

**LOYOLA ACADEMY HOCKEY CLUB**  
**CODE OF CONDUCT GUIDELINES**

The Club feels very strongly that all of our players should conduct themselves accordingly to the very highest standards of Loyola Academy, and exemplify Loyola's motto: "Women & Men for Others, Leaders in Service."

The Club will not tolerate poor behavior from its players. We expect our players to "set the example." Each Coach and the Board will quickly and decisively deal with verbal or physical abuse by a Loyola player toward another player, coach, official, parent, or others.

Players will strictly adhere to the L.A. Athletic Training Code. All players will sign the Code at the beginning of the season.

The LAHC Board and Coaching Staff will be responsible for, but not limited to, exercising the sanctions for poor behavior outlined in the Code. The Board reserves the right to exceed those sanctions, up to and including removal from the program.

Individual coaches will report Code violations and sanctions taken to the Hockey Director, arising from on or off ice incidents. The Hockey Director will report the details of the incident to the LAHC Disciplinary Committee for review if necessary.

The Hockey Moderator will also notify the appropriate coach and manager of a player's ineligibility, academic and/or behavioral, as soon as it is known. Players and parents will be notified as soon as possible, but especially prior to games, to avoid misunderstandings. Generally, the school issues academic statuses weekly and behavioral issues shortly after incident occurs.

Coaches are expected to monitor their players' academic and behavioral status on a continuous basis.

Players will be accompanied on and off the ice, to and from their dressing room, by a coach or manager during game situations.

The Club also expects Parents and other spectators to conduct themselves appropriately at all games.

**NO ALCOHOL, SMOKING, CHEWING TOBACCO,**  
**OR DRUG USE WILL BE TOLERATED!**

**LOYOLA ACADEMY HOCKEY CLUB**  
**CODE OF CONDUCT AND TRAVEL POLICY**

**STATEMENT OF POLICY**

The Loyola Academy Hockey Club, in order to provide for and to ensure a safe and productive atmosphere for players, coaches, parents, and fans, establishes this Code of Conduct/Travel Policy. This Policy applies to all games, practices, tournaments and school functions during the season.

It is the goal of the Club to encourage participation and enjoyment of the game of ice hockey, but at the same time, ensure discipline, teach teamwork and respect for rules and for others. As the Club's hockey players represent Loyola Academy on and off of the ice, the Club expects each player to exemplify the highest level of standards and conduct themselves accordingly at all times.

The Hockey Board believes that the following Policy and guidelines will contribute to a safer and more enjoyable experience for all involved. The coaches will advise each player of their personal responsibilities and what will be expected, and the consequences for rule violations. **Players are to be familiar with Loyola Academy's Athletic Training Code. In addition, the Board reserves the right to apply additional sanctions as deemed appropriate by the Disciplinary Committee.**

The Club would like to reiterate that school comes before hockey, and if a player's studies suffer due to their concentration on hockey, their involvement with the team will be curtailed. Further, we recognize the high academic standards at Loyola Academy. We, therefore, expect that all of our players will be cognizant of their school assignments and exams, and budget their time accordingly so that they are not forced to miss practices or games.

If at some point during the season this policy is breached, coaches reserve the right to discipline players for violations. Consequences may include: verbal reprimands, speaking with a player's parents, benching, or temporary or permanent removal from the team. While we hope these steps are not necessary, we believe that a responsible player is vital to a team's growth and success, and that is best accomplished through cooperation. Coaches will be available to discuss individual concerns throughout the season.

Please take time to familiarize yourself with all of the information provided. Parents and players should discuss the guidelines together. If you have any questions, please contact your Team Manager, Coach, or a Board member.

## **TRAVEL GUIDELINES**

The Loyola Academy Athletic Training Code will be enforced throughout the season. All USA Hockey rules and regulations, in addition to any league rules, also apply.

All players and parents will be notified of the tournament(s) or out-of-town games that his/her team will be participating in during the season. Most teams participate in at least one away/out-of-town tournament, our Annual Thanksgiving Tournament, a Christmas Tournament, and State Tournaments. The Gold team participates in the Midwest Prep Hockey League (MPHL). The MPHL schedule includes three away/travel weekends.

