

Owensboro Youth Hockey Association

TRAVEL HOCKEY REGULATIONS & PROCEDURES

(As amended and approved 4/25/2023)

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Article I. Objectives & Core Values of Travel Hockey

Travel teams shall be organized to allow interested and qualified players an opportunity to play hockey in a more competitive environment than that available through house league play. This program will provide players with the opportunity to develop their hockey talent, physical skills, and social skills. The primary objectives of the Travel Teams are as follows:

- Ice hockey is a team sport! The play, training, coaching, and education should be emphasized as such.
- Individual player records should be kept for a visual of personal growth. Then coaches may utilize these records at the end of season for awards if warranted. This is in accordance with individual effort, team play, sportsmanship, intensity, determination, and player development.
- The mutual development of the individual participant as both a team player and as an individual person is to be stressed.
- The development of both the physical and the mental skills necessary in ice hockey are to be pursued throughout the season through game situations, on practice ice, in educational sessions, and in dry land training.
- Sportsmanship and fair play are to be emphasized at all times.
- Travel hockey requires a commitment and a level of intensity not generally found in other noncompetitive environments. As such, this level of play should encourage youth to develop and exhibit control over the higher levels of intensity required in reaching their fullest potential.

USA Hockey Core Values

Sportsmanship

Foremost of all values is to learn a sense of fair play. Be humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.

Respect for the Individual

Treat all others as you expect to be treated.

Integrity

We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.

Pursuit of Excellence at the Individual, Team and Organizational Levels

Each member of the organization, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability.

Enjoyment

It is important for the hockey experience to be fun, satisfying and rewarding for all participants.

Loyalty

We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.

Teamwork

We value the strength of learning to work together. The use of teamwork is Reinforced and rewarded by success in the hockey experience

Article II. Coaches

1. Coach Selection

- a. Application: Head coaching applications for travel hockey will be made available in March of each year, to be completed and submitted to OYHA Board no later than the end date given.
 - i. Appendix 1 OYHA Head Travel Coach Application
- b. Background Check: Coach candidates need to complete a USA Hockey Background Check and turn it in prior to interviews. Will be reimbursed with a commitment as an active participant in the organization that season.
- c. The Board will conduct interviews with all applicants and recommend head coaches for each team for approval by the Board through a vote.
 - i. Appendix 2 OYHA Coach Interviews and Selection Process
- d. Coaches shall be evaluated and selected for positions based upon a number of factors, including their ability to teach team and individual skills; their ability to teach and demonstrate appropriate sportsmanship and citizenship; their ability to relate to and work effectively with youth, with parents, and with other coaches; their ability to represent and uphold the purposes of Owensboro Youth Hockey; and their ability to abide by the USA Hockey Coaches Code of Conduct and USA Hockey Coaching Ethics Code.

2. USA Hockey and Mid Am Hockey

- a. All coaches must comply with USA Hockey's Coaching Education Rules and Requirements found on the USA Hockey (www.usahockey.com) and Mid Am Hockey (www.midamhockey.com) website.
 - i. Steps to becoming a USA Hockey Certified Coach
 - Register with USA Hockey (Hockey Number)
 - Plan to attend Coaching Clinics - Turn plans into Coach-in-Chief
 - Complete SafeSport Training
 - Complete Level Specific Modules
- b. A signed letter declaring the coach's code should be returned to the Coach-In-Chief prior to tryouts by each coach stating that he/she has read, understands, and will abide by the USA Hockey Coaches Code of Conduct and USA Hockey Coaching Ethics Code.
 - i. Appendix 3 Coaches Code of Conduct & USA Ethics Code

- c. All requirements are to be completed and turned in by December 31 per USA Hockey's deadline.

Article III. Teams

1. Team Selection

- a. The Board Member appointed to scheduling will communicate with head coaches and Edge Ice Center to secure ice times for tryouts.
 - i. The team's Head Coach is in charge of proper preparations. Examples of preparations include on ice help, optional evaluators, pucks, etc.
- b. Coaches will hold a meeting for all interested parties prior to tryouts to outline their ideas for the team/upcoming season and estimated costs.
- c. All selected players shall sign a OYHA Travel Acceptance Letter at their first travel team meeting.
 - i. Appendix 4 OYHA Travel Acceptance Letter
- d. Players should attend scheduled session(s) to be eligible for selection, unless specific *prior* acceptable arrangements have been made through the Head Coach or Coach-in-Chief, on a reasonable exception basis. Exceptions to this rule for specific excused absences should be granted on only a very limited basis. Requests for exceptions must be made to the Head Coach or Coach-in-Chief *prior* to the tryout session. Any unexpected emergencies that would prevent a player from attending a tryout must be communicated to the Head Coach or Coach-in-Chief of the affected team as soon as possible.
- e. Final team roster with USA Hockey numbers will be turned into the Registrar to be uploaded to USA Hockey to get the official roster.

2. Player Tryout Fees – \$30.00 for the 2023 Year

- a. The Board of Directors shall determine the tryout fees, based upon ice rental expense and the approximate number of players anticipated to tryout. The fee is paid at the time of online registration or prior to the player getting on the ice at the first tryout a player attends.
- b. The price is the same regardless of the number of tryouts attended.
- c. Failure to pay the fee will forfeit your players tryout.
- d. Checks should be made payable to whichever team you will be trying out for, OYHA PuckHog Mites, OYHA PuckHog Squirt, etc.

- e. The Coach, Manager, or Board of Directors, will attend tryout sessions to ensure the payment of all fees and registration expenses, and the player has a valid USA Hockey confirmation number.
 - i. No player will be allowed to tryout without an upcoming season USAH Confirmation Number in place.
 - f. The tryout fee is non-refundable.
3. Player Announcement
- a. Coaches shall call each player that tried out to let them know if they made the team or not.
 - b. Upon completion of speaking to each player that had tried out a list of the selected players is to be posted on the OYHA website and Social Media platforms as soon as possible.
 - c. Following team selections, the Head Coach and/or Team Manager shall organize a meeting of each teams' parents to reiterate the time and financial commitment of travel hockey.
 - d. All selected players shall sign a OYHA Travel Letter of Intent, Appendix 4 at the first team meeting.
 - i. Appendix 4 Travel Letter of Intent
 - e. It is the intent of the Association to annually organize as many competitive teams at the Squirt, Pee Wee, Bantam, and High School levels as permitted, factoring in ice availability, player availability and the availability of qualified coaches. In the event that it is determined by the consensus of the evaluators, the Head Coaches and the board that there are not a sufficient number of qualified players to field a team in any age division, the Head Coach and the Board of Directors may form a team or teams appropriate to the talent level present at the tryout. Conversely, if a large number of participants try out, the formation of an additional team may be considered. The final approvals of the teams are to be made by the Head Coach.
4. Player Play Up - Dual Roster - Borrow Policy
- a. The Owensboro Youth Hockey Association (OYHA) Board recognizes that in rare and specific cases it can be appropriate and beneficial to a player's development for a player to play-up to the next age classification. However, a balance needs to be struck to avoid placing the desire of a player above the legitimate opportunity for that individual to be successful in an older age

classification. Equally important, the short and long-term best interests of OYHA must be given consideration.

- i. Appendix 5 OYHA Play Up - Dual Roster - Borrow Policy
- b. A Play Up - Dual Roster - Borrow Policy is required to be filled out prior to tryouts.
- c. The maximum number of players per team shall follow USA Hockey Regulations, or as set forth by Kentucky High School Hockey Association regulations. The exact number of players selected for each team is to be determined by the Head Coach, factoring in independent evaluator assessments.

Article IV. Player Selection

1. Player selections are to be made through the open tryouts, which are to be conducted by the team's coaching staff, in conjunction with the coach's chosen evaluators which will provide oversight and assistance as necessary.
2. Selection of players deemed by evaluators to be of inadequate skill levels for competitive travel hockey simply to reduce the overall team cost per player is prohibited. A standard evaluation form should be used for each player to assist in the selection process. (Evaluation forms will be provided to the all head coaches by the Coach-in-Chief)
3. Factors considered in the selection process should include physical skating and hockey skill levels, attitude, motivation and effort levels, teamwork concepts, overall mental awareness of position play, past performance and experience results, and input from prior coaches, as applicable.
4. Tryout drills may be prepared by the Head Coach and their coaching staff. Drills should be selected based on division level and skill required to best exemplify qualifications for each level.

