# WELCOME TO LITTLE FALLS YOUTH HOCKEY

This handbook (updated 7/2026) describes how the Little Falls Youth Hockey (LFYH) Association works and should answer many of the questions you may have about general policies and procedures.

The members of the LFYH, through their elected Board of Directors, have established policies and procedures which serve as guidelines for everyone who participates in Little Falls Youth Hockey. The policies and procedures in this handbook have been revised and approved by the Board of Directors and supersede any previous policies and procedures. In addition, the LFYHA operates under additional policies and procedures as established by our Affiliates, MN Hockey and USA Hockey.

In the interest of fairness and consistency, no exceptions to the policies and procedures contained herein will be permitted without formal approval of the Board of Directors.

The Little Falls Youth Hockey Association is composed of dedicated and hard-working players, parents, coaches, and volunteers. As an Association, we will strive to provide all participants, including players, coaches, parents, and fans with an opportunity to experience the enjoyment that the game of hockey provides.

The LFYH will improve year after year because of the dedication of its members. We would like to take this opportunity to encourage every member to get involved in the activities of the LFYH and to contribute his or her special talents, whether as a player, coach, parent, or fan, to the continued development of the youth hockey tradition of the Little Falls and surrounding areas. Don't forget that youth hockey is made possible by the dedication, generosity and hard work of the people just like you. Without our volunteers and our community, we would not be able to have our hockey program. So we ask each of you to step in and help out!

If you find that you have questions after reading this handbook, please feel free to contact an LFYH Board member (located on our website). They will be glad to assist you or to refer you to someone who can assist.

Good luck to our teams this season! **GO FLYERS!**

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# What it means to be a FLYER. . .

**F**earless -*Flyers confront challenges and obstacles with confidence.*

**L**eadership- *Flyers guide, inspire and influence those around you to achieve common goals.*

**Y**outh -*Flyers embrace youth as a time of endless possibility and opportunity for development.*

**E**ffort - *Flyers believe that hard work and dedication are essential for success.*

**R**espect -*Flyers treat themselves and others with dignity, fairness, and consideration – regardless of situation.*

**S**portsmanship - *Flyers display honorable behavior, attitude and conduct both on and off ice.*

# REGISTRATION

The goal of the LFYHA is to provide the best program at the most reasonable cost to its participants. LFYH is a non-profit organization and all monies received come from members and donors through registration, team fees, sponsorships, donations, events, and fundraisers.

LFYH opens its annual registration over the summer months in June or July. The registration deadline for returning travel players (squirts and older) is 9/1. New players and Ice Mite / Mite level players can still register past that date. Once the portal is open, you will register your player and fees can be paid. This registration fee covers ice time for practices and games as well as costs associated with running the organization. Registration fees shall be paid online at the time of registration. You will have options to pay in full or choose options to establish a payment plan. **All members must be in good financial standing with the association in order for your player to participate in LFYH activities.**

In addition to registering for the LFYH season, there may be other options present during registration, such as Fall Camp run by the High School coaching staff, Learn to Skate programs, or other opportunities, which are optional to register for.

## 2026-27 Age requirements

15U – Born between 06/01/2010 – 5/31/2013
Bantam – Born between 06/01/2011– 5/31/2013
Pee Wee / 12U – Born between 06/01/2013 – 5/31/2015
Squirt / 10U – Born between 06/01/2015 – 05/31/2017
Mites – Born between 06/01/2017 – 05/31/2019
Ice mites – Born on or after 06/01/2019

**Grade Level Move-Up**

Moving up to an older age classification is allowed if the player has a June or July birthday making him/her younger than the cutoff date, but who is in the school grade aligned with that older age range.

Moving down to a younger age range is not allowed except in extreme circumstances where approval is sought at the Association level and approved at the District level.

## 2026-27 Fees and Raffle Commitments

| FEE STRUCTURE | Learn to Skate | 6U/ MINI MITE | 8U/ MITE | 10U/ SQUIRT | 12U/ PEEWEE | 15U/ BANTAM |
|---|---|---|---|---|---|---|
| REGISTRATION | $125 | $0 | $0 | $365 | $500 | $685 |
| **REQUIRED RAFFLES TO SELL ($20 EACH)** | 0 | 5 | 10 | 10 | 15 | 20 |
| **Sock Fee** | $0 | $0 | $0 | $52 | $52 | $52 |

**Financial Aid**

In some instances, the Little Falls Youth Hockey Board may be able to grant financial assistance in the form of discounted/waived registration fees and seasonal dues. Please contact the LFYH Registration Coordinator with all requests and include a summary of your situation, along with the amount you can pay. The Registrar will review your request and discuss with the LFYH Executive Board members (President, Vice President, Treasurer and Secretary) and may request supporting documents before granting relief. If approved, relief may require additional DIBS hour commitments, raffle ticket sales, etc. All requests will remain confidential.