All players are expected to participate in all of their team's home and away tournaments.

Each player and his/her parents are required to complete the Club's Behavior Acknowledgement Agreement for Travel. This form must be returned to the team manager by September 15. The Agreement outlines the rules that are expected to be followed, consequences of violations, and an emergency medical treatment permission form.

Coaches will decide rooming assignments for their teams. Players are not allowed to switch rooms for any reason. Managers are responsible for generating a player rooming list and distributing it to approved chaperones.

Parents are encouraged but not required to attend any out-of-town tournaments, as players are allowed to be unaccompanied. While traveling, the team is accompanied by approved chaperones at all times. The chaperones are responsible for the players at all times. If a parent would like to chaperon, they must go through Loyola Academy's approval process. Parents can ask their team manager for the information and forms.

The Head Coach will be responsible to monitor his players both on and off the ice. Coaches will be expected to have control over their players before, during and after games, and will be expected to discipline a player for poor judgment, whether on or off the ice.

The Team Manager and Head Coach will coordinate travel for the Team.

The Head Coach will establish rules/regulations regarding team meals and meetings, free time, curfew, departure times to and from the games, and hotel/bus guidelines.

The Team Manager will solicit funds from a player's parents to cover the cost of the players' and the coaches' meals and lodging, travel, coaches' per diem, and other necessary expenses. Parents will be responsible for their own expenses and their own travel plans.

Parents will be expected to adhere to the Parent's Code of Conduct.

# LOYOLA ACADEMY HOCKEY CLUB

## GENERAL RULES/GUIDELINES

The following are general guidelines for all players to follow. More team specific rules will be given to the players by their coaches as needed.

### GENERAL

- All players will be expected to act as mature young adults at all times.
- Players will act respectfully toward others.
- Players will consider the goals of the team above individual goals.
- Players will not swear or use profanity.
- Players will promote teamwork, not promote negativity.
- Players will respect the rights and property of others.
- Players will be mindful that they represent Loyola Academy and the Club, and act accordingly.
- Players are expected to display good conduct when in the stands as spectators.
- Players will respect any practice facility, facility staff and facility neighbors.
- Players are expected to respect and listen to the coaching staff, managers and Board members in regards to their behavior.

### LOCKER ROOM

- There will be no horseplay in the locker room.
- Music will be allowed at the coaches' discretion.
- It is every player's responsibility to keep the locker room clean.
- The locker room will be checked by the coach prior to the team's departure. All locker rooms used by any Loyola Hockey need to be treated with respect and left as found or in better condition. All trash needs to be picked up and properly disposed of.

### PRACTICES

- All players must be dressed and ready to go on the ice 10 minutes prior to the start of practice, unless otherwise notified.
- Players need to discuss absences from practices with their coach. Coaches will explain their policies regarding missing practices and/or games.
- Coaches expect 100% effort 100% of the time. Practice as hard as you play the game.

### GAMES

- Upon arrival at the rink, keep all equipment out of the public's way until a locker room is obtained.
- It is the team captain(s) responsibility to conform to rink rules and obtain a locker room.
- Referees are to be given total and complete respect. Profanity, gestures or negative attitude is not allowed.
- Only the coaches and/or the team captain will discuss any conflicts with the referees.
- You will conduct yourself on the bench in a mature and respectable manner.

### DRESS CODE

- Game and practice dress code will be decided by the Head Coach.
- A general guideline for pre and post games for all male players is: dress shirt and tie, dress slacks or khaki-colored chino's (school uniform pants). Shirts will be tucked in. Warm-up jackets are to be worn over the shirt and tie.
- All hats must be worn bill forward while in or around the rink. Hats may not be worn to/from games.

### GRADES

- It is a player's responsibility to keep up with their schoolwork.
- You will be advised if you become academically ineligible, the infraction, and the length of time of the ineligibility.
- Coaches will discuss the consequences of missed practices/games with the player.

