



ASHLEY VALLEY AMATEUR HOCKEY ASSOCIATION

POLICIES & PROCEDURES 2024-2025



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AVAHA GOALS, DREAMS, AND DUTIES

Our mission is to empower youth through hockey, to enjoy the lifelong benefits of sports by creating a positive and safe experience.

AVAHA OBJECTIVES

Our youth hockey program is dedicated to preparing children for the future. Our program will teach leadership skills, self-confidence, and team building, as well as many more life lessons. Learning these skills can help our children to become solid citizens and future leaders.

AVAHA PRIORITIES

1. Effective financial planning:
 - a. AVAHA provides a sustainable financial plan with a reasonable rate of structures.
 - b. The Board of Directors are committed to setting job descriptions for all board members and volunteers.
 - c. The Board of Directors are committed to clear and concise communications. Starting with the leaders of our organization, to the parents, players, and coaches. This is essential in making our organization work.
 - d. To ensure the financial stability and reputation of AVAHA, each volunteer working with AVAHA funds will pass a background check through USA Hockey.
<https://www.usahockey.com/safesportprogram>
2. Ongoing Program Development:
 - a. AVAHA will strive to expand equal development opportunities for each player, parent, coach, and league leader in our organization.
3. Player Safety:
 - a. To ensure the safety of our players, AVAHA follows USA Hockey Guidelines. Each volunteer that will interact with players and youth will complete SafeSport training and pass the necessary background check. <https://www.usahockey.com/safesportprogram>
 - b. By July 31st of each year, all Board Members are required to pass or maintain the necessary background check through USA Hockey. <https://www.usahockey.com/safesportprogram>
 - c. All AVAHA leadership officials are required to register as a volunteer with USA Hockey and complete, and pass the necessary background check, and SafeSport training.
<https://www.usahockey.com/safesportprogram>

AVAHA believes strongly that our organization should be transparent. We strive to have updates of the following documents available for review on our website, www.avaha.net. If a document is missing they can be requested. AVAHA, PO Box 561 Vernal, UT 84078 or email request to avaha561@gmail.com:

- Articles of Incorporation
- Bylaws
- Policies and Procedures
- AVAHA Parent/Player Handbook
- Board Meeting Minutes

AVAHA BOARD OF DIRECTORS

2024-2025

Walt Wooton	President	2024-2025	WALT.WOOTTON@gmail.com
Kyle Fuller	Vice President	2024-2025	Kylefuller025@gmail.com
Morgan Richardson	Secretary	2024-2025	avaha561@gmail.com
Danielle Cipriano	Treasurer	2024-2025	avaha.accounts@yahoo.com
Cherei Miller	Registrar	2024-2025	avaharegistrar@gmail.com
Ari Smuin	Board Member Fundraising	2024-2025	avaha.fundraising@outlook.com
Shannon Uasilaa	Board Member SafeSport	2024-2025	sprtsmom46@gmail.com

*The Executive Board of Directors consists of the following positions: President, Vice President, & Secretary. In the event of a conflict of interest, the Treasurer will replace the conflicted Executive Board Member.

AVAHA DIRECTOR CHAIRS

Melissa Huber	High School Trustee/Discipline Director	mlssahuber@gmail.com
Tim Tate	Head Referee	*see https://www.utah-hockey.com/
Robyn Eyer-Long	Utah Registrar	uaha.registrar@gmail.com
Wendy Radke	Utah SafeSport Coordinator	wradke@allwest.net
Kathleen Smith	USA Hockey Representative	*see https://www.utah-hockey.com/
****	USA Hockey SafeSport Representative	usahockeysafesport@usahockey.org

