



Cyclones Amateur Hockey Association Club Policies for All Players / Coaches / Parents

INTRODUCTION

This outline sets forth the basic policies of the Cyclones Amateur Hockey Association (CAHA) concerning all participants in the organization. The fundamental goal underlying these policies is to give the best possible experience to the greatest number of children. While we hope that our teams will win their share of games, it is more important that the children have fun, develop hockey skills and learn the rewards of teamwork, dedicated effort and sportsmanship. This outline is a compilation of CAHA policies. Anyone with questions about these policies should contact a Cyclones Amateur Hockey Association Board Member.

Disciplinary Protocol Summary

Each complaint filed with the CAHA Rules & Ethics (CAHARE) Committee will follow the outlined protocol as adopted by CAHA to include the following:

- ✓ Complaints are to be submitted in writing (email or complaint form)
- ✓ No anonymous complaints
- ✓ Each complaint will be reviewed by CAHARE Chair and assigned to a case investigator based on the validity of the charge
- ~~✓ Should the investigation warrant disciplinary action recommendations, the case will advance to a formal hearing~~
 - ~~o CAHARE Hearing protocols to be followed~~
- ✓ Upon conclusion of the hearing, decision notice will be delivered within 7 – 10 days
- ✓ Appeals will be handled according to CAHA protocol/policy

PLAYER CONDUCT

Players are expected to conduct themselves in a respectful and responsible manner at both home and away games, all tournaments and any team related functions. Any conduct deemed to not be in the best interest of youth hockey or the Cyclones Amateur Hockey Association, will be viewed as a violation of the player code of conduct by CAHA.

On the Ice – Unsportsmanlike conduct (i.e. trash talking; swearing; disrespecting the referees, opposing team or your own teammates) or the intent to injure another player (kicking, slashing, checking from behind, high sticking, etc.) will not be tolerated. Any violation of the USA Hockey/AHA Zero Tolerance Policy will be strictly enforced (see below for minimum sentencing). Any disciplinary actions taken by on-ice officials, league or governing body MAY be referred to CAHARE for further review and additional sanctions may be implemented.

Off the Ice – In the locker rooms, corridors, lobbies, parking lots and elsewhere, you are a representative of your team and the Cyclones Amateur Hockey Association. Players are expected to show the highest level of respect for their teammates, officials, opponents and spectators. This means no bullying, no

teasing, not trash talking, no hand gestures, no demeaning locker room antics, no swearing, no hazing, no locker boxing and no fighting. At hockey games and practices, all coaches will be addressed as "coach", "sir/ma'am" or the term "coach" preceding their first/last name (i.e. Coach John). Coaches are never to be addressed by their first name only. Coaches and league officials also command the respect of all players, regardless of team or level affiliation and will be treated as such. Under no circumstances will a player display disrespect of a verbal or physical nature towards a member of rink staff, coach or league official when said individual gives a player verbal direction regarding inappropriate behavior.

Reporting – Reporting of violations can come from players, coaches, parents, and referees, league officials or CAHA Board Members. All reporting must follow the guidelines set forth by the Cyclones Amateur Hockey Association.

Disciplinary Action – ~~Any player exhibiting behavior described above or in violation of USA Hockey's Zero Tolerance Policy will be required to appear with his/her parents before the Cyclones Amateur Hockey Association Rules & Ethics Committee (CAHAREC).~~ The CAHAREC will examine the reported infraction/complaint and may assess sanctions against the player in the form of a "Three Strikes and You're Out" policy outlined below:

Every player will be allowed a maximum of three (3) strikes. Each instance of behavior that is deemed to have violated the above code will result in at least one (1) strike. It is possible to earn all three (3) strikes for a single infraction. Player and parents will be notified in writing of any strikes assessed by the Chairman of the CAHAREC.

1. **Strike One** – Minimum One-week (minimum one game) suspension
2. **Strike Two** – Minimum Two-week (minimum two game) suspension
3. **Strike Three** – Suspension for the balance of the regular season or expulsion from the Cyclones Amateur Hockey Association

Any violation of the Zero Tolerance Policy will result in an immediate minimum three (3) game suspension

Appeals – Appeals may be made to a joint committee of no less than three (3) members of the Executive Committee and/or the General Membership, assembled on an ad-hoc basis by the President of CAHA.

Disciplinary Carry Over - Any disciplinary action taken by the CAHAREC that remains un-served at the end of a season will carry over to the following season, whether it is Spring or Fall/Winter. If the suspended party chooses not to return to the Cyclones Amateur Hockey Association and play elsewhere, the notice of suspension will be forwarded to the new organization and they will be notified of the time remaining on the disciplinary action. It is up to said new organization to take enforcement and/or uphold the sanctions levied by CAHA. Should a player move to another organization and NOT serve said suspension, and returns to the Cyclones at a later date, the pending, un-served suspension will be re-instituted and must be served in its entirety before resuming playing privileges.