Article V. Player Eligibility

1. Any player being identified as newly moving into the area, having played on a travel or house league level with another association is eligible to attend. Coaches will investigate a player's hockey history. Efforts will be made to notify any such families prior to the tryout date for appropriate notification.

2. Players must be registered by OYHA and USA Hockey to be eligible. In addition, any outstanding financial obligations to OYHA or to any other USA Hockey Association must be fully satisfied in order for that player to take part in tryouts or to be selected.
3. Players wishing to move up an age division must follow the procedures outlined in the OYHA Player Play Up - Dual Roster - Borrow Policy.
 - a. Appendix 5 OYHA Player Play Up - Dual Roster - Borrow Policy
4. Any player moving into the area *after* tryouts and team formation may be considered for a travel team after an evaluation, or upon a recommendation to the Head Coach. No existing player may be removed from the team to make room for a move in player.
5. Players may be added to the team roster until December 1 of each year, in accordance with tryout procedures. Generally, no addition to team rosters should be considered after team selections are completed, unless to permanently replace an injured player or player permanently leaving the team. Temporary or part-time replacements are not permitted on any travel team, except as outlined in USAH rules.
6. Any outstanding disciplinary problems or suspensions from the prior season must be cleared through the Head Coach and Board, as appropriate, prior to any such player being eligible to tryout.

Article VI. Team Managers

1. The Head Coach will pick the team manager.
2. Team Managers are required to acquire the following items per USA Hockey. Will be reimbursed from team dues with a commitment as an active participant in the organization that season.
 - a. USA Hockey Confirmation Number
 - b. Background Check
 - c. Safesport Training
3. A meeting of all managers will take place to organize group purchasing for equipment needs, apparel, and other common items needed by all teams.
4. Team managers will learn how to use SportsEngine as a communication platform for the team and community. SportsEngine is paid for by OYHA.
 - a. Team Managers and Head Coaches will meet on organizational and tournament procedures, scheduling coordination, league play, and other related issues, to ensure uniformity among all travel teams.

5. The team manager will oversee all business, financial, and scheduling matters of the travel team, in conjunction with guidelines and directives as may be established by the Board and at the direction of the Head Coach.
6. Responsibilities of the team manager will generally include the following functions:
 - a. Scheduling of practices, games, and tournaments for the season, within the guidelines established for eligible opponents, locations, and number of games.
 - b. Provide current information to all parents as to commitments, responsibilities, and financial obligations involved with their respective team.
 - c. Inform all parents of the responsibilities for appropriate behavior.
 - d. Make all necessary arrangements for hotel accommodations and maps for out of town games and provide similar information to visiting teams traveling to Owensboro.
 - i. When booking a hotel Managers can block rooms for their team, however each family will pay for their own room.
 1. Travel Teams & OYHA accounts CANNOT be used to pay for a block of rooms.
 - e. Secure and ensure proper execution of all OYHA and USA Hockey registration forms, birth certificates, medical consent-to-treat forms, and parental agreement forms. All forms are to be maintained and carried by team managers at all times. (These forms can be reached on SportsEngine.)
 - f. Maintain accurate and current team and financial records, including preparation of projected team budget prior to the season and a detailed financial summary of all transactions at the conclusion of the season. The team manager is responsible for the collection of all bills and amounts due and payable in a timely fashion, and to notify the Treasurer of any problem with the nonpayment of parental obligations when due.
 - g. The team manager is responsible to obtain officials for all home games.
 - h. It is the responsibility of the team manager and the Board to report any such incidents to the OYHA Board President promptly following the game in which a reportable penalty was incurred.
 - i. The team manager will be responsible for executing the proper process for extending the number of games, practice, or other team expenditures above and beyond those in the initial team budget submission.

Article VII. Fees

1. Travel teams are intended to be financially self-supporting, without any specific financial support from the Association. Each Travel Team will pay an annual membership fee to OYHA which will be allocated to the general fund of the Association. This fee will be established each year by the Board prior to team budgets being completed. Head concussion testing is covered under the Board in these membership fees.
2. Each season, team fees allocated to each player/parent shall be determined by the team manager in conjunction with the Head Coach and OYHA Treasurer, through a season budget.
3. Team Fiscal Year
 - a. Fiscal year begins at the date of first tryout.
 - b. Throughout the season the team manager will review the teams current budget with the Head Coach and OYHA Treasurer.
 - c. The teams fiscal season will end April 30th and the final budget will be submitted to the Treasurer.
4. Team Budget
 - a. The teams per player fee is determined by allocating the total team budget across the number of rostered players.
 - b. OYHA will strive for all team budgets to be as accurate as possible. Any team deficits after April 30th will require payment by the current team. Any player leaving a credit with OYHA, and failing to return the following year, will forfeit their credit and the credit will revert to the OYHA general fund.
5. Payments
 - a. Travel Team Payments are divided into installments (which may change from year to year).
 - b. Deposit amount and schedule is determined annually by the Head Coach and Manager based on the budget amount
 - i. Payments schedules start August of that season.
 - ii. All final payments are due December 1st of that season.
 - c. Under special circumstances, such as financial hardship, a parent or guardian may request additional payment terms, but must contact the team manager to create a special payment plan which must be approved by the OYHA Treasurer.

- d. A player is ineligible to participate in any OYHA affiliated program if player fees are not current in accordance with the selected payment plan. Full payment must be made in order to be eligible to play unless revised payment arrangements have been approved by the Team Manager and OYHA Treasurer.
- e. It is the responsibility of the team manager to notify the Treasurer in the event of delinquent payments from any parent. The Head Coach, Manager, OYHA Board, and USA Hockey have the authority to suspend any player from on ice activities upon unresolved delinquent payment problems.
- f. If Owensboro Youth Hockey Association is forced to start collection procedures on any unpaid balance, the delinquent parents/guardians will be responsible for all costs incurred in that process, including but not limited to attorney fees and court costs.
- g. A \$35.00 non-sufficient fund charge will be assessed for all returned checks or electronic withdrawals.

Article VIII. Fundraising

- 1. Individual travel teams may conduct fund-raising activities. Use of proceeds shall be exclusively for the reduction of travel team costs and expenses. Each team will determine how any proceeds will be allocated within the budget (proceeds to team, proceeds to individual player based on participation or combination of team and player).
- 2. Individual players can choose to complete a personal fundraiser by following the below guideline.
 - a. The fundraiser cannot state that it is for OYHA, PuckHogs, or Rampage as it is not going to the team, but to the individual player.
 - i. Example - An individual wants to sell bracelets they make to go towards their fees, but the team is not selling as a whole. The player and family cannot advertise that it is for OYHA, PuckHogs, and Rampage as the team(s) are not selling them, but just the individual is.
- 3. Each travel team may solicit sponsors to help support their team.
 - a. Check with the OYHA Board and ice rink to learn about advertising space at the actual rink.

Article IX. Refunds & Overages

1. Starting at 2023 tryouts, a nonrefundable tryout fee as determined by the OYHA Board is required at time of tryout registration.
2. No refunds, will be granted for any reason unless under specific situations and approved by the OYHA Board.
3. The end of the fiscal year is April 30th.
4. All monies should be encumbered by the end of the fiscal year. This is to be sent to the Treasurer in an email.
5. Money not encumbered will be on hold in the “player account” until the following season. If the player does not play the next season the funds will go into the OYHA general fund.
 - a. Money not encumbered will be divided by the players that play the following travel season. This money will be transferred to the correct account by June 30th of that year to be used for the upcoming season.

Article X. Equipment & Uniforms

1. OYHA travel teams shall at all times comply with USA Hockey rules, regulations, and guidelines regarding equipment usage and playing rules.
2. All travel teams must wear common jerseys bearing primary sponsor approved logos. Teams may not order or provide their own jerseys for use in games.
3. Travel uniforms, jersey and game socks, are to only be worn during travel games only. They are not to be worn during practices or other league play inside or outside of OYHA.
4. All other team apparel (jackets, hats, pullovers, shirts, sweats, bags, etc.) must comply with OYHA Logo Policy.
 - i. Appendix 6 OYHA Logo Policy
 - b. Head Coaches have the discretion to implement a dress code.
 - c. Failure to comply with the team's expectations will result in disciplinary action.