Board Member Terms

1. Directors of the board are subject to a re-election every 2 years. A new year will start April 1st and the prior directors term will expire March 31st. It will be required for board members leaving to provide all necessary training, support and/or information to the newly elected member of their chair, in order for them to take on their new responsibilities.
2. The board shall open up 4 seats maximum depending on the terms. In order to prevent bringing on too many new directors without experience, arrangements will be made.
3. The office of the President can only be held by someone who has had at least one full year experience on the board. The Vice President can be moved to the President chair if needed.
4. In the event a board member resigns prior to the end of their term, the Board of Directors will appoint an interim person until the next general board election. At which time that director's chair will be opened.
5. Board meetings are held once a month. Board meeting location and agenda will be announced to the members prior to the meetings. Each board member is expected to attend all board meetings. Any board member missing more than 3 meetings is subject to termination. Exceptions can and should be made.
6. The Board of Directors use the following as forms of communication when not in session:
 - a. A messaging app.
 - b. Text.
 - c. Email.
7. When a vote is necessary and the Board of Directors are not convened at a board meeting, the vote shall take place digitally. The Secretary will record the information and add it to the previous month's minutes to be approved at the next board meeting.
8. Board member's time spent at board meetings will not qualify as volunteer hours.

AVAHA SUCCEEDS BECAUSE OF AVAHA VOLUNTEERS!

VOLUNTEER POLICY

Volunteer requirements

In order to keep our players safe all AVAHA volunteers that are working directly with any youth players are required to have a USA Hockey Number, a Background Check, and SafeSport Training. These include but are not limited to:

- | | |
|----------------|-------------------------|
| -Coaches | -Locker room attendants |
| -Team Managers | -Penalty Box attendants |

As a nonprofit organization, AVAHA relies on volunteers to get the job done. Within players registration fees, a volunteer fee is included:

1. Volunteer Fees
 - a. Varsity and Junior Varsity.
*High School volunteer fees are lower due to Utah High School Hockey paying for scorekeepers and timekeepers. This reduces the available volunteer opportunities at the high school level.
 - i. \$50.00 for the first player, 5 hours volunteer time
 - ii. \$25.00 for second player, 2 hours volunteer time.
 - iii. Fee is waived for additional players.
 - b. U10 through U14
 - i. \$100.00 for each player, 10 hours volunteer time.
 - ii. Families with multiple players will serve 10 hours for the 1st player and 5 hours for each additional player.
 - c. U6 through U8
 - i. \$50.00 for each player, 5 hours volunteer time.
 - ii. \$25.00 for half season players
2. Volunteer hours can be served in multiple ways *(some require certain requirements)*:
 - a. The Fundraising Committee is always looking for help. Contact the Fundraising Director.
 - b. Volunteering your time at tournaments and Mite Jams that AVAHA hosts at the Western Park ice rink. Contact the Tournament Director.
 - c. Assisting Equipment Manager with Rental Gear.
 - d. Scorekeeping/Timekeeping during home games. Contact your Team Manager.
 - e. Penalty Box Attendant. Contact your Team Manager.
 - f. Monitoring the locker rooms. Contact your Team Manager.
 - g. Videographer. Contact your Team Manager.
 - h. Photographer. Contact your Team Manager.
 - i. If you have a skill or talent that would benefit hockey, contact the AVAHA Secretary at avaha561@gmail.com.
3. After completing any volunteer hours, send your hours to your team manager or the lead event coordinator of the project.

4. Volunteer Fee Refunds will be issued at the end of the season via check / Venmo /next season's registration or can be donated back to the league.

We thank you in advance for the time you contributed to hockey. Your efforts help make our organization a success.

Fundraising and AVAHA Registrations fees:

AVAHA strives to keep the cost to play hockey as low as possible in order to make hockey accessible to all who want to participate.

All age level registration fees reflect roughly a 40% discount when considering the real costs of operating our program. Successful fundraising efforts, our incredible volunteers and sponsors make this happen.

AVAHA Board of Directors will be responsible to ensure proper fundraising is implemented throughout the season.

