



Oregon Youth Hockey Association Policies

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USA HOCKEY POLICIES

OYH adheres to the various USA Hockey policies while incorporating others in policies and procedures catered specifically for our organization. Our goal is to provide a safe and positive environment for all participants including players, coaches, referees and all persons involved in the conduct of the OYH organization. By accepting membership, the OYH families agree to abide by these rules and accept any discipline resulting from violation of said rules.

1) Zero Tolerance

OYH follows the USA Hockey Zero Tolerance Policy for abuse and misconduct before, during and after all USA Hockey-sanctioned games. In an effort to make ice hockey a more desirable and a rewarding experience for all participants, the zero tolerance policy requires all players, coaches, officials, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere at all times.

2) SafeSport

OYH is under the purview of the USA Hockey SafeSport Program designed to reduce certain types of abuse and misconduct as defined in SafeSport Handbook and to provide monitoring and governance in areas where potential acts may occur.

3) Alcohol, Tobacco, Smoking Products and Drug Abuse Policy

OYH abides by the USA Hockey Alcohol and Drug Abuse Policy. USA Hockey prohibits use of alcohol, tobacco, smoking products or drugs by any participant including players, coaches, referees and all persons involved in the conduct of the ice hockey. These terms are defined below, during participation in its programs as follows:

- a. 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
- b. Zero tolerance for providing or condoning the use of alcohol, tobacco, smoking products or drugs to or by a minor athlete by a coach, assistant coach, manager, official or any other person who is in a position of authority over that athlete
- c. Zero tolerance for being under the influence of alcohol, tobacco, smoking products or drugs while supervising minor athletes or while participating in a USA Hockey practice, game or event
- d. Abuse of alcohol, tobacco, smoking products or drugs by a participant while participating at a USA Hockey event other than that prohibited by #1 above

4) American Development Model

OYH is committed to following USA Hockey's American Development Model (ADM). The ADM is USA Hockey's nationwide player-development program for youth hockey associations. It's based on age-appropriate, age-specific competition and training, beginning with a player's first steps onto the ice and carrying them through age 18 and beyond. The ADM places a heightened emphasis on skill development and long-term athlete development principles, providing a blueprint for the best possible youth hockey experience. ADM utilizes station-based instruction and half ice/cross ice games. More information on ADM can be found on USA Hockey's website.

SOCIAL MEDIA POLICY

OYH understands that social media (including but not limited to Facebook, Snapchat, Instagram, Twitter, etc.) is a popular communication tool for players, parents and coaches. OYH is also aware that social media is a venue where inappropriate behavior and misconduct can occur. There are multiple risks associated with the use of social media.

To guard against these risks, OYH members agree to abide by the following:

- Video recording devices including but not limited to voice, still camera, video or phone cameras are prohibited in all locker room areas.
- Players and parents of the OYH Organization will refrain from posts/tweets that are threatening, embarrassing, insulting or disparaging to other players, parents, coaches, officials, board members or other volunteers.

LOCKER ROOM POLICY

OYH is committed to providing a safe environment for all our participants off-ice. In providing this, OYH adheres to the USA Hockey SafeSport Program helping protect athletes from abuse or misconduct including but not limited to physical, sexual or emotional misconduct, bullying, threats, harassment, or hazing. To help prevent such actions from occurring and to maintain adequate privacy in our locker rooms, OYH has adopted the following locker room policy:

Co-ed Locker Rooms

The Oregon Ice Arena has 4 co-ed locker rooms available for our program's use. Because some teams consist of both male and female players, *all* players are required to arrive at the rink wearing their hockey base layers or shorts and t-shirts (in good condition - no holes or tears in clothing) under their street clothes. All members of the team must have this minimum attire before entering a co-ed locker room so no player of one gender has the opportunity to see players of the opposite gender in a state of dress/undress. Also, coaches needing to use locker rooms must wear base layer clothing at all times.

Away Games

When playing games at other arenas, locker rooms, rest rooms and shower facilities will vary from location to location. Team managers will provide information regarding facilities as it is available. Otherwise, assume all other facilities are co-ed and athletes and coaches are expected to arrive at the rink or change in a separate area so that prior to entering the locker room they are wearing their hockey base layers or shorts and t-shirts as mentioned above.

Locker Room Monitoring

OYH requires all guardians to take part in locker room monitoring and must obtain and provide proof of completion of the SafeSport Training at the start of each hockey season.

