



RoughRiders Hockey Club Cedar Rapids

Policy Handbook

RoughRiders Hockey Club is dedicated to providing Cedar Rapids area youth with a positive atmosphere that supports a fair and competitive environment. Ice hockey is used as the vehicle to promote sportsmanship, integrity, self-esteem, dedication and commitment as a foundation for growth, both as an individual and as a member of the community.

Emphasis will always be placed upon family, education, personal development, community, diversity, teamwork and sportsmanship. The proper and positive conduct of board members, coaches, volunteers, players and parents will be maintained to ensure a positive culture and a dignified organization of which we can all be proud.

Above all ... it's all about the kids.

Cedar Rapids Hockey Association
1100 Rockford Road SW Cedar Rapids, IA 52404

<http://www.RoughRidersHockeyClub.com>

<http://www.facebook.com/JrRoughRiders>

Revised 6-26-2024

Table of Contents

Contents

Revision History	5
RRHC Policy Management	6
RRHC Core Values	6
Community Inclusion	6
Retention	6
Long Term Athlete Development	6
Creating Leaders Today, for Tomorrow	7
Membership Review and Acceptance Policy	7
Organization & Team Structure	7
Board of Directors	7
Advisory Board of Directors	7
Coaching Committee	7
On-Ice Age Directors	7
Off-Ice Division Directors	8
Team Managers	8
Disciplinary Committee	8
RRHC Travel Hockey (AA, A, B, and C)	8
Coaches	8
Players	8
Player unable to Participate in Game and/or Tournaments	9
Player unable to Participate in On and Off Ice Practices, and Team Events	9
Parents	10
GRIEVANCE POLICY	10
WHISTLEBLOWER AND NON-RETALIATION POLICY	11
General	11
Reporting Responsibility	11
No Retaliation	11
Reporting Violations	11
Acting in Good Faith	11
Confidentiality	11
Handling of Reported Violations	11
Locker Room Policy	11
Locker Room Monitoring	12
Parents in Locker Rooms	12
Mixed Gender Teams	13

Cell Phones and Other Mobile Recording Devices	13
Prohibited Conduct and Reporting	13
Coach Selection and Responsibilities Policy	13
Coach Selection	14
Head Coaches	14
Coaching Reimbursement Policy	15
Coaching Apparel Stipend	15
Injury Management Policy	15
RRHC – Prorated Fees Due to Injury	15
RRHC Incident & Injury Reports:	16
Game Uniform, Game Day Attire, and Number Policy	17
Travel Hockey 8U-14U	17
Travel Hockey High School – Game Uniform	17
Travel Hockey Number Selection	18
Registration and Tuition Costs	18
What Can You Expect for Our Fees at RRHC?	18
RRHC Official Team Policies & Requirements	18
Player Academic Eligibility	19
Player Registration and Tuition Fees	19
Travel Season Registration and Tuition Fees	19
Parents	19
Registration Policy	19
Payment Policy	22
Payment plan option for tuition	22
Refund Policy	23
Discipline & Refunds	23
Inclement Weather Policy	23
Team Tryout Policy	23
Team Level of Play Policy	23
Tournament Selection Policy	24
Team Community Service Policy	24
Fundraising Policy	25
Individual Team Fundraisers	25
Corporate Sponsorships	25
Equipment Management Policy	26
RRHC Travel Practice Jerseys	26
RRHC Travel Game Jerseys	26
Discipline and Conduct Policy	26

Scholarship Policy	26
Evaluation Criteria and Award Levels	27
Scholarship Recipient Expectations	27
Application Schedule	27
Process	28
Parent, Guardian, Payee, or Spectator Code of Conduct	28
Coach, Employee, and Volunteer Code of Conduct	30
Player Code of Conduct	31
RRHC Communication Methods	33
Golden Rules of Youth Hockey	33
Why do you have your child in youth sports?	33
Parent-Coach/Division Directors Communication	35
Parent-Player Communication	36
Parent-to-Parent Communications	38
Enforcement or Discipline of all Code of Conducts	39

Revision History

<u>Season</u>	<u>Date Approved</u>	<u>Change Summary</u>	<u>Contributors & Title</u>
2007-2008	7/26/2007	New Release	BOD
2009-2010	3/13/2009	Updated for 09-10 season	BOD
2009-2010	8/14/2009	Revision for 2009-2010 season	BOD
2012-2013	10/8/2012	Changes noted at the bottom of page	BOD
2013-2014	05/01/2013	Updated for 2013-2014 season	BOD
2014-2015	07/01/2014	Updated for 2014-2015 season	BOD
2014-2015	11/01/2014	Revised business via email policy	BOD
2015-2016	11/01/2015	Updated to allow practice players	BOD
2016-2017	12/01/2016	Practice player and scholarship policy	BOD
2019-2020	07/2019	All policies review for adaptation to new organizational structure, fiscal management, and TeamSnap registration.	Dustin Timm, Director
2020-2021	06/2020	Policies moved to RRHC SafeSport Handbook. Updated - tuition payment plan, grammatical adjustments, advisory board of directors, high school operations committee, and organizational chart.	Dustin Timm, Director
2021-2022	07/2021	Fundraising and refund policy update. Adjustment of birth years in age groups and simplified injury refund policy. Coach approval of contact by registrar.	Dustin Timm, Director
2022-2023	06/2022	Uniform & game day attire policy adjusted. Tournament selection policy added. Coach travel & fundraising policy updated.	Dustin Timm, Director
2023-2024	03/2023	Locker room policy.	Executive Board of Directors
2023-2024	06/2023	Team Community Service Policy adopted, & coach USA Hockey refund policy removed, and coach apparel policy adopted.	Dustin Timm, Director
2024-2025	07/2024	Player, Coach, Parent, Volunteer, and Spectator Code of Conducts merged to RRHC SOPs. Consequences and discipline added for violations. Tier 1 dual roster policy	Dustin Timm, Director

RRHC Policy Management

The RRHC Board of Directors shall ensure that the organization defines and documents policies necessary for the efficient operation of the organization.

The RRHC Secretary shall be responsible for the archiving and maintenance of RRHC Policies. The RRHC President and Vice President shall assist the Secretary as necessary.

The RRHC Secretary shall perform the following:

1. Post all current policies to the RRHC Web Site in pdf format.
2. Out-dated copies are to be kept on file for future reference.
3. Ensure revision date is noted on all Policies
4. Provide paper copies of policies, on request, to organization membership.

RRHC Policies, and revisions to such, shall be approved by the Board of Directors; by a majority vote in accordance with the Organization's By-Laws.

RRHC Core Values

Community Inclusion

We accept and invite every player regardless of their ability or family situation. It is our goal to have every participant enjoy hockey while removing barriers such as talent ability and socioeconomic status. From our most skilled athletes, down to our beginners who are experiencing the game for the first time, we believe that our diversity makes us all better by providing opportunities to develop our skills as well as our leadership, compassion, and tolerance.

Retention

We want to create an environment that every player, family, coach, and volunteer wants to take part in. A driving force of growth is our ability to retain every person in pursuit of becoming a model association. This includes proper skill development, a strong family balance, and maintaining our volunteers on our coaching and operations staff through effective communication and teaching.

Long Term Athlete Development

It is our goal to not only create good players today, but to create players and athletes for tomorrow. We provide structured, progressive practice planning, and coach training for every level in our program so that each child's experience is valuable and consistent. We are committed to providing all kids with a strong, fundamental set of skills and strategies that will prepare them with the ability and confidence to pursue hockey competitively, or recreationally, as they choose.

Creating Leaders Today, for Tomorrow

There is an opportunity to raise humble and good athletes within this association and the game of hockey. We want to strive every day to give our players opportunities to learn and be a leader by teaching them the importance of respect, passion, desire, sportsmanship, commitment, and integrity.

Membership Review and Acceptance Policy

Coaches, Players and Families acknowledge their review and acceptance of RRHC, Midwest League and USA Hockey Policies upon receipt of acceptance as a member and participant in RRHC.

Organization & Team Structure

RoughRiders Hockey Club Cedar Rapids (RRHC) consists of teams that are associated with USA Hockey and the Midwest Amateur Hockey Association (MWAHA). All teams are governed by MWAHA, which in turn is governed nationally by USA Hockey. RRHC is a youth hockey association that requires all members (including parents and players) who participates to abide by and act in accordance with our Bylaws, Policies, Rules and Regulations, the Playing Rules, Policies, Code of Conducts and Regulations of USA Hockey and MWAHA.

Board of Directors

RRHC is governed by a Board of Directors that consists of seven positions. The RRHC Board appoints an Executive Hockey Director to oversee all hockey related activities. In addition, RRHC is a volunteer organization and as a result we ask parents to become actively involved by positively supporting the club.

