dictate actual schedules. In addition, early morning ice times may be assigned. In general, these will be spread out across all teams.

The number of games (*not including tournaments*) will align with USA Hockey’s American Development Model recommendations.

E. Tournament Policy

Everest Youth Hockey and team leadership will select tournaments based on distance, competition, and cost.

Recommendations for tournament/jamboree participation varies by level.

- 10U, 12U, and 14U teams should participate in no more than 3 tournaments throughout the season. Tournaments more than 3 require board approval.
- 8U red teams should participate in no more than 6 tournaments throughout the season. Tournaments more than 6 require board approval.
- 8U blue and white teams should participate in no more than 4 jamborees throughout the season. Jamborees more than 4 require board approval.

Managers must formally request approval to the Everest Youth Hockey Board President, in writing, prior to tournament/jamboree registration for events more than these recommendations.

F. Storm Tournament Policy

Everest Youth Hockey is committed to funding two tournaments throughout the season.

G. State Tournament Registration and PlayOff

It is the intent that all association teams 10U, 12U and 14U will be registered for the state play-off and tournament. Teams may decide not to play for a State Title. If a team decides not to compete, a decision must be given to the Board by November 1st. It is the responsibility of the team manager to secure all the documentation necessary.

H. Drugs and Alcohol

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

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

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

I. Tobacco and Immoral Conduct

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

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

J. Sexual Abuse Policy

It is the policy of USA Hockey that there shall be no sexual abuse of any minor participant involved in any of its Sanctioned Programs, its Training Camps, Hockey Clinics, Coaches Clinics, Referee Clinics, Regional and National Tournaments or other USA Hockey events by an employee, volunteer, or independent contractor. Sexual abuse of a minor participant occurs when an employee, volunteer, or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant or the employee, volunteer, or independent contractor. Sexual abuse of a minor participant also occurs when a minor player touches an employee, volunteer or independent contractor for the sexual arousal or sexual gratification of either the minor participant or the employee, volunteer, or independent contractor, if the touching occurs at the request or with the consent of the employee, volunteer or independent contractor. Neither consent of the player or the sexual contact mistake as to the participant's age, nor the fact that the sexual contact did not take place at a hockey function are

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

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

K. Locker Room Policy

The safety and protection of our participants is central to Everest Youth Hockey's goals. The association adheres to USA Hockey's SafeSport Program to help protect its participants from physical abuse, sexual abuse, and other types of misconduct, including emotional abuse, bullying, threats, harassment, and hazing.

At Greenheck Field House there are four locker rooms available for our use. Each of the locker rooms has its own restroom and shower area. The facilities at away rinks will vary, and teams will need to plan accordingly. Everest Youth Hockey participants must abide by all locker room policies posted by Greenheck or the away rink, in addition to the following:

Locker Room Monitoring

- There will be direct and regular monitoring of locker rooms.
- Locker Room Monitors or Coaches (each of which has had a background check and completed SafeSport training) will be inside the locker room during use.
- Coaches and/or locker room monitors will determine if doors need to be closed at any time. Doors may be closed once all participants are dressed so that coaches may go over pregame instructions, and briefly after the game for a post-game talk.
- Participants are not allowed in locker rooms for practices or games until a coach or locker room monitor is present.
- **If a team doesn't have volunteers for locker room monitors, the coaches and team manager will assume the responsibility.**
- **Locker rooms will remain locked when they are not in use or your team is on the ice. Only coaches, team managers, and locker room monitors will be allowed access to the keys.**
 - **Coaches, team managers, or locker room monitors must retrieve the key to their locker room from the lock box prior to a game or practice.**
 - **After all of the skaters have left the locker room, the coach, team manager, or locker room monitor must lock the door.**
 - **After your game or practice, the coach, team manager, or locker room monitor must place the key back in the lock box.**

Cell Phones and Other Mobile Recording Devices

- Cell phones and other mobile devices with recording capabilities, may not be used in the locker rooms.
- No Everest Youth Hockey participant or their siblings may bring a cell phone, tablet, or other devices with recording capability into the locker room. Any devices found in the locker rooms will be taken by the coach or locker room monitor.
- Parents may have their cell phones in their pockets, bag, or purse, but may not use them in the locker rooms at any time. If you need to use your phone you must step into the hallway first.

Mixed Gender Teams

- Whenever possible a separate locker room will be provided for female players to use. If separate locker rooms are not available, then arrangements may require that players arrive earlier or leave later to dress.

Individuals in Locker Rooms

- 12U and 14U parents, siblings, and friends are not permitted in the locker rooms before or after practices and games. Parents may enter the locker room if a player is injured or ill and needs to leave the ice early, and the player needs assistance.
- 10U, 8U and Intro to Hockey parents are permitted in the locker rooms. We encourage parents to teach their players as young as possible how to get dressed so that players will learn how to dress independently. Coaches are permitted to ask the parents leave the locker room before or after practices or games so that the Coaches may address the players.

Behavior

- Bullying, hazing, foul language, and horseplay will not be tolerated in the locker rooms or on the ice.

Any participant that does not adhere to these rules will be subject to discipline by the coach, locker room monitor, or the board depending on the severity of the infraction. This may include loss of practice or game time.