Discipline actions are at the coaches discretion.
5. No player may wear Number 69 as it was retired in honor of SPC. Brandon Scott Mullins.
6. Numbers will be on a rotation to prevent any players who may play on the same team from having the same number. Refer to the Google Sheet for available numbers.

Article XI. Conduct & Dress Code

1. Conduct and dress codes have been deemed to be an essential element of the OYHA Travel Program. Team conduct and appearance is a direct reflection upon the individuals, our Association, and the Owensboro community.

Code of Conduct

- a. An appropriate conduct code will be established by each team manager and Head Coach in accordance with the OYHA Code of Conduct. This code is to include general behavior expectations for all group activities on and off the ice. A reasonable curfew is to be in effect for all players while participating in games requiring overnight stays set by that team's coaching staff.
2. The responsibility for maintaining these conduct and dress codes begins with the coaching staff, but is ultimately the responsibility of all team members and parents to uphold and protect these important standards. All teams within the program are expected to remain consistent with the established codes pertaining to that specific travel team throughout the season.
3. The Association, upon proper review and recommendation through the Disciplinary Committee, as defined by OYHA bylaws maintains the authority to terminate or suspend any player, parent, coach, or team, whose conduct intentionally violates or impacts the spirit of the travel regulations and procedures.
4. Dress codes are determined by the specific teams Head Coach and staff.
 - i. Appendix 7 OYHA Code of Conduct

Article XII. Games & Practices

1. In July the OYHA scheduler, Head Coaches, and Team Managers will meet to work out the schedule through December 31st. In November they will meet again to work on the remainder of the season.
2. In compliance with USA Hockey and Mid Am District policies, Travel teams are sanctioned to play games within the specifically designated seasons, as follows (unless extended due to national playdown tournaments):
 - a. Regular Season: September 1 to April 1
 - b. Spring/Summer Season: April 1 to August 31
3. Unless specifically approved by the Board, OYHA will sanction and roster travel teams under these Regulations and Procedures for the regular season only. Spring/Summer Season teams are permitted by approval of the Board.

Article XIII. Developmental Players

1. A OYHA coach may choose individuals, who are not selected during tryouts as a team member, to play under the Developmental Player Program.
 - a. This includes, but is not limited to alternates, practice players, etc.
 - b. Alternates that have an intent to play or the coach may play are required to be registered on the official USA Hockey roster by December 31 of that year.
2. The intent of the program is to provide additional practice and/or prerequisite experience or skill for the player who may be able to develop into a full-time team player. Any player who is selected to play under the Developmental Player Program will do so at a reduced fee. Developmental players will practice with the team at the discretion of the coach. The OYHA Board of Directors strongly encourages coaches to offer developmental player positions to any player before cutting any skater from a travel team.

Article XIV. Discipline

1. It is intended that travel team parents, players, and coaches will be held to a high standard of conduct, as representatives of OYHA and of the Owensboro community within competitive play. The Disciplinary Committee of OYHA has the responsibility and authority to impose disciplinary actions, as may become necessary and appropriate, upon behavioral problems deemed to be detrimental to OYHA.
2. Coaches shall be expected to remain in control of both their staff and team members in the playing area. If necessary, appropriate disciplinary action of players is at the discretion of the coach. Serious rules or behavior infractions requiring further disciplinary actions are to be handled by the Board's Disciplinary Committee, or by USA Hockey, Inc. officials as appropriate. Disciplinary actions involving coaches are to be reviewed and acted upon by the OYHA Board and then be referred to the USA Hockey, Inc. officials, as may be appropriate under the specific circumstances for necessary actions.
3. It is the responsibility of the team manager and the Coach-in-Chief to report any such incidents to the OYHA President promptly following the game in which a penalty was incurred. Any player or coach receiving a match penalty for physical contact with an official is subject to an immediate hearing with USA Hockey Mid Am officials. It is recommended that the Coach-in-Chief and Disciplinary Committee be present at any

such hearing involving Travel players or coaches to properly document and record the discussions and the actions taken for reporting to the Board.

4. A match penalty requires a hearing with the Mid Am Disciplinary Committee. OYHA will help affected athletes prepare for any required hearings.

Article XV. Parental Grievances Procedures

1. Parental Grievances Steps

- a. First Step: Grievance brought to the Head Coach or Team Manager after 24 hours of occurrence for a cool down period. Known as the “24 Hour Rule”.
- b. Second Step: Those situations which are not satisfactory resolved through meeting with the coach and manager should then be addressed to the Coach-in-Chief. This step is on a as needed basis.
- c. Step Three: In the event that the grievance is still unresolved, the parental issue should then be put in writing and directed to the OYHA Disciplinary Committee. A full review by the Disciplinary Committee will then be conducted, including hearings with the involved parties as may be appropriate, consistent with the OYHA disciplinary guidelines. The OYHA President will be responsible for the communication and delivery of the results of the review to the parents involved in a 48 hour time period.

Article XVI. House League

1. Owensboro Youth Hockey Association understands the importance of a strong House League program. OYHA encourages all OYHA Travel Players to participate in the House League program.

Article XVII. Additional Policies

1. All members of OYHA are subject to the rules of USA Hockey, Mid-Am, appropriate League, SafeSport and OYHA Policies.

Article XVIII. Guidelines & Regulations

1. Travel Hockey Tryout Guidelines may change year to year. If the current guideline is changed and it conflicts with a current association Travel Regulations and Procedures in place, the guideline will take precedence. The OYHA Board will then modify the conflicting association regulation or procedure to coincide with the Travel Hockey Tryout Guidelines.

Head Travel Coach Application

Name: _____

Interest

Rank all levels you are interested in coaching, with "1" being your first choice, "2" your second, etc.:

8U/Mite:___ 10U/Squirt:___ 12U/Peewee:___ 14U/Bantam:___ 16U/JV:___ High School: ___

Check all that apply:

Male ___ Female ___ Coed ___

USA Hockey CEP (Coaching Education Program) Certification

Do you have a current USA Hockey Coaching Education Program Card? No / Yes

USA Hockey CEP# _____

What year did you last attend a CEP clinic? _____

What is your current USA Hockey CEP certification level? (Circle One)

Level 1-Initiation Level 2-Associate Level 3-Intermediate Level 4-Advanced Level 5- Master

Hockey Background

– Coaching History

Last association you coached at? _____

Total number of years you have been coaching? _____

What teams have you coached in the past? (8U, 10U, 12U, 14U, 16U, High School)

What levels have you coached in the past? (AAA, AA, A, B, House)

– Playing History

Other youth sport coaching experiences you have...

Strengths – list your strengths as a hockey coach

Weaknesses – list your weaknesses as a hockey coach

Why do you want to be a youth hockey coach?

Personal References List THREE references (Personal or Hockey related)

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

TO ALL APPLICANTS: Please take time to make this application as accurate and complete as possible. You WILL BE REQUIRED to complete a criminal background check prior to interviews.

Thank you for your interest in Owensboro Youth Hockey!

Signature of Applicant: _____ Date: _____

Turn in the following items on the “Turn-In” date given for that year to OYHA1971@gmail.com

1. Application
2. Background Check
3. A signed letter declaring you read, understand, and will abide by the USA Hockey Coaches Code of Conduct and USA Hockey Coaching Ethics Code
4. If you have a current USA Hockey Coaching Education Program card, please include a readable photocopy of BOTH sides of your card with this application.

Coach Interviews and Selection Process

In the interest of being as transparent as possible with all members of the OYHA, these are the procedures that will be used for coach interviews.

Interview Process

- Each coach will be interviewed individually for 15 minutes using questions that OYHA board members submit to the current President.
- The Board will discuss the merits of the candidates after all have interviewed.
- At the conclusion of that time, a vote will be taken and a coach selected.