Advisory Board of Directors

The Advisory Board of Directors will work closely with the Staff in the operations of the day-to-day organizational duties. These positions will consist of the Executive Director, Hockey Director, Assistant Director, all Off-Ice Division Directors, the Registrar, and any others the Board of Directors or Executive Director deem fit.

Coaching Committee

The coaching committee is composed of the Hockey Director, the on-ice directors, any coaches deemed necessary by the Executive Director and a Board of Director representative.

On-Ice Age Directors

The on-ice age directors are responsible for leading all head coaches, associate head coaches, and assistant coaches in the skill development of the specific age group. Appointed by the Executive Director and approved by the Board of Directors for a 1-season term.

8U – TBA

10U – TBA

12U – TBA

14U – TBA
High School - TBA

Off-Ice Division Directors

Manage all volunteers within the age group, coordinate communications between families and On-Ice Director, Hockey Director, and Board of Directors. Appointed by the Board of Directors for a 1-season term.

Team Managers

Team Managers are responsible for the management of their individual team. They report to the off-ice division director.

Disciplinary Committee

Comprising 3 individuals (for example, Hockey Director, Assistant Director, and RRHC SafeSport Coordinator or any other individuals deemed fit by the RRHC SafeSport Coordinator) and if any of the aforementioned individuals are involved in a grievance they would be replaced with appropriate selection of a representative.

The discipline committee has the ability and right to levy discipline based on RRHC Code of Conducts and Policies, USAH Code of Conducts and Policies, and MWAHA Code of Conduct and Policies.

RRHC Travel Hockey (AA, A, B, and C)

Coaches

Travel hockey (AA, A, B, C levels) requires an extremely large commitment from coaches. The Head coach will be recommended by the Director of Player Development and Board of Directors who will ratify an individual they believe is best suited for the current team. The head coach is expected to attend all practices, games and team events punctually. This is usually a commitment of 3-5 times per week. If he/she cannot attend, he/she is expected to give the team proper notice and make sure all events are covered properly in his/her absence. The head coach is expected to have a minimum of one assistant coach; he/she must be approved by the Director of Player Development and Board of Directors. The entire coaching staff is expected to have the proper coaching certification required by USA Hockey before engaging in any team activities. The entire coaching staff is required to attend all coaching clinics run by RRHC and the Coaching Committee.

Each Head Coach, Assistant Coach, and Manager, and any person who has contact with players must register online and complete USA Hockey SafeSport training. They must be approved for contact with players by the club's registrar.

Players

All players are required to understand the commitments of Travel hockey at RRHC before trying out. Any player rostered on a Travel team will remain on that team unless there is a disciplinary issue or financial issue. Any player added after tryouts must go through a supplemental tryout and be approved by the Director of Player Development and ratified by the Executive Board of Directors upon decision of which team to roster said player.

Players on Travel teams are expected to attend all team events in a punctual manner. Hockey is the player's number one extracurricular activity unless openly discussed with the on-ice Director Staff . Only family, school, and religion come ahead of the team's activities. However, RRHC coaches will work with younger players' fall sport commitments to support multi-sport athletes.

Player unable to Participate in Game and/or Tournaments

Notice of player missing a tournament and/or a game must be within 7 days that a tournament or game date is released for a team's schedule. An unexcused absence for a player is a situation where the player misses a scheduled tournament or game without providing a valid reason or prior notification to the coach or team management. Valid reasons typically include illness, injury, family emergencies, or other unavoidable circumstances. An unexcused absence indicates a lack of communication and/or accountability and is not accepted under the team's attendance policy.

-1st Offense - written warning from an Executive Board member or Member of Director Staff.

-2nd Offense - number of games missed equates to the number of games suspended.

-3rd Offense - hearing and discipline with Discipline Committee.

Player unable to Participate in On and Off Ice Practices, and Team Events

Practices are important for the development of the individual athlete and team comradery and cohesion. RRHC understands that our players and families have issues that arise, however, attending team practices, off-ice training, fundraising events, and team building activities are essential to success. Unexcused absences will not be tolerated. An unexcused absence for a player is a situation where the player misses a scheduled practice, game, or team meeting without providing a valid reason or prior notification to the coach or team management. Valid reasons typically include illness, injury, family emergencies, or other unavoidable circumstances. An unexcused absence indicates a lack of communication or accountability and is not accepted under the team's attendance policy.

1st Offense - written warning from Head Coach, Director Staff, and/or Discipline Committee

2nd Offense - Player will be benched for 1st period of team's next game

3rd Offense - Player will be benched for 1st and 2nd period of team's next game

4th Offense - Player will be suspended for 1 game.

5th Offense - Hearing and further discipline with/from Discipline Committee

Below is an abbreviated table of the weekly, monthly, and seasonal commitment of a RRHC travel hockey player.

- 3-5 days a week of on-ice and 1-3 off-ice training.
- Commitment to team fundraising and volunteering.
- Availability for team scrimmages or events within a 24 hour notice.
- 2-6 tournaments (will vary from year to year, team to team, and age group to age group and may be more or less depending on the season)

This commitment runs from mid-September to mid-March. There are no national championships for Travel teams.

Parents

Youth RRHC depends on the ability of parents and/or guardians to be able to volunteer their time to have the club operate at maximum efficiency.

Every volunteer must register with USAH as a volunteer and have SafeSport training at the bare minimum. Any volunteer in a leadership role, as deemed by the Executive Director and/or Executive Board, must have a background check done.

Every family is required to complete the minimum hours of community service listed below throughout a single season. There is no maximum number of hours required. Failure to complete volunteer hours may result in expulsion from the club following the season.

- Full Time Travel Player's Family - 10 Hours
- Tournament Team Only Player's Family - 5 Hours

Every volunteer is expected to act in accordance of the RRHC Code of Conducts, USAH Code of Conducts, and MWAHA Code of Conducts.

GRIEVANCE POLICY

- All on-ice associated grievances will be communicated to the Head or Assistant Coach as appropriate. On-ice related grievances may not be communicated during a game or practice, within 24 hours before or after a game or practice, or in the presence of any minor.
- If the grievance is about a Head Coach the communication would be directed to the age group director. If the grievance is about the age group director communication would be directed to the Director Staff. If the grievance is about the Director Staff it would be directed towards the BOD Vice President.
- All non-ice associated grievances other than disciplinary actions will be communicated to the team managers, then age directors, who will then inform the Director Staff, who then reserves the right to set up a hearing with the Disciplinary Committee if necessary.
- In all cases, head coaches shall be informed of all grievances whether their involvement is needed, or that of the full Committee, or the Board of Directors for resolution.
- All incidents must be reported via the [RRHC Incident/Injury Form](#).

WHISTLEBLOWER AND NON-RETALIATION POLICY

General

RRHC Unified Code of Conduct requires directors, officers, employees, members and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of RRHC, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

It is the responsibility of all directors, officers, employees, and volunteers to comply with and to report violations or suspected violations of the Unified Code of Conduct, RRHC policies, USAH rules, USAH SafeSport, and/or laws in accordance with this policy.

No Retaliation

No director, officer, employee, volunteer, or member who in good faith reports a violation of the Code, RRHC policies, or law shall suffer harassment, retaliation, or adverse employment consequences. Anyone who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment or removal from volunteer duties.

Reporting Violations

Directors, officers, employees, members, and volunteers should share their questions, concerns, suggestions or complaints with someone who can address them properly.

Acting in Good Faith

Any good faith report, concern or complaint is fully protected by this policy, even if the report, question or concern is, after investigation, not substantiated. Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the Code, RRHC policy, or law.

Confidentiality

Upon the request of the complainant, RRHC will use its best efforts to protect the confidentiality of the complainant for any good faith report. Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

Locker Room Policy

In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to RRHC's goals. RRHC 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. To help prevent abuse or misconduct from occurring in our locker rooms, RRHC has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

At Imon Ice there are nine locker rooms available for our program's use. Each of the locker rooms shares a restroom and shower area with one adjoining locker room, except for OLY 5, which is designated for Girls only. Some teams in our program may also occasionally or regularly travel to play games at other arenas, and those locker rooms, rest rooms and shower facilities will vary from location to location. RRHC team organizers will attempt to provide information on the locker room facilities in advance of games away from our home arena. At arenas for which you are unfamiliar, parents should plan to have extra time and some flexibility in making arrangements for their child to dress, undress and shower if desired.

Locker Room Monitoring

RRHC has predictable and limited use of locker rooms and changing areas (e.g., generally 15-20 minutes before and following practices and games). This allows for direct and regular monitoring of locker room areas. While constant monitoring inside of locker rooms and changing areas might be the most effective way to prevent problems, we understand that this would likely make some players uncomfortable and may even place our staff at risk for unwarranted suspicion.