## Refund Policy

Once tryouts are complete and teams have been determined, refunds will only be granted for documented medical reasons and movement out of the association boundaries. This refund will be prorated based on the number of weeks of the hockey season the player has participated in. (For these purposes, the hockey season runs October 1st through the end of February. Skaters who tryout for and make the Flyers High School team are eligible for a prorated refund as well. The MN/USA Hockey portions of the registration process are NOT refundable.

## Fundraising Requirements

One of the ways we generate revenue to operate our Association is through fundraising. Raffle tickets are considered part of your registration and selling the required amount is mandatory for ALL players. The raffle ticket requirement for each level is listed in the fee chart above. Families with 2 or more skaters are to sell the required raffle ticket amounts for their two oldest players. This rule only pertains to the LFYH and does NOT include any requirements for the High School Teams.

Tickets will be issued to players at the beginning of the season based on their level of play. All tickets must be sold and stubs returned during communicated turn in times and before the final deadline. Any player who has not fulfilled their fundraising obligation AND returned the money and ticket stubs by the deadline will not be eligible to participate in any LFYH activities until the obligation is fulfilled. In the event there are lost tickets, or you are unable to return unsold tickets for some reason, you will be responsible for the amount due for your tickets PLUS any fees assigned to LFYH from the State of Minnesota for non-compliance of regulations for conducting our raffle.

For those overachievers, LFYH does typically have additional tickets that can be sold above your requirement. All tickets sold help fund our program and keep costs down in future years.

There is an option to buy-out of your raffle ticket obligation. The buy-out amounts listed are per player with the family maximum being the amount for the two oldest players that are part of the LFYH. Tickets must be bought-out before accepting raffle tickets at the beginning of the season, otherwise you may elect to purchase your own raffle tickets in your possession.

$100 for Ice Mites

$200 for Mites/ Squirts/ 10U

$300 for PeeWees/12U

$400 for Bantams/15U

## Volunteer Policy

LFYH is a non-profit organization that relies heavily on its volunteers. We are solely operated by volunteers, and any profits from the concession stand and home tournaments help directly fund our hockey program and keep costs down. We greatly appreciate the many hours contributed by our hockey families during the season. To make volunteer work more equitable for the entire association, the Board has established a volunteer policy. This includes families working MANDATORY hours in DIBS and working their Home Tournaments/Games.

**Families who do not fulfill their volunteer obligation and/or fail to return their players tryout, practice and game jerseys will be invoiced the $1000 fee per skater at the end of the season (4/1 or later). Families who are charged the volunteer fee will not be able to register any member of the household for any LFYH events until their account is current.**

LFYH implemented an *online volunteer system in 2015 called DIBS, which is located on the LFYH website. You can use DIBS to view available shifts, sign up ("claim") and keep track of volunteer shifts. You must register for the current season to access the DIBS Volunteer system. More information on DIBS is available on the LFYH website.*

***VOLUNTEER HOURS REQUIRED:***

| | **DIBS Hours** | **HOME Tournament/Jamborees/Games** |
|---|---|---|
| Per Skater | 12 Hours (capped at 24 per family) | Required Shifts – TBD |

The "Volunteer Year" will coincide with the fiscal year, April 1st to March 31st. There will be NO gifting of hours or roll over hours from year to year.

**CONCESSION & VOLUNTEER Hours:**

- When you sign up for concession and volunteer hours you are committed to working those hours.
- If locker room monitoring shifts are made available in DIBS, monitors must complete safe sport and background check requirements, and be

cleared by registrar, in order to claim those shifts.

- If you are unable to work a claimed shift, you must cancel **96** hours prior to the start of shift.
- In the event LFYH cancels the shift **96 hours** or less of the event and the reason for cancellation is outside of the LFYH's control (weather, COVID, government shut-down, opponent cancellation, etc.), you will NOT receive credit and will be asked to claim a future shift.
- In the event LFYH cancels the shift **96 hours** or less of the event and the cancellation is within LFYH's control (scheduling error, LFYH cancels game), you will receive credit for your scheduled time in full.
- In the event of a mandatory government shutdown, you will receive credit in full.
- If you cancel your shift within **96** hours of the scheduled shift, you will need to contact the Concession Manager (for concession shifts) or the DIBS Coordinator (for all other shifts) to hire an *approved* worker to fill your shift at a rate of **$85.00/hour**. The Concession Manager (for concession shifts) or the DIBS Coordinator (for all other volunteer shifts) must receive your payment in full prior to the start of your cancelled shift.
- All youth workers, 15 years or older, MUST be pre-approved by the Concession Manager (concession shifts) or DIBS Coordinator (all other volunteer shifts).
- If you are more than 10 minutes late for a scheduled shift on three separate occasions, the LFYH board has the option to invoice you the $1000 volunteer amount prior to the end of the season**.**
- If you are a no show for your scheduled shift, your $1000 deposit will be withdrawn the next business day.

    - If a returned check occurs, your child will not be able to participate in any LFYH event until your account is brought to good standing. This policy ensures that our needed hours are covered, and your volunteer deposit is canceled at the end of the season.
    - Requesting cancellation within DIBS without a phone call to the Concessions Manager (concession shifts) or DIBS Coordinator (all other volunteer shifts) equates to a no-show and your $1000 volunteer amount will be withdrawn the next business day.

