



Southern Illinois Ice Hawks Policies & Procedures

Table of Contents

I.	Program Levels of Play.....	3
A.	Whenever possible, the club will offer two program levels of play	3
II.	General Club Policies.....	3
A.	Practices, Games and Tournaments.....	3
B.	Mandatory Use of Proper Equipment.....	3
C.	Official Ice Hawks Uniforms, player-game	4
D.	Official Ice Hawks Uniforms, player-practice	5
E.	Official Ice Hawks Uniform, coaches-head, assistant and student.....	5
F.	Rental Equipment	5
G.	Playing Time.....	6
H.	Player Eligibility.....	6
I.	Evaluations	7
J.	Player Placement on a Team	7
K.	Disciplinary Action.....	8
L.	Skater Fees.....	8
M.	Facilities.....	9
N.	Inclement Weather.....	9
O.	SafeSport	9
P.	Locker Rooms.....	10
III.	Selection of Coaches and Assistant Coaches	11
A.	Selection of Coaching Committee.....	11
IV.	Evaluation Placement Procedures	11
A.	Session Format	11
B.	Evaluators	12

C.	Rating System.....	12
D.	Placement Considerations.....	12
E.	Goalie Placements	13
F.	Missed Sessions	13
G.	Vacancies.....	13
H.	Evaluation Grievance Procedure	13
V.	Coaches Responsibilities.....	14
A.	General.....	14
B.	To Players, Coaches shall:.....	14
C.	To the Team, Coaches shall:.....	15
D.	To the Parents, Coaches shall:.....	15
E.	To the Club, Coaches shall:.....	15
F.	Student Coaches	15
VI.	Team Managers	16
A.	Manager Responsibilities	16
VII.	Codes of Conduct	17
A.	Player Code of Conduct.....	17
B.	Parent's Code of Conduct.....	17
C.	Coaches Code of Conduct	17
VIII.	Board Operating Standards.....	18
A.	Financial Assistance Program	18
B.	Executive Committee Financial Approval	18
	SIIH Team Tournament Policy	19
	PARTICIPANT CODE OF CONDUCT	20
	PARENT CODE OF CONDUCT.....	21
	USA Hockey Zero Tolerance Policy	22

I. Program Levels of Play

A. Whenever possible, the club will offer two program levels of play

1. **SIIH House League** is defined as the internal structured league that participates under the Missouri Hockey recreational rules.
2. **Travel League** is defined as any team (AA through Silver) that participates under Missouri Hockey Youth Division travel rules.

II. General Club Policies

A. Practices, Games and Tournaments

1. The club will strive to provide practices each week of the season for all levels as ice availability allows. Ice times will be as convenient as availability allows with the earlier ice times being given to the younger age groups and transversely the older players will get the later times.
2. Weekend times will be decided by the coaching committee as it deems necessary to accommodate for game and tournament schedule conflicts.
3. The End of Season tournament entrance fees, officials and ice costs will be paid by Southern Illinois Ice Hawks.
 - a) See SIIH Team Tournament Policy on Page 16 for further policies and procedures.
4. Game quantity is wholly controlled by the number of teams in each division of Missouri Hockey and will be determined by Missouri Hockey.

B. Mandatory Use of Proper Equipment

1. Protective equipment of hockey is very important to the safety and well-being of all hockey players. It is therefore the policy of the Southern Illinois Ice Hawks that all players must wear properly fitted and well-maintained equipment. All players participating in games, practices or other USA Hockey sanctioned events must wear the following equipment:
 - helmet with face mask and securing straps (HECC approved)
 - colored mouth guard
 - shoulder pads (additional sternum protection is recommended)
 - elbow pads
 - gloves
 - hockey pants
 - protective cup (boys) pelvic guard (girls)
 - shin and knee guards

*The Board strongly recommends the use of a neck guard and cut resistant under garments