COACHES CONDUCT

As a coach in the Cyclones Amateur Hockey Association (CAHA) you are obligated to fulfill certain requirements mandated by the Amateur Hockey Association of Illinois (AHA), USA Hockey and CAHA. This shall include each coach's personal responsibility to maintain all Coaching Education Program (CEP), Safe Sport, and Age Specific Module Training as outlined by USA Hockey. As a Head Coach in the CAHA you will report directly to the Director of Hockey, CAHA. Assistant Coaches will report directly to the Head Coach and therefore fall under the direct supervision of the Director of Hockey, CAHA. Any conduct deemed to not be in the best interest of youth hockey or the Cyclones Amateur Hockey Association, will be viewed as a violation of the Coaches Code of Conduct by CAHA.

Coaches are role models on and off the ice and are expected to exhibit quality leadership and enthusiastic behavior. Coaches will refrain from all forms of tobacco use within the arenas and avoid alcohol consumption prior to taking the ice for practices or games. It is the intent of CAHA to enjoy a variety of coaching styles and techniques, however certain types of behavior will not be tolerated: **Per USA Hockey, Safe Sport, and AHA guidelines, the use of derogatory profanity or other verbal or physical abuse towards a player will result in the offending coach being immediately suspended pending a formal CAHARE investigation, and may lead to said coach to be banned from future coaching consideration.**

In addition to the aforementioned stipulation regarding coaching conduct, all coaches will refrain from engaging in the verbal abuse of all players, on either team, or abusive remarks towards the referees. Such conduct will be considered a violation of the USA Hockey Safe Sport Policy and Zero Tolerance Policy and **shall** result in sanctions against the coach.

Disciplinary Action - Per USA Hockey and AHA guidelines any violation of the Zero Tolerance Policy WILL result in an immediate minimum suspension of five (5) games!

All suspensions for Zero Tolerance violations are set forth by USA Hockey and AHA. The Cyclones Amateur Hockey Association **shall** adhere to all guidelines and sentencing recommendations set forth by these organizations. During the period of suspension, the coach shall refrain from engaging in any and all coaching duties and responsibilities including participation in practices, pre/post game speeches and attendance of a game behind the bench. The coach may only watch the games during the suspension period from the spectator area of the ice arena.

Every Coach will be allowed a maximum of three (3) strikes. Each instance of behavior that is deemed to have violated the above code will result in at least one (1) strike. It is possible to earn all three (3) strikes for a single infraction. Coaches will be notified in writing of any strikes assessed by the Chairman of the CAHAREC.

1. **Strike One** – Minimum One week (minimum one game) suspension
2. **Strike Two** – Minimum Two week (minimum two game) suspension
3. **Strike Three** – Suspension for the balance of the regular season or expulsion from the Cyclones Amateur Hockey Association

Appeals – Appeals may be made to a joint committee of no less than three (3) members of the Executive Committee and/or the General Membership, assembled on an ad-hoc basis by the President of CAHA.

Disciplinary Carry Over – Any disciplinary action taken by the CAHAREC that remains un-served at the end of a season will carry over to the following season, whether it is Spring or Fall/Winter. If the suspended party chooses not to return to the Cyclones Amateur Hockey Association and coach elsewhere, the notice of suspension will be forwarded to AHAI and the new organization will be notified of the time remaining on the disciplinary action. Should a Coach move to another organization and NOT serve said suspension and returns to the Cyclones at a later date, the pending, un-served suspension will be re-instituted and must be served in its entirety before resuming coaching privileges.

Responsibilities

Head coaches will arrive at the rink at least 45 minutes before games and 30 minutes before practices, unless other arrangements have been made with their staff to oversee the team during this period. They will be in the locker room with their players (not outside with the parents) at least 10 minutes before taking the ice. As a head coach in the CAHA you have responsibility for your team. Coaches, or their staff, are responsible for supervising and controlling behavior of your players during any and all hockey related events. During this time the head coach will be responsible for upholding the CAHA conduct policies. Coaches will remain in the locker room after games for any post game breakdown speeches. Coaches shall encourage sportsmanship, a hard work ethic and teamwork. Coaches will not allow bullying, hazing or any other misconduct by players. They are responsible for enforcing the Player's Code of Conduct. Any acts of vandalism related to a coach's team during the applicable playing season may result in the termination of their position, financial reimbursement or both, as determined by the CAHA Executive Committee. CAHA takes this responsibility seriously and expects the Head Coach and their staff to conduct themselves at all times in a manner that reflects youth hockey and the CAHA in the most positive way.

Coaches Code of Ethics

Each coach with the Cyclones Amateur Hockey Association will provide a positive team atmosphere both on and off the ice. Each coach will provide positive support, care and encouragement for all players. Each coach will encourage good sportsmanship and lead by example, show self-control and refrain from using profanity. Per USA Hockey Coaching Code of Conduct, each coach shall cooperate with any and all disciplinary investigations by CAHAREC, AHAI or AHAI Suspension Review. Failure to be less than 100% compliant with any investigation may result in a violation of the Coaching Code of Ethics and may result in formal disciplinary action. Each coach will treat the on-ice officials with respect, failure to do so may result in a formal complaint filed against a coach by the Illinois Hockey Officials Association (IHOA). Any formal complaint will be viewed as a Zero Tolerance Policy violation. Each coach will do their best to provide positive practice and game plans to develop the overall skills of each player. Coaches will be consistent with both praise and punishment – the rules apply to everyone. Each coach will be responsible to avoid participating in verbal disputes with parents/guardians in the public eye by strictly adhering to the 24-hour rule. Each coach will do their best to be empathetic towards the concerns and constructive criticism of parents/guardians, players, referees and CAHA officials.