L. Trophy Case

Team Managers wishing to display and put their team trophies should contact the Manager of Managers or Association President to gain access to the trophy cabinet.

Each September the association will organize and clean the cabinet in preparation for the upcoming season. Trophies will be displayed back to players skating on the High school team back to current year.

M. Goalie Skate Out Policy

For 10U, 12U and 14U a goalie may designate his/her intent to tryout exclusively for goalie or split time skating out. This determination must be stated prior to tryouts. Upon setting of teams following tryouts, those individuals so desiring to play goalie and skate out shall work with the head coach to establish a rotation or plan for the season.

N. Team Recognition (Patches, Team Recognition, Banners)

Team sponsorship and team recognition are an important part of the season. It should be established at the start of the season by the Head Coach and Manager on how they plan to support and recognize their team sponsor. Everest Youth Hockey provided sponsor recognition must be worn/displayed for the entire season.

O. Weather Policy

The association does not cancel practice because of inclement weather, even if school is canceled. However, any practices being held on day's school is let out due to weather are considered "optional", yet coaches will attend the practice time for anyone wishing to attend. Players missing such practices will not be subject to any team rule sanctions.

P. Communication

All questions should be directed to your team manager who will communicate with the Manager of Managers to resolve the question. Issues of noncompliance to these policies and procedures are contained later in this manual.

Q. Referees

The association will reimburse the full fee for Level 1 referee registration only. The association will not reimburse referees for any portion of future registration fees.

Referees will be responsible for the purchase of all their own equipment. The association will pay \$50 to new referees, in their first year of qualification, with the intent to help with referee gear purchases. Everest Youth Hockey will pay referees on game day for each of the games that they have officiated.

R. Travel Policy

Everest Youth Hockey has established policies to guide our travel to help minimize the risk of misconduct. Adherence to these travel guidelines will increase player safety while keeping travel a fun and enjoyable experience. Travel includes local travel to practices and games at Greenheck Field House and other close away rinks, as well as overnight travel when attending a tournament or rinks that are far away.

- Parents or guardians of players are responsible for making all arrangements to and from practices, games, and tournaments.
- Every effort should be made to ensure that coaches and volunteers are not traveling alone with an unrelated minor.
- If a coach or volunteer is transporting an unrelated minor there must be at least three people in the vehicle, or there must be written consent given prior to travel.

9. Code of Conduct and Disciplinary Procedures

All players, parents and coaches will be required to adhere to all USA Hockey, WAHA, applicable ice rink rules and the Everest Youth Hockey Players, Coaches, and Parents "Code of Conduct" statement.

A. Player Code of Conduct

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

- Respect – You are to always show respect for coaches, officials, teammates, spectators, and opponents during games and practices. Do not argue with referees, linesman, timekeepers, scorekeepers, spectators, or coaches. Disrespect will not be tolerated and will result in the individual and parents appearing before the Discipline Committee for disciplinary action.
- Profanity – zero tolerance – Use of profanity is strictly prohibited at all common areas of the Greenheck Field House including but not limited to concession areas, ice rink, and locker rooms. When traveling, this policy is enforced in all hotels, restaurants, and ice rinks while representing Everest Youth Hockey. The first violation of this policy will result in a verbal reprimand for the athlete and parents. A second violation will result in a one (1) game suspension. The Discipline Committee shall determine the penalty for repeated violations.
- Equipment – Uniform jerseys must be kept clean, well repaired, and can be worn on days of varsity home hockey games and other times as designated by the Board. Wearing uniform jerseys for practice is strictly prohibited. Intentionally damaging

association supplied equipment will result in an appearance before the Discipline Committee by the athlete and parents. Conduct on the ice; If a player receives a misconduct, game misconduct, gross misconduct, or a match penalty, the player will be suspended from the next one (1) game immediately following the report of the offense to the Discipline Committee per USA Hockey and WAHA rules.

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

B. Parent/Guardian Code of Conduct

Youth sports are a very emotional time in a parent's life. Some of the emotion is positive and some is not. As parents, we must remember that children tend to be impressionable at a young age and they will use our behavior as a means of identifying what is appropriate. Your behavior at practices, games, hotels, restaurants, etc., is a direct reflection on your child and Everest Youth Hockey. We ask that you conduct yourself in a sportsmanlike manner and set a good example for all. Remember that this is a youth association and does not approve of the drinking of alcoholic beverages or smoking within our rink or any other that we travel to. You will be asked to leave the rink and could be asked to appear before the Disciplinary Committee for inappropriate behavior.

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

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

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

C. Coach Code of Conduct

- Never verbally or physically abuse a player, official, parent, spectator, or other coach
- Care more about the child than winning the game. Winning is a consideration, but not the only one, nor the most important one.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- Give all players the opportunity to improve their skills, gain confidence, and develop self-esteem.
- Adjust to each player's personal needs and challenges. Be a good listener.

