

# **NORTHERN COLORADO YOUTH HOCKEY**

## **POLICIES AND PROCEDURES**

The following are the General Policies and Procedures for Northern Colorado Youth Hockey, a Colorado Non-Profit Corporation, (“NCYH”)

1. **MEMBER RESPONSIBILITIES**
  - (a) Every NCYH member shall abide by all NCYH Codes of Conduct, Policies and Procedures, Safe Sport Handbook, and Bylaws as may be adopted or amended by the Board of Directors.
2. **REGISTRATION RULES**
  - (a) All persons making application to NCYH on behalf of any youth shall present proof of player's age as required by USA Hockey and Colorado Amateur Hockey Association (CAHA) to the Registrar before a player is placed on a team.
  - (b) Any player or parent who willfully gives false information regarding application to any NCYH team may be subject to immediate suspension for up to one year.
  - (c) A player's parent or guardian must sign the annual registration form before a player is eligible to participate in any NCYH activities.
  - (d) All persons making application to NCYH on behalf of any youth shall present proof of player's current registration with USA Hockey to the Registrar before a player is admitted on the ice for any NCYH function.
  - (e) All persons making application to NCYH on behalf of any youth shall present to the Registrar proof of personal health/accident insurance including the name of the carrier and the policy number.
  - (f) Players over the age of 18 are eligible to make application on their own behalf.
  - (g) Any member who fails to pay registration fees and/or tuition by the set due date shall be immediately suspended until fees and tuition are paid.
  - (h) Registration fees, tuition and due dates shall be established by the Board of Directors and stated on the registration application and/or on periodic billings.
  - (i) Any player that has been registered with another CAHA affiliate and requests a transfer to NCYH must present to NCYH a written statement claiming the reason for requesting a transfer to NCYH and a written financial release from his/her old NCYH and/or Association to NCYH.
  - (j) NCYH shall have exclusive authority to accept or reject, in its absolute and sole discretion, any transfer request and registration.
  - (k) Registration fees and tuition must be paid by the due date(s) set by the Board. NCYH may charge a reasonable fee to process any returned check.

- (l) Registration fees and tryout fees are not refundable and are not considered part of the tuition.
- (m) Any withdrawals from the program must be requested in writing and sent to the Director of Hockey Operations.

3. **NCYH Financial Commitment Policy**

- (a) Once a player has been selected and placed on a team, the family is financially responsible for all dues and tuition for the upcoming season, regardless of future participation status.
- (b) No player release will be granted until all financial obligations have been paid in full, including but not limited to tuition, team fees, and any outstanding balances.
- (c) If a player is required to relocate out of the area or suffers a season-ending injury, tuition may be prorated based on the portion of the season completed, subject to review and approval by NCYH.
- (d) By accepting a roster spot, families acknowledge and agree to this policy as part of their commitment to the NCYH program.
- (e) Participation in tryouts or evaluations constitutes a formal commitment to the NCYH program. By doing so, players and their families acknowledge and agree to abide by all associated policies.

4. **COMPETITION**

- (a) NCYH is chartered to compete at various age levels and at different divisions as established by USA Hockey and may be altered as amended by USA Hockey rule changes. Competition divisions are identified as "A" (Tier I), "AA" (Tier II). USA Hockey considers levels "A", "B", and "In House" recreational divisions.
- (b) Players should not play in a higher age bracket unless specifically authorized by the Hockey Director. Players who feel they can play at a higher age group must first obtain authorization from the Hockey Director to try out for the highest competitive level team in the higher age classification. Upon selection, the transfer will be effective for that season only.
- (c) Should a player fail to be selected for the highest competitive level team in the higher age classification, the player shall return to their natural age classification for the current season.
- (d) A player may play up an age level in the in-house recreational program offered through NCYH, so long as he or she also participates on a recreational or competitive team at his or her appropriate age level.
- (e) A season constitutes all scheduled league games. All NCYH teams eligible for State, Regional, or National competition will consider such eligibility as part of and a continuation of any season.
- (f) NCYH teams shall not participate in any tournaments that directly conflict with any Colorado Amateur Hockey Association (CAHA) league game, or State, District, Regional or National Playoff.

- (g) All Players selected for “AA”, “A”, and “B” teams will be expected to compete in all scheduled games, in-state tournaments and playoffs. Any player failing to attend two consecutive scheduled games may be subject to disciplinary action by the Head Coach or Hockey Director. Coaches may also establish rules regarding practice attendance or other team matters.
- (h) All Players selected for “AA”, “A”, and “B” teams will be expected to compete in all Hockey Director approved out- of-state tournaments. Any player failing to attend out-of-state tournaments may be subject to disciplinary action by the Head Coach or Hockey Director.
- (i) All NCYH players in the ninth grade and higher grade may be required to meet the academic guidelines as set by the Colorado High School Activities Association (CHSAA) to participate in any NCYH activity.