Coaches Guidelines

Each coach will be responsible to ensure there is no trash talking of other players or coaches. Champions let their actions do the talking. No coach will encourage hitting from behind or intent to injure another player; this will be strictly enforced and **shall** result in disciplinary action by the CAHA Rules & Ethics Committee, the CAHA Executive Committee, AHAI or USA Hockey. Benching of a player may be done on all teams when there is a breach of discipline, integrity or effort. The last five (5) minutes of the game are reserved for the Head Coach in their belief to have the players on the ice they feel provides the team the best opportunity to be successful. In all other game situations, it is the desire of the CAHA that all players on a team are given ample opportunity to participate during the course of a game and experience a variety of game situations.

TEAM OFFICIAL GUIDELINES

A Team Official is defined as ANY person who serves in an off-ice capacity, be it as a Team Manager, Game Score Keeper, Game Clock Operator or Penalty Box Tender. These positions are viewed by both CAHA and AHAI in the same capacity as a member of the coaching staff and will fall under the same penalties should a Zero Tolerance Violation or similar USA Hockey Rule violation occur. **The sentence for a Zero Tolerance violation by a Team Official will be a MINIMUM FIVE (5) GAME SUSPENSION.** For additional information regarding these guidelines, please see the Zero Tolerance Policy outlined below.

The role of the Team Manager is to serve as the liaison between the coaching staff and the parents/guardians. Therefore, it is strongly encouraged in order to maintain the integrity of this position and the duties/responsibilities thereof, no Head Coach selects a Team Manager who will be allowed to serve in ANY coaching capacity for which they are also serving as Team Manager. By allowing this practice, it could jeopardize the ability for the Manager to fulfill their duties without bias or the perception thereof.

The Team Manager is also responsible for the submission of the game score sheets to the appropriate league upon completion of each game. It is the Team Manager, and only the Team Manager, who should take sole possession of these documents upon the completion of each game. Under no circumstances should anyone other than the Team Manager or member of the Team coaching staff be in sole possession of these documents, and at no time should the Team Manager or Coach allow a parent to review the game score sheet prior to submission to the appropriate league. Should there be a situation where the Team Manager is unable to perform the correspondence duties, arrangements will be made with the coaching staff to ensure the delivery (fax) of the score sheet to the appropriate league upon completion of the game and the score sheet will be returned to the Team Manager as soon as possible upon completion of said duties. All team managers are required to complete both a background screening check conducted by authorized AHAI contractors as well as complete the mandatory Safe Sport Training through USA Hockey. Failure to comply with either will negate your eligibility to continue as a manager for the Cyclones Amateur Hockey Association.

PARENTAL/GUARDIAN CONDUCT

The CAHA is a member of the Northwest Hockey League (NWHL), the Northern Illinois Hockey League (NIHL), the Southwest Spring League (SWSL) and the Central States Developmental Hockey League (CSDHL). The CAHA adheres to the Parent's Code of Conduct of all leagues it is a participant of and

governed by the Amateur Hockey Association of Illinois (AHA) and USA Hockey. Under the governance of AHA, the CAHA shall adopt and enforce their rules regarding parental conduct. Any conduct deemed to not be in the best interest of youth hockey or the Cyclones Amateur Hockey Association, will be viewed as a violation of the Parental/Guardian Code of Conduct by CAHA. The CAHA Parental/Guardian Code of Conduct and Parent's Pledge are outlined below:

PARENTS / GUARDIANS PLEDGE

- As a parent/guardian of a young person in the Cyclones Amateur Hockey Association (CAHA), I will do my part to help respect all participants.
- I will not participate in any name calling or undesirable acts that detract from the game of hockey; either in person, via telephone, via email or any other media.
- I resolve to conduct myself as a parent and adult even under the most trying circumstances.
- I will remember that all of our children are looking to us for guidance.
- It is important to remember that through hockey we are building a solid foundation for future character development.
- I will do my part to make this season of hockey the best for my child and our team, welcome our guests at our home rink and recognize a good play regardless of who makes it.
- I will assure that my player is properly equipped to play the game of hockey including all safety equipment.
- Finally, I will remember that each game is for our young people and win or lose; it's a stride in life for them.

CODE OF CONDUCT

In addition to the aforementioned guidelines, the CAHA also insists that parents/guardians adhere to the following conduct:

1. Parents/guardians will refrain from engaging in any physical altercation. Any physical altercation or unwanted physical contact with another will result in a thorough investigation and may result in extended suspension penalties or expulsion from the Cyclones Amateur Hockey Association for life or referral to law enforcement for appropriate prosecution of state law.
2. Parents/guardians will conduct themselves in a manner which will exemplify good sportsmanship and fair play
3. Parents/guardians will be supportive of all team players and coaches both on and off the ice.
4. Parents/guardians will refrain from negative or derogatory comments about players,

coaches, referees, and CAHA or league officials; either in person, via telephone, via mass email or any other social media format.