In case you missed it,

**NO ALCOHOL, TOBACCO, OR DRUGS ALLOWED!**

## **Loyola Hockey Board Guidelines**

### **Coaches Code of Conduct**

1. Must emphasize and demonstrate the proper ideals of sportsmanship, ethical conduct, and fair play.
2. Must stress to the athletes the values derived from playing the game.
3. Must show courtesy to visiting teams and officials.
4. Must respect the integrity and judgment of sports officials and demonstrate the respect through his actions on the bench and require his athletes to do the same.
5. It is the responsibility of the coach to see that the following values are imparted to the student athlete: value of morals, self-discipline, dedication, pride, honesty, positive attitude, sacrifice, respect, integrity, and sportsmanship.
6. The coach must maintain a positive approach in working with his team.
7. When traveling out of state, the coaches must travel with the players, using the same mode of transportation as their players. If circumstance prohibits a coach(es) to travel with their team, arrangements must be made in advance.
8. The coach must set a good example for others, avoiding any display of temper and/or use of profane language.
9. The coaches are role models for the players and must conduct themselves as such both on and off the ice. Coaches must remain drug free. They must avoid the excessive use of alcohol in the presence of players and when on trips with the teams, even after the team retires.
10. Coaches must conduct themselves, at all times, in an appropriate manner upholding the moral values of Loyola Academy.

## **LOYOLA ACADEMY ATHLETIC TRAINING CODE**

**It is every player's and parent's responsibility to be aware of the Athletic Training Code, found in the Loyola Academy Student Handbook.**

**The Athletic Training code includes: when the Code is in effect, Academic Eligibility and Ineligibility, IHSA requirements, Violations of the Code, and consequences of the violations.**

**The Loyola Academy Hockey Club stands behind this Code and will do everything to ensure that the players abide by and respect the Code.**

**Any questions regarding the Athletic Training Code should be directed to the Athletic Office.**

## **Parent's Code of Conduct**

As a parent of a Loyola Academy Hockey player, I will do my part to respect all participants.

I will not participate in any name-calling or undesirable acts that detract from the game of hockey before, during, or after a game.

I will respect the integrity and judgment of the Coaches and Game Officials, and will not be verbally abusive toward them.

I resolve to conduct myself as a responsible parent and a mature adult even under the most trying of circumstances.

I will remember that our children are looking to us to be role models and for guidance.

It is important to remember that through hockey we are building a solid foundation for our youth's future character development.

Let us all recognize good and fair play, no matter who makes it.

Finally, let's remember that each game is for our children. Win or lose, it is a step forward in life for our young athletes.

# Loyola Academy Hockey Social Media Policies

For the purposes for this policy, key definitions are as follows:

*Online social networking* – an online service, platform, or site that allows users to share information, ideas, comments, events, or media.

*Loyola Academy Hockey Membership* - people that are directly involved in activities of the organization, including coaches, team managers, team support staff, players, parents, and administrative staff.

The LOYOLA ACADEMY HOCKEY CLUB understands and appreciates the importance of social networking as it relates to the personal and professional lives of its members and its stakeholders. This immediate and public forum provides unique opportunities for networking and promotion; however, it also provides an unsupervised medium for inappropriate conduct to occur. This conduct may be deemed detrimental to the welfare of Loyola Academy Hockey, its membership and not in the best interests of the game. Loyola Academy Hockey holds its entire membership who participates in online social networking to the same standards as it would with all forms of communication including television, radio and print.

These policies are designed to protect all parties from harassment, bullying, stalking, inappropriate contact or behavior, however they are intended.

The following are some examples of behavior in online social networking mediums that will result in appropriate disciplinary action at the discretion of the LAHC Rules and Ethics Committee:

- Posting or divulging confidential information that includes but is not limited to: member's personal information, contact information, medical conditions, injuries and/or other sensitive matters pertinent to Loyola Academy Hockey and its membership
- Posting negative or derogatory comments about any of Loyola Academy Hockey's or competing programs' staff, programs, members, stakeholders, or program participants
- Posting photographs, video or comments regarding fights, penalties, or other in-game incidents
- Posting photographs, video or comments promoting negative influences or criminal behavior including but not limited to: drug use, alcohol abuse, public intoxication, sexual exploitation, etc.
- Participating in any online activity that contradicts the current policies of Loyola Academy Hockey
- Posting any inappropriate, derogatory, racist, or sexist comments contradictory to Loyola Academy Hockey's policies on these matters.