- Encourage all your players to be team players.
- Be a positive role model to your players, display emotional maturity and be alert to the physical safety of your players.
- Be generous with your praise when deserved, be consistent, honest, fair, and just. Never criticize players publicly.
- Maintain an open line of communication with your players and their parents. Reinforce the goals and objectives of Everest Youth Hockey.
- Teach the basics, continue to study, and learn the game to become a better coach and communicator.
- Know the rules, techniques, and strategies of hockey.
- Organize practices that are challenging and fun for your players.

As a coach, you will be held accountable for your actions both on and off the ice. As a member of Everest Youth Hockey, you represent our teams and association at practices, games, hotels, restaurant, etc. You are expected to always conduct yourself in a sportsmanlike manner and to observe the following coach's rules:

- Respect – You are to always show respect for coaches, officials, players, spectators, and opponents. Do not argue with referees, linesman, timekeepers, scorekeepers, spectators, or coaches. Disrespect will not be tolerated and will result in appearing before the Discipline Committee for disciplinary action.
- Profanity - zero tolerance - Use of profanity is strictly prohibited on the ice, in locker rooms, hotels, restaurants while representing the association. The first violation of this policy will result in a verbal warning. A second violation will result a one (1) game suspension. The Discipline Committee shall determine the penalty for repeated violations.
- Intentionally damaging Everest Youth Hockey equipment and or facilities will result in appearing before the Discipline Committee.
- Conduct on the ice – If a coach receives a misconduct or a game misconduct, the coach will be suspended for one (1) game immediately following a report to the Discipline Committee per USA Hockey and WAHA rules.
- Other inappropriate behavior – will be handled in accordance with the Grievance Procedures.

The proper conduct of the players supersedes all consideration in regard to balanced ice time over the season. Prior to the first game of the season, the coach and his team should establish rules, which are in addition to the "Code of Conduct" sheet signed by each participant and parents.

Other team rules and consequences may be discussed and implemented regarding things such as game time arrival or ice and locker room conduct. Coaches must also establish consequences for any player who abuses the "Code of Conduct".

D. 24-Hour Rule

Each year 2.5 million people volunteer their time to help coach kids. These coaches are the vehicle that provides organized youth athletics an existence. As parents/guardians we will not always agree with a coach's decision. However, it is important to recognize that a coach's role is to make decisions for the team first and player second. Often, we tend to recognize our coaching staff's decisions through our player first and team second. Also, we need to understand that most players are not aware of any problems until we, as parents/guardians, bring it to their attention.

Many sports throughout the United States have adopted the 24-hour rule to address significant concerns, while attempting to remove the emotional concerns, particularly in the presence of the youth athlete.

Everest Youth Hockey subscribes to the 24-Hour Rule. Briefly, this means that parents/guardians are not allowed to confront a coach, team, or league official to discuss any “negative” game or practice situation with the coaching and management staff until at least 24 hours has passed from the completion of the game or practice.

A confrontation shall consist of any conversation, which is elevated from a normal speaking tone and demeanor to one which involves yelling, profanity, or derogatory comments toward said coach, team, or league official.

After 24 hours have elapsed, the parent/guardian may address their concern with the coach, team, or league official however the following protocol must always be followed:

1. The parent/guardian will contact the team manager and report their issue or concerns to be addressed; the team manager is responsible to document the complaint.
2. If the parent/guardian feels the issue of concern remains and has not been appropriately addressed, the parent/guardian should send a letter to the association president who will attempt to resolve the issue first or call the Discipline Committee to resolve.

Please respect the significance of the 24-Hour Rule Policy. If we all honor this concept, concerns will be moved away from an audience with our children, a possible ill-timed discussion, and issues will be viewed in the proper perspective.

E. Violations of the Code of Conduct(Player/Parent/Coach)

Identifying and addressing a problem or concern is not always easy. Therefore, we have established an avenue to address association disciplinary events as follows:

Under the resources tab of the Everest Youth Hockey website, you can find a complaint / grievances form. **ALL** complaints / grievances regarding code of conduct violations and/or issues with parents, coaches, skaters, or board members **must** be made by submitting this form. Additionally, general complaints about the organization will also be required to be submitted in this manner. Once the form is submitted it will be reviewed by the board for potential action. The person submitting the form and/or the violator may be asked to appear before the board to discuss the situation.

EYH will hold to a “three strike” policy for violators of the code of conducts.

- 1st Offense – Documented warning and offender must appear before the board.
- 2nd Offense – Skater must miss two weeks of practice and 4 games.
- 3rd Offense – Skater will not be allowed to play for the rest of the season.

EYH does not have a manner of punishing a violator of the parent code of conduct except for taking ice time away from their skater. Please don’t be the reason your skater misses ice time and think about your actions.

F. Suspensions due to Game Misconducts

Teams will adhere to the following procedure when a player is given a game misconduct in any official refereed game.

- First game misconduct: To be addressed at the team level and copied to the association

president.

- Second game misconduct: Player is suspended until a review by the Disciplinary Committee. If the Disciplinary Committee is unavailable, and time is of the essence (e.g. a weekend tournament), the association president may rule.
- Third game misconduct and beyond: Player is suspended for the balance of the season and can only be reinstated by a majority vote of the board.