5. Parents/guardians will be responsible to see that their child attends all skills development sessions, practices and games.
6. Parents/guardians will contact their Team Manager, Level Coordinator, or CAHA Board Member if a problem exists on their team.
7. Parents/guardians will be aware that their conduct at games is a reflection on the Cyclones Amateur Hockey Association, excessive, obnoxious or overbearing behavior which puts the CAHA in a negative light will not be tolerated. CAHA enforces a policy regarding the abuse and use of excessive noisemakers. Team officials shall have the responsibility to advise parents/guardians or spectators of a noisemaker violation.

Disciplinary Action - All parents/guardians are to be reminded that their behavior sets the example for both the player and the organization. Any parent/guardian found to be in violation of the CAHA Parental Code of Conduct may be subject to formal investigation by the CAHAREC and could face formal sanctions including censure, suspension, or expulsion. Any parent/guardian found to be in violation of the USA Hockey Zero Tolerance Policy shall receive an immediate **minimum three (3) game suspension**.

During the period of suspension, the parent shall not be allowed inside the rink to view the games. For detailed information regarding USA Hockey Zero Tolerance Policy, see the section outlining this policy below. The CAHA Parental Code of Conduct and the USA Hockey Zero Tolerance Policy are two (2) separate codes enforced at CAHA. All Zero Tolerance Policy violations and penalties are set by AHA and adhered to via the CAHAREC and CAHA Executive Committee.

Every Parent/Guardian will be allowed a maximum of three (3) strikes. Each instance of behavior that is deemed to have violated the above code will result in at least one (1) strike. It is possible to earn all three strikes for a single infraction. Parents/Guardians will be notified in writing of any strikes assessed by the Chairman of the CAHAREC.

1. **Strike One** – Minimum One week (minimum one game) suspension
2. **Strike Two** – Minimum Two week (minimum two game) suspension
3. **Strike Three** – Suspension for the balance of the regular season or expulsion from the Cyclones Amateur Hockey Association

PARENT/GUARDIAN/SPECTATOR EJECTIONS

Pursuant to the adopted AHA policy regarding inappropriate spectator conduct, the CAHA has adopted their protocol for such violations which are outlined as follows:

A game will be stopped by on-ice officials when the parents/spectators display inappropriate or disruptive behavior which interferes with the other parents/spectators or the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the parents'/spectators' viewing and game area. Once removed, play will resume. Lost time will not be replaced. Violators will

incur a minimum mandatory three (3) game suspension from that team's games and may be subject to further disciplinary action by the local governing body. No matter why a spectator is asked to leave, the minimum suspension is three (3) games, no questions asked.

Appeals – Appeals may be made to a joint committee of no less than three (3) members of the Executive Committee and/or the General Membership, assembled on an ad-hoc basis by the President of CAHA.

Disciplinary Carry Over – Any disciplinary action taken by the CAHAREC that remains un-served at the end of a season will carry over to the following season, whether it is Spring or Fall/Winter. If the suspended party chooses not to return to the Cyclones Amateur Hockey Association and play elsewhere, the notice of suspension will be forwarded to AHAI and the new organization will be notified of the time remaining on the disciplinary action. Should a parent/guardian move to another organization and NOT serve said suspension and returns to the Cyclones at a later date, the pending, un-served suspension will be re-instituted and must be served in its entirety before resuming playing privileges.

SPECTATOR CONDUCT

In order to achieve the objective of teaching good sportsmanship to our players, it is imperative that spectators conduct themselves appropriately. The CAHA supports the AHAI/USA Hockey Zero Tolerance Policy. No spectator shall be permitted to participate in verbal abuse of the referees, players, coaches, team officials or other spectators. Failure to do so could result in removal from the viewing area of the game, team suspension or game forfeiture. Any conduct deemed to not be in the best interest of youth hockey or the Cyclones Amateur Hockey Association, will be viewed as a violation of the Spectator Code of Conduct by CAHA.

Any spectator assessed a Zero Tolerance penalty will be required to appear before the Cyclones Amateur Hockey Association Rules & Ethics Committee before attending any future CAHA activities.