**Arena Clean-Up Hours**

- Arena clean-up hours can be completed by anyone **14 years** or older, if a parent/guardian is present with them.
- If you claim an arena clean-up hour, you must sign-in on the sheet located in the concession stand.
- The arena manager, or arena staff in the manager's absence, will provide you with guidelines and cleaning equipment.

**Other Volunteer Hour Policies**

- When you are fulfilling your volunteer or concession hours, you may not bring children with you that require your supervision as it places an extra burden on the others who are working with you. This action can also pose a safety or health risk.

- No one under the age of 15 is permitted in the concession stand, even with an adult.
- You must demonstrate good judgment when using personal electronic devices to ensure usage does not interfere with productivity standards and/or job performance.
- Concession stand workers must be at least 15 years old. Individuals must be 18 years old to work a bingo shift.
- Coaches must attend 80% of the teams' practices and games to receive credit. Coaches will not be able to forgo coaches pay in lieu of hours, they must buy out of volunteer hours they are not planning on working. Team Managers must fulfill team requirements (schedule of locker room monitors, maintaining team website page, district reporting, tracking attendance, running home tournaments, scheduling of game workers, and communication) IN FULL to receive their hours. Board Members must attend 80% of meetings and complete their responsibilities IN FULL to receive credit for their hours. Hours will be awarded in two increments: the first half of the hours will be issued by January 1st with the remaining balance by March 31st.
- Reminder: working shifts to help run your team's home games and home tournaments / jamborees do NOT count toward your DIBS hour requirements, but are required as part of your volunteer obligation. Failure to work your assigned shifts for team games / tournaments will result in your $1000 volunteer fee being invoiced for the player whose team was impacted.

A Buy-Out Option is available for all required DIBS hours at $50/hr. This must be received no later than **December 31st of each year.** NO EXCEPTIONS! Note: This buy-out is ONLY for DIBS hours and does not include team home tournaments and game obligations. If you buy-out of the DIBS hours, you must still complete these other required volunteer hours, or you will forfeit your volunteer deposit.

# EQUIPMENT

## USA Hockey Equipment Requirements

All players on LFYH teams are required to wear protective equipment during all games and practices as dictated by the Association, MN Hockey and USA Hockey. Each player needs the following, proper fitting equipment in order to participate in any LFYH activity.

Hockey skates*
Stick

Breezers*
Safety certified helmet with attached faceguard* (Goalies: neck protector)
Mouth guard
Supportive cup or pelvic protector
Shin pads*
Shoulder Pads* / chest protector
Hockey gloves* (Goalies: blocker and glove)
Elbow Pads*
Hockey socks (practice)
Neck Guard
Jersey (practice jersey)

*denotes equipment typically available through the LFYH equipment rental program. Any other equipment would be the responsibility of the player to purchase / provide.

Additional information and tips around equipment can be found on the LFYH website.

## Rental Program

Hockey equipment can be stressful, especially if you are new to hockey and are unsure of what you need.
The purpose of our LFYH equipment rental program is to aid families in providing safe and functional equipment for those with younger players or kids that are newer to hockey. Another benefit to the rental program is that it helps to save you the cost of having to buy gear year after year- especially as younger kids grow out of gear quickly!

LFYH focuses on having equipment available to rent for the 10u/ Squirt aged players and younger. We may have equipment that has been donated over the years for older aged kids, however we do not have a large selection and we cannot guarantee that we will have everything your child would need. You may need to purchase an item on your own if we don't have the size you'd need.

A couple great options for used equipment sales are play it again sports in Baxter or St. Cloud, sideline swap, and Craigslist for used equipment. For new equipment, Michelle from the Pro shop at the arena has equipment, Pure Hockey, Scheels, and Dick's all have hockey supplies.

The cost of the LFYH Equipment Rental Program is $75 up front each season. If you return all of your issued gear in working condition you will receive $25 back at turn in. If you miss equipment turn in, you will not get your refund. If you do not turn in all of your gear, you will be charged the amount it would cost to replace what you're missing.

If your child outgrows their equipment or a piece of equipment breaks during regular use, replacement equipment can be arranged at no additional cost. Please contact our Facilities / Equipment Manager listed on the Board member page of the website.

Lastly, if your child chooses to keep the equipment for the summer to participate in a camp/ summer program the charge to keep the equipment for the off season is $25. You must still return the equipment ahead of the next season to avoid being charged for replacement.

## Uniforms / Dress Code

When playing as a part of LFYH, you are a FLYER. Other team jerseys, such as summer hockey teams, should NOT be worn when participating in any LFYH activity (i.e. practices). Please wear only jerseys that do not represent teams outside of our organization. Travel teams, you will be issued a practice jersey for use during the season. LFYH game jerseys and game socks should NOT be worn for practices and should be reserved for game use only.

Flyer logo and jersey number helmet stickers will be provided to each travel team player each season. Stickers representing teams other than the LFYH are not permitted during the season. Instructions on sticker placement will be available on the website in the near future.