Each locker room must have a minimum of one trained, responsible adult monitoring the locker room when athletes are present at all times. When only one athlete remains in the locker room and a second responsible adult is unavailable, the assigned monitor must position oneself outside locker room door within arm's length away so the monitor can sufficiently hear inside the locker room. In addition, a coach must never be alone with one minor participant; locker room monitor must also be present. Only exception being when situation leaves one guardian and their child or under emergency circumstances.

Parents in Locker Rooms

Parents are not permitted in locker rooms. Exceptions include: younger aged players needing assistance with hockey gear (Learn to Play, Mini-Mites 6U, Mites 8U and Squirts 10U), player's disability warranting assistance or in an emergency situation.

OYH encourages parents to teach their younger players how to put on hockey gear independently as soon as possible to reduce number of parents in locker rooms.

Coaches are permitted to ask parents to leave locker room for pre and post-game meetings to address players as needed.

Cell Phones and Video Recording Devices

To eliminate the risk for some forms of abuse and misconduct and to guard against multiple risks associated with the use of social media, cell phones and video recording devices including but not limited to voice, still camera, video or phone cameras are prohibited in all locker room areas.

Reporting Violations

It is the responsibility of all OYH members, adult participants to immediately report any observed inappropriate behaviors, suspected physical or sexual abuse, or any other type of abuse or misconduct. Reports of any actual or suspected violation: email USA Hockey at SafeSport@usahockey.org or call 1-800-888-4656, contact OYH Present, Vice Present or SafeSport Coordinator, or submit an anonymous SafeSport Violation Report Form. Any suspected child abuse or sexual misconduct must be reported to law enforcement authorities.

LOCKER ROOM PROCEDURE

The USA Hockey SafeSport rule requires at least one responsible, screened and trained adult present inside each locker room to monitor at all times when athletes present. This person can be a coach (requires criminal background screening and SafeSport Training). However, a coach frequently has reason to leave the locker room at any time and this suggests always needing another designated adult present. For this reason, OYH requires all guardians to take part in locker room monitoring and must obtain and provide proof of completion of the SafeSport Training each hockey season (criminal background screening not required for guardians per OYH at this time). Each team will create a schedule for the season consisting of one guardian per athlete at each playing level assigned to a locker room before and after practices and games for at least two weeks during the season. Implementing this rule requires time and cooperation from everyone; therefore, this does *not* exclude families that have coaches, board members, team managers or other like positions.

SafeSport Locker Room Monitors

- Submit SafeSport Training Certification by September 30th
 - Team managers to assign each family at least 2 weeks (includes practices and games for that week)
 - Arrive to duty 30-40 minutes prior to start of practices, games
 - Assess condition of assigned locker room (report any damage to rink owners: Ben, Larry or designee)
 - Station yourself directly inside the locker room when athletes present at any time
-
- **Never** 1 adult to 1 athlete. If 1 athlete in locker room, unless 2 responsible adults present, post yourself outside locker room within arm's length.
 - **Never** 1 coach to 1 athlete. Locker room monitor must be present
 - Must be present when athlete leaves ice during a practice or game
 - Parents allowed to help with equipment for younger levels
-
- No parents allowed in locker rooms except for coaches and locker room monitors
 - No cell phones or other mobile devices. Should a violation occur of the no cell phone or mobile device in the locker room, the fines received by OYH will be passed on to the family of the player who committed the rules infraction.
 - Must report any violations to coach, board member or SafeSport
 - Remain at arm's length of locker room door until last athlete gone

The rink operations are busy and time is critical. As a result, all teams will be required to be completely clear of their locker room within 20 minutes following completion of their game or practice. This will allow time before the next team(s) will need locker room access. We ask for everyone's cooperation in this effort.

SAFESPORT VIOLATION REPORT FORM

Team: _____

Date of infraction: _____

Name of the accused: _____

Violation:

Potential witnesses:

Contact information (optional):

- Place in OYH black mailbox located at the Oregon Ice Arena in warming area next to skate room.