REPORTING

In an effort to ensure the validity of a potential violation of the CAHA Code of Conduct, USA Hockey/AHAI Zero Tolerance Policy or other CAHA Guidelines, the CAHA Rules & Ethics Committee (CAHAREC) has an official complaint form that must be filled out in its entirety. **This document must be completed, or email equivalent, and submitted to the CAHA Rules & Ethics Committee within one (1) week of the occurrence.** This document can be found on the Rules & Ethics page of the CAHA website and can be printed out for completion. Within the document there is room to give specifics of the alleged violation as well as listing of any witnesses who may be able to support the allegation. The reporting individual shall include their name, signature and a telephone number to be reached at for formal investigative purposes by CAHAREC. Any person found to have filed a **false and/or malicious report** against another coach; player, parent or member of CAHA by the CAHAREC shall be in violation of the Cyclones Amateur Hockey Association Zero Tolerance Policy. **This will lead to an immediate Step 2 violation and result in a minimum thirty-day suspension from all Cyclones related events.**

Additionally, should any complainant, at their own voluntary discretion, choose to take a complaint to law enforcement, the CAHA Rules & Ethics Committee shall have the right to, but not the obligation, to bow to the higher authority and choose to NOT intervene or conduct a parallel investigation exposing the investigating body, its members, or any member of CAHA to involvement in a criminal investigation and possible future court proceedings. CAHA Rules & Ethics retains the right to determine if a follow up

investigation conducted by, or on the behalf of CAHA, AHAI or USA Hockey is warranted. The severity and nature of the criminal complaint will be evaluated on a case-by-case basis to determine if CAHA Rules and Ethics Committee will intervene. However, the criminal complaint and subsequent investigation by law enforcement and any/all conclusions and outcomes of said criminal investigation will be considered final by the CAHA Rules & Ethics Committee and a subsequent investigation will not be initiated after the fact if the law enforcement conclusions are not in favor of the complainant.

Reporting of Violations from Outside Organizations

Should anyone witness an incident which is deemed to be a violation of the Parental Code of Conduct or Zero Tolerance Policy, and the offender is a member of a visiting club, said violation should be reported to CAHAREC via the reporting guidelines outlined above. However, each complainant should understand that CAHAREC has NO JURISDICTION over the alleged violation. As such, CAHAREC will serve in the capacity as report taker for said violation and tender the report to the proper jurisdiction (Team R&E Committee or AHAI). Should the violation require a more in-depth investigation, CAHAREC will work in conjunction with the outside organization officials to ensure the matter is investigated to the fullest extent without bias or prejudice.

USA Hockey/AHAI Zero Tolerance Policy

The Cyclones Amateur Hockey Association (CAHA), in accordance with USA Hockey and the Amateur Hockey Association of Illinois (AHAI), adopts and adheres to all aspects of the Zero Tolerance Policy. The Zero Tolerance Policy applies to coaches, players, parents and spectators. While the majority of the policy deals with conduct during a game, mostly directed at conduct towards the on-ice officials, the 24-Hour Rule also falls under this policy. For complete Zero Tolerance guidelines, refer to the USA Hockey/AHAI web sites. For 24 Hour Rule Guidelines, see the section below.

Anyone found to be in violation of the Zero Tolerance Policy will receive the following **minimum sanctions**:

1. **Step One** (First Violation) – Coach/Team Official (**5 games**), Player/Parent/Spectator (**3 games**)
2. **Step Two** (Second Violation) – All individuals **thirty (30) days**
3. **Step Three** (Third Violation) – **Lifetime Expulsion** from Cyclones Amateur Hockey Association

Team Officials – The Cyclones Amateur Hockey Association exists and thrives due to the gracious efforts of its membership, coaches, managers and volunteers. The vast majority of the positions held within CAHA are volunteer. While we understand that the efforts of our parents who unselfishly volunteer their time to make the Cyclones Hockey experience a positive one, each parent who volunteers their time needs to be aware of the definitions of what constitutes a Team Official. A CAHA Team Official is **NOT** reserved for the coaching staff alone. Any parent who serves CAHA in an official capacity during any/all CAHA sanctioned events is representing both CAHA and their respective teams. **Therefore, when serving as a CAHA Board Member, official Score Keeper, Time Keeper, Penalty Box Manager, Team Manager or in any other capacity which represents CAHA, you will be viewed as a Team Official while conducting those duties.** Any infractions of

the USA Hockey/AHA Zero Tolerance Policy while engaged in said duties will carry the mandatory minimum suspension of five (5) games.

Locker Room Conduct

The use of the locker room facility at all ice arenas, both home and away is a privilege bestowed upon our teams, not a right. Therefore, when using a locker room (as a player, coach and parent/guardian) CAHA insists we treat these facilities with respect. This is our home and we expect to have the ability to have our guests use a clean and functional facility while they are here. Coaches, players and parents/guardians are expected to pick up after themselves (i.e. tape, bottles, wrappers, etc.). The intentional destruction or vandalism of these facilities can result in the offending player or team losing their locker room privileges. If there is intentional damage to the facility, the responsible person(s) may face prosecution for Criminal Damage to Property.

The Cyclones Amateur Hockey Association adheres to the State of Illinois Compiled Statutes regarding eavesdropping violations (720 ILCS 5/14-2) and unlawful videotaping (720 ILCS 5/26-4). Therefore, **NO VIDEO EQUIPMENT WILL BE USED IN THE LOCKER ROOMS OF ANY RINK AT ANY TIME.** This will include cameras, video cameras, cell phones or any other media collecting format. It shall be the responsibility of the players and parents to ensure that these devices remain unused. Any intentional and unauthorized video taken within the confines of any locker room at any time shall be viewed as a Zero Tolerance Violation. Any unlawful video will be reviewed by the Cyclones Amateur Hockey Association Rules & Ethics Committee (CAHAREC) and if warranted, the matter may be referred to Law Enforcement for formal criminal investigation and prosecution.