G. Player Appeal

A player may appeal a disciplinary punishment to the board of directors within 48 hours of being notified of the imposed punishment. The player's parent or guardian must contact the board of directors to schedule an appeal meeting. The player, player's parent or guardian, and coach must appear before the board of directors within 48 hours after the appeal request has been made. A vote on the appeal will take place during a closed session and the player will be notified of the decision.

10. Control of Infectious Disease

Should a player have a wound or injury with blood, the player must be removed from the game until the bleeding is stopped and the blood is removed from their uniform.

Each coach will be provided with latex gloves to help treat this concern. The coach will have an extra jersey for a player to wear for the remainder of the game should they get blood on their uniform.

Occasionally there is blood exposure during athletics, but to date no studies have documented an athlete to athlete HIV transmission from topical blood exposure on the playing field. The risk of athletes contracting HIV from another during competition is infinitely small, but every athlete and parent has the right to ask questions and take precautions. Everest Youth Hockey has therefore adopted this precautionary rule to safeguard our players.

11. Reimbursement for Coaches Expenses

Everest Youth Hockey will reimburse travel expenses incurred as described below by non-parent coaches upon request and submission of the appropriate receipts to the Treasurer.

A. Parent Coaches

The following expenses will be reimbursed for parent coaches upon request:

- Coaches Certification, Classes, Modules, and Registration associated with coaching certification through USA Hockey.

B. Non-Parent Coaches

- Everest Youth Hockey will reimburse non-parent coaches for:
 - Coaches Certification, Classes, Modules, and Registration associated with coaching certification through USA Hockey.
Or
 - In January the Everest Youth Hockey Board will set an established rate for non-parent coaches who have not requested reimbursed for the above.
- Everest Youth Hockey team families are recommended to pay for the following of non-parent coaches:
 - Mileage – Mileage to and from tournament games outside a 50-mile radius of Greenheck Field House will be reimbursed at the current IRS reimbursement rate.

- Lodging - Any tournament or series of games which require an overnight stay will be reimbursed and covered by the team.

All requests for expenses must be submitted by January 1st of the current year to be reimbursed. Expenses submitted after January 1st will not be reimbursed.

12. Bylaws

The Bylaws of Everest Youth Hockey Association Inc. are contained by the association Secretary.

13. Handbook Changes

Association members may submit requests for changes to the Policy and Procedure Manual anytime throughout the year. The Board reserves the right to amend, correct or alter the manual at any time through the manner of monthly Board Meetings.

14. Background Checks / Child Protection Policy

Everest Youth Hockey will make reasonable effort to safeguard all children in Everest Youth Hockey from harm. Everest Youth Hockey expects every parent, volunteer, and staff member to take reasonable steps to safeguard the welfare of its participants and to protect them from any kind of harassment and/or abuse. Coaches and other adult volunteers are strongly discouraged from ever putting themselves in a situation in which they are alone with a child other than their own. Everest Youth Hockey will attempt to ensure the safety and protection of all children involved with it by adherence to the guidelines set forth by WAHA and USA Hockey, which includes, but is not limited to, background checks on all coaches, managers, and board members.

All Everest Youth Hockey coaches, managers and board members are required by WAHA to fill out screening/background checks before they can participate. Any coach or board member not filling out a screening form will not, under any circumstances, be allowed to be on the ice with Everest Youth Hockey players during the season.

Everest Youth Hockey managers and board members are required to complete a background check every two years. Everest Youth Hockey coaches are required to complete background checks annually.

15. Everest Youth Hockey Organization

A. Roles and Responsibilities of Board Members

President – Responsible for day-to-day operations of the organization.

Treasurer – In general, the Treasurer shall be responsible for the financial operations of Everest Youth Hockey.

- Collect and deposit various monies throughout the year. Monies are generated by the following:
 - Registration
 - Summer and in-season additional skating sessions
 - Individual Fundraising
 - Tournaments
 - Other Everest Youth Hockey events that generate checks to the association.

- Write checks for items including, but not limited to, ice payments, referees, paying bills to vendors for fund raising activities, non-parent coach reimbursement, reimbursement for purchasing association needed materials, etc.
- Attend Board Meetings, with relevant financial data available upon request of the board.
- Reconcile the bank statements.
- Do yearly taxes.
- Be available via email, telephone or at the rink, to discuss ice costs, invoices, and other topics deemed necessary by membership.

Secretary – In general, the Secretary will be the source of communications between the board and membership and outside interests. This will include:

- Board Meeting minutes
- Regularly distribute emails to membership on upcoming subjects.
- Update of Policies and Procedures annually.
- Coordinate Annual Board of Directors elections.
- Keep Corporate Documents (Articles of Organization, Bylaws, Policy Manual)

16. Volunteer Exemptions

Volunteer Hour Exemptions	% Exempt
Board Members	100%
Head Coaches	100%
Assistant Coaches	100%
Team Managers	100%
Website Manager	100%
Youth Storm Liaison	100%
Summer Camp Coordinator(s)	100%
Locker Room Monitors	100%

17. 12U and 14U Goalie Reimbursement Policy

To assist families with the additional cost associated with playing goalie, the following allowance policy has been implemented. This effort will help ensure up to date, properly fit equipment for goalies.