MEMBERSHIP RESPONSIBILITIES

1. All members and their Parents/Legal Guardian must have a signed and dated Code of Conduct letter on file prior to the beginning of the season.
2. All members and their Parents/Legal Guardian shall abide by the rules and regulations set forth in these policies.
3. All members bear equal responsibility to seek to improve the operation of Oregon Youth Hockey through communication within the organizational structure set out herein.
4. All members are encouraged to report any known violation of the Coaches, Players, or Parent's Code of Conduct, in writing, to the Grievance Committee using OYH Grievance Form.
5. Each family shall be required to commit to and complete, throughout the current season, a minimum number of volunteer hours on approved Association sponsored activities. Families with more than one child in the program shall be required to accumulate hours as assigned to their eldest child. It is each member's responsibility, not the associations, to prove or have proof of hours worked.

Members should fulfill the following volunteer hours per season: Age Level of Oldest Skater	Hours Required
U6	6
U8	8
U10	20
U12	20
U14	20
U18/U16	20

6. There shall be no carry forward of excess hours worked from one fiscal year to the next. Fiscal year for worker hours is from May 1st to April 30th the following year. Excess hours should, however, be properly reported.
7. Coaching, serving on the OYH board, managing a team, and other roles designated by the board can be used to fulfill hour requirements. Other hours can be fulfilled by completing DIBS hours.
8. If, for some reason, you feel you are exempt from hours worked you will need to present your case to the OYH Board of Directors.
9. If your family's volunteer hours are not completed in full by the end of April 30th, your family will be charged \$30 per unworked hour. In the event you no show for a scheduled volunteer shift, you will be charged at the rate of \$50 per hour.
10. Each family will be required to participate as off-ice officials (clock, scoreboard, scoresheet) for U10 and older games. Coaches' families will not be required to participate in off-ice tasks. Every family will have locker room SafeSport responsibilities. These hours will not count toward your volunteer hours.

REGISTRATION

1. Every player who wishes to participate in the Oregon youth hockey program must register annually and pay ice fees as determined by the Board of Directors. A membership year is from September 1st to August 31st.
 - a. Fees cover practices, games, ice & referees as well as other expenses such as LTP loaned equipment, training, supplies, postage, and any other operating expenses.
 - b. Expenses related to travel; transportation, hotel, food, etc. are the responsibility of the skater or skater's parents/guardian.
2. Registration timeframe-deadlines must be established to allow for preparation of the season, game scheduling and ice reservations.
 - a. Acceptance of registrations after the deadline may be on a case-by-case basis at the discretion of the Board of Directors.
 - b. Consideration will be given to the number of skaters already registered at the specific age level.
3. Exceptions will be made for those who recently relocated to the area. Payment of Fees
 - a. USA Hockey registration is required for all hockey participants.
 - b. Up to two tournament fees will be paid at the time of registration.
 - c. All waivers, release of liability, concussion acknowledgement, and codes of conduct must be completed and agreed to. Each child must have their own separate forms.
 - d. Skaters will not be allowed on the ice for OYH functions if the required forms and fees (or financial agreement) are not signed and submitted to the registrar accordingly.
 - e. A non-sufficient fund check fee of \$35.00 will be applied to all returned checks/ payments.
 - f. No additional tournament fees will be paid by the OYH with exception of state tournaments.
4. Special Payment Plan
 - a. Payment plan requests must be submitted in writing to the treasurer prior to October 1st and kept confidential.
 - b. All payment plans must be approved by the treasurer, president, and vice president.
 - c. If a payment is not received by the identified date in the plan, the skater will not be allowed to skate in OYH practices or games until the account is brought up to date.
 - d. For all other circumstances, contact the treasurer.
5. Scholarship Programs
 - a. Scholarship programs are created via donated funds to reduce the burden of hockey costs for families experiencing a financial hardship.
 - b. Awards are based on an exhibited financial need. Primary consideration will be given in circumstances that involve a change in financial status, recent death of parent, or a parent losing employment.
 - c. Those awarded a scholarship are required to fulfill all volunteer hours.
 - d. Written request should be submitted to the treasurer. All requests will be kept confidential.
 - e. All scholarships will be approved by the treasurer, president, and vice president.
 - f. Any reporting on scholarships will be on numbers alone. All identifying information will be kept anonymous.

PLAYING UP

It is the policy of Oregon Youth Hockey (OYH) that each registered player will play in their age group as set forth by USA Hockey rules. Our belief in adhering to USA Hockey's age bracket is that youth hockey is developmental, and should focus on the development of the athlete, the player, and the person. Age-appropriate training, environment, and structure are critical to the development of our young athletes. The only allowable exception to this policy is filling a demonstrated roster need. Based on the number of eligible players, the Hockey Director and OYH board may determine that a need exists to move a player(s) up from the next lower level in order to fill out rosters to reach a minimum level of players per team.