Beginning with the 2026-27 season, Little Falls Youth Hockey players will be assigned a permanent jersey number (either with LFYH or with BAHA if playing in the girls co-op) that will remain with them throughout their YOUTH playing career. This number will be used on all game jerseys.

As part of the initial transition to this program, LFYH will provide each player with their first set of game jerseys. After that initial set, jerseys become the responsibility of the player's family.

Replacement jerseys must be purchased by the family whenever they are needed due to:

- Player growth or size changes
- Loss or theft
- Damage
- Excessive wear, staining, or fading
- Any other condition that prevents the jersey from presenting a clean, professional appearance

Players are expected to wear game jerseys that are clean and in good condition for all games and other events as directed. Players will not be allowed to participate in those events if they do not have a jersey. Jerseys that become excessively worn, torn, stained, or otherwise unserviceable must be replaced at the family's expense. The association reserves the right to require replacement of jerseys that no longer meet these standards.

Families should anticipate purchasing replacement jerseys periodically throughout their player's LFYH career. While some jerseys may last multiple seasons, many players will require new jerseys every one to two years due to normal growth and wear.

Replacement jerseys must be ordered through the association's designated vendor to ensure consistency in style, numbering, colors, and logos.

Every travel player (Squirts/10u and above) is responsible for purchasing home and away socks for your player, this is done through the player registration process. For co-ed teams playing with LFYH, you will purchase those through registration and they will be handed out with game jerseys once teams have been established. Girls teams playing in the co-op will be sent information annually to purchase socks and jerseys through the BAHA jersey store. Additional socks will be available for purchase and are the responsibility of the player to purchase if needed.

Ice Mite / Mite players have an opportunity to purchase purple practice/game jerseys from the Pro-Shop at the arena if you so choose. If you do not have a game jersey, one will be provided to you on an event by event basis when the team attends jamborees and/or games.

Any LFYH issued jersey - (i.e. practice jersey, ice mite jersey, etc) must be returned at the end of the season to avoid a $500 penalty.

# PLAYER AND COACH ROSTERING

## Try Out Process

Little Falls Youth Hockey will hold tryouts each fall whenever we are fielding more than one team at any level. Tryouts help to ensure that players have an opportunity to be evaluated at the start of a season to determine current skill level and recommended best level of play.

For more information on the LFYH tryout process please visit this link:

https://docs.google.com/presentation/d/11G04MFDs_gLKeENbhm3jik1POMNCL1ZV

## Move Up Policy

LFYH does not allow player applications for move-ups. There may be times based on numbers needed to field teams, or based on player skill level that a player is approached with an opportunity to try-out for a team at the next higher level. These opportunities are identified by the PDC and approved by the Board.

This does NOT apply to players who are born between June 1 and Sept 1, whose grade level peers are playing at the next level. Mn Hockey allows any player in this situation the ability to move up to play with their grade level peers. This does not require approval. In the event this applies to you, you must contact the registrar during the registration process to inform them your player would be a peer move-up as the system will only allow you to register for the level that is age appropriate. You will register in the system at the level it will allow, and then you will be invoiced the additional fee and manually adjusted to be placed on the correct team.

## Coaching Application and Selection

Every summer, the LFYH Association puts out a call for coaches. An application of interest should be submitted so that the Coaches Coordinator is aware of all that are interested.

Once the PDC determines teams that LFYH will field for the upcoming season (late summer) the Coaching Coordinator, along with the Player Development Committee Director, will look at potential coaches and determine who they would like to appoint as head coach / assistant(s) for each

team.  Coaches are selected based on hockey experience level and fit.  Non-parent coaches with strong backgrounds in hockey would be preferred over parent coaches, etc. Emphasis on highest level of experience is placed on higher level teams (i.e. Bantams). Coaches are presented for final approval to the Board immediately after try-outs, for vote and approval. Once approved, the Coaching Coordinator will issue contracts regarding any eligible payment, volunteer hour credits, and expectations. These contracts need to be signed by both parties and are kept on file with the LFYH.

Every coach is expected to obtain and maintain the appropriate screenings and certifications to be on the ice.  Before a coach can start on the ice for the season, they need to have an completed application, be registered with USA Hockey, have a current background check (that has been approved), and current SafeSport certification. By December 31st, coaches must also have completed their required age modules and coaching clinics. If these are not completed by that time, coaches will be removed from the roster, and any agreement/contract becomes null and void.

For more information on coaching applications, requirements, etc. please see the “Coaching Information” section on the LFYH website at https://www.littlefallsyha.com/coaching-resources/coaching-information/102103

## Rostering Policies

All players and coaches on the ice or on during the regular LFYH season must be on an official USA Hockey roster. For safety,  liability, and equality purposes, players are only allowed on the ice for the teams they are registered and rostered for. The only exceptions are at the start of the season when players may be invited to skate with the level they have been invited to try out for and the end of the season when the Association conducts move-up practices. This includes the girls co-op program. Upon registering as a player in the co-op a player cannot decide to change the team they are registering for (i.e. a player cannot register for 10u girls and then change their mind to play Squirt hockey).