Fundraising efforts require commitment and many volunteer efforts. Some of the yearly fundraising events are:

- Registration fundraiser (Raffle tickets) *Optional for members to pay for fees*
- Cornhole Tournament
- **League wide fundraiser (wreaths/coffee cakes/other) *Mandatory for all players***
- Elks Lodge Bingo Fundraiser
- Frozen Basin -home tournament
- Boards and Banners sold to sponsors

If you have any fundraising ideas, or possible donations please contact our Fundraising Director: avaha.fundraising@outlook.com

RENTAL JERSEY/EQUIPMENT POLICY

Jersey Rental or Purchases

AVAHA keeps jersey numbers 1 to 29 for rental jerseys. These numbers are not to be used by a player who is not renting a jersey from AVAHA. A player can purchase a jersey with the number 30 to 99 with last name. It is a first come basis when requesting a number for purchase. A player that requests a number as a U6 player and continually plays with AVAHA and purchases a jersey keeps that number until the player finishes his or her hockey career with AVAHA as a High School Player. A player that does not play for AVAHA for a period of one year, forfeits the rights to that number. In the event of a conflict and 2 players have the same number, the player who has played in the league for the longest period will get preference. Purchased jersey numbers must be at least 4 birth years away or more, as to not create a double number on high school teams.

To rent a jersey there is a \$25.00 fee via cash, or payment to AVAHA's Venmo account. @AVAHAhockey (Venmo fees will be charged an additional 2% fee \$25.50

A deposit check for \$160.00 will be required. Deposit checks will **not** be cashed **unless** the rental jerseys are not returned by the specified date. Check is to be made payable to AVAHA.

Equipment Rentals

Equipment rentals can be limited depending on size needed. AVAHA will give priority to new players. AVAHA strives to provide equipment for all players. However, there will be some items players will need to purchase elsewhere.

To use AVAHA rental equipment there is a \$25.00 fee via cash, or payment to AVAHA's Venmo account. @AVAHAhockey (Venmo fees will be charged an additional 2% fee \$25.50

A deposit check for \$250.00 will be required. Deposit checks will **not** be cashed **unless** the rental equipment is not returned by the specified date. Check is to be made payable to AVAHA.

HOCKEY EQUIPMENT AVAILABLE

- ☐ Helmet with face cage.
- ☐ Shoulder pads.
- ☐ Elbow pads.
- ☐ Gloves.

- ☐ Hockey pants.
- ☐ Shin guards.
- ☐ Equipment bag.

ITEMS AVAHA DOES NOT PROVIDE

- ☐ Skates
- ☐ Stick

- ☐ Tape
- ☐ Jock/Jill
- ☐ Neck guard (USA Hockey required 2024)
- ☐ Practice jersey.

AVAHA PLAY UP POLICY

AVAHA rosters its players according to birth year as per USA Hockey and UAHA guidelines. Each player plays with their own age group. This creates team camaraderie, a more competitive team, and gives the younger players the opportunity to gain experience from the older players.

The coaches/AVAHA board has the discretion to ask a player to play up to even out the number of participants on teams. The head coach of the team the player is taken from, and head coach of the team receiving the player(s), as well as the Registrar will all be consulted in the arrangement of the player(s) movement. For players to play on a travel team they will need to attend a tryout and make the team in order to play up. In the event two head coaches of the affected teams disagree, the decision will be resolved with the board of directors by vote. All player movements will be noted and all coaches and managers involved will be notified.

There are times when an individual player's parents feel that their player should play up to the next age level. A parent who wishes to request their player play up should email a written request to the Registrar at avaharegistrar@gmail.com. Upon a written request from the player's parents/guardians, the Registrar will contact *the prior season's* player's Head Coach and the Head Coach of the team the player is requesting to move to. Players are only allowed to play up one birth year from the USA hockey guidelines. The coaching staff will consider the following when determining the possibility of a play up:

- * Is the player moving up in the best interest of the Player?
- * Is the player moving up in the best interest of AVAHA?
- * Does the player moving up meet the skill, mental, and physical needs to safely play with the older players?
- * Do the registration numbers permit a play up in this age group?