Per USA Hockey Policy, the Head Coach is held responsible for locker room monitoring. If the coaches are not inside the locker rooms, either a coach or voluntary locker room monitors (each of which has been screened) will be posted directly outside of the locker rooms and changing areas during periods of use, and leave the doors open only when adequate privacy is still possible, so that only participants (coaches and players), approved team personnel and family members are permitted in the locker room. If doors are closed for privacy reasons, frequent checks by the locker room monitor shall be completed.

For Youth RRHC practices, locker room monitor duties will be provided by parents and assigned for each locker room by the Division Off-Ice Director. For Youth RRHC games, team coaches will be present and provide the monitor duties, unless otherwise assigned by Head Coach.

Team personnel will also secure the locker room appropriately during times when the team is on the ice as appropriate.

Parents in Locker Rooms

Except for players at the 8u age groups, we discourage parents from entering locker rooms unless it is truly necessary. If a player needs assistance with his or her uniform or gear, if the player is or may be injured, or a player's disability warrants assistance, then we ask that parents let the coach know beforehand that he or she will be helping the player.

Naturally, with our youngest age groups it is necessary for parents to assist the players getting dressed. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently. In circumstances where parents are

permitted in the locker room, coaches are permitted to ask that the parents leave for a short time before the game and for a short time after the game so that the coaches may address the players. As players get older, the coach may in his or her discretion prohibit parents from a locker room.

Mixed Gender Teams

Some of our teams consist of both male and female players. It is important that the privacy rights of all our players are given consideration and appropriate arrangements made. Where possible, RRHC will have the male and female players dress/undress in separate locker rooms and then convene in a single locker room before the game or team meeting. Once the game or practice is finished, the players may come to one locker room for a team meeting and then the male and female players proceed to their separate locker rooms to undress and shower, if available. If separate locker rooms are not available, then the players may need to take turns using the locker room to change as coordinated by the coaches. We understand that these arrangements may require that players arrive earlier or leave later to dress but believe that this is the most reasonable way to accommodate and respect all our players.

Cell Phones and Other Mobile Recording Devices

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, are NOT PERMITTED to be used in the locker rooms. If phones or other mobile devices must be used, they should be taken outside of the locker room. USA Hockey does permit the use of a camera/cell phone camera for a short time by a coach or manager to document a pre or post game celebration.

Prohibited Conduct and Reporting

RRHC prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Participants, employees, or volunteers in RRHC may be subject to disciplinary action for violation of these locker room policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies. Reports of any actual or suspected violations, you may email Dr. Shane Gailushas at safesport@roughridershockey.com or use the "Report Incident Here" link on the homepage at roughridershockeyclub.com.

Coach Selection and Responsibilities Policy

The Director of Player Development will be responsible for nominating head coaches for the RRHC travel teams at each level and ratified by the Board of Directors. When possible, qualified non-parent head coaches will be chosen. Coaches selected by the Director of Player Development and approved by the RRHC Board will reflect the RRHC core values. Coaches are selected for a one-year commitment. Having continuity from season to season is a significant strength to the overall program.

The Director Staff is expected to:

1. Recruit potential new coaches for confirmation by the RRHC Board.
2. Lead the coaching selection meetings for the RRHC Board.
3. Ensure coaches have, or obtain, the appropriate certification in line with USA Hockey rules.

4. Define the Coaching System and communicate expectations to the coaches.
5. Oversee implementation of the Coaching System.
6. Act as the primary communication point between coaches and the RRHC Board.
7. Ensure coaches follow all USA Hockey rules.
8. Ensure coach background check forms are completed and turned in before practices start.

Coach Selection

The RRHC is committed to selecting well-qualified coaches for all of its teams. The RRHC's preference is to select non-parent head coaches for all teams. However, that may not always be possible due the availability of well-qualified individuals.

The RRHC Director of Player Development will recommend to the RRHC Board, for approval, the head coaching selections.

The following guidelines will contribute to making coaching decisions; final approval of coaches lies with the RRHC Board:

- The RRHC would prefer qualified non-parent head coaches
- The RRHC Board will approve the selection determination
- Follow appropriate USA Hockey and MWAHA guidelines regarding all coach selection and requirements
- Interview coaching candidates for both technical and leadership skills
- Previous coaching experience, USAH coaching level attainment, and feedback from assistant coaches with regards to preparedness, attitude, knowledge and instruction will all be taken into consideration in the evaluation process.
- Assistant coaches may be named by the head coach with concurrence from the RRHC Coaching Committee.

Head Coaches

RRHC coaches are required to:

1. Support the RRHC mission statement and core values.
2. Follow the RRHC Coaching System.
3. Demonstrate a positive attitude to players, coaches and officials. Being a role model, the coach needs to uphold the authority of the officials.
4. Be prepared and provide practice plans to Assistant Coaches/Parents prior to all practices.
5. Make every effort to be present at all practices and games. Decide for assistant coaches to run practices when unable to attend.
6. Treat players fairly and be a positive role model.
7. Strive to provide each player with positive and constructive feedback.
8. Meet with the Director of Player Development regularly to ensure consistency in coaching and culture.
9. Attend mandatory USA Hockey coaching clinics.
10. Instill good sportsmanship in the team and pride in the organization.

Assistant Coaches may be parents or non-parents. All Assistant Coaches will have to be approved by the RRHC Director of Player Development for final approval and ratified by the Board of Directors. All Assistant Coaches must meet the guidelines set forth by RRHC, USA Hockey, and MWAHA.

Coaching Reimbursement Policy

RRHC has a fiscal obligation to ensure its members' money is spent wisely and appropriately. It is required that coaches travel together when going to the same location.

RRHC Club will reimburse Non-Parent Coaches for expenses for the season. Receipts are required for all reimbursements. Head Coaches with a child playing on that team, will receive a stipend covering, but not exceeding their personal expenses for the season.

Process:

- Expense report must be submitted to Director of Business Operations within 14 Days of end of trip
 - Mileage will be accounted for on expense report
 - A rental car can be rented in the instance that more than one coach is traveling together, however, coach can only submit rental car and gas receipt and NOT mileage.
 - When driving personal car, mileage, with accordance to IRS standards will be used. Which includes gas.
 - Coaches are highly encouraged to carpool when able.
 - Hotels room and associated taxes will be reimbursed if not comped. If 2 coaches are traveling to same location, they are required to room together.
 - Hotel receipts must have only applicable room charges, no food, drink, etc...
 - Alcohol is a non-reimbursable item.
 - Non-Parent Coach Travel Per Diem – no receipts are required.
 - Travel day: \$25
 - Full Day at Location: \$68

Coaching Apparel Stipend

RRHC coaches will receive a yearly credit of \$90.00 for ordering apparel options provided by RRHC annually. This credit can't be used for any other reason than apparel, nor can it be transferred for cash value, and can't be rolled over year-to-year.

Injury Management Policy

RRHC – Prorated Fees Due to Injury

Injuries are part of hockey just as in any other sport or youth activity. The season fees are set based on a certain number of team members sharing the cost of coaching, ice time, administrative fees, and league fees at a breakeven level. If a credit is given to a player, due to an injury, the club is short that amount to cover these costs. The player assumes this inherent risk. To be sensitive to its members, RoughRiders Hockey Club has developed the below policy as it relates to significant time lost due to injury at a RRHC related activity:

If a player is injured at a team related activity (tryout, game, practice, dryland training) that results in missing more than 6 consecutive weeks of activity the club will prorate the fees for time missed. This amount is calculated based on total fees less the registration fee, as the registration fee is never refundable. An example illustrates below:

of weeks missed because of injury = 12

of weeks player played = 14

of weeks in specific teams season = 26

Total team fee = \$2,400

Registration fee = \$650

Credit = (Total Fees – Registration Fee)/Season Length in Weeks)*(total weeks participated)

$((\$2,400 - \$650)/26)*(12-6) = \$403.85$

As a result, the total fees owed is $\$2,400 - \$403.85 = \$1,996.15$

If the total fees, as calculated, are paid in full a financial release will be given to the player, if requested, **once the season has ended**. If the amount is not paid a financial release will not be given until the later of the date paid in full or at the end of season.

Any member seeking a credit must have filed an injury report within 30 days of the accident with the club and provide medical verification of the injury to the Director Staff. Any other injury request for refunds must be approved by the Board of Directors.

RRHC Incident & Injury Reports:

All injuries and incidents MUST be reported regardless of size of incident or injury.

- [RRHC Injury Report](#) will be submitted by Team Manager or Coach every time a player is injured:
 - Any time a player receives medical attention for a hockey related injury, the family should notify the coach as soon as possible.
 - Any time a child is hurt, even without lasting pain, or has a severe behavioral issue occur, or is removed from a team activity by a Coach, at least one parent must be informed as soon as possible.