C. Official Ice Hawks Uniforms, player-game

- We understand that many players are currently wearing a different color than below and will not be expected to purchase new equipment for the sake of color change. We do recommend that when replacing gear, please adhere to the club uniform standards.
 1. Helmet color is: **MAROON**
 2. Glove color is: **MAROON**
 3. Hockey pant should be **MAROON or a MAROON PANT SHELL**
 - a) Levels of play A1, AA or higher will be expected to purchase a personalized pant shell with player number and E.D.G.E. logo from the Ice Hawks.
 4. The Uniforms must be purchased from the Ice Hawks to maintain constancy.
 5. Socks must be purchased from the Ice Hawks and should be replaced if any tear exceeds 1".
 6. Hockey bags with club logo will be required for any AA team or higher. Logo bags will be available for purchase and are recommended for all players.
- The MAIHA - YD (Missouri Amateur Ice Hockey Association) Executive Board reserves the right to approve the official colors of all teams playing in the League. All players, on a team, must be dressed in similar color and design jerseys and socks. Goalies may wear sweat pants of a similar color to the team socks. Failure to have proper uniforms, during a league game, will result in a minor penalty being assessed against the offending team and the offending player will be removed from the ice and not allowed to return to the game until the infraction is corrected.
- SIIH utilizes a numbering system that places players with even birth years in even numbers and odd birth year players in odd numbers.
 - The first player to possess a given number will be the player which maintains the number. If there is a duplicate number registered on the same roster. The newer of the two players will be responsible to attain a number that differs from the original player's number. This may require a jersey replacement.
 - SIIH will "block out" a number two birth-years prior and two birth-years to the later of the player who is first issued a given number.
 - This will avoid player movement being the reason that duplicate numbers are rostered together.
 - If a player pools out to another club or chooses not to register, while wearing his/her originally issued number for one year, upon the return of this player, he/she will be eligible to retain their SIIH number as it will be held for them.

- If a player pools out or chooses not to register for SIH for a second season, the originally issued number will be returned to the chart of available player numbers and will be available to the first player who is eligible and requesting that number.

D. Official Ice Hawks Uniforms, player-practice

1. Practice jerseys (reversible with alternate color) will be available and provided to each player at the registration table with club logo and a number that may not match that of the player's regular season game number.
2. Jersey color will be determined by the coach in order to maintain an efficient practice.
3. Please maintain the integrity of the practice uniforms as you would the game uniform.
4. It is not in the best interest of camaraderie to wear the colors of an opposing team or club.

E. Official Ice Hawks Uniform, coaches-head, assistant and student

1. For practice, a warmup suit can be purchased through the Ice Hawks.
 - a) If an Ice Hawks warmup is not available, any **BLACK** warmup suit will act as a substitute
2. The jacket that comes with the warmup suit is the official uniform. In the event that weather conditions are not suitable to wear the jacket comfortably, wear a shirt that represents the Ice Hawks or ice hockey.
3. No coaches will be allowed to wear shorts or jeans on the ice.
4. No sleeveless shirts are allowed.
5. For 10U and older levels, all coaches on the bench during games should wear business casual clothing (i.e. collared shirt, dress pants, etc.).

F. Rental Equipment

1. Rental equipment may be available from the Ice Hawks for new players.
 - a) the club rental equipment will be handled by the equipment manager
 - b) rental fees will be established by the equipment manager and the Board
 - c) all renters must fill out an equipment rental form and maintain the equipment in good repair. Renters will be responsible for loss or permanent disrepair of the equipment.
2. Mini and Mite players will have goalie equipment available to them and are expected to "pass the bag" so that several players get the opportunity to play goalie
3. Use of goalie equipment in the off-season months will be managed by the equipment manager

G. Playing Time

SIIH philosophy is to allow coaches to develop their teams and utilize players according to their philosophy of hockey, while satisfying general guidelines, as follows: Parents should keep in mind that it is not possible for coaches to keep track of the exact number of shifts and minutes of ice time afforded each player during a game.

1. The SIIH House League is designed with less emphasis on competition and more on skill development, participation, teamwork and fun. Each House level coach will strive to provide equal ice time to all skaters over the course of each game.
2. Travel League coaches (A1 through Silver), due to the more competitive nature of the game at these levels, will have more flexibility in the use of players and distribution of ice time. Every effort will be made to provide fair and reasonable ice time to each player during each game.
3. On AA teams, coaches will have discretion to choose the players that best fit game situations. Every effort will be made to provide the appropriate game ice to each player. Equal shifts and ice time are not guaranteed at these levels.
4. At all levels, coaches may withhold game ice time from players for disciplinary reasons (i.e. disruptive behavior, conduct which could lead to injury, or as a teaching tool). Unexcused absences at practices and games may also result in loss of ice time without the refund of fees. Each coach will distribute the SIIH organizations rules and expectations at the beginning of the year.

H. Player Eligibility

1. A player's age as of January 1 determines which age category he/she is eligible during the entire season, in accordance with USA Hockey and MAIHA-YD age classifications.
2. False information or registration regarding player's age, date of birth or residence shall result in suspension in congruence with Missouri Hockey rules.
3. A copy of each player's birth certificate must be on file with the SIIH Registrar.
4. Player eligibility is determined by Mo-Hockey rules and SIIH policy. Players may only participate at their age-appropriate level unless they qualify under one of two possible exceptions. The two exceptions to the policy are:
 - a) At the end of evaluations, players/goalies within an age level division without a AA team may be moved to higher age level division at the direction and under the approval of the Board. Approval will be the exception, not the rule, and will be used only to facilitate the formation of a team or support development of exceptionally skilled players. If a player is not selected for the higher division's League team, the player must return to the age-appropriate division for evaluation and team assignment.
5. No child may play for a team that he/she is not properly rostered on (USA Hockey Team Roster Form) during the MAIHA-YD League Season.