Board Members Who Are Candidates

- No coach candidate who sits on the board will be permitted to be present for another coach's interview or discussion.
- Neither may a coach candidate who is on the board vote for a coach in the age group in which they are a candidate.
- Coach candidates who are on the board may not be present when ballots are counted for the coach in their age group

Voting

- All votes for coach selection will be done on a pre-printed ballot, completed by secret ballot, and placed in a box.
- A board member may choose to recuse him/herself from voting at any time. A quorum is still required in the voting process. After everyone votes, the ballots will be removed from the box by the current President.
- The name selected on the ballot will be read aloud by the current President and another board member in the presence of the entire assembled board.
- Each assembled board member will tally the results to ensure the counts are consistent.
- The ballots will be held for 72 hours before being destroyed.
- In the case of a tie the current OYHA President, will break the tie based upon his or her authority under Article 9.4 of the OYHA bylaws. That article states, "the Presiding Officer will cast the deciding vote in the case of a tie vote."

Appendix III.

USA Hockey Coach's Code of Conduct

- 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.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.
- 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.
- 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.
- 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.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great, to love the game is greater

USA HOCKEY COACHING ETHICS CODE

INTRODUCTION

This USA Coaching Ethics Code ("Code") intends to provide standards of ethical conduct for coaches involved with USA Hockey and its member organizations. It provides General Principles and Ethical Standards which cover many situations encountered by coaches, with its principle goals the welfare and protection of participants with whom coaches work. Coaches will respect and protect human and civil rights and not knowingly participate in or condone unfair discriminatory practices.

I GENERAL PRINCIPLES

Competence

Coaches will maintain a standard of excellence with regard to education and information related to coaching and make an on-going effort to maintain competence in the skills they use.

Integrity

Coaches will exercise integrity in the practice of coaching and be honest, fair and respectful of others.

Professional Responsibility

Coaches will uphold professional standards, clarify professional roles and obligations, accept appropriate responsibility for behavior and adapt methods to the needs of participants.

Respect for Participants

Coaches will respect the fundamental rights, welfare, dignity, values, opinions and worth of all participants and will be aware of cultural and individual differences including those due to age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language and socio-economic status.

Concern for Participants

Coaches will be sensitive to different roles and responsibilities of all participants and not exploit or mislead them.

Responsible Coaching

Coaches will be aware of ethical responsibilities to society and the community in which they work and live as well as comply with the law and encourage the development of policies which serve the interest of the sport and USA Hockey.

II ETHICAL STANDARDS

Applicability of the Ethics Code

Although many aspects of personal behavior and private activities may seem far removed from the official duties of coaching, Coaches will be sensitive to their positions as role models for participants and will consistently obey the standards of the Code.

Discrimination

Coaches will not engage in or condone discrimination based upon age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, socioeconomic status or any other basis prescribed by law.

Sexual Harassment

Coaches will not engage in sexual harassment which includes but is not necessarily limited to sexual solicitation, unwelcome physical advances and verbal or non-verbal conduct. Coaches will not deny any participants the right to participate in any activity based upon their having made or their being the subject of a sexual harassment claim.

Hazing / Bullying

Coaches will not engage in or condone behavior which is harassing, harmful or demeaning to participants.

Personal Problems and Conflicts

Coaches will recognize a personal problem may harm participants. Coaches have an obligation to take reasonable steps to prevent impaired performance by recognizing a personal problem and seeking assistance for it.

Avoiding Harm

Coaches will take reasonable steps to avoid harm being caused to participants whether it be physical, verbal or through electronic / social media.

Misuse of Influence

Coaches will guard against the misuse of influence and understand any action or judgment may have an effect on participants.

Outside Relationships

Coaches will refrain from entering into personal, professional, financial or other relationships with anyone if such a relationship may impair objectivity, interfere with properly performing coaching functions or directly or indirectly exploit or harm participants. Coaches will refrain from taking on obligations if a pre-existing relationship may create a conflict of interest.

Exploitation

Coaches will not exploit or have a sexual or intimate relationship with participants.

Statements

Coaches will not make a statement which is deceptive, false, fraudulent or misleading.

Communication with Participants

To avoid any misunderstanding with participants, Coaches will discuss the nature and course of training with them and answer any questions they may have.

Relationship Involving Coaches, Participants and Parents

Coaches will clarify the role of each party and any service provided relative to a relationship with participants and parents.

Alcohol, Drugs and Tobacco

Coaches will refrain from using and discourage the availability or use of alcohol, tobacco or performance enhancing or recreational drugs in conjunction with , including traveling to or from, any USA Hockey competition, training or practice session and prohibit the use of alcohol, tobacco or performance enhancing or recreational drugs by participants.

Gambling

Coaches will refrain from and prohibit gambling of any kind in conjunction with, including traveling to or from, any USA Hockey competition, training or practice session.

Pornography

Coaches will refrain from and prohibit the use of pornographic or sexually explicit material in conjunction with any USA Hockey competition, including travel to or from any USA Hockey competition, training or practice session.

Recruiting

Coaches will not recruit a participant who is already a member of another USA Hockey team. Direct contact by a coach or his / her staff or indirect contact through an agent or parent during the playing season with a participant who is a member of another USA Hockey team is considered tampering and is prohibited.

Evaluating Participants

Coaches will evaluate participants on actual ability, attitude and performance and in a manner consistent with the Code.

III RESOLVING ISSUES

Familiarity with Code Coaches will be familiar with the Code. Lack of awareness or misunderstanding of general principles or ethical standards included in the Code will not excuse violations of the Code.

Confronting Issues

Coaches will consult with other coaches when they are uncertain if a particular situation or course of action violates the Code

Organizational Conflicts

Coaches will clarify the nature of any conflict between the demands of an organization and the Code, make known their commitment to the Code and seek to resolve the conflict in a way which adheres to the Code.

Reporting Violations

Coaches will inform participants of any perceived violation of the Code and their right to report any violation to the president or other appropriate designee of their association and complete an Ethical Violation Form provided by the association. Any violation of the Code shall be addressed via the process explained in USA Hockey By-law 10 and referred to the appropriate law enforcement agency as required.

Cooperation with Investigations, Proceedings and Resolutions

Coaches will cooperate with any investigation, proceeding or resolution related to a perceived violation of the Code as mandated by USA Hockey or any of its member organizations. Failure to cooperate in itself is a violation of the Code.

ACKNOWLEDGEMENT

Coaches acknowledge the USA Hockey Coaching Ethics Code is administered under the authority of USA Hockey and its member organizations. Any violation of the Code subjects the violating coach(es) to the disciplinary processes of USA Hockey and its member organizations.

By signing this document you are declaring that you have read, understand, and will abide by the USA Hockey Coaches Code of Conduct and USA Hockey Coaching Ethics Code.

Coaches Signature

Date

**OYHA Travel PuckHogs/Rampage
Letter of Intent**

1. I/We, the parents/guardians of _____ understand that my child is subject to all policies outlined in the OYHA Travel Policy and/or the policies set by the individual team.
2. I/WE understand that as a member of the OYHA Travel PuckHogs/Rampage team, we are responsible for the payment of all fees
3. Payments will be made on the individual team payment plan. With the first installment taking place no later than August of that season and the final installment taking place no later than December first of that season. If complete payment is not paid by December 1, the player is ineligible to participate in the program.
4. In Accordance with the OYHA Travel Regulations and Procedures, fees are owed even should the player suffer injuries or illness, receive disciplinary suspension, be subject to academic probation, move from the area or quit the team.
5. Refer to the OYHA Travel Regulations and Procedures for refund information.

I/We understand any violation of OYHA or Travel procedures during the season will be dealt with.

Player's Name _____ Date _____

Player's Signature _____

Parent/Guardian Name _____ Date _____

Parent/Guardian Signature _____

Owensboro Youth Hockey Association

PLAY UP – DUAL ROSTER – BORROW

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OVERVIEW

Owensboro Youth Hockey Association (OYHA) has defined a play up, dual roster, and borrowing player policies based on the governing entities of USA Hockey and Midam.

USA Hockey and Midam's Age Classifications are divisions: 8U, 10U, 12U, 14U, 16U, High School.

USA Hockey and Midam base the age classifications/divisions by birth year, not age. Midam has stated that players can only play up, dual roster, or be borrowed one birth year up. See Step Two, Does my player qualify? for an example.