Rosters are frozen as of 12/31 of each year and no changes are allowed after that time.

For liability purposes, and for the safety of our players, other individuals are NOT allowed on the ice or on the benches during any LFYH event or practice. This includes siblings on the bench during games, and parents on the benches or ice during practices.

# PRACTICE / GAME / TOURNAMENT EXPECTATIONS

## Scheduling Intentions

LFYH attempts to follow the below scheduling intentions at each level as closely as possible. Schedules vary season to season based on coaching, number of opposing teams, ice availability and number of tournaments / jamborees scheduled. Regulations are often passed down from MN Hockey - typically at the younger levels - around ice time, number of games they can play,etc. The typical Little Falls Youth Hockey season begins in the beginning of October and goes through February, sometimes into the first couple of weeks of March. This depends on older level teams advancing beyond district tournaments to Regions or State tournaments and ice availability.

**Ice Mites** - Players at the Ice Mite level should expect 2 practices per week. Typically one during the week and one on the weekend. Ice Mites will participate in 2-3 jamborees toward the end of the season.

**Mites** - Players at the Mite level should expect 2-3 practices per week. Typically one during the week and 1-2 on the weekend. Mites will participate in 3-4 jamborees during the season and can play in up to 10 full ice games total. Number of full ice games, if any, will be determined by the Player Development Committee and approved by the Board.

**Squirts / 10U** - Squirts and 10U level players should expect 2-3 practices per week and 1-3 games per weekend. Squirts/10U will typically participate in 1-2 away tournaments, a home tournament, and a district tournament each season. Squirt teams are restricted to 35 games/season - not including district tournament.

**PeeWee / 12U** - Players at the Pee Wee / 12U levels typically practice 3-4 times per week and have 2-3 games per weekend. Some teams will elect to hold a morning practice each week before school. Pee Wees / 12Us will typically participate in 1-2 away tournaments, a home tournament, a district tournament and have an opportunity to advance to regional and state tournaments. PeeWees will play around 40-45 games / season besides end of season advancement games.

**Bantam / 15U** - Bantams and 15U players should expect 3-4 practices per week and 2-4 games per weekend. Some teams will elect to hold a morning practice each week before school. Some coaches may elect to add additional time for dryland or off-ice practice as well as video review. Bantams and 15Us will typically participate in 1-2 away tournaments, a home tournament, a district tournament and have an opportunity to advance to regional and state tournaments. PeeWees will play around 50-55 games / season besides end of season advancement games.

**Co-op Girls Players** - The girls co-op follows the same scheduling intentions as laid out above. Girls in the co-op program at the 12u and 15u levels should expect one practice in Little Falls each week (typically Monday nights) and the remainder of the practices to be in Brainerd. 10u should expect all practices to be in Brainerd. Home games are split between both Little Falls and Brainerd. Home tournaments are hosted by Brainerd, and not held in Little Falls. Little Falls families are expected to work games / tournaments the same as the Brainerd families, regardless of location. More information on Game and Tournament work requirements is listed below.

## Event Participation Expectations

Coaches and teams depend on their players to be present and attend practices and games. Situations may arise where a player is not able to participate due to illness, family obligations, etc. These should be communicated in advance to your coach or Team Manager, when possible. When players are not present for practices, coaches may elect to reduce playing time in games.

Little Falls Youth Hockey does not provide transportation for players to or from practices, games, tournaments. It is each family's responsibility to arrange for transportation to and from LFYH events.

Players should arrive with enough time to be prepared, fully dressed, and ready to hit the ice at the scheduled starting time for practices. Arrival times for games will be determined by the head coach, but you should plan on at least 45 minutes, and some coaches prefer 1 hour arrival ahead of game start time. This allows for time for team warm-ups, coach "chalk talk" and time to get dressed. Occasionally games will start up to 15 minutes early, so this timeline allows for that as well. Players should NOT arrive at any arena more than an hour in advance, unless they are fully supervised by an adult. The majority of the arenas in the State have policies around this in place.
Arriving prepared for your practice / game means that you have brought required gear, jerseys, etc needed to play, but that you are also mentally and physically ready to play. Players should arrive with the attitude needed to be successful. Players should also ensure that they have the proper nutrition and hydration to participate in LFYH events.

When attending games or tournaments away from our home rink, all players, parents and spectators should be on their best behavior. This applies to presence in away team's facilities, but also applies to actions in the public, or at hotels that the team elects to visit or stay at. More information for players is included in the Code of Conduct. Please also see the spectator policy listed below.

## Home Game / Home Tournament Work Shifts

Every team is responsible for running their own home games and tournaments. This means that each player's family will have a certain number of shifts that they will need to work to help ensure that these events can happen, and that they run smoothly. Typical work shifts include running the game

clock, running the scorebook and game music, working one - or both- penalty boxes (depending on level), and possibly other activities.