6. If injury/health forces a child to sit out during the season, he/she will have a reserved spot to rejoin SIH.

I. Evaluations

1. All players will be evaluated at the age appropriate division at the beginning of each season.
 - a) Evaluations will consist of a combine to collect data and help determine initial level of aptitude followed by game scenario evaluations.
2. No player will automatically be placed on any team based on previous playing body of work.
3. The SIH Evaluation Committee shall consist of qualified coaches, who have no conflict of interest at that particular age level, and are appointed and approved by SIH Board, Director of Hockey Operations.
4. All questions concerning evaluations are to be directed to the SIH Board, Director of Hockey Operations

J. Player Placement on a Team

1. Within the organization at the same age level: During the first few weeks of League play, when it may be difficult for coaches to determine on which team to place individual players, and how best to balance teams entered in the same age level, team rosters will not be fixed. However, during this trial period, a free shuttle of players between teams might conceivably be used by an unscrupulous coach to produce an unfairly good early record for his team by the unrestricted use of the most skilled players. CONSEQUENTLY:
 - a) Through December 31, a player may be moved to a different team, but once a player has participated in a league game, the player will not be allowed to switch teams without first having been rostered on the same team for at least three consecutive league games. Likewise, any later switch must be similarly preceded by the player rostered on the same team for three consecutive league games.
 - b) No player may play for a team on which he is not rostered, and no player may be rostered on more than one team at the same time without the permission of the MAIHA-YD Executive Board.
 - c) From January 1 to the end of the season (end of the MAIHA-YD Program playoffs or while participating in the USA Hockey Regional or National Tournaments), all team rosters will be fixed with one exception; a player may, at any time, be advanced to a team in a higher division.
 - d) If a player has not moved up to a higher division team after December 31, he may not participate in USA Hockey Regional or National Tournaments, but he may participate in all other games with the team.
2. Within the organization at different age levels:

- a) A player may not play on a team in an age level lower than the one for which he normally qualifies.
- b) If a player plays with a team of an older classification for one league game in a given season, he shall be ineligible to participate in league games with a team of a lower age classification.

K. Disciplinary Action

1. SIH forms a Rules and Disciplinary Committee to handle all infractions within our organization for players, coaches and parents as required, under the direction of the SIH Board, Rules Ethics Disciplinary Safe Sport Director.
2. The SIH Rules and Disciplinary Committee may suspend a player, coach or parent from attending any SIH game, practice or any other organization or team event, for conduct detrimental to SIH hockey or any violation of SIH and/or MAIHA-YD Rules and Regulations
3. Any player, parent or coach may be suspended for his/her own conduct and for the continued violations of a related individual, or failure of a related individual to abide by disciplinary action.
 - a) There shall be no appeals of suspensions of non-players for thirty days or less.
 - b) No player shall be suspended for more than 3 games without being afforded a hearing or waiving the opportunity to have a hearing.
4. Appeals to decisions by the SIH Rules and Disciplinary Committee begin by:
 - a) filing a written appeal containing all pertinent details of the case, directed to the Chairman of Rules and Discipline with a copy also sent to the President of the SIH Board of Directors. Copies of the Incident Form are available via the SIH website,
 - b) the appeal must be filed within 10 days of the date of the decision being rendered. The fee for filing an appeal is \$50.00, to be refunded if the appeal is successful,
 - c) the SIH Board of Directors has the right to consider a written appeal. There will not be an oral hearing on any such appeal,
 - d) if any further appeal is required, an appeal can be made to MAIHA-YD Rules and Disciplinary Committee through the SIH organization representative to MAIHA-Yi
5. Any person who is aware of a violation of the SIH Bylaws and/or the SIH Rules and Regulations should report that violation to the Chairman of the Rules and Disciplinary Committee.
6. Any player, parent or coach who persists in conduct detrimental to SIH may be subject to dismissal from the association. Dismissal may be enacted by either the rules and disciplinary committee or directly from the board of directors.

L. Skater Fees

- The Southern Illinois Ice Hawks are required to buy ice for practices and home games. The only way it can afford to do so is through the collection of skater fees and fundraising. Delinquent skater fees can adversely affect the Associations ability to purchase ice for its

teams. The Association reserves the right to suspend a player's skating privileges for non-payment or non-compliance with payment terms. The Association will not grant refunds unless there are extenuating circumstances as determined by the Board.