PLAY UP

Play up is defined by a player playing up one USA Hockey Age Classification based on their birth year.

Play up is considered upon the request of a player and parent/guardian to the OYHA Board. Read this entire document to know the risks, if your player qualifies, what OYHA considers, and to understand the process. Please see below for the USA Hockey age classifications

DUAL ROSTER

Dual roster is defined by a player playing for their primary team at their age classification per USA Hockey and for the team one USA Hockey age classification up. The player's primary team is their first responsibility.

Dual Rostering is considered upon the request of a player and parent to their primary head coach and OYHA Board. The player's primary team is of their age classification per USA Hockey. The primary team is the team they will pay full dues for and are required to practice/play all games. Please see below for the USA Hockey age classifications

BORROW

Borrowing a player is defined by a player playing for their primary team at their age classification per USA Hockey and *when needed* for the one birth year classification up. The player's primary team is their first responsibility.

Borrowing a player is considered upon the request of a secondary coach to a player's primary head coach and the OYHA Board. The player's primary team is of their age classification per USA Hockey. The primary team is the team they will pay full dues for and are required to practice/play all games. Please see below for the USA Hockey age classifications

The play up, dual roster, or borrowing player guidelines are in accordance with these governing bodies. USA Hockey sets the guidelines for "Age Classifications". Any discrepancies between this document and Mid Am policy, Mid Am ruling stands.



2023-24 SEASON AGE CLASSIFICATIONS

USA Hockey Playing Season: September 1, 2023 through August 31, 2024

YOUTH TEAMS

DATE OF BIRTH	AGE CATEGORY	AGE DIVISION
2005	18 Years	18 & Under
2006	17 Years	18 & Under
2007	16 Years	16 & Under
2008	15 Years	16 & Under
2009	14 Years	14 & Under
2010	13 Years	14 & Under
2011	12 Years	12 & Under
2012	11 Years	12 & Under
2013	10 Years	10 & Under
2014	9 Years	10 & Under
2015	8 Years	8 & Under
2016	7 Years	8 & Under
2017	6 Years	6 & Under

GIRLS TEAMS

DATE OF BIRTH	AGE CATEGORY	AGE DIVISION
2004	19 Years	19 & Under
2005	18 Years	19 & Under
2006	17 Years	19 & Under
2007	16 Years	16 & Under
2008	15 Years	16 & Under
2009	14 Years	14 & Under
2010	13 Years	14 & Under
2011	12 Years	12 & Under
2012	11 Years	12 & Under
2013	10 Years	10 & Under
2014	9 Years	10 & Under
2015	8 Years	8 & Under
2016	7 Years	8 & Under
2017	6 Years	6 & Under

OYHA Policy

STEP ONE: Know the RISKS

There is an increased risk of injury for players participating outside of their designated age classification. OYHA travel teams play all over the USA, which means they play against different talent everywhere they go. Playing up on a team that plays locally in Kentucky is very different from playing up on a team that travels to more prominent hockey towns. You should carefully consider the increased risks involved and follow the guidelines below when making a request to move a player into an older age classification. Lastly, does it put your player in jeopardy for later play in High School?

- Upon a request, the player's parent(s)/guardian must sign a specific Risk Acknowledgement and Liability Waiver, attached at the end of this document, acknowledging the risks associated with playing outside of a player's proper age classification.
- Allowing players to move from a non-checking division to a checking division represents the greatest risk and will only be granted under rare circumstances.

STEP TWO: Does my player qualify?

A player is not permitted to play up, dual roster, or be borrowed more than one birth year. This will apply at 8U, 10U, 12U, and 14U levels for travel requests only.

- 2023-2024 Season Example#1: A10U birth year 2013 request for approval to play up, dual roster, or a coach asks them to be a borrowed player at the 12U level. Following the appropriate guidelines for play up, dual roster, or borrowing a player this request could be granted.
- 2023-2024 Season Example #2: A10U birth year 2014 request for approval to play up, dual roster, or a coach asks them to be a borrowed player at the 12U level. Following the appropriate guidelines for play up, dual roster, or borrowing a player this request could NOT be granted because they would be trying to move up two birth years.

STEP THREE: Know what the OYHA Board will be considering.

- In the event of early travel tryouts (i.e. those structured with more than one opportunity to make the team), only 8U play up or dual roster player requests to 10U will be allowed to tryout with the play up/dual rostered team. All other play up/dual roster requests will be conducted during the second tryout in order for the association to know the full implications of that player moving.
- The President and Board designated evaluation committee will evaluate each request and forward a recommendation to the OYHA Board.
 - Criteria for allowing players to play up, dual roster, or be a borrowed player will be based on the evaluation of the player's skill and ability to contribute to the older team as well as the player's maturity level compared to the older team's players. Eligibility is also based on numbers and overall the good of the association.
 - The evaluation committee will not include a parent/guardian, sibling or other person, legally or otherwise, related to the player. The evaluation committee will not include coaches of the teams that are losing or gaining the player though they may be consulted.
 - The player, requesting to move up, should be projected to be among the top players on the move up team. If the player is not projected to be one of the top players on the team, then it is highly questionable whether the move up is truly in the best interest of that player.
- The OYHA Board will make the final decision on allowing a player to play-up, dual roster, or be borrowed based on the recommendations from the President and the Board designated evaluation committee. The decision will be final.
 - Please note that a decision to allow a player to play-up or dual roster does not guarantee a player a position on the roster of the move up team. A decision to allow a player to play-up or dual roster only affords that player the opportunity to play-up/dual roster should the move up team elect to roster said player.

* Continued on next page

- The OYHA Board specifically reserves the right to reverse any decision allowing a player to play-up, dual roster, or be borrowed at any time. If a player that has moved up is experiencing difficulty, as determined by the OYHA Board and/or the player's coach, the board may reverse the decision that allowed the player to play up, dual roster, or be borrowed.
 - In this case, every attempt will be made to place the player on a similar level team within the player's proper age classification. There are no guarantees that the player will be placed on another team. Parent/guardians and players should carefully consider this outcome prior to making a request to play-up.
- House League
 - In rare circumstances due to numbers, it may be necessary to consolidate divisions at the House level in order to create enough teams for a league. If and when that occurs, the division will carry the name of the oldest age group and those players that are part of the younger age group will be required to fill out a request. This will be done solely to acknowledge the risk of playing with older players and the criteria for players to be "projected to be among the top players" will be excluded. Note: High School Freshman that fall outside USA Hockey Age classifications can move up without a request.
- Non-competition Play Up
 - Non-competition play up (i.e., practice) requires the approval of the play-up team's head coach and player's parents/guardians agreeing to and submitting the Policy Risk Acknowledgment and Liability Waiver. The player practicing up is required to practice with the birth year team.
- League Play
 - Dual Rostered and Borrowed players will have to play with their correct age classification per the leagues rules and regulations.

STEP FOUR: Know the process.

- Fill out the appropriate paperwork. Each form is attached to this document below.
 - Play-Up
 - Request Form
 - Risk Acknowledgment & Liability Waiver
 - Dual Roster
 - Request Form
 - Risk Acknowledgment & Liability Waiver
 - Borrowing a Player
 - Request Form
 - Risk Acknowledgment & Liability Waiver
- Only written requests submitted to the Coach in Chief of OYHA by the player's parents or legal guardians will be considered.
- Deadlines for play up and dual rostering, borrowing a player are TWO WEEKS prior to the first tryout date.
 - Borrowing a player may come up within the season. All paperwork will still have to be filled out and turned in.

PLAY UP

Play up is defined by a player playing up one USA Hockey age classification.

Play up is considered upon the request of a player and parent/guardian to the OYHA Board. Read this entire Play Up – Dual Roster – Borrow document to know the risks, if your player qualifies, what OYHA considers, and to understand the process. Please see the second page of this document for the USA Hockey age classification by birth year.

Per USA Hockey and Midam a player is not permitted to play up more than one birth year up.