- The minimum number of players per team shall be set at 11, including a goalie. If team numbers are already at or above this minimum number, then no demonstrated roster need exists to move players up.
- The player moving up will be rostered on the team closest to their level of play as determined in evaluations.
- If a play-up decision will cause teams at the player's age level to fall below minimum acceptable numbers (11 skaters), then the move will not be sanctioned.

In addition, OYH also has established additional guidelines around an athlete being eligible to play up.

- All moves will be made at the beginning of the season. No moves will be made midseason.
- Player must register and practice at their appropriate age level per OYH Policy, until notified otherwise by the Hockey Director or ALD.
- Player must score in the top 5 of their appropriate age level during evaluations. They must also demonstrate they are physically and socially ready and have the appropriate maturity for the older age level.
- Players joining the OYH organization are not allowed to play-up in their initial year of membership.
- The OYH board reserves its right to revoke its' permission to play-up, at any time, should the player experience difficulty with playing up.

The Hockey Director or coaches committee or ACE coordinator will advance a play up recommendation to the OYH Board of Directors, with support of the Age Level Director. The OYH board will have the final vote on a play up decision and may deny the request for any reason the board deems appropriate. The decision will be final. There is no appeal process.

USA Hockey Guidelines:

USA Hockey does not encourage the granting of play-up permission, nor does it prohibit it, except where it violates the guidelines shown below.

- A player will not be permitted to move up more than one year in age. For example, a first year Squirt cannot be moved to the PeeWee level. A second year Squirt may advance to PeeWee. This will apply at all levels.
- Only requests submitted in writing by the participant's parents or legal guardians will be considered. This request must be submitted to the Age Level Director and Hockey Director.
- The participant's parent(s)/legal guardian must sign the Youth Hockey Risk Acknowledgement and Liability Waiver for Players Requesting Play-Up, in a form acceptable to the OYH Board, acknowledging the risks associated with playing outside of a participant's proper age classification.
- All documentation of the request, any evaluations, the Board's actions, and any parental waivers will be maintained by the OYH board.

PLAYING DOWN

It is the policy of the OYH that each registered player will play in their age level as set forth by USA Hockey and WAHA rules. However, there are instances in which OYH will allow a skater to play down an age level.

- A skater may request to play down due to medical reasons. In these cases, a player must successfully petition WAHA in order to play down. Once the Association receives confirmation of WAHA's approval, the skater will be permitted to play down at the level petitioned for. Registration dues will be in accordance with the age level at which the skater is placed.
- The OYH Hockey Director and Board will consider other non-medical requests on a case by case basis. Being small, a first-year player, or an otherwise inexperienced player, will not qualify as a justification for moving a player down.

**Youth Hockey Risk Acknowledgment and Liability Waiver
For Players Requesting Play-Up**

Print Name of Participant: _____ Birth date: _____

USA Hockey Age Level: _____ Desired Play-Up Level: _____

I/We _____, parent(s) or legal guardian(s) of

_____ request that he/she be permitted to play-up to the next age division as defined by USA Hockey. I have read and understand the Oregon Youth Hockey Play-Up Policy and agree to all the terms, conditions and eligibility requirements that apply.

I understand that requesting a play up does not guarantee approval and understand that nothing in USA Hockey or Wisconsin Amateur Hockey Association's rules requires an association to allow any player(s) to play-up.

I understand that Oregon Youth Hockey recommends that players stay in the age groupings defined by USA Hockey and stipulated in the USA Hockey Annual Guide as appropriate for their birth year. I understand and appreciate that in playing up, the risk of injury may be greater and that the risk of injury from hockey is significant, including the potential for permanent paralysis and death, and while particular rules and personal discipline may reduce this risk, the risk of serious injury does exist.

By my child's participating, I KNOWINGLY ASSUME ALL SUCH RISKS, both known and unknown. Further, I agree to indemnify and hold Oregon Youth Hockey, its officers, Wisconsin Amateur Hockey Association, Inc., and USA Hockey, Inc., harmless from any and all liability, loss, expense, attorney's fees, or claims for injury or damages caused as a result of my request.

I understand and agree to accept these conditions of participation.

Participant Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Name (print): _____

DOUBLE ROSTERING

There is no double rostering with the exception of goalies on an as needed basis to be suggested by the Hockey Director and approved by the board.