1. For registration all players must have their registration forms and fees completed and submitted before evaluations begin. Arrangements may be made for a payment plan prior to evaluations. Three notices for late payment will be sent. If the payment schedule is not adhered to, the player will not be allowed to participate in any SIH events, practices or games until payments are made current. Registration fees will be managed via SIH Online registration posted on the SIH Webpage, <http://www.icehawkshockey.org>
2. Ice fees will be managed via SIH Online registration posted on the SIH Webpage. All ice fees will be managed via SIH Online registration. Instructions on fee schedules and installment plans will be clearly posted on the site. <http://www.icehawkshockey.org>

M. Facilities

- The Southern Illinois Ice Hawks use McKendree Metro Recplex (MMRP) as its home ice. All players and their families are expected to treat the facility, including locker rooms, restrooms, lobby and areas away from the rink with respect. Abuse of the facilities utilized by Southern Illinois Ice Hawks will lead to suspension of the skater's skating privileges. This is **NOT** limited to MMRC but extends to all facilities visited by Southern Illinois IceHawk teams or players.

N. Inclement Weather

- The Southern Illinois Ice Hawks are committed to player, coach, and family safety and will cancel and reschedule games in the event of inclement weather in accordance with the decisions made by Missouri Hockey. During this period of cancellations, practices will also be cancelled, but not rescheduled. The Board may choose to allow practices to continue only if the inclement weather does not affect the club's districted region.

O. SafeSport

- In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to the Ice Hawks' priorities. SIH adheres to USA Hockey's SafeSport Program as a means to help protect its participants from physical abuse, sexual abuse, and other types of misconduct, including emotional abuse, bullying, threats, harassment, and hazing.
- The Southern Illinois Ice Hawks require ALL parents and/or legal guardians to complete the USA Hockey SafeSport requirements for volunteers. Members of the coaching staff can meet this requirement through the coaching SafeSport training.

- SIH prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Participants, parents, or volunteers may be subject to disciplinary action for violation of these locker room policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies. Reports of any actual or suspected violations should be sent to the REDSS Director. You may also email USA Hockey at SafeSport@usahockey.org or call 1-800-888- 4656.

P. Locker Rooms

- To help prevent abuse or misconduct from occurring in our locker rooms, SIH adheres the USA Hockey locker room policies.
- Locker room policies are designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms. The Ice Hawks use various ice rinks during the season. All rinks will provide different configurations of the locker room and restroom facilities. Player locker rooms may have adjoining restrooms and/or shower areas. At arenas for which you are unfamiliar, parents should plan to have extra time and some flexibility in making arrangements for their child to dress, undress, and shower if desired.
- Coaches are responsible for regular monitoring of the locker room areas. If the coaches are not available, a locker room monitor may be assigned. Locker room monitors must be safe sport certified. Monitors are posted directly outside of the locker room and should intervene when player roughhousing, hazing, or verbal/physical abuse is witnessed or overheard.
 - Coaches must be advised of any player misbehavior immediately.
 - Players are expected to adhere to the USA Hockey Player Code of Conduct.
- It is sometimes necessary for parents to assist the players getting dressed at the 6U & 8U levels. SIH discourages parents from entering locker rooms at the 10U, 12U, and 14U levels. We encourage parents to teach their young players how to get dressed independently and ask a coach for help if needed.
- It is important that the privacy rights of all of our players are given consideration. Any SIH player may request a private or separate locker room, this includes but is not limited to mixed gender teams. After players dress in gear, the team will gather in one locker room for the team meeting. After games, players will meet in one locker room for a post-game meeting and then proceed to separate locker rooms to remove gear. If a separate/private locker room is not available, or all players prefer to use the same locker room, a minimal dress policy should be instituted by the coach.
- Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, are not permitted to be used in the locker

rooms. If phones or other mobile devices must be used, they should be taken outside of the locker room.

III. Selection of Coaches and Assistant Coaches

A. Selection of Coaching Committee

- a) During the appointment of Director positions after the Board is established, a Coaching Director will be chosen. After a Coaching Director is chosen, the Coaching Committee will be established under the direction of the SIH Board, Director of Hockey Operations. The Coaching Committee shall, at the earliest date possible, recommend the potential coaches for each level.
- b) Parent coaches (head and assistant) will not be placed on a specific team until after the team placements have been completed. To the extent possible, requests made by non-parent coaches will be given great consideration.
2. Southern Illinois Ice Hawks will abide by USA Hockey coaching certification and screening requirements for any age specific level.
3. Upon presentation of coaching course completion, and with the submission of proof of payment, the treasurer will reimburse individuals for the cost of:
 - a) clinic fees for obtaining level 1, 2, and 3 coaching certifications,
 - b) mandatory background check,
 - c) age specific online modules,
 - d) USA Hockey registration fees
4. If circumstances prevent a head and/or assistant coach from being present at a game or practice, an adult designated by the head coach will be in charge. USA Hockey requires that only certified and screened individuals participate regularly in on-ice instruction.
5. Only the Board of Directors can remove or replace a head or assistant coach.