Steps to Play Up

1. Parent/guardian or Player complete the written request below and turn into the OYHA Board
2. Complete the Risk Acknowledgment and Liability Waiver

****Failure to complete these steps and follow the appropriate paths to obtaining Play Up status will terminate this request and the player will only be eligible to be rostered on the correct birth year team.**

Owensboro Youth Hockey Play Up Request

Player information form to be filled out and turned in with written request

Player Information

Date: _____

Full Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () - _____ Birth Date: / /

Play Up Team: (Circle One) Travel 8U Travel 10U Travel 12U

Travel 14U Travel 16U High school (Team Coach: _____)

USA Hockey Age Classification: (Circle One) Travel 8U Travel 10U Travel 12U

Travel 14U Travel 16U (Team Coach: _____)

USAH #: _____

In the space provided below, complete the player's written request to play up one birth year division per USA Hockey Age Classification.

By signing below you have read and fully understand the Play Up – Dual Roster – Borrow Policy and understand that the OYHA reserves the right to reverse any decision made for the betterment of the player and OYHA as a whole.

Player Signature

Date

1. Parent/Guardian Signature

Date

2. Parent/Guardian Signature

Date

DUAL ROSTER

Dual Rostering is considered upon the request of a player and parent to their primary head coach and OYHA Board. The player's primary team is of their age classification per USA Hockey. The primary team is the team they will pay full dues for and are required to practice/play all games. Please see the first page of this document for the USA Hockey age classifications.

Per USA Hockey and Midam a player is not permitted to dual roster more than one birth year up.

Steps to Dual Roster

1. Written request to Primary Team Head Coach made by player and parent.
 - a. If at the request of the secondary rostered coach a written request is required from that coach with reasoning behind the dual roster. At no time should the Secondary Coach approach the parent or player without the written request authorized by the Primary Coach.
2. Upon authorization by the Primary Team Head Coach, all parties need to complete the Dual Roster Request. All parties include, Primary Head Coach, Secondary Team Head Coach, Player, and Parent.
3. Once the Dual Roster Request is completed and approved all parties guiding the player, Primary Team Head Coach, Secondary Team Head Coach, and Parent need to communicate regularly about the players overall health and what the weekly schedule includes for the player.

****Failure to complete these steps and follow the appropriate paths to obtaining Dual Roster status will terminate this request and the player will only be rostered on the Primary Team.**

Owensboro Youth Hockey Dual Roster Request

Player Information

Date: _____

Full Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () - _____ Birth Date: / /

Primary Team: (Circle One) Travel 8U Travel 10U Travel 12U

Travel 14U Travel 16U (Team Coach: _____)

Secondary Team: (Circle One) Travel 8U Travel 10U Travel 12U

Travel 14U Travel 16U High School (Team Coach: _____)

USA Hockey Age Classification: _____ USAH #: _____

Rules for Dual Rostering

1. Player's first commitment is to their Primary Team. Primary Team is their age-specific team per USA Hockey.
2. Fees paid in full to the Primary Team.
3. The player's responsibilities are first with their Primary Team.
 - a. Secondary Coach must ask permission, in writing, from the Primary Team Coach for player to join practice and each game/tournament.
 - i. Practices - Primary Team Practices surpass Secondary Team Practices.
 - ii. Games and Tournaments – Primary Team Games and Tournaments Secondary Team games and Tournaments.
 - b. Fundraisers – Primary Team Fundraisers surpass Secondary Team Fundraisers
4. Upon fulfillment of Primary Team fees player may work with secondary team on fundraisers to help pay for their fees. If both teams' fees paid in full, the Primary Team fundraisers are first again.
5. If a Player or Parent choose to drop roster from their Primary Team the Player also drops roster from the Secondary Team.
6. At any time, the Player and/or Parent can drop roster from the Secondary Team and still maintain their position on the Primary Team.
7. No Refunds will be given for a player choosing to drop a Primary Team or to a Player who is terminated.

In the space provided below, complete the player's written request to play up one birth year division per USA Hockey Age Classification.

By signing below you are in agreement and will follow the rules for Dual Rostering. At any moment a rule is broken from this request by any party involved, the player will be dropped down to the Primary Team roster. Also by signing below you have read and fully understand the Play Up – Dual Roster – Borrow Policy and understand that the OYHA reserves the right to reverse any decision made for the betterment of the player and OYHA as a whole.

Player Signature

Date

Primary Coaches Signature

Date

1. Parent/Guardian Signature

Date

Secondary Coaches Signature

Date

2. Parent/Guardian Signature

Date

BORROWING A PLAYER

Borrowing a player is considered upon the request of a secondary coach to a players primary head coach and OYHA the OYHA Board. The player's primary team is of their age classification per USA Hockey. The primary team is the team they will pay full dues for and are required to practice/play all games. Please see the first page of this document for the USA Hockey age classifications.

Per USA Hockey and Midam a player is not permitted to be borrowed more than one birth year up.

Steps to Dual Roster

1. Written request to Primary Team Head Coach and OYHA made by the Secondary Team Head Coach.
2. Upon authorization by the Primary Team Head Coach, player and parent/guardian need to complete the Borrow Player Request. All parties include, Primary Head Coach, Secondary Team Head Coach, Player, and Parent.
3. Once the Borrow Player Request is completed and approved by the OYHA Board all parties guiding the player, Primary Team Head Coach, Secondary Team Head Coach, and Parent/Guardian need to communicate regularly about the players overall health and what the weekly schedule includes for the player.
4. Risk Acknowledgement and Liability Waiver completed.

****Failure to complete these steps and follow the appropriate paths to borrow a player will terminate this request and the player will only be rostered on the Primary Team.**

Owensboro Youth Hockey Borrow Player Request

Request to be completed upon conclusion of the written request for dual roster and authorization of the Primary Head Coach.

Player Information

Date: _____

Full Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () - _____ Birth Date: / /

Primary Team: (Circle One) Travel 8U Travel 10U Travel 12U

Travel 14U Travel 16U (Team Coach: _____)

Secondary Team: (Circle One) Travel 8U Travel 10U Travel 12U

Travel 14U Travel 16U (Team Coach: _____)

USA Hockey Age Classification: _____ USAH #: _____

Rules for Borrowing a Player

1. Player's first commitment is to their Primary Team. Primary Team is their birth year-specific team per USA Hockey.
2. Fees paid in full to the Primary Team.
3. The player's responsibilities are first with their Primary Team.
 - a. Secondary Coach must ask permission, in writing, from the Primary Team Coach for player to join practice and each game/tournament.
 - i. Practices - Primary Team Practices surpass Secondary Team Practices.
 - ii. Games and Tournaments – Primary Team Games and Tournaments surpass Secondary Team games and Tournaments.
 - b. Fundraisers – Primary Team Fundraisers surpass Secondary Team Fundraisers
 - i. Upon fulfillment of Primary Team fees player may work with secondary team on fundraisers to help pay for their fees. If both teams' fees paid in full, the Primary Team fundraisers are first again.
4. If a Player or Parent choose to drop roster from their Primary Team the Player also drops roster from the Secondary Team.
5. At any time, the Player and/or Parent can drop roster from the Secondary Team and still maintain their position on the Primary Team.
6. No Refunds will be given for a player choosing to drop a Primary Team or to a Player who is terminated.

By signing below you are in agreement and will follow the rules for borrowing a player. At any moment a rule is broken from this request by any party involved, the player will be dropped down to the Primary Team roster. Also, by signing below you have read and fully understand the Play Up – Dual Roster – Borrow Policy and understand that the OYHA reserves the right to reverse any decision made for the betterment of the player and OYHA as a whole.

Player Signature

Date

Primary Coaches Signature

Date

1. Parent/Guardian Signature

Date

Secondary Coaches Signature

Date

2. Parent/Guardian Signature

Date

Owensboro Youth Hockey Association
Risk Acknowledgment and Liability Waiver
Play Up – Dual Roster – Borrow

Print Name of Participant: _____

Birth date: _____

Desired Play Up – Dual Roster -- Borrow Age Classification/Team: _____

I/We _____, parent(s) or legal guardian(s) of _____
request that he/she be permitted to Play Up – Dual Roster -- Borrow to the next age division as defined by USA Hockey.

I have read and understand the Owensboro Youth Hockey Association(OYHA) Participant Play Up – Dual Roster – Borrow Policy and agree to all the terms, conditions and eligibility requirements that apply.