RELEASING A PLAYER THROUGH A “RELEASE FEE” TO ANOTHER ORGANIZATION

The OYH Board will consider a player release through a “release fee” under the following circumstances, but no release is guaranteed.

- Player was once an active member of OYHA
- Player has not played at OYH for one or more seasons, has remained a resident within the boundaries of OYH, and attends school outside of the OYH boundaries.
- The family will pay 100% of the normal dues fee as a “release fee” for the level that the player will be playing the upcoming season and 50% the following seasons that the player plays outside of OYHA. Once released for the season, the player will not be considered an OYHA member and will have waived their right to play at OYHA for that entire season.
- The player will need to follow the release process and meet the criteria above for each season
- Once a player has been released once through this process and they continue to meet the stated criteria, they be grandfathered in, in case of any future policy change.
- OYHA will use registration fees received from said player to fund the scholarship fund, which provides financial assistance to offset other player’s registration costs, on a financial needed basis.
- The release fee is non-refundable
- Released OYHA players must still obtain a WAHA release and be accepted by another association, OYHA has no authority or interest in either decision.

Requests for a release must be submitted to the OYH Board President in writing, and it is recommended that the family appear before the board in person (face to face or virtual) to share additional details of their request with the board. All transfer requests into and out of the Oregon Youth Hockey Association must be brought forward to the OYH board by the president. The OYH board will vote on the transfer to determine final approval or denial of the request. All prior financial obligations must be met before a skater can be considered for approval. OYH may grant a financial release for a skater under WAHA rule when a skater is moving to a higher classified organization as long as they are in good financial standing. If the player’s release request is granted via the “release fee” process, the release fee payment will need to be made in full prior to OYH completing the release waiver.

OYH will accept transfers in on a case-by-case basis.

GOALIE GUIDELINES

The association has goaltender equipment available for use during the season for players in U8 and U10. Players above U10 must provide their own goaltending equipment. If a player wishes to make a team solely as a goaltender they must tryout in goal tending equipment.

U8 (ADM) and U10 (Squirt)

At these entry-level age groups, it is essential that each player develop the complete skill set necessary to be successful in the sport. In U8 each player is given the opportunity to be goaltender once per season; those wishing to be goaltender more will get that opportunity as the season progresses. In U10, if multiple skaters desire to play the goalie position, they will be accommodated on a rotating game and practice basis. However, when not playing goalie (either at practice or in a game) each skater must skate out and participate playing other positions. Please keep in mind that this skating out requirement is in the best interest of the skater, as they will develop better hockey skills by developing their skating and stickhandling abilities. Typically, the more successful goaltenders are the better skaters and stick handler.

U12 (PeeWee)

At this level, players wishing to be goaltender must tryout for the position and are expected to have their own equipment. Coaches will still attempt to provide all players which wish to, the opportunity to play the goaltending position. During the regular season, the top tiered team may decide to play goalies based on skill level. If there are two goalies on the top tiered team, it is recommended the playing time is split at 75% being awarded to the top goalie, and 25% playing time to the backup. In the event there are more than one team, the secondary and tertiary teams will play goalies equally. During tournament play, the coach reserves the right to choose the starting goalie based on demonstrated skills. The equal playing time will not apply during tournament play, but an attempt will be made to balance the regular season games. It is recommended that goalies attend all clinics during the season.

U14 (Bantam) & Up

At this level, players wishing to be goaltender must tryout for the position and are expected to have their own equipment. Coaches will still attempt to provide all players which wish to, the opportunity to play the goaltending position. During the regular season, the top tiered team may decide to play goalies based on skill level. If there are two goalies on the top tiered team, it is recommended the playing time is split at 75% being awarded to the top goalie, and 25% playing time to the backup. In the event there are more than one team, the secondary and tertiary teams will play goalies equally. During tournament play, the coach reserves the right to choose the starting goalie based on demonstrated skills. The equal playing time will not apply during tournament play, but an attempt will be made to balance the regular season games. It is recommended that goalies attend all clinics during the season.

PARENT CONDUCT

Any parent guilty of improper conduct at any game or practice may be ejected from the facility by but not limiting to the referee, coach, facility manager, member of OYH board. This ejection from the facility will result in forfeiture of the privilege to attend all OYH events for a period of two weeks. Any parent will be given the right to appeal this decision through the OYH Board of directors.