It shall be the policy of CAHA that all players and coaches are in the locker room 10 minutes before taking the ice (game or practice) and for up to 10 minutes thereafter. **During this period of time, no parents, siblings, relatives, friends, etc. shall be allowed in the locker room.** This will give the coaching staff the necessary time to prepare/debrief after a game or practice. Any infraction of this policy will be viewed as a Zero Tolerance violation. Sanctions against the offending individual will be enforced by the CAHAREC and **shall include a minimum three (3) game suspension.**

24-Hour Rule

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

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

The Cyclones Amateur Hockey Association subscribes to the 24-Hour Rule.

Briefly, this means that parents/guardians are not allowed to **confront** a coach, team or league official

to discuss any “negative” game or practice situation with the coaching and management staff until at least 24 hours has passed from the completion of the game or practice. A confrontation shall consist of any conversation, which is elevated from a normal speaking tone and demeanor to one which involves yelling, profanity or derogatory comments toward said coach, team or league official. After 24 hours have elapsed, the parent/guardian may address their concern with the coach, team or league official however the following protocol must be followed at all times:

1. The parent/guardian will contact the team manager and report their issue or concerns to be addressed; the Team Manager is responsible to document the complaint.
2. The Team Manager shall forward the complaint to the Level Coordinator.
3. The Level Coordinator shall meet with the coach and obtain a documented, consensus recommendation. The coach or coach's representative as directed by the coach will respond to the issue of concern to the Level Coordinator.
4. The Level Coordinator shall respond to the parent/guardian with the coach's reply, unless the coach chooses to respond directly. In this situation, the Level Coordinator or Team Manager may accompany the coach during any meeting between coach and parent/guardian. The coach is encouraged to NOT engage in this meeting without a third party being present.
5. If the parent/guardian feels the issue of concern remains and has not been appropriately addressed, the parent/guardian may schedule a meeting with the Cyclones Amateur Hockey Association Director of Hockey and/or Rules & Ethics Committee Chairman.

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

Violation of the 24-Hour Rule will be addressed as a Zero Tolerance Violation by the Rules & Ethics Committee and result in an immediate ~~elevated Step 1 violation and a minimum suspension of five (5) games!~~

Social Media Policy

It is the position of the Cyclones Amateur Hockey Association (CAHA) that ALL participants and family members of CAHA shall refrain from participating in any form of electronic cyber communications that are deemed by CAHA to be negative, threatening, harassing, derogatory, defaming or otherwise interpreted as cyber harassment as defined by Illinois Compiled Statute 720 ILCS 135/1-2. These forums include, but are not limited to Facebook, Twitter, Instagram, internet blogs or any other public online forum.

Per the USA Hockey/AHA Safe Sport manual:

“...All electronic communication of any kind between coach and player, including social media, must be non-personal in nature and be for the purpose of communicating information about team activities or for team oriented motivational purposes.

Social media and other means of electronic communication can be used to commit abuse and misconduct

(e.g., emotional, sexual, bullying, harassment, and hazing). Such communications by any employee, volunteer, independent contractor or other participant of a USA Hockey/AHA! Program will not be tolerated and are considered violations of USA Hockey/AHA!'s Safe Sport Program."

In this era of social media, CAHA believes its membership needs to be held to the highest standard of integrity. Participation in negative, or defamatory online chat room discussions, "tweets", and/or postings as defined by 720 ILCS 135/1-2 by ANY member of CAHA or their family members will not be tolerated. Violations may be reported to law enforcement with the potential of formal criminal complaints to follow.

Anyone found to be in violation of the Social Media Policy will receive the following **minimum sanctions**:

1. **Step One** (First Violation) – **Three (3) game suspension**
2. **Step Two** (Second Violation) – **Thirty (30) day suspension**
3. **Step Three** (Third Violation) – **Lifetime Expulsion** from Cyclones Amateur Hockey Association

Take notice that it is possible for an individual to accumulate three (3) or more violations in the course of a single investigation that may result in a Step-Three violation and lead to a lifetime expulsion from CAHA.

The Cyclones Amateur Hockey Association subscribes to the following Amateur Hockey Association of Illinois (AHA!) Policies. Violations will be reviewed and investigated by the Cyclones Amateur Hockey Association Rules & Ethics Committee (CAHAREC).

Physical Abuse Policy

It is the policy of AHA! that there shall be no physical abuse of any of its or its Affiliate's sanctioned programs, its Tournaments or events, its Training Camps, Hockey Clinics, Coaches Clinics, Referee Clinics, District and National Tournaments, or other AHA!/USA Hockey events by an employee, volunteer or independent contractor.

Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury.