IV. Evaluation Placement Procedures

A. Session Format

1. Only skaters, coaches and evaluators will be allowed at ice level (including players benches) during the evaluations. Parents of the younger players will be allowed in the locker rooms who are in accordance with SafeSport policy for the purpose of tying skates and helping players get suited appropriately.
 - a) The purpose of this requirement is to minimize distractions that may cause skaters to lose focus.
2. The tryout will consist of multiple sessions for each level.

3. The initial date per level will be a combine styled evaluation utilizing station based basic skill drills used to determine the skater's initial aptitude of skills. To the extent possible, similar drills will be performed at all levels.
4. The subsequent two or more events will be focused on game scenarios in small area games and/or full ice games to evaluate the players in the game setting.

B. Evaluators

1. The SIH Evaluation Committee is established previously in this document.
2. Under no circumstance shall the parent of a player have any say in the evaluation or placement of their child.

C. Rating System

1. Each skater will be scored during the combine event and ranked from highest to lowest according to the data collected by the evaluators.
2. The afore mentioned ranking will be used to group players together for game scenario evaluations that follow the combine event.
3. Teams may further be skated in conjunction with the same age group team for several practices thereafter to refine the selection player placement.

D. Placement Considerations

1. When making placements, the Coaching Committee will:
 - a) use evaluation ranking results as the foremost barometer for placement,
 - b) consider previous coaches input regarding such things as coach ability, physical, mental and emotional maturity and attitude.
 2. All teams within an age group will have an equal number of similarly skilled skaters where possible. If it is not possible to equalize the rosters in terms of number of rostered players, then every effort will be made to balance the teams accordingly.
 3. Without Coaching Committee approval, a player cannot skate on a team lower than the one to which he/she was placed.
- Section D Placement Considerations, is not to be applied mechanically as to allow a skater of significantly lower ability to skate with a higher team solely for the sake of team balancing. When evaluating groups of players, natural breaks in ability can be considered when deviating from the above rule.
 - When two or more skaters are evaluated as being very similarly skilled and are vying for limited "bubble" spots, a second-year skater's experience playing at that age level should be given consideration as a potential "tie breaker" between the second-year player and the first-year skaters.

E. Goalie Placements

1. In order to encourage the development of goalies, dedicated goalies at the Mini and Mite levels will not be permitted.
2. At the 10U level, goalies may be placed on any team but passing the goalie bag between interested players of the B through Silver levels may be permitted.
3. Goalies at the 10U and older levels will be rated during the evaluation process and placed accordingly. If necessary, a separate goalie session will be used.

F. Missed Sessions

1. Any player that missed a session will be ranked according to the evaluations attended, the input from previous coaches and the coaches of the current age level.
2. Skaters that do not attend any evaluation sessions will be evaluated by that age level's coaches during practices following the evaluations. Players will only be excused from evaluations for injuries, health or family requirements.
 - a) We ask that the parents inform the Board of a skater that will not be available for evaluations

G. Vacancies

1. If, after evaluations, a team permanently loses a skater due to injury, family relocation or similar event, the Coaching Committee will determine if adding a skater from the next lowest team is warranted.
2. If it is deemed warranted, consensus on the chosen skater(s) will be obtained from head coaches of both affected teams, the skater and the parents of the skater.

H. Evaluation Grievance Procedure

The Southern Illinois Ice Hawks will place skaters to teams which they are appropriately skilled through the administration of our evaluation process. The volunteers of this Association strive to make these team placements fair and transparent for all of our families. Any grievance regarding the evaluation and placement process must be made in writing to the Board describing in full detail the basis for the request to review within 24 hours of placement notification through the Director of Hockey Operations or the President of Southern Illinois Ice Hawks.

Upon receipt of a timely request, the Director of Hockey Operations will designate a three-person panel from within the club to hear the grievance. The panel shall be familiar with club policies and the evaluation and placement process used in the placement of players at that age level.

At the grievance hearing, the panel shall review the scoring summaries for the age level, along with any notes or minutes taken during the placement meetings. The panel may

take into consideration the input of any person that is present during the placement sessions. The parents of the aggrieved skater are entitled to a redacted copy of the scoring summary, showing a distribution of scores and the rank of the aggrieved skater, but masking the names or identifiers of all other skaters.