## 5. TEAMS

- (a) Registration of teams and the placement of players on those teams shall be governed by rules established by USA Hockey and CAHA. NCYH provides the following limits to team participation:
  - (1) Division “AA”, and “A” are “competitive select” teams. Players selected for these teams shall play all league and post-season games with an emphasis on competing. NCYH will register no more than one team at any of these levels for each USA Hockey age division unless approved by the Board of Directors.
  - (2) CRHL developmental division teams are non-competitive with emphasis on fun and skill development. Teams in this division will be established for parity and players shall participate equally.
- (b) The team selection criteria will be determined by the Hockey Director, subject to approval by the NCYH Board of Directors.
- (c) All player movement between the “AA”, “A”, or “B”, teams can occur with the intent of placing a player at an appropriate level with notice to both team head coaches involved and the consent of the Hockey Director for NCYH. Such consent must be conveyed to the President of the Board prior to the move occurring.

## 6. PLAYERS

- (a) A registered player of NCYH must be a member and appear on an official USA Hockey registration for NCYH. Such players are recognized during all league and post-season games.
- (b) Player participation within NCYH shall be governed by specific rules and NCYH policies.
- (c) Players or members of affiliate associations are eligible to participate in NCYH sponsored activities for training, recreation and friendly exchange. Participation in NCYH sanctioned events requires the execution of all required registration documents.

- (d) Participation in CAHA sanctioned events requires that all players appear on a USA Hockey roster and be accepted by CAHA.
- (e) Participation in a non-CAHA sanctioned, but USA Hockey sanctioned event is subject to CAHA approval and acceptance by the USA Hockey recognized affiliate.
- (f) All players must register with USAH.
- (g) Participants are expected to comply with the NCYH Code of Conduct as adopted by the Board of Directors.
- (h) Players who wish to be eligible for "AA", or "A" teams must be registered in NCYH and must participate in "AA" or "A" tryouts. Failure of players to meet NCYH travel requirements for CAHA or USA Hockey competition may result in disqualification from further team eligibility subject to CAHA rostering regulations.

7. PARENTS

All parents are subject to the NCYH Code of Conduct, Safe Sport Handbook, Bylaws and Policies and Procedures as may be adopted or amended by the Board of Directors.

8. COACHES

To the extent reasonably possible, NCYH shall provide each team with competent and dedicated coaches. To this end, the NCYH shall establish and maintain a commitment to training, facilities and support for any member of the NCYH Coaching Staff. NCYH requires that all coaches follow uniform codes of instruction, discipline, certification, and participation, as specified by USA Hockey. In addition, all coaches must follow the USA Hockey Coaches' Code of Conduct, the NCYH Code of Conduct, and any applicable NCYH policies. All coaches must register with USAH.

9. SAFETY

NCYH is committed to conducting its activities in a safe manner. To that end, NCYH may establish any necessary rules and provide materials and equipment to support the individual safety of its players, coaches, volunteers and employees.

10. FUND RAISING

NCYH is a nonprofit corporation which is managed by volunteers. The Board of Directors has the authority to institute a volunteer requirement for the interests of the NCYH, so long as it complies with all Federal, State and Local laws. Mandated NCYH fundraising events must be authorized and approved by the Board of Directors. It is the duty and responsibility of each and every member to participate in designated and/or mandated fund-raising activities, rink maintenance or upkeep, or other activities beneficial to NCYH as established by the Board of Directors.

11. NCYH LOGO USAGE POLICY

The purpose of this policy is to ensure consistent and appropriate use of NCYH's logo. This logo is owned by the Colorado Eagles and requires permission for use. The logo represents NCYH and its integrity must be maintained.

- a. Permission required: all external parties must obtain written permission from NCYH before using the logo. Requests for permission should be sent to the Hockey Director through official request form.
- b. Approved Versions: Only use the approved versions of the logo provided by NCYH. The logo should not be altered in any way, including changes to color, proportions, or design elements.
- c. Spacing and Size: Ensure there is sufficient space around logo for readability and visibility.
- d. Prohibited uses:
  - Do not alter the logo design in any way.
  - Do not use the logo in a way that suggests endorsement or affiliation with any unauthorized activities.
  - Do not use the logo in a manner that could be considered offensive or misleading.
  - Do not combine the logo with any other logos or design elements without permission.
- e. Enforcement: Unauthorized use of the NCYH logo may result in legal action. NCYH reserves the right to revoke permission at any time if the usage does not comply with this policy.

## 12. NCYH Player Movement & Roster Policy

- (a) NCYH is fully committed to the development of athletes within their home associations and communities. We prioritize player development over recruitment, and our policies reflect this philosophy.
- (b) In accordance with CAHA regulations, NCYH will only accept player movement as allowed by the CAHA. Specifically Travel Hockey. This does not include CRHL Players.
- (c) NCYH will not accept more than three (3) players from any single association.
- (d) NCYH will not take more than eight (8) total incoming players per age division.
- (e) For AA teams, the following additional roster rules will apply:
  - No AA team shall have more than 25% of its roster composed of players who are new to NCYH and in their first year with the organization.
  - If NCYH adds a second AA team at the same age level, the second team will be allowed a maximum of two (2) new players who are in their first year with NCYH.
- (f) These limits are in place to ensure that we remain aligned with CAHA.