At the start of the season, the Team Manager will create a schedule of workers based on the game schedule for the season. It is the responsibility of the players family to look at the schedule and ensure that they know when and what they are expected to work. In the event a change is made, the Team Manager will communicate with the affected families.

All home game and home tournament shifts must be worked by a competent adult 18 years of age or older. The only exceptions are concession shifts, in the event you are required to work those for a home tournament, then the normal concession stand age limits apply. No one under the age of 18 is allowed to be on the benches, in the penalty box, or in the score box at any time during a game. So please make arrangements accordingly.

Training on how to work the clock, scorebook / music, penalty box will be provided for the association at the start of the season, or separately by Team Managers as needed. Please take advantage of those training sessions and practice if you feel you need it. The last thing you want is the district championship game to be the first time you are trying to run the clock. Take advantage of opportunities to learn all of the roles at the younger levels when there is less pressure, and the game is slower!

These shifts are required as part of your volunteer commitment to the organization, but are not part of your DIBS requirement. In the event you do not show up for a scheduled game / tournament shift your team manager will inform the Volunteer coordinator. LFYH holds the right to invoice the volunteer fee immediately, if so determined.

*Please note - on occasion, we need to provide workers when we are the visiting team at an away game as well. Your Team Manager will have those games on the schedule and assigned.*

## Weather Rules

All games should be expected to be played as scheduled. A scheduled game may be postponed due to weather or rink conditions. Coaches (LFYH Coach and the Opposing Coach) will determine if a game is to be postponed and should coordinate the rescheduling of the game with the appropriate scheduling coordinator. If LF school activities are canceled, youth hockey activities are also canceled. There are occasions where the school closes but the Exchange Arena remains open and we are still able to hold practices. If this situation occurs, you should consider these practices to be OPTIONAL and you should only attend if you feel comfortable doing so. Team Managers will communicate any changes or cancellations to their teams.

For practices and games scheduled on outside rinks, the following will apply: Such activity shall be canceled if the air temperature two hours prior to the activity is zero degrees or colder, or if the wind chill is twenty degrees below zero or colder. Team Managers will communicate any cancellations

to their teams.

## Locker Room Monitoring / Cell Phone policy

MN Hockey has passed new requirements for Locker Room Monitoring in recent years that has required LFYH to revamp how we handle the use of locker rooms both at our home arena, as well as when traveling.

Each team, at the Squirt/10U, Peewee/12U and Bantam/15U levels is responsible for covering locker room monitoring (LRM) for their own team through the use of volunteers from the team. These individuals must be the same gender as the team as they are required to monitor and must pass a background check and complete Safesport training BEFORE they can be LRMs. LFYH will reimburse the parents selected for locker room monitoring for the expenses tied to the previously mentioned requirements. LRMs will earn DIBS hours for the time spent as a monitor - typically a team will establish 2-3 LRMs for their team, and those individuals will earn their full DIBS hour requirement for this job. If you are interested in fulfilling this role, please reach out to your Team Manager BEFORE moving forward with background check and/or Safesport training.

Locker room monitors must:

- Be responsible "qualified adults" that are **present** and **engaged** in monitoring the locker room.
    - Present means physically inside the locker room during your scheduled time before and after practice and games.
    - Engaged means actively listening to player conversations and interjecting or changing the topic of conversation when necessary. It also means ensuring that no cell phones or audio/video recording devices are out or within reach of players within the locker rooms.
- Personally monitor the locker room environment *at all times* while participants

  are present and also make sure the locker room is appropriately secured (locked) during times when minor participants are on the ice.
- Be of the same gender as the team they are monitoring. If a team is co-ed, a team monitor of both genders will be required.
- Not be alone 1:1 with a player in the locker room unless it is a parent/child. There should be at least two players and the LRM, or one player, the LRM AND an additional qualified adult, such as a coach.
- Ensure a player never enters a locker room without *proper* adult supervision.
    - Any individual meetings with a minor participant and a coach in a locker room shall require a qualified adult be with

the coach.

Players should NEVER enter a locker room without a coach or locker room monitor present. The Exchange Arena will be locking the doors to locker rooms and players should be respectful of the locked door and NOT enter until an assigned adult is present. When traveling to other arenas, player's should also wait until the assigned adult is present to enter the locker room. Any player found in a locker room unsupervised will lose locker room privileges and potential further disciplinary action for future violations.

In the event a player is ejected/removed from a game, one of the team's coaches will escort the player to the locker room. The player's parent, or whomever drove the player to the game, must meet the player and coach at the locker room. Since the player is not allowed in the locker room alone, the player will need to remain in their equipment until two certified adults, or their parent, are available to allow the player to enter the locker room and get undressed. The player must leave the locker room immediately after getting dressed in street clothes. Any player removed from a game will be reported to the LFYH disciplinary committee for review.

Finally, due to new rules passed by the MN Arena Managers' Association and supported by MN Hockey, NO player is allowed at the arena more than 30 minutes before practices and 45 minutes before games- **UNLESS ACCOMPANIED BY AN ADULT OR COACH**. This rule applies to ALL arenas in the state of MN. Any unaccompanied minor will be subject to disciplinary action up to loss of locker room use, practice time and/or game time.