The grievance panel shall not substitute its own judgment for that of the coaching committee, or review whether one child was more deserving than another of placement on a specific team. The sole issue shall be whether the coaching committee made its decision in accordance with the club policies and coaching committee criteria. If the grievance panel decides the coaching committee did not follow club policies or criteria, and that such failure resulted in an improper placement, the panel shall correct the placement for the aggrieved skater, regardless of whether or the corrected placement results in an otherwise numeric imbalance. No other skaters shall be replaced, except by their consent.

Review of the grievance will be complete within 10 days. The skater will remain with the team they were placed on until the panel can make a ruling, which will be final.

V. Coaches Responsibilities

A. General

1. Coaches at all levels of play will be required to participate in the USA Hockey Coaching Education Program (CEP) Clinics conducted in the St. Louis area based on the requirements established by MAIHA-YD.
2. Coaches shall have their certification renewed in accordance with current USA Hockey policy.
3. Coaches will be selected by the Director of Coaches based on their skills and qualifications, and are approved by the Board of Directors.
4. All equipment (for example; medical kit, goalie equipment, etc.) will be given to each coach and will be the coach's responsibility. The SIH Board of Directors will establish a cost for each item. At the end of the season, all equipment must be returned in reasonably good condition or a charge for lost or damaged items will be assessed.

B. To Players, Coaches shall:

1. provide a safe and healthy environment for the skaters,
2. provide equitable ice time to all players,
3. treat all skaters with dignity at all times,
4. remember that skaters of all ages are still children and are to promote the fun aspect of hockey,

5. make every effort to play skaters in all positions, including goalie, through the Squirt B level to ensure a better understanding of the game as well as to facilitate the overall development,
6. prepare an evaluation of each skater and will meet with the skater and the parent(s), if appropriate, to discuss it. The purpose of the evaluation is to provide an assessment of the player's coach-ability, consistency of effort, ability to skate, stick handle and understanding of the game. The evaluation should also identify areas of improvement that would make the skater a better hockey player.

C. To the Team, Coaches shall:

1. exemplify qualities of good sportsmanship, conduct, and other positive traits that they expect from their players,
2. never appropriate for coaches to take illicit drugs, to use tobacco around the rink, to attend a game or practice intoxicated, or to drink in excess in the presence of the team,
3. foster team spirit and actively encourage cohesiveness and camaraderie
4. work to develop maximum team effort and play, as opposed to encouraging individual play,
5. maintain and uphold team discipline. In exercising discipline, coaches shall deal with unacceptable behavior immediately and uniformly

D. To the Parents, Coaches shall:

1. provide an atmosphere of open communication with parents at all times,
2. be responsible for discussing and explaining their expectations for the season

E. To the Club, Coaches shall:

1. be supportive of the Southern Illinois Ice Hawks philosophy and guidelines,
2. to be representatives of the Southern Illinois Ice Hawks and that their attitudes and behaviors reflect not only on themselves, but the Association as well

F. Student Coaches

1. Must attend a training session conducted by the club. Student coaches are not eligible to attend a CEP certification clinic for certification. They may audit a clinic but they do not receive certification credit, nor are they required to pay for the clinic. He/she will need to contact the instructor directly as he/she will not be able to register online due to the age restriction in place.
2. Does NOT need a background check or SafeSport until the age of 18.
3. Must always be under the supervision of a certified, screened adult coach during all practices, clinics, try-outs, and in the locker room.
4. May help at practices, clinics, try-outs only. (May not participate as a player in scrimmages or games when acting as a STUDENT COACH).

5. May not act as the head coach or an assistant coach during practices or games.
6. May be on the bench during games with an adult. The STUDENT COACH will count as one of the maximum of four Team Officials allowed on the bench.
7. Must wear a helmet with full face shield, gloves, and skates while on the ice. Must wear helmet during games while on the bench.
8. May only work with players at least one full playing age level down (e.g., a 14U age player may act as a STUDENT COACH at the 12U, 10U or 8U level).
9. The club must have a form from the STUDENT COACH indicating on what team he/she is participating as a student coach, and, if applicable, what team he/she is properly registered/rostered as a player. This form stays with the club.
10. Upon reaching the age of 18, the STUDENT COACH must comply with the USA Hockey Screening Program and meet the USA Hockey Coaching Education Program requirements which will qualify him/her to act as an assistant or head coach.