- Any time a player is injured to any degree during a team activity and then goes to the doctor due to the injury, regardless of the extent, the player is not allowed to then participate in any subsequent physical activity of the team without a written note from the doctor (no emails) stating he/she is “cleared to participate in ice hockey”, no exceptions. This is a large liability for the Club if not followed thoroughly, aside from the more important fact of possible further injury for the player.
- [RRHC Incident Report](#) will be submitted by Team Manager or Coach every time an incident requiring the attention of the Head Coach, Age Group Director, Division Director, or Director Staff occurs. Submitting reports benefits everyone and assists in maintaining safety and communication.
- All head trauma injuries must be reported through RRHC Injury and Incident reporting form, and require a signed doctor's note with Return-To-Play(RTP) protocols.

Game Uniform, Game Day Attire, and Number Policy

All game day attire and uniforms are not included in the player's tuition fees. Players are not required to purchase new apparel or uniforms every year. They will be ordered on as needed basis (IE have outgrown the apparel/uniforms, normal wear and tear, or in the instance of a uniform design change).

Travel Hockey 8U-14U

RoughRiders Hockey Club (RRHC) travel hockey tuition fees do not include uniforms or game day attire and will be purchased on an as needed basis by the player (IE have outgrown the apparel/uniforms, normal wear and tear, or in the instance of an uniform design change).

On-Ice Game Uniforms

- RRHC jersey and socks
- Black helmet
- Black or RRHC gloves
- Black pants or black breezer covers

**A jersey fitting will be held every year before tryouts.*

Game Day Attire

- RRHC sportswear/tracksuit

RRHC may provide two opportunities for the purchase of game day attire:

- Bimm Ridder locally of Cedar Rapids through USHL Store
- Under Armor online store

Travel Hockey High School – Game Uniform

RoughRiders Hockey Club travel hockey tuition fees do not include uniforms or game day attire and will be purchased on an as needed basis by the player (IE have outgrown the apparel/uniforms, normal wear, and tear, or in the instance of a uniform design change).

On-Ice Game Uniforms

- RRHC jersey and socks
- Black helmet
- Black or RRHC gloves
- RRHC breezer covers

A jersey fitting will be held every year before tryouts.

Game Day Attire

- Home games: shirt and tie, dress pants, dress shoes, dress socks, no hats, and RR jacket.
- Road games: RR tracksuit and RR Shirt.

Travel Hockey Number Selection

Odd birth years will have the option to select an odd number, and even birth years will have the option to select an even number. If two players would like the same number:

- Player with the greatest number of years in travel hockey with RRHC will have the first option.
- If both players are first year RRHC travel, a coin flip will occur, if 3 or more players want the same number names will be drawn.

If a player moving from 14U into high school has a duplicate number already then, the player that was in high school has first right to remain the same number. However, once that number becomes available the 14U player will have the first right to take that number.

Example: Johnny is #21 and is going to be a freshman, and Randy (Junior) is already #21 then Randy gets to retain that number and Johnny can select #21 after Randy graduates.

Registration and Tuition Costs

What Can You Expect for Our Fees at RRHC?

- USA Hockey certified coaches.
- On and off ice training.
- A better understanding of team play and improved development in the individual skills required to play hockey.
- An end of the season written evaluation can be requested and will be granted.
- Most importantly an opportunity to gain life experiences in a competitive environment and develop friendships that can last a lifetime.
- An appropriate amount of practices/games and ice touches recommended by USA Hockey for long-term athlete development.

RRHC Official Team Policies & Requirements

Each player is responsible for reading and following the stated association/team policies. The coaching staff and management reserve the right to add to or amend these policies at any given time. These rules have been developed by the Director Staff and Board of Directors with assistance from Boulder

Hockey Club and Rocky Mountain RoughRiders of Colorado. These policies will be strictly enforced. Consequences vary from rule to rule; however, the maximum penalty could include dismissal from the team and other consequences to be determined by the disciplinary committee, coaching staff, coaching committee, or Hockey Director.

Blatant, flagrant, and persistent violation of these policies will result in dismissal from the team and/or club.

Player Academic Eligibility

Players must always maintain a grade level set by their own parents. Players failing to meet these minimum academic requirements will be prohibited from participation until their academic progress is in accordance with parental standards.

Player Registration and Tuition Fees

A player can only attend RRHC tryouts if they have paid the registration fees in full and are in good financial standing from past seasons. The season registration fee and tuition is non-refundable if the player is provided a roster spot on a RRHC team. If a player is not selected a partial-refund of \$175 of registration fee and the full paid tuition fee will occur. Families will be held responsible for the season's tuition if a player registers with RRHC and is assigned a team following tryouts. RRHC offers many different levels of play to accommodate all ability levels.

Players who make the team are responsible for paying their player tuition fees. No Exceptions. Players who have not paid their tuition fees by the due date will be ineligible to participate in practices or games until their outstanding balance has been paid in full.

Travel Season Registration and Tuition Fees

Registration fees - \$250 due upon registering for tryouts.

There will be an early bird, regular, and late registration fee.

Travel Tuition fees for the season:

High School - TBA during release of registration

14U - TBA during release of registration

12U - TBA during release of registration

10U - TBA during release of registration

8U - TBA during release of registration

Parents

Each player must have a guardian/parent read and agree with the RRHC Policy Handbook, USAH SafeSport document, parent and volunteer code of conducts. RRHC is committed to improving the skill development, safety, and welfare of its athletes. The SafeSport Program is designed to provide clear guidelines and expectations for all players, coaches and organizations member's on:

- a) Abuse or misconduct prevention strategies.
- b) Appropriate behavior.
- c) Effective response to concerns.

As part of the membership with RRHC, MWAHA, and USA Hockey parents are subject to fines and/or suspensions for violations of RRHC, USA Hockey, and/or MWAHA Policies

Registration Policy

Registration as a member of RRHC will be automatic with completed registration for tryouts.

Registration will be online via the RRHC website (www.RoughRidersHockeyClub.com) via TeamSnap. Players and parents must be registered with USA Hockey prior to trying out with the RRHC.

Exceptions will be granted for RRHC registered players that have been asked to play on a secondary team for a specific event.

All registrants will be required to agree with RRHC governing documents during the registration process. These documents will be available on the RRHC website at the time of the registration period and in TeamSnap.

Players registering for RRHC tryouts automatically consent to have their photograph taken both as an individual or part of a group during play on the ice, around the arena, or other public place for use in RRHC marketing and promotional activities. Photos may be used indefinitely on the RRHC website, Facebook page, flyer, press release, or other communications channel/tactic. No compensation will be given to players or parents in exchange for the photographs.

The RoughRiders Hockey Club is registered under the umbrella of the Cedar Rapids Hockey Association. All entities and teams (RYHL, IP, RRHA, and CRHS) function under the direction of the RRHC Board of Directors with coordination with the specific program BOD. RRHC is however responsible for registering teams, ensuring coaches are certified, and that Safe Sport and USA Hockey rules are being adhered to by all entities.

Tier 1 Dual Rostering Policy

In recognizing the importance of maintaining commitment to our home program, but also balancing that with opportunities presented to our players for invitational teams we enact the following policy:

Note: For purposes of this policy “dual roster(ed)” shall be defined as rostering a player with Roughriders Hockey Club Cedar Rapids (“RRHC”) and a Tier 1 team under a separate club and/or affiliate.

Current USA Hockey rules allow for players to play both for a Tier 2 team as well as a Tier 1 team and be simultaneously rostered. Keeping with RRHC values and commitment to Long Term Athlete Development we want to support our players' growth by participating in those opportunities. However, we have an obligation to balance that with the effect it can have on the RRHC team with which that

player is rostered. Dual rostering with two separate organizations can carry some inherent difficulties. Dual rostering can:

1. Result in difficulty developing team cohesion.
2. Result in scheduling conflicts, creating issues maintaining our registered level of play and/or having enough players to compete in the scheduled games.
3. Lead to a lack of full commitment of a player within our organization because they have a competing commitment with another team and focusing their energy elsewhere.
4. Cause an increased risk for injuries due to overuse or fatigue. Overuse injuries are more likely to occur in players who are overexerting themselves by trying to balance commitments to two different programs.
5. Create reduced parental commitment, as they may put more focus into the Tier 1 team, resulting in lack of volunteerism within our own organization.

Overall dual roster players can pose great difficulty to individual teams due to the potential loss of players or even cancellation of tournaments depending on available numbers.

Therefore, to keep balance for a dual rostered player and RRHC the following shall apply:

1. A player that wishes to dual roster by participating in a Tier 1 team while a member of RRHC must notify the Director of Hockey in writing before tryouts of their intentions and receive a written notice of waiver from the Director.
 - a. The request must include an anticipated participation plan submitted by the player requesting dual rostering waiver. This will include all tournaments and league/friendly games they intend to participate in between both programs. If the dual rostering is approved the schedule will be binding and the player will be expected to make all tournaments and league/friendly games to which they have committed as part of RRHC. Failure to do this can result in suspension or dismissal of the player from the RRHC program without refund of any and all RRHC program fees.
 - b. Amendments to the schedule can be submitted to the Director of Hockey. The Director of Hockey can review and approve on a case-by-case basis, but in no case will be obligated to approve conflicting Tier I absences impacting the players' assigned RRHC team..
2. If the invitation to a Tier 1 team comes after RRHC tryouts, exceptions can be made on a case by case basis. The Director of Hockey will review such requests and present it to the Executive Board of Directors("EBOD") for ratification. In no case shall the Director of Hockey or the EBOD be obligated to approve conflicting Tier I absences impacting the players' assigned RRHC team.
3. All dual rostered requests will be approved by the EBOD, following the recommendation of the Director of Hockey.