Loyola Academy Hockey Club members should assume at all times that they are representing Loyola Academy Hockey. Members are expected to demonstrate discretion and respect over these sites; if a photo or comment would be inappropriate for all other forms of media, then it should be considered inappropriate for online social networking sites. Any material, comments or actions through these portals deemed inappropriate will be reviewed by the Loyola Academy Hockey Club Rules & Ethics Committee for possible sanctions up to and including suspension and/or expulsion from the program.

Additionally, Loyola Academy Hockey Club will be implementing USA Hockey's new and innovative Social Media, Mobile and Electronic Communications policy as outlined in the SafeSport handbook.

## **SOCIAL MEDIA, MOBILE AND ELECTRONIC COMMUNICATIONS POLICY**

As part of USA Hockey's emphasis on participant safety, communications involving our minor participants should be appropriate, productive, and transparent. Effective communication concerning travel, practice or game schedules, and administrative issues among coaches, administrators, players and their families is critical. However, the use of mobile devices, web-based applications, social media, and other forms of electronic communications increases the possibility for improprieties and misunderstandings and also provides potential offenders with unsupervised and potentially inappropriate access to participants. The improper use of mobile and electronic communications can result in misconduct. Adherence to the Social Media, Mobile and Electronic Communications Policy helps reduce these risks.

All electronic communication between coach and player must be for the purpose of communicating information about team activities. Coaches, players and all team personnel must follow common sense guidelines regarding the volume and time of day of any allowed electronic communication. All content between coaches and players should be readily available to share with the public or families of the player or coach. If the player is under the age of 18, any email, text, social media, or similar communication **must** also copy or include the player's parents.

#### **Social Media**

Social media makes it easy to share ideas and experiences. USA Hockey recognizes, however, that social media, mobile and other electronic communications can be especially concerning where minor participants are involved. Coaches are prohibited from having players joined to their personal Facebook page or any other similar social media application. To facilitate communication, an official organization or team page may be set up and players and parents may join (i.e., "friend") the official organization or team page and coaches can communicate to players through the site. All electronic communication of any kind between coach and player, including use of social media, must be non-personal in nature and be for the purpose of communicating information about team activities or for team oriented motivational purposes.

#### **Email, Text Messaging and Similar Electronic Communications**

Coaches, team managers and players may use email and text messaging to communicate. All email and text message content between coaches/team managers and players must be non-personal in nature and be for the purpose of communicating information about team activities. Emails and text messages from a coach to any minor participant **must** include a copy to parents. Where possible, a coach should be provided and use the organization web site email center (the coach's return email address will contain "@organization.com") for all communications with the team and players.

#### **Request To Discontinue All Electronic Communications or Imagery with Athlete**

Following receipt of a written request by the parents of a minor player that their child not be contacted by any form of electronic communication by coaches or other adults, the local program, team, coaches and administrators shall immediately comply with such request without any repercussions for such request.

#### **Abuse and Misconduct**

Social media and other means of electronic communication can be used to commit abuse and misconduct (e.g., emotional, sexual, bullying, harassment, and hazing). Such communications by any employee, volunteer, independent contractor or other participant of a USA Hockey Member Program will not be tolerated and are considered violations of USA Hockey's SafeSport Program.

#### **Reporting**

Infractions of USA Hockey's Mobile and Electronic Communications Policy should be reported to the appropriate person as described in Section IV of this Handbook concerning reporting.

A USA Hockey participant or parent of a participant who violates this Social Media, Mobile and Electronic Communications Policy is subject to appropriate disciplinary action including but not limited to suspension, permanent suspension and/or referral to law enforcement authorities.

### ***USA Hockey SafeSport Program***

## **SIGNATURE PAGE**

**I hereby acknowledge that I have received and have read the Loyola Academy Hockey Club Code of Conduct, Social Media and Travel Policy. My signature below demonstrates my understanding of the Policy, and my compliance with it.**

**Player's Last Name (Please print):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Player's Signature:** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_

LOYOLA HOCKEY CLUB BEHAVIOR ACKNOWLEDGEMENT AGREEMENT-TRAVEL

Every Loyola Academy Hockey Player must sign this agreement in the event the team travels.