The allowance policy is as follows:

- On registration and commitment by a 12U or 14U player to play goalie for the upcoming season, Everest Youth Hockey will provide an annual allowance for equipment in the amount of \$250.
- Allowance is payable after try outs and once the goalie is rostered to a team.
- Up to two goalies per team in the 12U and 14U levels can receive a goalie equipment allowance.
- Allowance is to be used for the purchase of new or used goalie equipment—leg pads, catcher, block, and chest/arm protector.
- Exceptions to this policy for players that fall outside of 12U & 14U will be reviewed by the board on a case-by-case basis.
- All Goalie equipment used or worn in all practices and games must adhere to all current

USA Hockey standards and regulations. Any equipment not within these requirements must be replaced or repaired prior to that goalie returning to the event. If the equipment was purchased by the skater's family, they must replace/repair the item. If it was lent for use by Everest Youth Hockey, Everest Youth Hockey will replace or repair the item, at discretion of the association.

For player owned equipment, a substitute or replacement piece may be lent from Everest Youth Hockey equipment inventory for the period that the skater has time to replace or repair the item, generally one week.

Safety of our skaters must be foremost in equipment selection; the use of substandard equipment leaves all of us in a position we do not want to be.

- No proof of purchase or receipt needs to be provided to Everest Youth Hockey for equipment with the allowance. A requisition must be completed by the family, signed by the team Head Coach, and provided to the Treasurer before funds will be disbursed (see Appendix B).
- Complete single season fulfillment, including playoffs is required.
- If allowance is received and the player does not fulfill the current season, allowance is to be reimbursed to Everest Youth Hockey, prorated based on percentage of season remaining.
- Vote of Everest Youth Hockey board is required to waive complete season requirement, in the event of season-ending player injury or other circumstances.
- All equipment purchased is the ownership and responsibility of the Player/Family. Everest Youth Hockey has no resale or repurchase responsibility.
- While the association does have some spare, backup equipment for 12U and 14U goalies, Everest Youth Hockey, in general, does not provide complete goalie sets, as is done with 8U and 10U. If a player receives a goalie equipment allowance, they are not eligible to use association owned goalie equipment sets, except where a substitute or replacement piece is provided on a temporary basis.

Example 1:

At registration, a 12U family commits their player to the goalie position for the upcoming season. At Try Outs it is confirmed this player will be in the goalie position. Everest Youth Hockey provides the family an allowance of \$250 towards the purchase of equipment. The family purchases \$1,000 of equipment, using the allowance to reduce their out-of-pocket costs.

The following season the family again commits their player for goalie. Everest Youth Hockey provides the family an allowance of \$250 towards the purchase of equipment for the current season.

Example 2:

At registration, a 14U family commits their player to the goalie position for the upcoming season. At Try Outs it is confirmed this player will be in the goalie position. Everest Youth Hockey provides the family an allowance of \$250 towards the purchase of equipment. The family purchases \$1,200 of equipment, using the allowance to reduce their out-of-pocket costs.

Example 3:

At registration, a 14U family commits their player to the goalie position for the upcoming season. At Try Outs it is confirmed this player will be in the goalie position. Everest Youth Hockey

provides the family an allowance of \$250 towards the purchase of equipment. The family purchases \$1,200 of equipment, using the allowance to reduce their out-of-pocket costs.

In late December of the season, the family moves out of the school district. The player fulfilled 3 months of the 6-month season. 50% (or \$125) of the goalie allowance is reimbursed to Everest Youth Hockey. The family retains any equipment purchased for their player.

Everest Youth Hockey in Season Goalie Equipment Checkout

Date: _____

Player's Name: _____

Player's Head Coach: _____

Player's Team/Level: _____

Parent / Guardian Name: _____

Email Address: _____

Phone Number: _____

Fee Paid: _____

Equipment will to be returned on or before: _____

Following is the equipment that has been lent from EVEREST YOUTH HOCKEY inventory for the player's use.

Description of equipment: _____

I, _____, acknowledge the receipt of the equipment described above, in usable and acceptable condition. I agree to return the equipment on or before the date indicated. In the event of damage or wear, through the normal course of use, I agree to notify the Equipment Manager for repair or replacement at the discretion of Everest Youth Hockey. In the event of equipment destruction or loss, I agree I will be liable for the cost to replace the equipment with those of like kind and quality.

Parent / Guardian Signature: _____ Date: _____

Equipment Returned Date: _____

Everest Youth Hockey Equipment Manager Signature: _____

Everest Youth Hockey Goalie Equipment Allowance Request:

Date: _____

Player's Name: _____

Player's Head Coach: _____

Player's Team/Level: _____

Parent / Guardian Name: _____

Email Address: _____

Phone Number: _____

In accordance with the goalie equipment policy I, _____ request a \$250 annual equipment allowance for the purchase of goalie equipment for the _____ season. The allowance will be used for the purchase of goalie leg pads, catch, block, and/or chest/arm protector. I understand this allowance is for the purchase of new or used goalie equipment meeting USA Hockey requirements. All goalie equipment used or worn in all practices and games must adhere to all current USA Hockey standards and regulations. Any equipment not within these requirements must be replaced or repaired prior to Player participating in any practice or games.