I understand that a request does not guarantee the ability to make a team and understand that even if a player makes an older age classification/team, OYHA reserves the right to reverse that decision for any reason at any time.

I assume the risk that if the player is not chosen for the play up team or is subsequently removed from the team; he/she is potentially forfeiting the ability to play on a travel team for the current age division.

I understand that the OYHA 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, dual rostering, or being borrowed, 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 participating, I KNOWINGLY ASSUME ALL SUCH RISKS, both known and unknown. Further, I agree to indemnify and hold Owensboro Youth Hockey Association, its officers, coaches, managers, and members, Mid-Am Hockey 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): _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Name (print): _____ Date: _____

Approved 4/20/2021

Appendix VI.

OYHA Name, Logo, & Trademark Policy – Waiting on this information

OYHA Travel Code of Conduct

Our primary goal as an association is to teach kids the game of hockey and to help them love the sport and the friends and memories they create. All of our actions as coaches, players, and parents should be made with this goal in mind. Players, parents, and coaches should always be looking to help provide opportunities for the players to bond before and after games.

1. Locker room conduct – Players, Parents, Coaches, and Refs
 - a. Per USA Hockey and SafeSport policy, the official coaches are to be the first person(s) in the locker room and the last to leave the locker room. They must remain until all players have left the room. If one coach has to step out, the second coach should have another adult who has completed a background check and SafeSport as a second adult in the room.
 - b. No cell phones are allowed to be used in the locker rooms. Please keep them put away in your bags.
 - c. Keep things respectful and positive
 - d. The locker room should be left cleaner than it was when players and coaches arrived.
2. General Player Conduct –
 - a. Be a good sport and work hard.
 - b. Coaches may expect players to wear certain team clothing too and from games. This is at the coaches discretion.
 - c. Players should be in the locker room at the time appointed by the coach, who should communicate that expected time to parents several hours (or the night) beforehand. In the case of morning games, any clothing expectations should be communicated no later than 9pm on the night before the game.
 - d. If a coach has to correct a player's behavior/attitude/uniform expectation in the locker room, coaches have the responsibility to notify the parents as soon as possible.
 - e. To better the OYHA, we need players and parents with great attitudes. Coaches are volunteers and signed up to coach children out of a love of the sport. Conversations between parents and coaches, especially on contentious matters, should not be held in front of other players and should not generally occur immediately after a game unless a player safety issue is involved.
 - f. Things NOT tolerated by the Association
 - i. Lack of respect for coach, fellow player, referee or parent
 - ii. Lack of a disciplined reaction, ie: to being scored on by slamming stick, or inappropriate retaliation on opposing player
 - iii. Complaining about ice time or shifts from players OR parents – ice time is at the coach and coaches staff's discretion. The players who are understanding the systems and performing them properly will get ice in crunch time. The opportunity will always be available for those who want to work harder to try to win out those positions through hard work.
 - iv. Negative attitude towards the team. Mistakes happen. Nobody is perfect. Most players beat themselves up enough for making an error. We won't tolerate teammates saying "so and so is a terrible hockey player", or further driving a teammate down by making derogatory remarks about the error on the bench.

3. General Parent Conduct

- a. Conversations between parents and coaches, especially on contentious matters, should not be held in front of other players and should not generally occur immediately after a game.
- b. If a parent and coach have a respectful conversation and a matter remains unresolved, any further comment should be directed to the coach-in-chief and should not be a basis for further conversation among other parents.
- c. Parents approaching the bench during games
 - i. If a parent is needed at the bench due to a player injury, the coaches will signal to the parents to come to the bench.
 - ii. Otherwise, all parents shall remain in the spectator area. Violation can result in removal from the rink.
- d. Communication with coaches
 - i. At no time will a parent confront or contact them to complain about a player's ice time or shifts or position on the team. Complaints should be directed to the Coach-in-Chief.
 - ii. At no time will a parent confront or contact them to complain about a coach's decision to not roster their child during travel tryouts. Complaints should be directed to the Coach-in-Chief.
 - iii. Acceptable coach communication includes an email to the coach asking what the player needs to work on to become a more useful member of the team, notification of absence from practice or a game, etc.
 - iv. At a minimum, it is expected that Parents observe a 24-hour cooling off period before contacting or talking to a coach-in-chief if you are upset regarding actions during a game. The coach -in-chief will make inquiries, and respond to the parent. This cooling off period is not applicable to player safety issues that need to be addressed immediately. In that event, contact the coach-in-chief immediately.

4. Disciplinary actions

- a. Players zero tolerance discipline is to be given by the coach to the player. USA Hockey Zero Tolerance Policy investigations and discipline will be handled by the Disciplinary Committee. Discipline Issues outside the USA Hockey Zero Tolerance Policy are determined as follows.
 - i. First offense- player sits 2 shifts, communication with parents
 - ii. Second offense- player sits 1 period, communication with parents
 - iii. Third offense- player sits 1 game, communication with parents
 - iv. If a fourth time should happen, the player, parents, and coaches will meet to discuss, and the player will be subject to removal from the team.
 - v. During any time while a player is being disciplined by sitting out a shift, if the player creates a disruption on the bench with their attitude or action, the coach may send the player to the locker room to change out of their equipment and sit in the spectator area.
- b. Any disciplinary issues that violate the USA Hockey Zero Tolerance Policy will be investigated and reviewed by the OYHA Disciplinary Committee to determine further action.
- c. Parents – as determined by USA Hockey and the OYHA board
 - i. Warning
 - ii. Suspension from attendance
 - iii. Expulsion from Association
- d. Disciplinary matters involving coaches will follow the process outlined in the OYHA bylaws and in accordance with USA Hockey standards.

5. Coaches Expectations

- a. General Conduct-Coaches may run the team in accordance with accepted, appropriate coaching principles. Coaches may have a team and player contract but all wording must be approved by the OYHA board before being distributed to parents/players at the beginning of the season.
- b. If the Board addressed a conduct expectation, USA Hockey, SafeSport, or other player/safety issue, the coach will modify their conduct immediately. If the Board has to repeatedly address conduct expectations with a coach or coaches because the conduct is not changing, the Board reserves the right to remove the coach(es) at any time and replace with another coach or coaches at the discretion of the board.
- c. Conduct during games and practices
 - i. Coaches should recognize the wide age gap between players and coaches, and the meaningful impact their words or tone may have on the players
 - 1. Whenever possible feedback should always be constructive.
 - 2. Coaches should use the bench to address players who won't listen.
 - 3. Yelling to address a player's performance is not acceptable. Yelling to get a player's attention on the ice is allowable if it is strictly for that purpose.
- d. Travel Team Tryouts
 - i. Parent meeting before tryout to outline coach's expectations
 - 1. This meeting should occur with parents or guardians immediately before tryouts begin
 - 2. Projected costs should be communicated. Precision isn't required, but parents should be informed of the magnitude of travel hockey financial commitment.
 - 3. Projected travel expectations should also be communicated. These expectations can be altered through the year.
 - 4. Coaching style should be explained (i.e. ice time is earned), so there aren't surprises after rostering.
 - 5. Expected roster size should be communicated.
 - ii. Certification of Roster before publishing
 - 1. Rosters shall be submitted to the OYHA board president and Coach-in-Chiefs before publication.
 - 2. Rostering decisions are fully owned by the coach.
 - 3. The board members shall certify player eligibility and that all players cut were communicated with.
 - iii. Publishing of Roster
 - 1. Roster shall only be published on the OYHA website or social media page with guardian's permission.
 - 2. Player's tryout rankings from score sheets shall not be published
 - 3. A link for communication to Coach-in-Chiefs for parents with questions regarding tryout should be included in the roster posting.
- e. Off-Season training and practices for non-high school players, any off-season or off-ice practice expectations should be discussed before season starts with parents while being mindful that many younger players play multiple sports per year. Typically, the travel hockey season for younger players runs mid-August/early September to mid-March.