In the event a player's parent is one of the head coaches, they will step aside from the decision. An assistant coach or another coaching staff member who knows the players skill will step in to approve or deny the play up.

If the coaching staff agrees, the player will be eligible to attend the tryout of the older playing level. This does not mean they will be guaranteed a spot on the team. If the player does not make the older playing level team they will then try out for their own age group.

In addition to the above, the coaching staff will consider the following during a tryout process. Does the player meet the following skills for the older age group?

- * Skating Ability
- * Passing and Receiving
- * Shooting
- * Positioning
- * Coachability
- * Physical Ability
- * Maturity on Ice and in the Locker Room.

In the occurrence that the coaching staff disagree on the decision to play the player up, the coaching staff will contact the AVAHA Secretary at avaha561@gmail.com to request a board hearing.

1. The parent/guardian, coaches, and Board of Directors will meet and discuss the review of the request.
2. The Board of Directors will review the request and present a resolution. To prevent a conflict of interest if it is concerning a board member's player, that board member will not be part of the review request as a board member. They will not have a participation vote.
3. AVAHA Secretary will email parents the decision and include all parties involved.

4. The Board of Directors decision is final.
5. AVAHA does not refund registration fees.

In the occurrence that the player moves to a new team the head coaches will sign off and the managers will be notified.

AVAHA's Board of Directors recognize the fact that we are making decisions regarding children and families. We do not take that lightly. An exception can be made for extenuating circumstances.

Failed Payment (Non-Payment) Policy

If a check or CC payment fails, including deposit checks for equipment, and is returned due to insufficient funds, all costs and expenses will be assessed against the player's account.

In the case of a rejected credit/debit card charge, the player will be given a 10 day grace period to make good on the failed payment and any extra charges incurred.

Failure to resolve payment within the 10 ten grace period will result in a **player's suspension from games.**

Failure to resolve payment within 30 days will result in a player being red-lined from the team. **This will be a full suspension from all games and practices.**

If a financial issue arises, contact the AVAHA Treasurer, and/or Registrar to discuss other payment arrangements.

Danielle Cipriano 203 725-5006 avaha.accounts@yahoo.com,

Cherei Miller 385 244-5721 avaharegistrar@gmail.com

All dues must be paid by March 31st following the season end or the player will be submitted to Utah Amateur Hockey Association for inclusion on the no-play list.

Locker Room Policy

Ashley Valley Amateur Hockey Association (AVAHA) takes seriously the responsibility to help protect participants from physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing. Inadequate locker room supervision presents an opportunity for such misconduct, as well as for reckless behavior that can result in injury. The goals of AVAHA's Locker Room Policy are to reduce the risk of abuse, misconduct, or injury in locker rooms; to maintain reasonable personal privacy; and to provide for equitable treatment for girls and boys. The use of locker rooms is a convenience the Western Park Ice Arena provides; please feel free to have your player(s) dress at home and arrive ready to play if your player prefers not to use the locker rooms.

Locker Room Access

The Western Park Ice Arena has 4 team locker rooms available for our program's use. Each locker room has its own restroom with shower facilities. Locker rooms are a privilege to the players. If it is necessary AVAHA coaches/managers can ask players to dress from home.

Western Park in conjunction with AVAHA will assign locker rooms for practices, and games. Locker room assignments will be posted on the locker room doors as you enter the facility.

Players can expect access to a locker room 30-45 before and after their game to dress/undress and meet with coaches. Outside of these times and purposes, players at the rink should be in public areas, not in locker rooms.

Players should only use the locker room assigned to them. Players participating in multiple events in a day should move their belongings as the assigned locker room changes.

Locker room access for AVAHA Hockey events is limited to registered players assigned to that locker room, registered coaches, locker room monitors, and parents and/or guardians of 8U and younger age groups. No adult should be in the locker room alone with an unrelated minor.