VI. Team Managers

A. Manager Responsibilities

1. All teams are required to have a team manager, who will be selected from one of the parents of the players rostered on the team. The coach's or assistant coach's spouse may not serve as team manager. It is suggested that at Squirt A and above, a team have both a business manager and a travel coordinator to schedule games, tournaments and travel arrangements.
2. If no one volunteers, the head coach will appoint a parent or family to serve in this position.
3. The team manager is responsible for the following:
 - a) schedule a meeting of team parents after the team is formed to answer questions between parents and coaches,
 - b) communicating Board policies, such as team sponsorship to the coaches and parents,
 - c) assist the coach in scheduling games, practice games and practices,
 - d) provide each team member and coach a complete roster of skater names, addresses, phone numbers and email addresses,
 - e) securing game officials (referees) for practice games from Missouri Ice Hockey Officials Association (MIHOA),
 - f) securing minor officials (scorer and time keeper) from the parents on the team,
 - g) attaining travel permits for away tournaments,
 - h) handling funds for team pictures, tournaments and team events,
 - i) monitoring and reporting proper conduct from team members and parents,
 - j) updating the Director of Managers on all team matters,
 - k) coordinating team travel for games and tournaments (may be assisted-see above),

- l) ensure all medical release forms have been signed and are at the rink whenever the team is on the ice. It is preferable that the release forms be kept with the medical kit,
- m) assist the head coach and staff with any paperwork necessary to the team's organization,
- n) be the first level of reporting in the grievance process,
- o) will be reimbursed for minor expenses not to exceed \$50.00

VII. Codes of Conduct

A. Player Code of Conduct

1. All players are ambassadors on behalf of Southern Illinois Ice Hawks and USA Hockey, on and off the ice. We are committed to act as a group of class individuals at the rink, when traveling to tournaments, at hotels, at other rinks and in the locker rooms. It is the responsibility of everyone to foster a positive and enjoyable experience for all involved.
2. Please sign, date and return the PARTICIPANT CODE OF CONDUCT form after reviewing with the player.

B. Parent's Code of Conduct

1. All parents are ambassadors on behalf of Southern Illinois Ice Hawks and USA Hockey, on and off the ice, and including social media. We are committed to act as a group of class individuals at the rink, when traveling to tournaments, at hotels, at other rinks and in the locker rooms. It is the responsibility of everyone to foster a positive and enjoyable experience for all involved.
2. Please sign, date and return the PARENT CODE OF CONDUCT form after reading it.

C. Coaches Code of Conduct

1. All coaches are ambassadors on behalf of Southern Illinois Ice Hawks and USA Hockey, on and off the ice. We are committed to act as a group of class individuals at the rink, when traveling to tournaments, at hotels, at other rinks and in the locker rooms. It is the responsibility of everyone to foster a positive and enjoyable experience for all involved.
[From USA Hockey website]
 - a) Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
 - b) Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.

- c) Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- d) Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.
- e) Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- f) Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- g) Be concerned with the overall development of your players. Stress good health habits and clean living.
- h) To play the game is great, to love the game is greater.

VIII. Board Operating Standards

A. Financial Assistance Program

1. Requests for financial assistance for club fees should be made to the treasurer by submitting the financial aid request document
2. The treasurer shares the request with the Executive Committee, who in turn creates a proposal for a reduced fee and/or alternative payment schedules. The Executive Committee submits the proposal for a Board of Directors vote, but should remove the names and identities of the family making the request to ensure privacy.
3. After the board vote, the treasurer contacts the family to explain the decision and setup a plan based on the outcome of the vote.

B. Executive Committee Financial Approval

1. The Executive Committee may approve purchases of \$500 or less without the approval of the entire Board of Directors. However, this is limited to a total of \$1000 per month.
2. The Executive Committee must disclose these purchases during the next board meeting.

SIIH Team Tournament Policy

The purpose of tournament play is to provide a forum for diverse competition and strengthen team bonding while spending time together during an event. It is the intent of this policy to provide guidance and structure to SIIH team tournament activities. Tournament play requires a significant financial commitment and team decisions should guide the process.

1. SIIH teams will be limited to 3 tournaments per year. At least 1 tournament must be in town. The other tournaments may be out-of-town. For 6U/8U any travel out-of-town requires written approval of the SIIH Board. All tournaments out-of-country require written approval of the SIIH Board. Any exceptions to this rule will require a written request for approval of the SIIH Board.
 - a) In town will be considered within 2 hours drive of McKendree Metro Rec Plex Ice Rink
 - b) Out-of-town will be considered any event outside the 2-hour drive radius.
2. First step in the approval process is that a team or tournament manager will conduct anonymous voting of families. At least 80% of families must approve tournament decision (manager must be able to substantiate this approval with vote tally).
3. Families opting to not participate in a tournament will not be punished or admonished for this decision. Any indication of such retribution will be referred to the SIIH Board for review.
4. All costs and payments for each tournament must be documented by the team or tournament manager.
5. All teams will abide by the Missouri Amateur Ice Hockey Association rules to attend tournaments.
 - a) Travel Permits and USA Tournament guidance can be found at:
<http://www.mohockeyyd.org.prod.sportngin.com/page/show/2084239-youth-division-forms>
 - b) US and Canadian Travel is also covered on the Missouri Amateur Ice Hockey Association website under the same site location.
 - c) 6U and 8U guidance can be found at:
<http://www.mohockeyyd.org.prod.sportngin.com/page/show/3721942-adm-6u-8u>
6. Any exceptions to the above SIIH Tournament policy must be submitted in writing for approval by the SIIH Board