No proof of purchase or receipt need be provided to Everest Youth Hockey for equipment purchased with the allowance. Complete single season fulfillment, including playoffs is required. If allowance is received and the Player does not fulfill the complete season, allowance is to be reimbursed to Everest Youth Hockey, prorated based on percentage of season remaining. Vote of Everest Youth Hockey Board is required to waive the complete season requirement, in the event of season-ending player injury or other circumstances. All equipment purchased with this allowance is the ownership and responsibility of the Player/Family; Everest Youth Hockey has no resale or repurchase responsibility.

While the association does have some spare, backup equipment for 12U and 14U goalies, Everest Youth Hockey in general, does not provide complete goalie sets, as is done at the 8U and 10U level. If a player receives a goalie equipment allowance, they are not eligible to use association owned goalie equipment sets, except where a substitute or replacement piece is provided on a temporary basis.

Team Head Coach Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

18. Charitable Act & Tournament/Jamboree Reimbursement Form

Team: _____

Manager: _____

Qualifying Activity (Samples)

- Visiting a nursing home and sing carols, play bingo, etc.
- Making cookies and delivering to friends, neighbors, and family (those that helped with your fundraising)
- Making cards to send to those in the armedforces
- Collecting food for one of the shelters
- Ringing bells for the Salvation Army
- Raking leaves, before the snowfalls for someone in need of help
- Helping and donating at one of the local church festivals
- Setting up can collection and donating the money to a charity

Date: _____

Location: _____

Activity:

To be handed into the Manager of Managers by January 15th.

Manager of Manager Signature & Date: _____

Treasurer Signature & Reimbursement Date: _____

Amount Reimbursed: _____

19. Player Move-up/Play-up Policy (USA Hockey 12U & above)

- A. All requests for 8U move-up to 10U will be governed by Wisconsin Amateur Hockey Association policy, no exceptions.
- B. Everest Youth Hockey Board of Directors & Hockey Operations Committee recognize that in rare and specific cases it can be appropriate and even beneficial to a player's development for him or her to play up in the next age classification. A fine balance needs to be struck, however, to avoid placing the desire of a player above the legitimate opportunity for that participant to be successful in an older age classification. In some cases, based on the skill, size and maturity of a player, it may be desirable to utilize this option; in other cases, it may be best for the player to remain in their appropriate age classification. Playing up or moving up to an older age classification team shall encompass all team activities with the older team, including but not limited to tryouts, practices, and games.
- C. All players, male and female, requesting to play up during the sanctioned USA Hockey / WAHA season must have played for Everest Youth Hockey during the previous sanctioned season. For example, a male or female player requesting to play up during the 2022-2023 season must have played for that association during the 2021-2022 season. "Played", for all teams, shall be defined as being a WAHA approved team roster for Everest Youth Hockey the previous season. Male and female players that register in a new association are restricted to playing in their appropriate age classification during their first season with that association. The sanctioned season shall be defined as October 1 – March 15.
- D. Players and parents should acknowledge that approval to play up in a specific season does not necessitate the need to continue in a play up situation or guarantee approval to play up in future seasons. The player or goaltender requesting a play up must meet the criteria for each year of eligibility. At some point it may be necessary to play three years in one age classification if the player's past youth participation did not align with USA Hockey age classifications.

20. Player Move-up/Play-up Criteria

- A. Age 8 or younger - A male or female player age 8, who, based on age, is eligible to play 8U hockey is only permitted to move up to a 10U under strict compliance with WAHA's 8U to 10U move up policies and procedures. There are no exceptions at this level.
- B. Players aged 9 and over (10U and above) are permitted to move up an age classification only if they meet all criteria described within this policy. Parents should note that allowing players to move from a non-body checking age classification into a body checking age classification represents the greatest risk or physical harm.
- C. A player will not be permitted to move up more than one year in age. This requirement shall apply to all movement. For example, a first year 10U cannot be moved to the 12U age classification, however, a second year 10U may advance to 12U if the remaining criteria is met. This shall apply to 10U, 12U and 14U age classifications.
- D. Male and female players in a play up situation may not participate in games above the next age classification. For example, a 10-year-old rostered on a 12U team may play in

games against other 12U teams only. A 10-year-old playing on a 12U team may not participate in games played against 14U or 14U girls' teams.

- E. An evaluation of the player's skills, the ability to contribute to the older team as well as the player's maturity level compared to players in the older age classification must be made by the Hockey Operations Committee and remitted to the Board of Directors for review before a decision is approved to grant the play up request.
- F. The move up player should be projected to be among the "top 5" aka "starting lineup" of players at the next age classification "A" team level prior to petition approval. Consideration must be given as to how the play up will impact both the players age-appropriate team and the move up team. The number of players within each age classification should be considered in accordance with USA Hockey team size recommendations.

Based on USA Hockey recommendations, each 10U and above team should include a minimum of one goaltender. Unfortunately, there is often a shortage or surplus of goaltenders at a particular age classification. The possibility exists that an age classification may not have enough goaltenders to field a team. Everest Youth Hockey will allow goaltender movement to address these situations. If after exhausting all possibilities to obtain a goaltender from within the age classification, a goaltender from a lower age classification may be moved up provided the age-appropriate team is not left without an experienced goaltender.