Locker Room Monitoring

It is the policy of USA Hockey that at least one screened and trained adult (which may include coaches, managers, or other volunteer) monitors the locker room during all team events to assure that only participants (coaches and players), approved team personnel and parents/guardians are permitted in the locker room, and to supervise conduct in the locker room. The screened adult monitor is required to be listed on the team's USA Hockey roster. Acceptable locker room monitoring includes having the locker room monitor in the locker room

while participants are in the locker room, or in the immediate vicinity (near the door) outside the locker room who can regularly enter the locker room to monitor activity inside. AVAHA has predictable and limited use of locker rooms and changing areas. This allows for direct and regular monitoring of locker room areas. All responsible adults serving as locker room monitors should be the same gender as the players they are monitoring.

Locker Room Cleanliness/Care

Locker room cleanliness is the players' responsibility. Leave the locker rooms clean after use. Coaches will check the locker room after every game or practice to ensure that the room is in the same or better condition as when the team first entered the locker room, and ensure that no damage has occurred. Any damage or problems with the locker rooms prior to AVAHA's use, should be documented. If AVAHA receives any damage fees from any facility because of a specific player(s) those fees will be the parent's responsibility.

Shower Rooms and Restrooms Adjoining Locker Rooms

Shower rooms and restrooms adjoining locker rooms are for player and coach use only and permit one player or coach at a time.

Parents and Siblings in Locker Rooms

Except for 6U and 8U players 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. 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. Siblings of players are not permitted in the locker rooms.

Co-ed Teams

Many of our teams consist of both male and female players. It is important that the privacy rights of all of our players are given consideration and appropriate arrangements made.

When co-ed teams practice or play games at the Western Park Ice Arena, female players should use the women's locker rooms when changing in/out of their hockey gear. Only women are allowed in the women's locker room. Under no circumstance should a male enter the women's locker room; this includes coaches, fathers and siblings. If a female player needs assistance with equipment from a male parent or sibling, she should go out into the lobby to get their help.

Coaches should accommodate their female players and involve their female players in the pre- and post- game team talks. Generally, coaches should have their players fully dressed at least 10 minutes prior to the game time, so that the female players can join the fully dressed team for the pre-game talk, and all players can also meet in

the locker room immediately following the game for a post-game talk before the female player(s) leave and all players undress.

When co-ed teams play games away from the Western Park Ice Arena, female players or your team manager should ask the front desk of the venue how to access the women's locker room at that facility. The women's locker rooms at away venues have the same restrictions as those at the Western Park—under no circumstance should a male enter the women's locker room. The coach of the co-ed team should coordinate with the female player(s) so that all players are involved in any pre/post game coaching discussion.

Cell Phones and Other Mobile Recording Devices

The recording capabilities of cell phones and other mobile devices, including voice recording, still and video cameras, are not permitted to be used in the locker rooms by players, coaches, or parents. All recording or phone/video calls are strictly prohibited in the locker rooms.

Prohibited Conduct and Reporting

AVAHA 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 AVAHA 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 contact USA Hockey at SafeSport@usahockey.org or call 1-800-888-4656 Or, Shannon Uasilaa, AVAHA Safe Sport Director, at 435-724-5710

AVAHA Hockey Players Take “CHARGE” of Their Future!!!

Coachable

- * Be humble
- * Be thankful
- * Be ready to work

Honest

- * Honor the commitment
- * Strive for integrity
- * Be realistic

Accountable

- * Eliminate excuses
- * Learn from your mistakes
- * Be patient

Respectful

- * Listen
- * Keep your composure
- * Be positive

Grow

- * Don't quit
- * Try hard
- * Keep at it

Encourage

- * Give support
- * Help inspire
- * Build each other up

AVAHA Players Code of Conduct:

- Play for fun, work hard to improve your skills
- Be on time for practice and games
- Respect officials. Remember that without officials, we wouldn't have hockey games.
- Respect your Coach. Coaches volunteer their time to provide you a successful hockey experience.
- Respect Western Park (and other venue) staff.
- Follow the ice rinks rules when you're home and visiting other rinks.
- Be a team player, tell your teammates good job when they do a good job
- Be a team player, we all make mistakes, don't criticize a player when they make an honest mistake
- The following will not be tolerated:
 - o Alcohol, smoking, chewing vaping or any use of illegal substances at any AVAHA function, or at Western Park.
 - o Fighting
 - o Damaging facilities
 - o Disrespecting officials or Coaches
 - o Use of abusive, disrespectful or vulgar language
 - o Disrespecting teammates in the locker room

USA Hockey's Player's Code of Conduct

- Play for fun.
- Work hard to improve your skills.
- Be a team player – get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time.
- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, your parents, opponents and officials.
- Never argue with an official's decision.

Coaches Code of Conduct:

In the interest of children's safety, we follow the most current version of USA Hockey's Code of Conduct. This information can be accessed at <https://www.usahockey.com/coachingethics>

Thank you for your interest in helping. Please complete the following:

1. Submit a Coach Application to AVAHA Coaching Director.
2. Complete the USA Hockey Ice Player and Coaching Registration at:
<https://membership.usahockey.com/>.
3. Complete Safesport training and make sure modules are completed. All three modules are required. It is estimated to take about three hours.
<https://www.usahockey.com/safesportprogram>.
4. All online Coaching modules can be completed at:
<https://www.usahockey.com/agespecificmodules>.

Costs incurred to become an AVAHA Coach will be reimbursed by AVAHA. Please submit all receipts to the AVAHA Treasurer at avaha.accounts@yahoo.com

USA Hockey's Coach's Code of Conduct

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.

- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great, to love the game is greater

AVAHA PARENTS, GUARDIANS, and GUESTS CODE OF CONDUCT:

As parents we cheer our players on, support your player's teammates as you support your own player. AVAHA strives for every player's hockey experience, no matter what their skill levels, to be a positive experience.

Our objective is to provide a safe atmosphere for our players to learn the skills of hockey, and to accidentally learn some life lessons. AVAHA is dedicated to preparing children for the future. Our program will teach leadership skills, self-confidence, and team building as well as many more life lessons. Learning these skills can help our children to become solid citizens and future leaders.

Due to the high emotion and excitement of our games and activities, we thought it might be important to express some policies of what is expected as guests at our home ice rink, as well as when we are guests at other ice rinks.

As an AVAHA parent, guardian, guest, and fan I will strive to:

- Encourage and support my player. Hockey is the best sport for players and families.
- Remember this is supposed to be fun for all players and fans. I will not taunt or disturb other fans, or embarrass my player by yelling at players, coaches, or officials.
- Even though I am cheering for my player and his or her team, excessive cheering can be annoying to others. I also understand that the person next to me might not feel as I do. I will be respectful of the other fans.
- No swearing or rude comments to ice officials, coaches, players, or other fans.
- I will encourage my player to play by the rules.
- I will lead by example and display good sportsmanship, by respecting and thanking both teams' players, coaches, and fans.
- I recognize the importance and will support our volunteer coaches and volunteer board, as well as the other volunteers that donate their time to AVAHA.
- I will trust the coach's and assistant coaches' decisions on the ice for my player.
- I will make every effort to ensure my player attends all practices and games. I acknowledge the time and effort our volunteer coaches give to my child's hockey team. In the event my player will not be able to attend an event, practice, or game, I will inform the coaches or Team Manager at the earliest time possible that my player will not be able to attend.
- I understand that when my child is on the ice the coaches do the coaching. I will not yell from the sideline's instructions to my player. I acknowledge that it is the coach's responsibility.
- Part of playing hockey is learning sportsmanship, how to deal with success and failure. I will encourage and support my player in learning these valuable lessons.
- I strive to become knowledgeable about the game of hockey. I will learn the rules and support the officials' decisions on and off the ice.