PARTICIPANT CODE OF CONDUCT

NAME: _____

To be read and signed by you as a member of Team: _____

Participating in USA Hockey for the upcoming season.

1. No swearing or abusive language on the bench, in the rink, or at any team function.
2. No lashing out at any official no matter what the call is. The coaching staff will handle all matters pertaining to officiating.
3. I will treat other players, coaches, parents, fans and officials with respect, regardless of race, sex, creed or ability.
4. Fighting will not be tolerated. Fighting will result in an appearance before a Discipline Committee.
5. There will be no drinking, smoking, chewing of tobacco or use of illegal substance at any team function.
6. I will conduct myself in a befitting manner at all facilities (ice rink, hotel, restaurant, etc) during all team functions.
7. Any player or team official who cannot abide by these rules or violates them will be subject to further disciplinary action.

When players violate these rules and/or disrupt team activities, coaches are encouraged to enforce discipline according to the following guidelines:

1. First offense time out at practice and/or sit out one period;
2. Second offense; sit out two periods,
3. Third offense; sit out one game,
4. Fourth offense; three game suspension plus skater and parents appear before the Rules and Discipline Committee (R&D).

Repeated and/or dangerous actions may be referred directly to the R&D committee for accelerated discipline. When continued disregard for the rules seriously disrupts the club and/or team activities or behavior is determined to be dangerous to others, the Board of Directors reserves the right to terminate the player's club membership.

All disciplinary actions may be appealed to the Board of Directors, but the action remains in effect until a final Board decision has been made.

Signed: _____ Date: _____

PARENT CODE OF CONDUCT

PLAYER NAME: _____

To be read and signed by you as a member of Southern Illinois Ice Hawks.

Participating in USA Hockey for the upcoming season.

1. I will provide a positive support and encouragement for my skater participating in youth hockey, and emphasize the importance of achieving common goals through teamwork.
2. I understand that the club evaluators try to be fair as possible. I will support their team placement decisions to my player and the other parents.
3. I will place the emotional and physical wellbeing of my skater ahead of my desire to win. I will remember that the game is for youth, not adults, and will do my best to make youth sports fun for my child and all Southern Illinois IceHawk players
4. I will not confuse my player by countermanding the coaches' instructions. I will follow team rules regarding arrival times, attendance, etc.
5. I will be a respectful fan and encourage good sportsmanship by demonstrating positive support for all players, coaches, parents and officials at every practice, game, or other youth hockey event. I will treat other players, parents, fans, coaches and officials with respect regardless of sex, race, creed or ability. I will refrain from criticism of referee decisions. I will set an example and conduct myself in a way that reflects positively on the skaters, the club and the other parents.
6. I will conduct myself in a befitting manner at all facilities (ice rink, hotel, restaurant, etc) during all team functions. I will support the hockey program and become involved to whatever extent I am able.

When parents violate these rules and/or disrupt team activities, team managers are encouraged to defer discipline to the Rules and Discipline committee for review according to the following guidelines:

1. First offense; rules and Discipline committee chairperson will be in direct contact with the parent and others who witnessed the incident followed by a letter of response;
2. Second offense; the parent shall appear before the Rules and Discipline committee to explain the incident,
3. Third offense; the parent shall be suspended from all practices and games for the balance of the season.

Repeated and/or dangerous actions may be referred directly to the R&D committee for accelerated discipline. When continued disregard for the rules seriously disrupts the club and/or team activities or behavior is determined to be dangerous to others, the Board of Directors reserves the right to terminate the player's club membership.

All disciplinary actions may be appealed to the Board of Directors, but the action remains in effect until a final Board decision has been made.

Parent/Guardian signature: _____ Date: _____

Parent/Guardian signature: _____ Date: _____

USA Hockey Zero Tolerance Policy

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

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

Players

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

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

Coaches

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

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

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

Officials

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

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

Parents/Spectators

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

This inappropriate and disruptive behavior shall include:

1. Use of obscene or vulgar language in a boisterous manner to anyone at any time.
11. Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
12. Throwing of any object in the spectators viewing area, players bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.