

# 2018 – 2019 Royal Girls Hockey Handbook

## Royal Girls Hockey Coaches

**Varsity Head Coach:** Chris Lepper  
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**Assistant Varsity Head Coach:** Bay Shock  
**Junior Varsity Head Coach:** Christine Schendel  
**Goaltender Coach/Assistant JV Coach:** Katie Kantrud  
**Assistant Coach:** Rick DuBois

South Washington County Schools are committed to igniting a passion for lifelong learning. Woodbury High School, in addition to excellent instructional practices, provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health.

Woodbury High School is a member school of the Minnesota State High School League, and subscribes to the mission and beliefs of the MSHSL:

## **MISSION STATEMENT**

The MSHSL provides educational opportunities for students through interscholastic athletic and fine arts programs and provides leadership and support for member schools.

## **BELIEF STATEMENT**

*We believe that . . . .*

- Participation in school activity programs is a privilege and not a right.
- Sportsmanship needs to have a constant presence in all school-based activity programs.
- Students should have an equal opportunity to participate in all activities offered by their school.
- Ethical behavior, dignity and respect are non-negotiable.
- Student participants who choose to be chemically free must be supported.
- Collaborative relationships with parents enhance a school's opportunity to positively impact student success.
- Academic priorities must come before participation in athletic or fine arts activities.
- Positive role models and an active involvement in a student's life by parents and others are critical to student success.
- High school activity programs are designed for student participants, and adults must serve in a supportive role.
- The success of the team is more important than individual honors.
- Compliance with school, community and League rules is essential for all activity participants.
- Ethical behavior, fairness, and embracing diversity best serve students and school communities.

## **STUDENT CODE OF RESPONSIBILITY**

As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and the laws of my community, state, and country.
- I will show respect to those who are responsible for enforcing the rules of my school and laws of my community, state and country.

# **TEAM RULES:**

- 1. The team comes first.**

**Anything you do to put your needs ahead of the team is a violation to our team rules.**

# TRYOUTS

The season begins on October 29<sup>th</sup>.

All players must have completed the following to be able to participate:

1. Have a current physical on record with their high school
2. Have a current concussion test on record with Woodbury High School.
3. Filled out and paid the participation forms at their current high school.
4. Filled out the player questionnaire received at the player/parent meeting.

Coach Lepper will be in contact with the schools to make sure that every player has all required documentation on record before a player will be allowed on the ice.

No players will be allowed to use the high school locker room during the tryouts. The first Monday, Tuesday, and Wednesday will consist of two half sessions. The first half will be drills and conditioning with the coaching staff. The second half will be a scrimmage consisting of 1 minute shifts. This scrimmage will be a continuous play scrimmage. This means that when a goaltender freezes a puck, the player will stop and the defending team will take the puck out. Jerseys will be given to all players to wear during the tryout phase, all players are to wear those jerseys during the entire tryout process. Following Wednesday's ice session, the girls will be broken into varsity and junior varsity for the upcoming scrimmage festival. 22 - 24 players will practice as varsity on Thursday with the remainder practicing JV. The scrimmage festival will be used to evaluate the remaining 22-24 players for the team's first game against Rochester John Marshall. All players will be informed of their position for that game following the last varsity scrimmage during the scrimmage festival.

The varsity roster may change as the season progresses. Making the varsity or junior varsity in the first week is just a starting point. Evaluation of players will continue throughout the season. The official varsity roster is what is submitted as the team's playoff roster.

Any players with U15 eligibility will need to inform the coaches following the junior varsity scrimmages on Friday night of their intent on either staying with the high school program or returning to the youth program. Each player, following the junior varsity game on Friday, will have a meeting with the coaches.

# PRACTICES

The following are rules that must be followed as the student athletes are coming, at, and going from practice.

1. Address all coaches as Coach or Mr. /Ms. followed by the coach's last name.
2. LISTEN and RESPECT the wishes of the coaching staff. Decisions are made for the best interest of the whole team, not the individual. Players are expected to follow the directions of this coaching staff.
3. Do not leave the ice without asking a coach directly.
4. Be on the ice when practice starts. If you are going to be late, notification must be in advance of the beginning of practice.
5. Be at all practices, films, and dry lands. Missing will affect your playing time or playing status.
6. Have preset rides. Coaches are NOT giving players rides home from any practices, dry lands, or games.
7. Have two sticks for every practice and game.
8. Mouth Guards are to be worn during practice.