Move up petitions may be submitted between April 1 and no later than October 1 for the upcoming move up season requested.

If a move up petition is granted the petitioning skater must:

- a. Must practice with the move up level team
- b. Must attend all move up level evaluations and make the "A" team

Once tryouts are done if the petitioning player makes the team, they cannot move back down to a lower team level. i.e., This means if you make the 14U "A" team and you want to go back to the 12U "A" team, you cannot move. You must commit 100% to the team you make when you sign the "move-up" petition form.

21. Player “Move-Up” Petition

Please review and fully understand the Everest Youth Hockey Player “Move-Up” Criteria & Policies before submitting your “Move-Up” Petition for review.

Player Information:

Name: _____

Date of birth: _____

Phone number(s): _____

Email address: _____

Last year’s registered association: _____

Last year’s registered level: _____

Level at which you are required to register for this season: _____

Please give a brief reason for your move up request:

Player Requirements:

Are you registered for this coming season and paid in full? Yes or No

Have you read and fully understand the player move-up criteria & policies? Yes or No

Do you have any outstanding financial or volunteer commitments from past seasons? Yes or No

If yes, please explain: _____

If you are requesting to move-up to a 14U team, do you understand that 14U hockey is a full contact and has a higher potential for injury? Yes or No

Signature Requirements:

I/we understand the Everest Youth Hockey “Move-Up” Criteria & Policies and agree to follow them. I/we also understand that by submitting this petition we are not guaranteed the right to move-up or even tryout at a higher level. I/we understand that all “move-up” petitions will be accepted or denied by the Hockey Operations Committee. I/we understand all move-ups will be based on the player’s accumulative scores from tryout evaluations. I/we understand all HOC decisions are final and cannot be appealed.

*** Please note both Parents and/or Guardians must sign this petition***

Player: _____ Date: _____

Parent/Guardian: _____ Parent/Guardian: _____

Hockey Operations Committee Use Only

Date petition was received: _____

Criteria has been met: _____ If No please explain: _____

Petition has been:

Accepted: _____ Denied: _____

Brief explanation: _____

22. Summer Equipment Checkout Form

Date: _____

Player's Name: _____

Player's Team/Level: _____

Parent / Guardian Name: _____

Email Address: _____

Phone Number: _____

Fee Paid: _____

Equipment will to be returned on or before: _____

Following is the equipment that has been lent from Everest Youth Hockey inventory for the player's use.

Description of equipment: _____

I, _____, acknowledge the receipt of the equipment described above, in usable and acceptable condition. I agree to return the equipment on or before the date indicated. In the event of damage or wear, through the normal course of use, I agree to notify the Equipment Manager for repair or replacement at the discretion of Everest Youth Hockey. In the event of equipment destruction or loss, I agree I will be liable for the cost to replace the equipment with those of like kind and quality.

Parent / Guardian Signature: _____ Date: _____

Equipment Returned Date: _____

Everest Youth Hockey Equipment Manager Signature: _____

23. Everest Youth Hockey Reimbursement Form

Submit to Treasurer
P.O. Box 101
Rothschild WI 54474

For Treasurer's Use only:

Date Paid:

Check Number:

24. New Player Development Program

Players who are new to hockey or need skating development to catch up to their age-appropriate skill level or ability, need additional ice time to develop their skating ability. Some skaters who are new to hockey and are not yet able to skate safely may be in danger of injuring themselves or injuring other players during competition.

The association may offer these players one extra “ice touch” per week. This “ice touch” would be with the previous age group (i.e., a 12U skater would skate with the 10U skaters once per week). The extra “ice touch” would occur early in the season (or later in the case of late-starting players) in place of playing in game situations. The player’s coach would also participate in the extra “ice touch” to help develop their skating ability.

The recommendation into this program would be made by the coach at the skater’s current level. Hockey Operations Committee will also evaluate the skater and determine eligibility into this program.

Participation in the New Player Development Program is intended to last for 2-3 weeks. Hockey Operation Committee will re-evaluate the skater’s development every 2 weeks to chart the skater’s improvement. If the skater has not progressed to a point where Hockey Operations Committee and the Players coaches feel they are ready, they will then continue another 2-3 weeks in the Player Development Program. At the point where he or she is approaching a level of skating ability that is within the range for players on the skater’s team Hockey Operations Committee would then make a recommendation to the coach to play the skater in game situations.

At this point the extra “ice touch” per week will be removed and the skater will continue the rest of the season practicing and playing with their team.

The overall goal of the program is to elevate the skating abilities of new players who need and can benefit from additional on-ice instruction with a coach, improving the experience for this skater and his or her teammates. It is our intent that this opportunity exists to strengthen the Association, and that the offer of extra development is made and conducted in a fun, positive manner. If the Association is to grow, we will need to add players that come to hockey not just as Intro to Hockey or 8U, but also as 10U and 12U. By providing these skaters with a safe, fun, and positive way to practice basic or core skating skills without feeling singled out for special drills during regular practices we increase the chance that they will stick with hockey and that their families will stay in the Association.