Owensboro Youth Hockey Association's Locker Room Policy

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 Owensboro Youth Hockey Associations (OYHA) goals. OYHA 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. To help prevent abuse or misconduct from occurring in our locker rooms, OYHA has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

At Edge Ice Center there are five locker rooms available for our program's use. Each of the locker rooms shares a restroom and shower area with one or more locker rooms. Some teams in our program may also occasionally or regularly travel to play games at other arenas, and those locker rooms, rest rooms and shower facilities will vary from location to location. The team organizers will attempt to provide information on the locker room facilities in advance of games away from our home arena. 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.

Locker Room Monitoring

OYHA has predictable and limited use of locker rooms and changing areas (e.g., generally 30-45 minutes before and following practices and games). This allows for direct and regular monitoring of locker room areas. While constant monitoring inside of locker rooms and changing areas might be the most effective way to prevent problems, we understand that this would likely make some players uncomfortable and may even place our staff at risk for unwarranted suspicion.

We conduct a sweep of the locker rooms and changing areas before players arrive, and if the coaches are not inside the locker rooms, either a coach or voluntary locker room monitors (each of which has been screened) will be posted directly outside of the locker rooms and changing areas during periods of use, and leave the doors open only when adequate privacy is still possible, so that only participants (coaches and players), approved team personnel and family members are permitted in the locker room.

Parents in Locker Rooms

Except for players at the younger age groups, we discourage parents from entering locker rooms unless it is truly necessary. If a player needs assistance with his or her uniform or gear, if the player is or may be injured, or a player's disability warrants assistance, then we ask that parents let the coach know beforehand that he or she will be helping the player.

Naturally, with our youngest age groups it is necessary for parents to assist the players getting dressed. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently. In circumstances where parents are permitted in the locker room,

coaches are permitted to ask that the parents leave for a short time before the game and for a short time after the game so that the coaches may address the players. As players get older, the coach may in his or her discretion prohibit parents from a locker room.

Mixed Gender Teams

Some of our teams consist of both male and female players. It is important that the privacy rights of all of our players are given consideration and appropriate arrangements made. Where possible, OYHA will have the male and female players dress/undress in separate locker rooms and then convene in a single locker room before the game or team meeting. Once the game or practice is finished, the players may come to one locker room for a team meeting and then the male and female players proceed to their separate locker rooms to undress and shower, if available. If separate locker rooms are not available, then the players will take turns using the locker room to change. We understand that these arrangements may require that players arrive earlier or leave later to dress, but believe that this is the most reasonable way to accommodate and respect all of our players.

Cell Phones and Other Mobile Recording Devices

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.

Prohibited Conduct and Reporting

OYHA 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, employees or volunteers in OYHA 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, you may email USA Hockey at SafeSport@usahockey.org or may call 1-800-888-4656.

OYHA GRIEVANCE PROCEDURE

The OYHA understands that at times there will be issues that arise in the organization. These issues with players, coaches, managers, volunteers or board members should be resolved following the Grievance process.

It is the belief of the OYHA that most differences are minor. The best manner in which to work out a difference of opinion is face-to-face discussion. This is true whether the discussion is between parents, a coach and player, a coach and manager, or a coach and parent, or members and Board Members.

If you cannot resolve the differences it is recommended that you first contact one of the coaches-in-chief. One of their primary responsibilities is to ensure appropriate team formations and deal with any issues that arise during the season. It is the hope that by working with the level director you can reach adequate resolution of the issue.

Issues that cannot be resolved independently or through the coaches-in-chief should be brought to the attention of the OYHA Vice-President. Typically, a grievance should be filed within 10 days of the event/action in question. The Vice-President can help mediate a successful resolution or identify the need to file a written grievance. Once that occurs, a grievance committee will be formed consisting of three board members, two coaches, and two general members. The Vice-President will be one of the board members and will preside over the committee. This committee shall hear any grievance that may arise over a player or coach's conduct during practice sessions, scheduled games, or in general where OYHA is concerned. This committee is authorized under OYHA by-laws (10.1.C3) to outline recommended sanctions. After hearing from the grievance, the person to whom the grievance is directed, and any possible witnesses, the grievance committee will recommend a decision to the board. The grievance committee will hand over all documentation from the committee (one of the Board members on the committee shall be designated the secretary of the committee, responsible from keeping detailed minutes of the hearing) hearing to the President of OYHA. The President will make that documentation available to the board as a whole. The board will then vote on any possible disciplinary action, a 2/3 vote necessary to proceed with disciplinary action. If a finding for disciplinary action is passed by the board, the President and Vice-President shall meet to determine disciplinary action.

In the event of the President being named in the action, the Vice-President will take over all duties of the President described above. If the Vice-President is named in a grievance, the President will assume the duties of the Vice-President described above.

It is the intent of the OYHA that individuals will not be reprimanded or discriminated against for initiating an inquiry or complaint. Equally, we wish to recognize and respect the rights of any individual against whom a complaint has been brought.

The Grievance Report should outline the incident in **specific detail**; include the parties involved, and names of witnesses. The OYHA President will arrange a special meeting of the Board of Directors within ten (10) days of receiving a written complaint. The OYHA Board of Directors decisions are final and without OYHA appeals. If you are not satisfied with the OYHA Grievance decisions you may contact District 10. **This form is not intended to handle potential SafeSport complaints. Potential SafeSport complaint documents are also available on the OYHA website.**

Owensboro Youth Hockey Grievance Report

Part I: Completed by OYHA Member:

Name of Grievant: _____ Team (if applicable):

Grievance directed to: _____

Date of Occurrence: _____

Nature of the Alleged Violation:

Please provide a description of the events or activities which are the basis for this grievance in specific detail. This is to be a description of factual details that can be verified, not personal opinions:

The grievant alleges that OYHA's actions constitute violations of (Check one or more of the following):

OYHA Bylaws

OYHA Operating Procedures

USA Hockey

Other (explain):

Remedy sought by the Grievant:

PART II: President and Vice-President to complete after initial discussion by the OYHA Board:
Grievance remains unresolved

Grievance Resolved (describe settlement)

OYHA Signature: _____ Date: _____

Grievant Signature: _____ Date: _____

Volunteers Process

What can I do as a volunteer? – Check out the “Resources” tab on [owensborohockey.com](https://www.owensborohockey.com)

Below is a list of volunteer positions available each season. All new volunteers will be trained on what to do in the area they volunteer. Owensboro You Hockey can always utilize volunteers at various levels that are not listed below, i.e. during Blast Bash, at fundraisers, etc. The positions listed below specifically have to have the credentials listed in the next section, “Steps to Becoming a Volunteer”.

1. Penalty Box Monitor
 - a. Monitors sit in the penalty box the entire game. They will open and close the door for players as they come off or enter onto the ice. This position is only for age groups 10U and up.
2. Scoreboard Operator
 - a. The scoreboard operator will keep the time, score, and penalties. They will also be the music coordinator if available.
3. Scoresheet Keeper
 - a. The scoresheet keeper will keep official start time, location, score, and penalties on the provided scoresheet. Also in charge of getting the coaches of each team and referees signatures.
4. Locker Room Monitor(s)
 - a. Players cannot be in a locker room without a coach, team manager, or a locker room monitor. Locker room monitors are utilized on an as needed basis.
5. Team Managers
 - a. Team Managers are appointed on Travel Teams by the Head Coach.
6. On-Ice Participant
 - a. On-Ice participants are those who help during practices. An on-ice participant can also be those who are on the ice during an 8u/6u game.
7. Coaches
 - a. Contact the Board if you are interested in becoming a Coach. Upon becoming a Coach you will follow the process.

Steps to Becoming a Volunteer

1. Obtain your USA Hockey Membership
 - a. Free for each volunteer, except Coaches. There is a fee that varies year to year for Coaches.
 - b. Click this link to obtain your Membership <https://membership.usahockey.com/>
 - i. This process will give you your USA Hockey Number as a volunteer.
 - c. Valid ONE Season
2. Complete SafeSport Training
 - a. Free for all volunteers. This does take some time, so make sure you have time when you start the training.
 - b. Click this link to complete <https://www.usahockey.com/safesporttraining>
 - c. Valid ONE Season
3. Background Check
 - a. \$25.00 - Cost may vary year-to-year.
 - b. Click this link to complete <https://www.usahockey.com/backgroundscreen>
 - c. Valid TWO Seasons
4. Complete the Volunteer Registration on <https://www.owensborohockey.com/>