**Following Practice:** A list of players will be posted at the beginning of the season. This list will have clean up and puck walking responsibilities.

The puck walker must walk around the rink following the end of on ice practice and look for pucks. The player that is assigned to be the puck walker must report to Coach Lepper after they have done the puck walk to either give him the pucks they found or tell him there were no pucks. Failure to do this will result in team doing 3 "stop at the dots" skating drills at the start of the next practice.

The clean-up crews are based on player numbers. A set of 6 numbers will be assigned to clean the locker room once a week. The responsibility of the players on that week's clean up duty are: empty garbage cans, replace trash bags, sweep the locker room and bathroom, clean the toilet and sink area of the bathroom. This should not take more than 10 minutes. ALL players on clean up days are to place their chairs inside their lockers. This allows for the girls that are sweeping to thoroughly be able to sweep the room and for the complex staff to be able to run the floor cleaning machine around our locker room.

If you are picking up your child from practice, and practice is slated to end, for example, at 6:00, you must account for time that the player will need to change. The coaches will do their best to make sure that all ending times listed on the schedule are the ending time of practice.

## **Cancellation of Practice:**

If school has been cancelled, that days practice is cancelled. Players should listen to TV and radio for school cancellations. If a game is scheduled for that day, the coaching staff will notify players as to the status of that game.

If school is cancelled after school has started and players have been sent home, we will not practice.

## **Missing Practice:**

A schedule of all practices and games are contained in this packet. Players are to make any changes to their schedule as they see necessary.

Life events are excused absences from practice. Life events would be a funeral, graduation, family medical emergency - notification of a player missing practice/game for one of these events should be made to Coach Lepper as soon as the family is aware that a player will be missing for one of these events.

If a family emergency occurs that does not allow the family to contact Coach Lepper, Coach Lepper has the discretion to excuse that missed practice/game.

If a player is ill, please contact Coach Lepper. Players who are ill the day before a game and miss a practice, will not participate in the next day's game. Players who miss two days of practice due to illness will not be allowed to play in a game until a practice has been completed. If a player misses extended time due to illness (full week or more), they must practice for 2 complete days (game days will not count) before they are allowed to play in the next game.

All make up tests and detentions must be served in the morning. Missing practice to make up a test or detention is an unexcused absence, which will result in 1 game being missed. Please make contact with your teachers to make arrangements for morning make ups.

Once a player is at practice, that player will not be allowed to leave for any reason except illness or injury. No player will be allowed to leave early to go to work, family get together, or any other reason. Once you are at the rink, you are committed to the family at the rink.

During the Holiday Break, if a player is going to be missing practice to attend a family function or traveling, please notify Coach Lepper. These missed practices will not count against you if contact with Coach Lepper is made. If contact has not been made and we practice without knowing why you are gone, a player will miss one game for every practice missed.

Players who attend a family trip that is not over the winter holiday break, will be penalized in terms of games. That player will miss 1 game for every practice missed.

Jingle Ball: Any player that leaves practice early to attend Jingle Ball will miss one game for not attending the full practice.

To put it best, if you are not at practice, we have to put someone else in your spot for that practice. If they practice well, in comparison to the missing player, that player may take your spot in the next game.

Below is the school policy for students being able to attend practice or a game:

### **ATTENDANCE POLICY**

Students that participate in athletics and/or activities in District 833 MUST:

- Be present in school for 50% of the school day in order to be eligible to participate in a practice or contest on that given day.
- Have no UNEXCUSED absences during a school day in order to be eligible to participate in a practice or contest on that given day.
- Be present in school 1st Hour on the day following a contest in order to be eligible to participate in a practice or contest on that given day (or have written confirmation of a doctors' appointment).

Eligibility for practices or contests on a Saturday will NOT be affected by a student's attendance on Friday, with the exception being an UNEXCUSED absence on Friday.

### **Leaving School Early:**

In the past players have taken liberties with leaving there last period class to get to practice due to congestion in the parking lot. This privilege has been abused by some and has caused frustration on the part of teachers. Players from Woodbury High School will need to check the school announcements, a list of practice days where students will get out of class 5 minutes early has been given to the school. Coaches do not want to hear that this is being abused. Practices on days that begin at 5:00 or later, there is no early release.

Players from cooperative schools will be dismissed from classes according to arrangements made with their athletic departments. This may cause some players to be late to practice. Those players who are traveling from cooperative schools are not penalized by late arrival to practice due to their varying school day schedules. The attendance policy of those cooperative schools need to be followed.