- a. The EBOD will take into consideration the needs of the individual player along with the needs of their RRHC team and the RRHC program.
 - b. In most circumstances the Board will favor the organization's needs first.
4. The EBOD maintains all rights to approve or deny the request. The EBOD decision is final without opportunity to appeal.
5. Should any concerns arise from the Head Coach, On-Ice Division Director, or Director Staff regarding the player's participation with their RRHC team, a player may be held from participation regardless of previous approval. Examples of such concerns could be, but not limited to, team chemistry, behavioral, attendance, fatigue, etc. In such cases, there are no refunds given for time absent from the team.
6. The player and parents will also be required to maintain standards befitting our player and parent codes of conduct and the RRHC program. Failure to do so while participating in RRHC activities can result in suspension or dismissal. Moreover, failure to maintain RRHC standards in their tier 1 program can also result in potential suspension or dismissal from the RRHC program without refund of any or all fees.
7. Should any disciplinary action be necessary for violation of this policy, in whole or in part, the Directors of Hockey will provide a disciplinary recommendation to the EBOD, up to and including immediate suspension or removal from the RRHC Program. As the Governing Body, the EBOD and the RRHC Discipline Committee shall render a decision. Again, in most circumstances the EBOD will favor the RRHC organization's needs first.
8. Notwithstanding disciplines noted in "Players Unable to Participate in Games or Tournaments" and "Players Unable to Participate in Practices or Team Events", RRHC reserves the right to provide disciplinary recommendations specific only to the Tier I Dual Rostering Policy that differ from the graduated offenses under other sections. Meaning, should violations related to unexcused RRHC absences occur in which the player participates for their Tier I team during such absence, the player can/will be disciplined under this Tier I Dual Rostering Policy.
9. If a player, who is approved for a dual rostering request, later decides they wish to participate solely in their tier 1 program they will still be obligated to pay any and all season fees associated with the RRHC program and no refunds will be issued.

Payment Policy

Tuition fees are calculated on an estimated association growth, previous costs, and forecasted costs. The tuition fees, under extreme circumstances, could be raised in season.

Payment plan option for tuition

Will be divided into 4 or more equal payments that will be automatically collected through TeamSnap. Dates of the payment plan will be provided on the registration landing page of website.

RRHC will announce the estimated tuition before registration opens for tryouts. A player's tuition is expected to be paid by the established due dates for the player to remain in good standing.

Player's tuition will be paid automatically through TeamSnap on the dates provided on website at time of registration. The credit card used for registration will be the one billed. One can login to TeamSnap from a computer and change the Credit Card on file at any time. A check can be written but must be given to the Executive Director no later than 48 hours before but not earlier than 96 hours.

A player whose tuition is not collected within 7 days of the due date is in poor standing and thus ineligible for participation. Such a player should not be allowed to skate with the team (Skills Nights, practices or games) until tuition is submitted in full and current. Collection, accounting and enforcement of this policy are the responsibility of the Executive Director and RRHC Treasurer(s). Any delinquency must be reported to the Board Treasurer at the 7-day mark. The coach will be notified of ineligible players by the Board Treasurer.

Payments may be made by cash or check or credit card any time prior to the due date.

Refund Policy

Refunds will only be given under injury situations to individual players for their tuition fees. (See injury refund policy for more).

The Executive Board of Directors may elect to give out refunds in special circumstances. For example, a derecho or world pandemic prevents a team(s) from reaching a full budget.

Discipline & Refunds

RRHC will not give refunds for withdrawal or removal from a team/club for any discipline reasons. **NO EXCEPTIONS.**

Inclement Weather Policy

RRHC reserves the right to cancel practices, games, and tournaments for inclement weather. The decision-making process is as follows:

1. Discussion with the General Manager of ImOn Ice Arena about weather conditions and if the rink will remain open.
2. Discussion with BOD members about the current condition of roads, current and future radar predictions, and the liability of holding practices, games, and/or tournaments.
3. Final decision to hold a practice, game, and/or tournament is up to the discretion of the Director Staff based upon aforementioned discussions.

Notice of cancellation will be sent via the RRHC email list, social media posts, and when available via TeamSnap chat to specific teams.

Team Tryout Policy

The RRHC shall establish a consistent process for conducting team tryouts. The objective of the tryout process is to ensure that each player is given a fair evaluation and that all players are placed at the most appropriate level for their abilities within their age bracket.

Any player wishing to join a RRHC team after tryouts have concluded will be given one to three weeks of practice with the given age group then placed. Said players must complete the USA Hockey and RRHC registrations fees prior to entering the ice. If a player is placed on a team then they are held to the same standard of pay of tuition as a player that attended the regular tryout session. The player will be evaluated by the Head Coach(s), age group director and hockey director then placed accordingly.

Team Level of Play Policy

The RRHC will promote a philosophy of having each team play at the highest level of play appropriate for the skills of those players making up that team. Thus, RRHC may have MWAHA AA, A, B, or C levels teams at any given age division.

Level of play will be determined by the Coaching Committee in compliance with this policy.

Tournament Selection Policy

Process to determine total number of tournaments:

1. Number of total tournaments per age group will be selected by the Director Staff with approval by the Executive Board of Directors. This will be based on the USAH recommendation number of games. Total number of tournaments and friendly games will be counted to achieve the recommendation of USAH.
2. Number of home tournaments and travel tournaments will be decided for season by the Director Staff with approval by the Executive Board of Directors.
3. Travel tournament options will be determined by the Director Staff.
 - The Director staff can elect to select all the tournaments for a particular age group, based on total number of tournaments allocated.
 - -OR-
 - Provide an age group or team (Head Coach) the option of selecting their own tournaments. This will vary from year to year based on total number of teams in RRHC.
 - -OR-
 - The Directors can select a few tournaments for the age groups and have the Head Coaches select a few.

Factors in the process of tournament selection – not in any order of importance:

1. Level of play provided by the tournament.
2. What region is the tournament in?
 1. Have we already been to this region?
3. Can multiple teams travel together to the tournament?
 1. This provides an opportunity for multiple coaches to travel together, and a

director to be at a tournament with multiple teams and staffs.

4. What conflicts are there with the girls' teams?
 1. When feasible, we want to coordinate weekends around the current schedule of both teams.
5. Date – what is the time from previous tournament and to the next one?
 1. Ideally, they are evenly spaced out.
 2. Majority of tournaments need to be in 2nd half of season to allow for maximum growth and team cohesion to be built.
6. Travel distance – ideally within a 4 hour drive, unless a special circumstance, such as the Fargo International every other year for 10U.

Team Community Service Policy

RRHC values the creation of community inclusion and leaders who give back. It's important that our players learn shared sacrifice and the need to be willing to step up and help those in need. With that said, each year every age group will complete 5 hours of community service together. The community service hours must be completed after the announcement of teams and before the final tournament of the season; unless there is a plan and commitment from the team to complete a project after the conclusion of the season. The project must be submitted to the Community Outreach Director and approved by the Executive Director.

The appointed Community Outreach Advisory Board Member will lead and develop connections with local charities within the greater Cedar Rapids community. A list of the available options will be provided to the teams to select from. If a team wishes to choose a community service event/project that was not listed, then approval must come from the Community Outreach Director and approved by the Executive Director.

Fundraising Policy

All RRHC members will be encouraged to participate in these events. The profits from all fundraising will go to the club 100%.

The Internal Revenue Service (IRS) has indicated that individual accounts may not be used by a tax-exempt organization. Raising money and placing it into **individual member accounts** violates federal law and will not be practiced.

Any club fundraisers held outside the season (after the last day of the season or before the start of tryouts), for example, the golf outing will be 100% contribution to the general fund.

Individual Team Fundraisers

Individual teams will be able to participate in as many fundraising activities as they choose. . All fundraising activities and events must be approved by the Hockey Director and Fundraising Chair. Fundraiser Event Request must be submitted 30 days prior to event start date. All individual team fundraising proceeds go to the club's general fund.

RRHC Teams **will not provide funds for individual team members** for any reason.

Corporate Sponsorships

All corporate sponsorships will be deposited in the RRHC general funds. A corporate sponsorship will be acknowledged based upon the amount received in conjunction with RRHC Sponsorship and Donor guidelines.