**CELL PHONE POLICY**

LFYH prohibits the use of cell phones and other mobile devices with recording capabilities, including voice recording, still cameras, and video cameras from being used in locker rooms without specific approval from the team's locker room monitor and/or coach. Approval will only be granted when all persons present in the locker room are appropriately dressed and have been advised that photographs or recordings are being taken and the coach or a LRM is present. In the event the team has music they would like to play during their time in the locker room, they can create / share a playlist with the LRM to be played from a single device controlled by the LRM.

# BEHAVIOR POLICIES AND ENFORCEMENT

## Use of Alcohol, Tobacco and Drugs Policy- As Adopted from USA Hockey

LFYH supports USA Hockey's considered judgment that consumption/use/abuse of mood- altering substances is detrimental to a healthy state of mind, body, and spirit in an athletic participant. This is especially true for those participants aspiring to develop their talents in the furtherance of their playing, or coaching, or officiating careers in the sport of ice hockey.

Therefore, with the best interests of its participants in mind, USA Hockey prohibits use by any participant of alcohol or drugs, as these terms are defined below, during participation in its programs as follows:

1. Zero tolerance for possession or use of drugs by any participant unless participant is currently under a doctor's care and the medication is required for treatment of an illness or injury;
2. Zero tolerance for providing or condoning the use of alcohol, tobacco or drugs to a minor athlete by a coach, assistant coach, manager, official or any other person who is in a position of authority over that athlete;
3. Zero tolerance for being under the influence of alcohol, tobacco or drugs while supervising minor athletes or while participating in a USA Hockey practice, game, or event; and
4. Abuse of alcohol by a participant while participating at a USA Hockey event other than that prohibited by #3 above.

Violation of this policy shall subject the participant to disciplinary action up to and including suspension or disqualification from membership. Please see the Code of Conduct below for LFYH Disciplinary action.

For purposes of this policy, the word "alcohol" shall include the following:

- Intoxicating beverages.

For purposes of this policy, the word "tobacco" shall include the following:

- Cigarettes
- Chewing tobacco
- Vaping, vaping paraphilia

For purposes of this policy, the words "drug" shall include the following:

- Any controlled substances.

- Prescription or prescribed controlled substances when used to an excess in violation of doctors' orders, or to produce the state of intoxication in the participant.
- Any mood altering or psychoactive substance that produces a state of intoxication in the participant.

## Player Code of Conduct

The LFYHA aims to provide a safe and positive environment for the youth in the Little Falls and surrounding communities to participate and excel through the sport of hockey. The LFYH mission is to instill the core values of Sportsmanship, Respect, Integrity, Pursuit of Excellence, Enjoyment, Loyalty, and Teamwork within all our players. To better achieve this goal, we are outlining a code of conduct for players involved in the LFYHA.

The code of conduct is a written contract outlining that the players will abide by the rules and regulations of the game as well as maintain a cooperative attitude and uphold the ideals of fair play and sportsmanship. This contract is more than just paper; it is the essence of our goals and objectives and thus, adherence to it is of primary importance.

Players who wish to participate on a LFYH team are required to agree to this code of conduct during registration and prior to partaking in regular season activities.

All players WILL
• Display good sportsmanship and team play at all times.
• Follow the direction of the coaching staff.
• Show respect for all opponents, coaches, players, officials, and spectators.
• Make every attempt to be on time and ready to play for all games and practices. Inform coaching staff in a timely manner when unable to attend practice or games.

All players WILL NOT
• Transport, possess, or use alcoholic beverages, illegal drugs or substances, and all forms of tobacco, including vapes.
• Use abusive, derogatory, or profane language or gestures, taunt or humiliate any other player, coach, official, or spectator.
• Abuse, mistreat, or mishandle any equipment or property.
• Threaten or fight any person while at practice, in the locker room, or during a game. If this occurs, the player will be automatically suspended for the next game. If it happens a 2nd time, they will have to come before the LFYHA Disciplinary/Grievance Committee. The board will determine if, and when, the player will be allowed to return to play.
• Be on the ice without a helmet. They must be worn at all times, including in the penalty box, score box, and on the bench.

Violations of this code of conduct will result in, but are not limited to, the below action. Please note: LFYH has the right to impose stronger disciplinary actions, up to expulsion, based on severity of violation as determined by LFYH discipline committee and the LFYH Board of Directors.
1. 1st violation: miss 1 period of the next game.
2. 2nd violation: suspended for the next game and be placed on a disciplinary contract signed by LFYHA discipline committee member, the player and the player's guardian.
3. 3rd violation: suspended from the team.
For violations regarding illegal substances mentioned in the first bullet above, the player will serve:

1. The first offense during tenure with LFYH results in a 2-week suspension from all hockey activities. After the first week the Discipline Committee has the authority to allow the player back to practice if they feel it is appropriate.
2. The second offense results in a 6-week suspension from all hockey activities. The discipline committee has the authority to allow the player back to practice for the last week ONLY if they feel it is appropriate.
3. Third offense results in a 9-week suspension from all hockey activities. The player will not be allowed back on the ice until there is a discipline hearing where the discipline committee along with the LFYH Board members have the authority to expel the player from LFYHA with a ⅔ majority vote to expel.
4. A fourth offense results in an immediate expulsion from LFYHA.