- I understand the importance of skill development. For the lower age groups, I will remember that practices benefit my child more than the games and competition.
- I understand that as my player grows within the organization, so does the competition level. All players will play every game, if a player does not attend practice, each Coach can limit the amount of ice time for the player who missed practice. AVAHA understands the importance of school and family and will make exceptions to this when necessary.
- I will respect the locker rooms, scorekeeping area, and players' benches as private areas for players, coaches, and staff.

AVAHA PARENTS, GUARDIANS, CODE OF CONDUCT cont...

1. Teamwork is important. I will lead by example, working as a team with my fellow hockey parents. I will show respect to other parents and players. This will help my player to learn to work with their teammates and allow them to function as a team.
2. I will not post negativity online about AVAHA parents/players/coaches/volunteers
3. I recognize and respect my child's playing ability.
4. I will respect and follow the coaches "24 Hour Rule."

The 24-Hour Rule: Parents/guardians are not allowed to confront a coach, team, and/or league official to discuss any "negative" game and/or practice situation with the coaching and management staff until at least 24 hours has passed from the completion of the game and/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, and/or derogatory comments toward said coach, team, and/or league official. Violation of the 24 Hour Rule Policy is considered a violation of the USA Hockey Zero Tolerance Policy.

Following these policies helps to make all player, coaching, official, and volunteering positions a rewarding experience.

***If failure to comply you are subject to not being allowed at any AVAHA activities and any violation that follows your child/children will be not able to be a player of AVAHA.**

USA Hockey's

Parent's Code of Conduct

Do not force your children to participate in sports, but support their desires to play their chosen sports. Children are involved in organized sports for their enjoyment. Make it fun.

- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.

- Know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport.
- Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and volunteer.

USA HOCKEY CODES OF CONDUCT

Administrator's Code of Conduct

Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.

- Support programs that train and educate players, coaches, parents, officials and volunteers.
- Promote and publicize your programs; seek out financial support when possible.
- Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.
- Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.
- Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
- Encourage coaches and officials to attend USA Hockey clinics and advise your board members of the necessity for their training sessions.
- Make every possible attempt to provide everyone, at all skill levels, with a place to play.
- Read and be familiar with the contents of the *USA Hockey Annual Guide* and USA Hockey's official playing rules.
- Develop other administrators to advance to positions in your association, perhaps even your own.

Spectator's Code of Conduct

- Display good sportsmanship. Always respect players, coaches and officials.
- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.
- Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.

- Do not lean over or pound on the glass; the glass surrounding the ice surface is part of the playing area.
- Support the referees and coaches by trusting their judgment and integrity.
- Be responsible for your own safety – be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches and officials.
- Be supportive after the game – win or lose. Recognize good effort, teamwork and sportsmanship.

Game Officials' Code of Conduct

- Act in a professional and businesslike manner at all times and take your role seriously.
- Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.
- Know all playing rules, their interpretations and their proper application.
- Remember that officials are teachers. Set a good example.
- Make your calls with quiet confidence; never with arrogance.
- Manage and help to control games in cooperation with the coaches to provide a positive and safe experience for all participants.
- Violence must never be tolerated.
- Be fair and impartial at all times.
- Answer all reasonable questions and requests.
- Adopt a “zero tolerance” attitude toward verbal or physical abuse.
- Never use foul or vulgar language when speaking with a player, coach or parent.
- Use honesty and integrity when answering questions.
- Admit your mistakes when you make them.
- Never openly criticize a coach, player or fellow official.
- Keep your emotions under control.
- Use only USA Hockey-approved officiating techniques and policies.
- Maintain your health through a physical conditioning program.
- Dedicate yourself to personal improvement and maintenance of officiating skills.
- Respect your supervisor and his/her critique of your performance.