Organizations and corporations should not be solicited for contributions by individual teams unless directed by the Fundraising Chair of the Advisory Board of Directors.

Generally, an **UNSOLICITED CONTRIBUTION** of money, goods, or services designated for a specific team by a private individual or a company is acceptable. However, a designated contribution from an individual or a company to a private individual on a team is an infringement of the Private Benefit and Inurement Section of requirement rules of a non-profit organization and is not acceptable.

Unsolicited contributions to a specific team will be acknowledged by the recipient team.

Contributors of money or goods valued at or over \$500.00 will be provided a written acknowledgement of receipt upon request—as described by the Internal Revenue Service— issued from RRHC.

Equipment Management Policy

RRHC Travel Practice Jerseys

At the beginning of the hockey season, the RRHC Equipment Coordinator will give each Head Coach or Team Manager a set of practice jerseys for their team. The players are to wear the practice jerseys only during team practices for that season. At the end of the RRHC Travel season players may keep their practice jerseys.

RRHC Travel Game Jerseys

The RRHC Equipment Coordinator will give each Head Coach or Team Manager an extra set of jerseys and socks in the event a jersey is ruined during a tournament/game.

All players are responsible for their own game uniforms and game day attire. All of which will be purchased by the individual players on an as needed basis.

Discipline and Conduct Policy

See USAH SafeSport Handbook, or below code of conducts for more information.

Scholarship Policy

The RRHC Board of Directors administers a scholarship program as required by the RRHC By-Laws and funded by the General Fund.

The purpose of the scholarship program is to ensure a child is not denied the opportunity to participate in hockey solely due to financial inability.

The scholarship program can cover RRHC tuition costs.

Scholarships are available to any player selected for a RRHC Travel Team. Scholarship awards are based on financial need, not on level of play or skill.

Applications for scholarship, awards, and all related financial information are confidential.

Roles and Responsibilities

Applicant - The applicant is the parent or legal guardian of the youth player(s). The applicant is responsible for providing the information required on the scholarship application.

Scholarship Director - The Scholarship Director is the RRHC Board Vice President. The Scholarship Director administers the scholarship process and makes determinations of need and award. The Scholarship Director works with the RRHC Treasurer to ensure funding is available and that awards are made. The Scholarship Director will notify the applicant of the amount of the scholarship.

Treasurer - The RRHC Treasurer manages the scholarship budget. Also, the Treasurer coordinates with the applicant to ensure that scholarship award amounts are correctly accounted for in the RRHC budgets.

Evaluation Criteria and Award Levels

Scholarship awards are made based on financial need and financial circumstances that, if not mitigated, would deny a child from participating in the sport.

Scholarship Awards are limited to RRHC fees. Equipment and travel expenses are not covered by the scholarship program.

RRHC scholarship awards are made based on an analysis of the applicant's financial situation and exceptional circumstances. As a general guideline, the US Federal Poverty data (<http://aspe.hhs.gov/poverty/06poverty.shtml>) from the Department of Health and Human Services is used as a basis for the scholarship determination. Also, the determination takes into account unusual circumstances such as fires, serious illness, and wage earner disability.

Scholarship Recipient Expectations

RRHC is a non-profit organization supported by local businesses and fees paid by members. As such, funding each year is limited and the RRHC Board must ensure that the funding is budgeted in a manner that provides the most benefit to all its members.

Recipients of scholarships are expected to assume certain responsibilities and obligations as outlined below.

Scholarships are awarded on a confidential basis. Recipients are required to keep scholarship awards confidential and limit discussions to the Scholarship Director and RRHC Treasurer.

Recipients are required to participate in fundraising events sponsored by RRHC.

Recipients are expected to participate in planning and hosting tournament events by RRHC.

Application Schedule

All requests for scholarships must be made by the applicant family using the appropriate application form.

Requests must be submitted ten (10) calendar days before the start of tryouts.

Requests, with a completed application, must be made to the Scholarship Director or Executive Director.

Determinations of scholarship award will be made by the Scholarship Director within 30 calendar days of receipt of all the applications.

Process

1. Applicant family completes and submits the scholarship application form.
2. Scholarship Director evaluates the scholarship application, including meeting with the applicants, when necessary, to obtain all necessary information.
3. Scholarship Director notifies the applicant of the award decision.
4. Scholarship Director notifies the Treasurer if there is a determination to award a scholarship.
5. The Scholarship Director will reduce payments within registration software.

Parent, Guardian, Payee, or Spectator Code of Conduct

As a parent(s)/legal guardian(s)/legal custodian(s)/payee/spectator(s) of (a) child(ren) involved in a programs of the Cedar Rapids Hockey Association DBA RoughRiders Hockey Club (RRHC) , and in consideration of such involvement, I/We agree to abide by and follow the following rules and guidelines:

- I/We will not force my/our child(ren) to play hockey. I/We will remember that my/our child(ren) play hockey for my/our child(ren)'s enjoyment and not mine/ours.

- I/We will encourage good sportsmanship through actions and by demonstrating positive support for all players (teammates and opponents alike), emphasizing best efforts, skill development, sportsmanship and team play, and not success in competition.
- I/We will attempt to learn the rules of the game and encourage my/our child(ren) to play by the rules.
- I/We will relate in a positive manner to all players, coaches, officials, league representatives, arena personnel and spectators.
- I/We will treat such persons with respect and dignity regardless of race, creed, color, ethnic background, religion, disability, language, gender, sexual orientation or skill level.
- I/We will not time player shifts.
- I/We will make no physical contact besides a handshake with any such person.
- I/We will not use profane language and/or mannerisms, taunt or disparagement towards others.
- I/We will not pound or climb on the glass, throw any object onto the ice surface or players' area or at another individual or go onto the ice surface.
- I/We will not enter the locker/dressing room of an opposing team or obstruct an opposing teams' members access to or exit from said room at any facility, home or away.
- I/We will not enter any official's locker/dressing room or obstruct any official's access to or exit from said room or any facility, home or away.
- I/We will promote the emotional and physical well-being of the athletes ahead of any personal desire to win.
- I/We will inform the coach prior to any game or practice of any physical ailment or disability which may affect the safety of my child(ren) or others.
- I/We will respect the premises, property and equipment used at any facility where his or her child plays hockey, whether home or away. I/We will not deface or damage property belonging to any individual, team, association or facility, home or away.
- I/We will not commit any act that would constitute a crime at any RRHC function or activity or at any hockey facility, home or away. I/We will not allow anyone under my/our custody or control to violate this code of conduct.
- I/We will not incite or encourage any person to violate this code of conduct.
- I understand that my/our failure to abide by the above rules and guidelines may result in disciplinary action against me/us and my/our child(ren) up to and including expulsion from Cedar Rapids Hockey Association programs.
- I/We understand that we must always represent the RIDER Way and can be held accountable when such actions do not live up to the club's leadership vantage point.
- I/We understand that this code of conduct is not all encompassing and there could be actions that I/We perform that may need consequences.
- I/We understand the importance of respecting the coaches and officials, acknowledging and supporting the decisions they make as essential for the fair play and development of the game.
- I/We understand the need to treat all players, including opponents and teammates, with respect, regardless of their skill level or background.

- I/We understand the importance of respecting the facilities, ensuring that they, along with equipment and locker rooms, are used properly and left in good condition.
- I/We understand the need to model sportsmanship by cheering positively and refraining from negative comments about players, coaches, or officials.
- I/We understand the importance of honesty in communication with coaches and team officials about any issues that may affect our child's participation or performance.
- I/We understand the necessity of adhering to the rules of the game, as well as the team's policies and guidelines, ensuring our child does the same.
- I/We understand the importance of encouraging our child to develop a passion for the game by playing for enjoyment, personal growth, and team spirit.
- I/We understand the significance of supporting our child's commitment to the team by encouraging attendance at all practices, games, and team activities.
- I/We understand the value of promoting skill development by providing opportunities for practice and attending skill development sessions.
- I/We understand the importance of celebrating our child's effort and improvement, focusing on these aspects rather than solely on the outcomes of games.
- I/We understand the need to encourage perseverance in our child, teaching them the value of hard work, even in the face of challenges or setbacks.
- I/We understand the importance of supporting our child's resilience, encouraging them to learn from mistakes and bounce back from losses or difficult situations.