Physical abuse does not include physical contact that is reasonably designed to coach, teach or demonstrate a hockey skill. Permitted physical contact may include, but is not necessarily limited to, shooting pucks at a goaltender, demonstrating checking or other hockey skills, and communicating with participants during the course of a game or practice, by touching them in a non-threatening, non-sexual manner.

Sexual Abuse Policy

It is the policy of AHA! that there shall be no sexual abuse of any minor participant involved in any of its or its Affiliate's sanctioned programs, its Tournaments or events, its Training Camps, Hockey Clinics, Coaches Clinics, Referee Clinics, District and National Tournaments, or other AHA!/USA Hockey events

by an employee, volunteer or independent contractor.

Sexual abuse of a minor participant occurs when an employee, volunteer or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant or the employee, volunteer or independent contractor.

Neither consent of the player to the sexual contact, mistakes to the participant's age, nor the fact the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse.

Upon proof of violation of this policy, the violator will be permanently banned or suspended by AHAI/USA Hockey sanctioned programs and/or the programs of its Affiliate Associations.

CAHA reserves the right to notify the appropriate authorities and recommend criminal charges are brought against anyone found in violation of either of these abuse policies.

Consumption Abuse Policy

It is the consideration of the Board of Directors of AHAI that consumption/use/abuse of mood-altering substances is detrimental to the healthy state of mind, body and spirit of an athletic participant. This is especially true of those participants aspiring to develop their talents in the furtherance of their playing, coaching, or officiating careers in the sport of ice hockey.

Therefore, with the best interests of its participants in mind, AHAI and CAHA prohibits the use/abuse by any participant of mood-altering substances during active participation in its programs, and upon discovery of any violation, shall take action to remove the participant from participation in its programs for a reasonable period of time until a full investigation by CAHARE can be completed.

Further, AHAI hereby recommends each and all of its teams, associations and affiliates adopt reasonable regulations concerning the prohibition of consumption/use/abuse of mood-altering substances and a reasonable enforcement procedure thereafter, in order to maintain the health of our athlete participants, the integrity of our programs, and the eligibility of all our competitors for national, international and collegiate competition.

For the purposes of this policy, mood altering substances shall include the following;

1. Intoxicating beverages, including but not limited to alcohol.
2. Non-prescription or prescribed controlled substances.
3. Prescription or prescribed controlled substances when used to an excess in violation of doctor's orders or to produce the state of intoxication in the participant.

Further, a participant shall include players, coaches, referees, and all persons involved in the conduct of an ice hockey contest. USA Hockey and AHAI, through their Safety and Protective Equipment Committees, will develop a program of drug abuse awareness for players of all ages through 20 years, their parent and/or guardians and coaches of those players.

Player Equipment Policy

It is the policy of the CAHA to support and enforce the proper use of all player equipment that is required

by USA Hockey, AHAI, or leagues that CAHA teams participate in. **This includes the mandatory use of neck guards and mouth guards for ALL players, regardless of position.**

Uniform Standards

In keeping with our stated goal of establishing a uniform standard across our entire club, this policy was adopted in 2013 and will be in full effect beginning with the Fall 2015/2016 season. All skaters will be required to wear a navy blue or black helmet, navy blue or black pants and gloves with a predominant color of navy blue or black. Players who do not meet the standard will not be allowed to play in games until they comply.

Member Financial Obligations

By taking a roster spot within the Cyclones Amateur Hockey Association, members are committing to the season fees, including raffle or other similar fees, established for the team that your child is selected to play for. **Members should also understand that by signing a roster for their player they are not eligible for a refund.**

➤ Injury Credits

- Effective the start of the Fall 2018/2019 season, the Cyclones Amateur Hockey Association will no longer offer player injury credits for any and all programming.

➤ Financial Hardship

- In the event a member has a situation that makes it difficult or not possible for a member to uphold their financial obligations, the member must provide notice to the Treasurer of the Cyclones Amateur Hockey Association of their inability to meet their financial obligations. In these situations, the Cyclones Amateur Hockey Association desires to keep children and young adults involved in the game of hockey and will work with the member on an individual basis to establish an alternative plan for payments of the financial obligation.

➤ Outstanding Financial Balance Carry-over

- If at any time a member has an outstanding financial obligation to the Cyclones Amateur Hockey Association, the player will not be allowed to be added to a future team roster until they are current on all payments.
- If at any time a member has an outstanding financial obligation to the Cyclones Amateur Hockey Association, the player and/or any siblings and/or step siblings will not be allowed to participate in any Cyclones programming, including, but not limited to, tryouts, camps, clinics, future team rosters until all Members in the family are current on all payments due and owing.

➤ Overdue Accounts and Corrective Action

- **The following are meant to apply in addition to any regular late payment/declined credit card fees. When referring to “coaches’ accounts,” that is meant to mean the**

coach's child's account.