USA HOCKEY ZERO TOLERANCE POLICY

In an effort to make ice hockey a more desirable and rewarding experience for all participants, USA Hockey instituted a zero tolerance policy beginning with the 1992-93 season. This policy requires all players, coaches, officials, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games.

Thus, the following points of emphasis must be implemented by all referees and linesmen:

Players

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a player:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates any sign of dissatisfaction with an official's decision. Any time that a player persists in any of these actions, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

Coaches

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a coach:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language in a boisterous manner to anyone at any time.
3. Visually displays any sign of dissatisfaction with an official's decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators.

Any time that a coach persists in any of these actions, he/she shall be assessed a game misconduct penalty.

Officials

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

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

Parents/Spectators

The game will be stopped by game officials when parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The game officials will identify violators to the coaches for the purpose of removing parents/ spectators from the spectator's viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

1. Use of obscene or vulgar language in a boisterous manner to anyone at any time. Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.

2. Throwing of any object in the spectators viewing area, players bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.
3. <https://www.usahockeyrulebook.com/page/show/1015130-zero-tolerance-policy>

AVAHA DISCIPLINE POLICY

One of the most important aspects of discipline is to be sure that the individual being disciplined clearly understands what behavior was unacceptable. The consequences of the individual's actions will be clear and consistent throughout the club and in line with the AVAHA mission statement.

Two things AVAHA strives to remember are:

1. Criticize the act, not the person.
2. The purpose of discipline is to change the behavior.

The objective of discipline and follow up of unacceptable behavior is to teach acceptable alternative behavior. Each athlete must learn from disciplinary experiences in a positive manner, which will result in the athlete's continued growth within AVAHA. AVAHA's task is to work with the athletes to build character and sportsmanship, and to become strong individuals. This goal will always be kept in mind when suspension of privileges or disciplinary action is enforced.

While AVAHA cannot name every specific situation, it can provide some guidelines for situations that require immediate intervention. AVAHA has adopted both the Safesport Program and these policies and procedures to provide guidance for our coaches and the directors both on and off the ice. Each situation will be evaluated on a case to case basis. Most disciplinary decisions will be handled by the coaching staff. AVAHA's disciplinary committee will intervene only when situations arise that the committee is needed.

The AVAHA Disciplinary Committee consists of members of the AVAHA board of directors. These members are the chair of the President, Vice President, and Secretary. If there is a conflict of interest the Treasurer will replace the person with conflicted interest. Other board directors and the High School Trustee will be included in discussions, if necessary.

DISCIPLINARY REPORTING PROCEDURES

Disciplinary issues should be reported (preferably emailed or written) as quickly as possible. If a verbal report is provided, a written report must also be prepared by the complainant or the authorized individual receiving the complaint as soon as possible. Incident Reports must be provided to the Rep, SafeSport Rep, and Disciplinary Committee and as further set forth in this Policy. The Incident Reporting Form is attached to the Policy. The Incident Report and contact info can also be found on the AVAHA website, www.avaha.net. Reports of any alleged incidents or disciplinary policy infractions may also be reported via email and must include the name(s) of parties involved, date of alleged incident, and details of the alleged incident.

USA HOCKEY'S SAFESPORT REPORTING POLICY (can be found on www.usahockey.com)

Disciplinary Committee Procedures

1. Review allegations / disciplinary policy violations.
2. Record allegations of misconduct, and all actions taken thus far.
3. Investigate & Follow USA Hockey Bylaw 10 or Safesport procedures regarding disciplinary procedures.
4. If necessary contact the player's parent/guardian in a timely manner. *(May not be necessary depending on Safesport/USA Hockey guidelines.)*
5. If necessary conduct a fair hearing process and provide necessary notice to all parties and the opportunity to be heard.
6. Report Disciplinary Committee's actions and proposed decisions to the AVAHA Board.
7. Send follow up documentation to members involved accordingly.
8. Record and keep documentation of Committee findings, incident reports, all written documentation generated by the committee, and any notes and information provided by other parties.