Coach, Employee, and Volunteer Code of Conduct

By agreeing, I am attesting that:

- I have done, understand, and agree to comply with the "USA Hockey SafeSport Program";
- I have asked for and received clarification about any policies I did not understand;
- I understand that failure to comply with any of these policies may result in suspension or termination of employment or volunteer duties as a coach or volunteer;
- I understand that these policies and code of conducts cannot address every possible situation that presents itself and they do not eliminate the expectation of good judgment and professional behavior at all times;
- I understand I am required to report any violations of these policies to the Hockey Director immediately through our reporting system;
- I, my player (if necessary), and family (if necessary) have read, understand, and agree to comply with the "RoughRiders Hockey Club Player Code of Conduct Agreement";
- I and my family have read, understand, and agree to comply with the "RoughRiders Hockey Club Parent Code of Conduct Agreement";

- I will treat all players, parents, officials, and fellow coaches with respect and dignity.
- I will use appropriate language and behavior at all times.
- I will foster an environment where every player feels valued, regardless of skill level, background, or personal characteristics.
- I will ensure equal opportunities for all players to participate and develop based on level of play and standards set forth by the Executive Director.
- I will prioritize the physical and emotional safety of all players.
- I will be aware of and adhere to all safety guidelines and protocols put forth by RRHC, USAH, and MWAHA.
- I will model good sportsmanship and encourage players to do the same.
- I will emphasize the importance of fair play and respect for opponents.
- I will focus on developing players' skills, understanding of the game, and love for hockey.
- I will provide constructive feedback and recognize effort and improvement.
- I will use positive reinforcement to encourage players.
- I will avoid negative or punitive measures that could diminish a player's enjoyment of the game within reason.
- I will maintain open, honest, and respectful communication with players, parents, and league officials.
- I will be approachable and willing to listen to concerns or suggestions.
- I will demonstrate integrity and ethical behavior in all actions.
- I will refrain from activities that could negatively impact my role as a coach, such as inappropriate social media use or public misconduct.
- I will stay informed about the latest coaching techniques, rules, and safety guidelines.
- I will be well-prepared for practices and games to provide the best possible experience for players.
- I will seek opportunities for professional development and growth as a coach.
- I will welcome feedback and strive to improve my coaching methods and strategies.
- I will foster a sense of teamwork, cooperation, and mutual respect among players.
- I will encourage players to support and uplift each other.
- I will be punctual and organized for all practices, games, and team events.
- I will respect players' and families' time by adhering to schedules and communicating any changes promptly.
- I will address conflicts calmly and constructively when necessary.
- I will seek to resolve issues through dialogue and understanding, involving relevant parties as necessary.
- I will maintain professionalism in all interactions, even during challenging situations.
- I understand that this is not an all-encompassing list and my actions at any point that misrepresent the youth RRHC brand, club, and/or any member of the club can lead to discipline.

Player Code of Conduct

In consideration of participating in a program of the Cedar Rapids Hockey Association DBA RoughRiders Hockey Club (RRHC), I agree to abide by and follow the following rules and guidelines:

- I will play for fun and love of the game.
- I will give my best effort to improve my hockey skills and will strive to be a team player.
- I will strive to be on time for practices and games.
- I will demonstrate teamwork, sportsmanship, and discipline.
- I will learn the rules of hockey and strive to play by them.
- I will encourage good sportsmanship through actions and by demonstrating positive support for all players (teammates and opponents alike), coaches, officials, parents, facility staff and others involved in RRHC.
- I will positively relate to such people and treat them with respect and dignity regardless of race, creed, color, ethnic background, religion, disability, language, gender, sexual orientation, or skill level.
- I will make no physical contact (except as authorized by the rules of hockey during play) besides a handshake with any such person.
- I will not attempt to injure any such person.
- I will not enter the locker/dressing room of an opposing team or obstruct an opposing teams' members' access to or exit from said room or any facility, home or away.
- I will conduct myself in a befitting manner at any RRHC activity or function or at any hockey facility, home or away.
- I will not swear or use abusive language at any RRHC activity or function or at any hockey facility home or away.
- I will not consume alcohol, smoke, chew tobacco or use any illegal substance at any RRHC activity or function or at any hockey facility, home or away.
- I will not throw any object onto the ice surface or players' area or at another individual.
- I will not argue with or lash out at any official, coach, representative of RRHC at any time.
- I will skate directly to the penalty box without incident upon receiving a penalty.
- I will not engage in fighting.
- I will not enter any official's locker/dressing room or obstruct any official's access to or exit from said room or any facility, home or away.
- I will inform the coach prior to any game or practice of any physical ailment or disability which may affect my safety or the safety of any other.
- I will respect the property and equipment used at any sports facility where I play hockey, whether home or away.
- I will not deface or damage property belonging to any individual, team, association or facility, home or away.
- I will not commit any act that would constitute a crime or delinquent act at any RRHC function or activity or at any hockey facility, home or away.

- I will not incite or encourage any person to violate this code of conduct.
- I will represent my team, teammates, family, and all involved with RRHC, ImOn Ice Arena, and/or any other RoughRiders Hockey Club by following the RIDER Way.
- I accept any and all consequences for my actions regardless and will abide by the outcome of any and all punishments and/or accolades.
- I understand that this code of conduct is not all inclusive and there may be situations that I need consequences for my actions and am accepting.
- I will treat all teammates, coaches, opponents, officials, and parents with respect and dignity.
- I will use appropriate language and behavior at all times.
- I will play fairly and follow the rules of the game.
- I will listen to my coaches and work hard to improve my skills.
- I will give my best effort in practices and games.
- I will be a team player and support my teammates.
- I will show good sportsmanship, whether we win or lose.
- I will respect the decisions of the officials.
- I will handle victories with grace and defeats with dignity.
- I will take care of my equipment and use it safely.
- I will prioritize my safety and the safety of others.
- I will stay focused and maintain a positive attitude.
- I will balance my time between hockey, school, and other responsibilities.
- I will communicate openly and honestly with my coaches and parents.
- I will accept constructive criticism and use it to improve.
- I will not use social media or any other platform to bully, harass, or insult others.
- I will follow the team rules and guidelines set by my coaches.
- I will take responsibility for my actions on and off the ice.
- I will show respect for the facilities we use, both home and away.
- I will wear my uniform with pride and represent my team positively.
- I will stay away from drugs, alcohol, and any illegal substances.
- I will seek to resolve conflicts calmly and respectfully.
- I will maintain my physical health through proper nutrition and rest.
- I will report any unsafe or inappropriate behavior to my coaches or parents.
- I understand that this is not an all-encompassing list and my actions at any point that misrepresent the youth RRHC brand, club, and/or any member of the club can lead to discipline.

RRHC Communication Methods

Golden Rules of Youth Hockey

Hockey serves as an enjoyable avenue for imparting essential life lessons such as teamwork, dedication, perseverance, and enthusiasm to your children.

1. Effective communication stands as a pivotal factor. Nurturing open and constructive communication among parents, children, and coaches significantly contributes to a player's growth. Take a pause, and please follow a 24-hour grace period before having emotional and tough conversations.
2. Focus on managing controllable aspects and instill this principle in your child. Empower them to govern what's within their sphere of influence.
3. The progression in hockey is akin to a marathon, requiring sustained efforts rather than swift bursts. The progression through hockey is not linear, but rather peaks, valleys, and plateaus all of which can vary in length and size.
4. Take a moment to step back and savor the experience. Embracing youth hockey as a way of life can foster enduring friendships for your kids and your family, emphasizing the positive aspects.

Why do you have your child in youth sports?

Parents may have various reasons for enrolling their children in youth sports. Some of these reasons include:

- **Physical Health:** Participation in sports helps children develop physical fitness, strength, coordination, and cardiovascular health. Regular physical activity can also reduce the risk of obesity and related health issues.
- **Social Skills:** Youth sports provide opportunities for children to interact with their peers, learn teamwork, cooperation, and communication skills. They can make new friends and develop valuable social networks.
- **Discipline and Responsibility:** Being a part of a team and adhering to practice schedules and game commitments instills discipline and time management skills in children. They learn to be responsible for their roles within the team.
- **Self-Esteem and Confidence:** Successes in sports can boost a child's self-esteem and confidence. Even challenges and failures teach them resilience and how to handle setbacks, contributing to personal growth.
- **Goal Setting:** Setting and achieving goals in sports teaches children about working toward objectives. This skill can be transferred to academic, personal, and professional life.
- **Healthy Lifestyle Habits:** Participation in youth sports can lead to an interest in overall wellness. Children might become more conscious of nutrition, sleep, and other health-related habits.
- **Learning to Win and Lose:** Youth sports expose children to both winning and losing. They learn how to handle victories gracefully and how to cope with disappointments, which are essential life lessons.

- Camaraderie and Belonging: Being a part of a team creates a sense of belonging and camaraderie. Children can build strong friendships and develop a supportive community.
- Skill Development: Youth sports provide an opportunity for children to learn new skills, whether related to the specific sport or general motor skills. These skills can contribute to their overall development.
- Fun and Enjoyment: Many children simply enjoy playing sports. Participating in activities they find fun can contribute to their overall happiness and well-being.
- Exposure to Healthy Competition: Healthy competition teaches children how to strive for excellence, push their limits, and respect their opponents.
- Stress Relief: Engaging in physical activities and sports can serve as a way for children to manage stress and pent-up energy.
- Parental Influence: Sometimes, parents have a personal interest or history in a particular sport, and they want to share that passion with their children.