In addition, any player serving disciplinary action in school will be ineligible to participate in LFYH events until they are eligible to be in school. For example: player A is serving out of school suspension Thursday and Friday so player A may not participate in team practices or games on Thursday or Friday.

## Parent Code of Conduct

The LFYHA aims to provide a safe and positive environment for the youth in Little Falls and surrounding communities to participate in and excel through the sport of hockey. The LFYH mission is to instill the core values of Sportsmanship, Respect, Integrity, Pursuit of Excellence, Enjoyment, Loyalty, and Teamwork within all our players. To better achieve this goal, we are outlining a code of conduct for parents involved in the LFYHA.

We, the parent or guardian of the player(s) registered, understand that:
• It is a privilege, not a right, for our child to play youth hockey.
• Sportsmanship and fair play are essential to the sport of hockey and are important skills that our children learn from youth hockey.
• Our children learn from our example, and we as parents need to exemplify the highest level of sportsmanship by supporting all players, coaches, team managers, referees, and parents.

Therefore, we, the parent or guardian of the player(s) registered, agree to the following Parent/Guardian Code of Conduct:
• We will never use abusive or discriminatory behavior (verbal or non-verbal) towards anyone involved in youth hockey.

• We will encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, volunteers, and referees at every game. This commitment to good sportsmanship includes the use of social media before, during and after the game.
• We will not create a public display of anger toward coaches, players, and/or spectators in any arena or via e-mail, letter, and/or phone calls to the team.
• We will not use social media to make inappropriate or disrespectful comments or convey disregard towards others.
• We agree to the 24-hour rule which states “no parent in a fit of frustration or anger over their player’s playing time, position or coaching will contact the coach in any manner until at least 24-hours has passed.”
• We will respect and adhere to all rules and Code of Conduct of the LFYHA, District 15, Minnesota Hockey, and USA Hockey.
• We will express any concern through proper channels in a respectful manner.
• We will not be in the locker room during or after a game, unless we are the assigned Locker Room Monitor or have been asked to enter by a team representative. This applies to Squirt/10U, PeeWee/12U, and Bantam/15U levels.
• We understand that any parent who cannot abide by these rules or violates them will be subject to the consequences as outlined below.

Parent Code of Conduct Consequences Violations of the Parent Code of Conduct are detrimental to the team and may be brought forward to the LFYHA Board by either the team’s coach, manager, or a parent on the same team. A meeting with the Grievance Committee of the LFYHA will occur as soon as possible. The LFYHA may set forth a penalty ranging from a verbal warning up to suspending a parent from all team functions for one week up to the duration of the season. Continual abuse of conduct may result in permanent removal of the parent/guardian and/or the removal of the player from participating from LFYH as decided by the Board of Directors. During the suspension, the parent will not be allowed in any facility during any youth hockey event, regardless if that parent has another player on a different team. All inappropriate actions and resulting discipline will be logged with the LFYH Board and will be cumulative during the course of that family's participation in LFYHA.

## Grievance Policy

The LFYH Board of Directors understands that at times there will be issues that arise within the organization. It is the belief that most differences are minor and that the best way to work out a minor difference is through a face to face discussion. This is true whether the discussion is between parents, a coach and player, a coach and manager or members and Board members. It is the intent of the LFYHA to provide an avenue for its members to express concerns and receive a timely and appropriate response. Every effort should be made to resolve differences in this manner.

The Grievance Procedure is outlined below:

1.) 24 Hour cooling off period - you must wait 24 hours after a game, practice or incident prior to initiating any conversation with a coach, manager, official, board member, etc. Coaches, Managers, Board members, etc. agree to not participate in any conversation where the grievance policy has not been followed.
2.) Contact the coach, parent, manager, official, etc. to arrange a face to face meeting time and place to discuss the issue. If you feel a neutral party is needed, that party should be one of the following: LFYH President, Coaching Coordinator, Grievance Committee member, etc. The LFYH expects any party involved in any such discussion to conduct themselves respectfully and professionally.
3.) In the event you are not satisfied with the resolution, you have the option to take the concern to the LFYH Board President by completing a Grievance Form which can be found on the association website under the “Board” tab
4.) The concern will be brought to the LFYH Grievance Committee
5.) Committee will further investigate the issue and make a recommendation for resolution and bring to the Board President for approval. The report and resolution will be kept on file by the Grievance Committee head. The rest of the LFYH Board will also be notified of the resolution.
6.) The decision of the Grievance Committee and Board President will be final.

**Please note that all tryout related grievances go directly to the Hockey Committee Director, no sooner than 24 hours after player evaluation conversations have taken place, or 48 hours after tryouts, whichever is later.