REFUNDS

Refunds will be looked at on a case-by-case basis. All requests for refunds must be submitted in writing to the OYH President and treasurer.

PLAYER EVALUATION AND TEAM PLACEMENT

OYH will place players in the age appropriate and similar skill level team based off of evaluations at the beginning of the season.

- Evaluations will be held 4 nights over the course of 2 weeks. Athletes are encouraged to attend all 4 sessions but are required to attend a minimum of 2.
- Evaluators will be OYH coaches, independent evaluators, high school coaches, or a combination thereof and led by the Coaches Committee, ACE Coordinator, and/or OYH Hockey Director.
- Players will be randomly placed in groups for evaluations.
- Evaluators will know the athletes by the jersey color and number, not by name.
- On-ice skills and scrimmages will be run by OYH coaches, independent coaches, High school coaches, or a combination thereof.
- Athletes will be scored on a 1-5 scaled based on age-level appropriate skill proficiencies.
- Number of teams will be decided by the hockey director (or ACE Coordinator, or Coaches Committee) and the OYH board based on a minimum team roster of 11 (including goalie). Athletes will be placed on teams based on their cumulative score. Top scores on the A team, next best on the B team, and so on.
- Athletes that have a tying score between team levels will be decided based input from previous year coaches and evaluator input.
- Final teams will be presented to the board at the board meeting following evaluations. Board will vote to approve at an in-person (or video conference) meeting.
- Parents and spectators (including OYH coaches not actively participating in on-ice drills) may watch from the lobby and not in the rink area.
- If an evaluator is related to a player, they will recuse themselves from evaluating that level.

Movement will be allowed until final rosters are due to USA Hockey on December 31. However, to move players the coaches must consult the respective age level director (ALD), and the hockey director. Based on those discussions, a decision will be made on the movement of the player(s).

Any player that joins late or misses the evaluations shall be placed on the lowest team to start with the possibility of being moved up to a higher-level team.

COACHING

OYH teams are led by volunteer coaches. Our volunteer coaches are led by OYH Hockey Director or coaches committee or ACE coordinator.

- First time coaches are asked to complete an application indicating their experience, introducing yourself, and the reasons why you want to coach.
- All coaches will be required to register as a coach with OYH through Sports Engine.
- Coaches will be required to keep their USA Hockey coaching certification active.
- All coaches are required to sign and follow the OYH coaches code of conduct as well as Safe Sport certification.
- Coaches may help on multiple teams but may only be head coach for one team.
- Coach selection (what team(s) they coach) will be made by the OYH Hockey Director and approved by the board.
- End of year evaluations will be completed by the Hockey Director and membership survey. If there are multiple complaints for a coach, they will not be asked to coach subsequent years and may be asked to step down immediately depending on the severity of the complaints and findings of the complaints.

GRIEVANCE and DISCIPLINARY POLICY AND PROCEDURE

OYH will provide a fair and impartial review procedure to evaluate matters of policy interpretation (Grievances), or misconduct covered by the OYH code of conduct (Disciplinary Actions). This review will be conducted by the OYH board of directors.

Grievances

The grievance procedure can be accessed in matters of policy interpretation or in matters involving player, parent, or coaches outside the scope of the codes of conduct.

The grievant can be anyone directly affected by the policies of OYH including parents, coaches, and referees. Disagreements concerning the operations of OYH are not subjects of the grievance procedure.

The Board invites parents to become involved to improve these matters. Matters addressed by WAHA will not be the subjects of this process.

In the event there is a disagreement or dispute, the grievant (parents or guardians will represent their children) should discuss and resolve this with the age level director and head coach (or respective board member if grievances involves head coach). In the event this discussion does not resolve the issue and the grievant wants to appeal the decision, the grievant will reduce the complaint in writing on the Grievance form stating the facts, at least one solution or remedy, and send this to the appropriate Age Level Director within fourteen (14) days of the action that led to the disagreement.

Upon receipt of the Grievance Form, the GDC, at its sole discretion, may decline to entertain any matter submitted in which case no action of any kind will be taken by the GDC and no further communication with any involved party will be made. If the GDC acts on the item, it will issue a written response on the Grievance resolution form within ten days of the receipt of the written grievance form. A copy of that response will be sent to the Secretary of the Board and the Board President.

Disciplinary Actions:

OYH will provide a fair and impartial review procedure to determine whether Members have been involved in misconduct while participating in activities sponsored by OYH, USA Hockey, the Wisconsin Amateur Hockey Association, or any other event where they are representing OYH.