- In the event that any portion of a player's account becomes more than 30 days past due, the following sanction(s) will apply:
 - The player will be ineligible to skate (i.e., removed from the ice) for a period of **one week**. This includes all practices/power skates/goalie clinics/games during that time period.
 - This sanction will be applied each time any portion of the player's account becomes past due
 - **Example.** Player is removed from the ice for one week early in the season, but then his/her account becomes more than 30 days past due again later in the season. The skater is removed a second time
- In the event that any portion of a player's account becomes more than 60 days past due, the following sanctions will apply:
 - **The player will remain ineligible to skate (i.e., removed from the ice) until the account is brought completely current.** This includes all practices/power skates/goalie clinics/games during that time period.
 - This sanction will be applied each time any portion of the player's account becomes past due by more than 60 days.
 - **Example.** Player is removed from the ice after his/her account becoming past due by more than 60 days, the account is made current, but then becomes more than 60 days past due a second time. The skater is removed from the ice (until the account is made completely current) a second time.
 - The player will be ineligible to receive any rebates/credits for that season that the club might offer (to all members) for the season in which the account went more than 60 days past due (this applies even if the account is subsequently brought current during the year)
 - The player is ineligible to receive any "early discounts," or other discount "incentives" offered by the club in subsequent seasons (or other Cyclones offerings) for one calendar year following the time at which the account become more than 60 days past due
 - **Example.** Player's account becomes days past due in December 2011. That player would be ineligible for any discounts for the subsequent Spring 2012 and Fall 2012 seasons.
 - In the event that the player has a parent who is a head (or other compensated) coach in the organization, the following will apply:
 - The (parent) coach will be ineligible to be a head coach for any season (or Cyclones offering) that starts within one calendar year of the time the account went more than 60 days past due (this applies even if the account is subsequently brought current)

- Example, coach's account becomes 60 days past due in December 2011. That coach is ineligible to coach, in any capacity, for the subsequent Spring 2012 and Fall 2012 seasons.
- **Each situation will be reviewed on a case-by-case basis by the Finance Committee before sanctions are enforced.**

Policies and Procedures

Coaching: Any parent/guardian having issue with the conduct of a coach regarding the treatment of their player shall follow the guidelines set forth in the 24-Hour Rule section under reporting.

It shall be the responsibility of the Team Manager to act as the liaison between parent/guardian and coaching staff. If the issue cannot be resolved, it will be advanced to the Level Coordinator.

Team Manager: It shall be the responsibility of the Team Manager to be the "voice" of the parent/guardian in dealing with issues surrounding the coaching staff. If the Team Manager cannot successfully resolve the issue, they may enlist the assistance of the Level Coordinator, Director of Hockey or Chairman of Rules and Ethics. Each Team Manager shall assist the Head Coach in coordinating the league game/tournament schedules, practice ice times and any other functions at the direction of the Head Coach.

Level Coordinator: It shall be the responsibility of the Level Coordinator to serve as the liaison between the coaches within their division of play (Mite, Squirt, PeeWee, Bantam, and Midget) and the Director of Hockey and Executive Committee. The Level Coordinator will preside over and report on issues concerning coaching issues not related to USA Hockey/AHA Policy violations. Any information obtained by a Level Coordinator concerning USA Hockey/AHA Policy violations shall immediately report said violation to the Director of Hockey, Executive Committee and Chairman Rules and Ethics.

Cyclones Right of Refusal of Service and Registration

In an effort to maintain the highest standards of sportsmanship and to demonstrate the Cyclones as a leader in Illinois youth hockey both on and off the ice, the CAHA reserves the right to not accept and/or deny registration for participation in any, and all CAHA programming including, but not limited to, the following: all sanctioned leagues (CSDHL, NIHL, NWHL, SWSL, CUHL or Select Tournament Teams in Fall or Spring), summer camps, on-ice developmental programming, off-ice conditioning programming, and/or any other program authorized and/or originated by the CAHA should the CAHA Board of Directors, through a simple majority vote, determine said registration jeopardizes the goals and mission statement of the organization. Such refusal of service may be based upon the commission of any act by the individual attempting to register, any immediate family member, extended family member, former marital partner, or social network that resulted in any disciplinary action taken by the CAHA, AHA, USA Hockey or law enforcement resulting in a conviction or finding of guilt, denial of service by the Kane County Forest Preserve District or the managing arm of the Fox Valley Ice Arena, or which the CAHA Board of Directors in its discretion deems to not be in the best interest of youth hockey and the Cyclones Amateur Hockey Association. Any registrant being refused or denied registration shall receive notification of the same in writing (via email or traditional memorandum). Notwithstanding the foregoing, the Cyclones Amateur Hockey Association maintains its antidiscrimination policies and procedures and shall not deny service to

anyone based upon race, religion, ethnicity, creed, sexual orientation or any other protected characteristic."

While this document provides a great deal of information pertaining to the guidelines, policies and procedures of the Cyclones Amateur Hockey Association it is not all-encompassing. Throughout the course of a season, if you feel you have witnessed a violation of the CAHA Rules & Regulations it is imperative that you, as a responsible adult, follow the procedures set forth in this document. The CAHA Executive Committee, Director of Hockey and Rules & Ethics Committee will take all complaints seriously and if needed investigate them to the fullest extent. Upon completion of all investigations, any disciplinary action taken will be in the best interest of the Cyclones Amateur Hockey Association and youth hockey in general.