It's important to note that while there are numerous benefits to youth sports, there can also be potential downsides, such as excessive pressure, burnout, or strained parent-child relationships if the focus becomes solely about winning. The key is to strike a balance, keeping the child's well-being and interests at the forefront.

Parent-Coach/Division Directors Communication

Effective communication between parents and coaches is essential to support a child's growth, development, and success in sports. Here are some best practices for maintaining positive and productive communication between parents and coaches:

1. Establish Clear Channels of Communication:
 1. Begin the season or sports activity by discussing the preferred communication methods with the coach. This could include email, phone calls, in-person meetings, or team communication platforms.
2. Respect Boundaries:
 1. Understand that coaches have a responsibility to manage the team and may have limited time for individual parent interactions. Respect their time and boundaries.
 2. Here is what will be discussed:
 - i. Your child's evaluations.
 - ii. Your child's playing time in direct relation to role on the team, ability, attitude, energy, and effort.
 - iii. Skills to be worked on away from the rink.

- iv. Issues that may be happening that is affecting your child's performance.
- 3. Open and Positive Attitude:
 - 1. Approach communication with a positive and open attitude. Frame conversations in a way that demonstrates your interest in the child's development and the team's success.
- 4. Schedule Set Times:
 - 1. If you need to discuss matters in depth, schedule a specific time with the coach to avoid interruptions before or after practices or games.
- 5. Separate Game Time from Discussion Time:
 - 1. Avoid discussing game-related matters immediately before or after games. Emotions can run high during these times, so it's better to wait for a calmer moment.
- 6. Prioritize Player Development:
 - 1. Focus on your child's growth, skill development, teamwork, and enjoyment rather than just their performance outcomes.
- 7. Ask for Feedback:
 - 1. Inquire about your child's progress, strengths, and areas for improvement from the coach. This shows that you value their expertise and are invested in your child's development.
- 8. Express Concerns Privately:
 - 1. If you have concerns or disagreements, discuss them privately with the coach rather than in front of other parents or players. This promotes a healthy and respectful environment.
- 9. Active Listening:
 - 1. When communicating with the coach, actively listen to their perspective and feedback. Avoid interrupting and try to understand their point of view.
- 10. Constructive Feedback:
 - 1. If you have suggestions or concerns, frame them in a constructive manner. Avoid sounding confrontational or critical.
- 11. Be Patient and Realistic:
 - 1. Understand that coaches work with a diverse group of players, each with their own strengths and areas for improvement. Be patient and realistic about your child's progress.
- 12. Support Team Decisions:
 - 1. Accept the coach's decisions regarding playing time, positions, and strategies. Encourage your child to adapt to different roles within the team.
- 13. Model Good Sportsmanship
 - 1. Lead by example in demonstrating good sportsmanship and respectful behavior towards coaches, players, and other parents.
- 14. Appreciate Efforts:
 - 1. Express gratitude for the time and effort the coach invests in training and guiding your child.
- 15. Conflict Resolution:

1. If conflicts arise, aim to resolve them calmly and respectfully. If necessary, involve higher authorities, such as the team coordinator, in resolving serious matters.

Remember that the ultimate goal is to create a positive and supportive environment for your child's sports experience. Effective communication between parents and coaches plays a crucial role in achieving this goal.

Parent-Player Communication

Talking to your child about their youth sport can have a significant impact on their overall experience and development. Here are some best practices to consider when discussing your child's youth sport activities:

1. Be Supportive and Positive:
 1. Start the conversation with enthusiasm and positivity. Let your child know that you are proud of their efforts and excited to hear about their experiences, regardless of the outcome.
2. Listen Actively:
 1. Give your child the opportunity to share their thoughts and feelings about their sport. Practice active listening, ask open-ended questions, and show genuine interest in what they have to say.
3. Avoid Pressure:
 1. Make sure your child knows that your love and support are not contingent on their performance. Avoid putting undue pressure on them to win or excel. Emphasize the importance of effort, improvement, and enjoyment.
4. Focus on Effort and Growth:
 1. Encourage discussions about the skills they're learning, how they've improved, and the challenges they've overcome. Emphasize the value of hard work and perseverance over just winning.
5. Highlight the Fun:
 1. Remind your child that sports are meant to be enjoyable. Ask about the fun aspects of their activities, the friendships they've developed, and the exciting moments they've experienced.
6. Acknowledge Emotions:
 1. Let your child express their feelings about their sport, whether positive or negative. If they're frustrated or disappointed, validate their emotions and help them find healthy ways to cope.
7. Set Realistic Expectations:
 1. Help your child set realistic goals that are based on their individual abilities and interests. This can promote a sense of accomplishment without undue stress.
8. Encourage Independence:
 1. As your child grows, encourage them to take ownership of their sport-related decisions, such as setting goals, managing their time, and communicating with coaches.

9. Model Sportsmanship:
 1. Teach your child the importance of good sportsmanship. Discuss how to handle wins and losses graciously and how to treat teammates, opponents, and officials with respect.
10. Avoid Over-Coaching:
 1. While it's natural to want to offer advice, be mindful not to overwhelm your child with too much coaching or critique. Let them learn from their experiences and seek guidance when they're ready.
11. Balanced Conversation:
 1. Balance your discussions about sports with conversations about other aspects of their life. This helps your child feel well-rounded and not defined solely by their athletic performance.
12. Open Door Policy:
 1. Let your child know that they can always come to you to talk about their sport, whether they're excited about a success or struggling with a challenge. Create an environment where they feel comfortable sharing.
13. Respect Their Choices:
 1. If your child expresses interest in trying a different sport or activity, be open to their exploration. Support their interests and decisions, even if they differ from your own preferences.
14. Manage Expectations:
 1. While it's great to dream big, it's essential to have realistic expectations about your child's potential career in sports. The vast majority of youth athletes do not go on to become professional athletes, so emphasize the life skills and values they gain from sports.
15. Celebrate Efforts and Milestones:
 1. Celebrate your child's efforts, milestones, and achievements, no matter how small. This positive reinforcement can boost their confidence and motivation.

Remember that every child is unique, so tailor your approach to their personality, interests, and needs. Ultimately, your role as a parent is to provide a supportive and loving environment that allows your child to enjoy their youth sports experience to the fullest.

Parent-to-Parent Communications

Effective parent-to-parent communication within a youth sports team is crucial for maintaining a positive and supportive environment. Here are some best practices to consider:

1. Establish Clear Channels of Communication:
 1. Ensure that all parents have access to the same information channels, such as email, a team website, or a dedicated communication app. Consistency in communication methods helps avoid confusion.
2. Expectations:

1. Clearly communicate the team's expectations for parent behavior and involvement. This includes respecting coaches' decisions, maintaining a positive attitude, fostering a respectful atmosphere.
3. Positive Feedback:
 1. Encourage parents to provide positive feedback to players and coaches. A supportive environment fosters enthusiasm and motivation among young athletes.
4. Respect Boundaries:
 1. Understand that not all parents will have the same level of involvement. Respect their privacy and desires on what to and what not to discuss with one.
5. Focus on Sportsmanship:
 1. Emphasize the importance of good sportsmanship and respectful behavior. This extends to parents interacting with other teams' parents as well.
6. Avoid Comparisons:
 1. Encourage parents to avoid comparing their child's performance to others. Each player develops at their own pace, and comparisons can create unnecessary pressure.
7. Volunteer Opportunities:
 1. There are many opportunities to volunteer at RRHC. Take advantage of being a part of something that is bigger than anyone individual.
8. Celebrate Achievements:
 1. Acknowledge players' achievements on and off the ice. This could include recognizing academic accomplishments, milestones, or acts of sportsmanship.
9. Open Door Policy:
 1. Parents know that they can approach coaches or team administrators with questions or concerns. This helps prevent misunderstandings from escalating.
10. Communication Etiquette:
 1. Parents use respectful and positive language in their communications, especially in written exchanges like emails or messages.

Remember, effective parent-to-parent communication can significantly contribute to a positive and nurturing environment for young athletes. It promotes teamwork, camaraderie, and an overall enjoyable experience for both players and parents.

Enforcement or Discipline of all Code of Conducts

1st Offense – Verbal warning

2nd Offense – removal from/for specific event

3rd Offense – hearing & discipline with/from Discipline committee

The discipline committee reserves the right at any point to supersede this progression dependent on the severity of offense. This includes all USA Hockey or RRHC participants, parents, spectators, coaches, and/or members at all USA Hockey and/or RRHC sanctioned events.

By completing registration and providing payment to Cedar Rapids Hockey Association DBA RoughRiders Hockey Club I agree that I am responsible for all of the aforementioned requirements.

Print Name of Parent and/or Guardian of Participant_____

Signature of Parent and/or Guardian of Participant_____

Date_____