A Member is considered participating in sponsored activity if they are a spectator, a volunteer minor game official (time-keeper, score keeper/point streak, penalty box official or other off-ice official), a player or coach of an OYH team, or in attendance at any event sponsored by OYH.

The GD Committee will review the following infractions:

- Player Discipline: The GD Committee will only review third and subsequent offenses of the player code of conduct. Discipline for the first and second offenses will be handled by team coaches. Coaches will be responsible for communicating the first and second offenses to the Age Level Director.
- Parent/Coach Discipline: All offenses of the Code of Conduct will be reviewed by the GD Committee.

A disciplinary action against a coach, player, parent/guardian or team manager is commenced by emailing the Age Level Director who will send it to the OYH GDC.

When it is found that a Member has violated the OYH Code of Conduct, and/or the Rules and Regulations of OYH, the Association will discipline the individual in accordance with the procedures and penalties set forth in the Code of Conduct.

Time and Place of Meetings.

The GDC shall meet as necessary during the year to decide matters brought before the committee. The exact date, time, and location of such meetings shall be established by the GDC. The involved player(s), coach(es), parent(s)/ guardian(s) or team manager(s), or other witnesses, may be requested to attend or provide input, as determined at the sole discretion of the GDC.

In the event of a Disciplinary Action, the GDC will attempt to convene before the next regularly scheduled practice or game of the involved person.

Membership

GDC members will be appointed by the board. Due to the sensitivity of the subject matter being covered, the GDC shall be composed of the President or Vice President, respective Age Level Director, and a volunteer parent representative.

Members of the GDC may vote on matters involving their own teams but are expected to exercise sound judgment in determining whether a situation may represent a conflict. Members of the GDC shall recuse themselves from all matters involving themselves or a family member.

Specific Authorities and Responsibilities.

Specific authorities and responsibilities of the GD Committee are:

- 1) To hear all complaints of misconduct involving coaches, players, parents/ guardians, and team managers. To review and act on Grievance Form submissions, as deemed necessary;
- 2) To maintain a record of and report to the OYH Board of Directors all actions taken;
- 3) To report other matters of which the OYH Board of Directors should be aware that may come to its attention as a result of its activities;
- 4) To compel the appearance and testimony of a player, coach, or parent/ guardian or team manager at a hearing and/or compel production of score sheets, video tapes, and other documentation in the possession of a coach, player, member, or representative of the OYH;
- 5) To solicit statements, testimony, evidence, or other documentation from interested parties other than players, coaches, and OYH members, as considered necessary in the sole judgment of the GD Committee; and
- 6) To establish such procedures as it considers necessary to conduct its activities.

Appeals

Decisions of the GDC may be appealed in writing to the OYH Board of Directors. The Board may decline to hear any appeal, at its sole discretion, in which case the action of the Disciplinary Committee shall stand. If any appeal will be heard, the Board shall convene a special meeting to hear the appeal within ten (10) days of receipt of written notice of such appeal.

Any actions taken by the GDC will continue in effect until the appeal is heard and ruled upon by the OYH Board of Directors.

OREGON YOUTH HOCKEY GRIEVANCE FORM

GRIEVANCE FILED AGAINST: _____ POSITION HELD: _____

DATE OF INCIDENT: _____ LOCATION: _____

REASON FOR GRIEVANCE: _____

DATE DISCUSSED WITH TEAM REP.: _____ NAME OF REP.: _____

FACTS IN SUPPORT OF GRIEVANCE (USE ADDITIONAL SHEETS IF NECESSARY): _____

SUGGESTED SOLUTION OR REMEDY (USE ADDITIONAL SHEETS IF NECESSARY): _____

I understand that the filing of this form may result in disciplinary action being taken against the person named, which could include suspension/expulsion from OYH, and I certify that the facts above stated are a true and accurate representation of what I observed to have occurred.

DATED: _____ Signature: _____

Print Name and phone #: _____

RETURN COMPLETED FORM TO AGE LEVEL DIRECTOR

To be completed by ALD:

ABOVE GRIEVANCE RECEIVED BY ALD ON: (Date & Initials) _____

To be completed by GDC:
FINDINGS OF GDC: _____

FINDINGS OF GDC: _____

SIGNATURE OF GDC REPRESENTATIVE: _____

PRINTED NAME: _____

DATE OF RESOLUTION: _____