1. The rules of student conduct set forth in the Loyola Academy Student Handbook and Athletic Code will apply.
2. Specifically, no drugs, tobacco, or gambling are permitted at any time or at any place. **ALCOHOLIC BEVERAGES or DRUGS of any kind (consumed or not, open or sealed) are STRICTLY PROHIBITED. PENALTY FOR SUCH AN INFRACTION WILL BE AN EARLY RETURN HOME AT FAMILY'S EXPENSE.**
3. Hotel regulations and property are to be respected. Players and their parents will be responsible for any losses and/or property damage. To facilitate this, only players and coaches are to be permitted in the rooms occupied by the players. **ABSOLUTELY NO OUTSIDE VISITORS WILL BE PERMITTED AT ANY TIME.**
4. Players must be aware that we are hotel guests and respect hotel property. Hotel management has been gracious to grant us accommodations, which in many cases is opposite of their normal policy toward student groups.
5. Charges of any kind (i.e., phone, room service, movies, etc) are prohibited. Player's rooms will be blocked at check-in from making any such charges.
6. Players will be required to attend and participate in all designated functions. If a "free time" is allowed, players may not leave the hotel unless accompanied by a team approved chaperone.
7. **CURFEW WILL BE SET NIGHTLY AND MUST BE ADHERED TO. CURFEW MEANS THAT THE PLAYERS MUST BE IN THEIR ASSIGNED ROOMS AND REMAIN THERE FOR THE BALANCE OF THE NIGHT. DOORS ARE TO BE LOCKED AND ARE TO BE ONLY OPENED FOR COACHES MAKING ROOM CHECKS.**
8. **Players will be assigned rooms by the Head Coach. Players may not change rooms for any reason. If a change needs to be made, the manager, front desk staff and all chaperones need to be notified before a change is made.**
9. Shirt, Tie and Dress Pants will be required for all games or as otherwise directed by the Head Coach. Dress and behavior reflect on our school and on our team. Common courtesy will be expected at all times.

A player whose disregard for the rules set forth herein or whose attitude and/or behavior pose a problem to the team, the organization, the coaches, or hotel personnel will face a disciplinary meeting with the coaches and that player may be transported home **AT THE PARENT'S EXPENSE.**

<p><b>Player and their parents must complete and sign this Behavior Acknowledgement Form. This signed document must be returned to the team Manager. No player will be permitted to travel with the team without this document on file.</b></p>
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LOYOLA HOCKEY CLUB BEHAVIOR ACKNOWLEDGEMENT FORM

I hereby acknowledge that my son/daughter, \_\_\_\_\_ has discussed with me the criteria of proper behavior expected on any trip. We have both read the specific regulations and take full responsibility for his/her conduct. We are both confident that he/she will be a credit to the name and reputation of the Loyola Academy Hockey Club and Loyola Academy.

We are both aware of the disciplinary measure that can be taken and of a possible early return to home AT THE PARENTS EXPENSE. In the event that an early return home is necessary, the coach and LAHC President will deem the best possible mode of transportation home for the player. The parents will be responsible for ALL EXPENSES RELATED TO THE PLAYER'S RETURN HOME.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Parent/Guardian Name (Print)      Signature of Parent/Guardian      Signature of Player

In the event that an early return home is necessary, please provide the name and contact information of a responsible party the Loyola Coach can contact to make travel arrangements.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell phone: \_\_\_\_\_ Alternate phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

I hereby authorize the nearest hospital or doctor to give emergency medical treatment to my son/daughter while on the Loyola Academy hockey trip. I have listed any unusual existing medical conditions, known allergies and any prescribed medication on the spaces provided below.

\_\_\_\_\_/\_\_\_\_\_  
Signature of Parent (Guardian)      Date

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Player's Doctor: \_\_\_\_\_ Doctor's Phone: \_\_\_\_\_

Name of Medical Insurance Company: \_\_\_\_\_

Policy Holder's Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_

**Please use the back of this form to list any unusual medical conditions, prescription medications, allergies and any other necessary information.**