25. Double Roster Policy

Double Rostered Skaters and Goalies:

From time to time, it may be appropriate for a team to include players on its roster from a lower-level team. In general, this is done to address a “critical shortage” of skaters and/or goalies (Everest Youth Hockey will always make an attempt to double goalies per USA Hockey and WAHA guidelines) and is not intended to give the opportunity for a player to “double-up” on ice time by attending practices and/or games of multiple teams. The intent of this policy is to provide rules and guidelines for the double rostering of players. All roster decisions must follow WAHA rules and abide by the policy.

CW Storm players will not be allowed to double roster. These skaters must decide, at time of registration, whether they will skate for CW Storm or coed.

Skaters and Goalies playing up for a season:

Everest Youth Hockey does not allow skaters to play at levels above their current age group except for special cases where skaters are needed to complete a higher-level team as determined by the association board. The criteria for a skater moving up are:

- Must be in the second year of the current level.
- Must be in the top third of skaters at the skating up level from tryouts.
- A skater may only move up if there are players needed at the next higher level.
- Must be approved by the parents, coaches, and Everest Youth Hockey Board.

Definitions

- 1) Age-appropriate team – the lowest level team that a player is qualified to play for, based on their age and birth date.
- 2) Critical shortage – having less than the WAHA minimum number of players.
- 3) Designee – an individual selected by the head coach to act on his or her behalf.
- 4) Skate up – a player playing a game for a team above his or her age-appropriate level. This can be a skater or a goalie.

Rules and Guidelines

- 1) A player may be double rostered on a team at a level immediately above their age-appropriate level. For example, a child at the age-appropriate level of 8U could potentially qualify to be double rostered on a 10U team.
- 2) A player may not be double rostered on more than one team at any age level. For example, a player may not be rostered on a 10U A team and a 10U B team.
- 3) If the need for double rostered players is identified for a given team, the players to be included will be determined as follows:
 - a. The head coach, or designee, from the team in need of double rostered players will meet with the head coach, or designee, of the lower age level team to identify which players are eligible for double rostering. Both must agree that a particular skater is an appropriate choice, and may seek input from other appropriate sources, such as the director of hockey, or previous coaches. Safety, skill, maturity, and size should always be considered, especially when double rostering to a level permitting checking, from one which does not.
 - b. After the players are identified, the coaches or designees will meet with the parents of the skaters to review this policy and to seek the parent's consent.
 - c. Upon obtaining parental consent, the coaches or designees will submit the players' names to the Director of Hockey for approval. If approved, the HOC director will notify the registrar to add the names to the roster.

- 4) Rosters, including double rostered players, must be finalized by the WAHA deadline. After this deadline, a player is not permitted to participate on a given team unless he or she is on that team's roster, or unless a special dispensation is granted by WAHA.
- 5) A player must play at least 5 games with a team between December 15th and the first playdown game, to be eligible to play for that team in the Playdowns and/or at the State Tournament. For example, an age-appropriate 10U that is double rostered on a 12U team must play at least 5 games with the 12U team between December 15th and the first playdown game to be eligible to play for that team in the Playdowns and/or at the State Tournament.
- 6) The double rostered player's primary obligation should be to their age-appropriate team. Such a player should not compete for the higher-level team if it will adversely affect their age-appropriate team, unless agreed to by the coaches of both affected teams.
- 7) The intent of the double roster is not to give a player additional ice time on a permanent basis, but to assist teams with a critical shortage of skaters. Therefore, a double rostered player should routinely practice with their age-appropriate team. They should not routinely practice for teams for which they are double rostered.
- 8) Skating up as a double rostered skater
 - a. The need for player to skate up must be determined based on a critical shortage or on the need to have the skater play 5 games for the team to qualify for playdowns and/or the State Tournament (NOTE: 5 games must be played between 15-Dec and playdowns). Skating up will not be permitted for any other reason.
 - b. Permission to skate up must be obtained through consensus agreement of coaches/designees of the affected teams and the parent of the player.
 - c. Every effort should be made to provide a reasonable amount of lead time when requesting a double rostered player to skate up. This will allow time for the player to addend a maximum of one practice with their double rostered team, the week before the game for which they will skate up.
 - d. If more than one player is double rostered for a given team, every effort should be made to provide equal opportunity for them to skate up, such as establishment of a rotation. (*HOC recommends rotation*)

26. Addressing Issues and Interpretation of this Policy

- A. Disagreements or issues regarding this policy should be submitted through the complaint form on the Everest Youth Hockey website.
- B. The director of hockey operations in conjunction with the board reserves the right to interpret or modify this policy based on majority vote of the board.

27. Private Ice Using EYH Rate

Any Board Member or coach with a valid Safesport certification may purchase and reserve ice using Everest Youth Hockey's discounted rate. The intended use of this purchased ice must be for the benefit of EYH skaters and/or coaching staff. Private ice reimbursement payments will be made to the EYH Treasurer.

28. Players on ice during practice

At times throughout the season, coaches will be afforded the option to have their own skaters out on the ice with them while they are conducting practice. EYH has many coaches that dedicate well above and beyond the required volunteer hours. This is intended to retain and guarantee coaching coverage, NOT for additional development time for the skater.