## **DRY LAND**

Dry land practices will be held throughout the season. These are considered practices and participation is required. Some dry land sessions that are scheduled will be film sessions or whiteboard talks. If a dry land is scheduled, players are to make sure to have tennis shoes and wear appropriate clothing that allows for flexibility and running.

### **PLAYERS WILL NEED TO PURCHASE A HACKY SACK!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!**

The hacky sack will need to be kept at the rink and will need to be brought to away games as it is part of our warm up routine.

## **LOCKER ROOM**

### **Locker Room Rules:**

1. No parents are allowed inside the locker room. Any parent who enters the locker room without permission of Coach Lepper will result in that player either being left of the next games roster or removal of the player from the team. Any player who is removed as a result of parental interference will forfeit all letters or awards that their child may have received during the season.

2. All players will have assigned seats within the locker room. Any changes to the seating must be run through Coach Lepper.
3. No spitting on the floor.
4. Respect the locker room that is your locker room. Keep it clean.
5. Clean your surrounding area. Pick up trash and put it in the garbage can.
6. No throwing of objects, which includes ice shavings from your skates.
7. No horseplay.
8. Follow cleaning schedule for the locker room.
9. **Uniforms:** At no point should a player's jersey be on the floor of the locker room or left in their equipment bag. All jerseys following a game should be hung on a hanger and placed on the uniform rack unless they are being collected by Coach Lepper for cleaning. If a jersey is found on the floor or in a player's equipment bag, this will result in the team skating 3 "Stop at the Dot" skating drills at the start of the next practice.

It is important to note that there may be players of a wide range of ages in the locker room at one time. Players are to be aware of appropriate discussions and language that is used.

Example: 8<sup>th</sup> graders and seniors may have different topics that they discuss when they are in the locker room. Older players are to be aware that they are leaders and looked up to, so be a leader.

### **Senior/Captain Locker Room Patrol:**

All players are to have their equipment in their locker and their chairs in the designated spot following each and every practice and game. Players who leave their locker door open or do not have their chair in the proper place will have their equipment removed from their locker by the seniors/captains. Our locker room must be orderly maintained.

### **Emergency Action Team:**

This group is responsible for knowing where the AED is in the rink and our procedures are in case an emergency arises on the ice. There will be two seniors, juniors, and sophomores as part of this unit.

## **GAME DAY**

### **Game Jerseys:**

Game jerseys are to be worn for games only. Hockey jerseys will be handed out to players prior to each game. Following every third game, jerseys will be collected and washed by the coaching staff. Game jerseys can only be worn to school on designated jersey days that the captains determine.

### **Game Day Dress Code:**

All players will be uniform in how they dress for school on game days. Captains and Senior's will inform the team what they will be wearing to school two days prior to a game to allow each player ample time to dress accordingly.

Failure for the team to dress in unison will result in the reinstatement of the DRESS CODE for Woodbury athletes.

Some of our cooperative schools have dress codes. On game days, players from the cooperative schools should continue to follow the dress codes for their respective high schools.

### **CELL PHONES:**

All cell phones will be collected following pre-game warm ups. Players will receive their phone back following the game as they are leaving the locker room.

Parents have received Coach Lepper's cell phone number. Coach Lepper will have his cell phone on him at all times up to the point that the team goes on the ice for Varsity warm ups. If a parent must reach their child, please call Coach Lepper and we will either put your child on the phone with you or give them their cell phone back to contact you. We are not doing this to punish players or infringe on their connection to the outside world, what we want is focused players during the time we are preparing to compete.

### **HOME GAMES:**

1. If a player is scheduled to be playing in a home JV game, players are to arrive at the arena no later than 4:15. Players dressing for only the varsity game are to arrive at Health East Sports Center no later than 6:00.
2. Players must have a minimum of two sticks.
3. Players will begin pre-game stretching and other pre-game activities at 6:00 for the Varsity and 4:15 for the JV.
4. Players, upon arrival will cease all eating and carbonated beverage consumption.
5. All players will remain in the designated warm up areas and locker rooms when either pre game stretching or game dressing begins.
6. Players will **be fully dressed 10 minutes** before game warm ups begins.
7. Players will leave the locker room together at the end of the game, no matter how slow anyone is. This rule applies only to away games.
8. All players who play in a JV game, have until the end of the Varsity game warm ups to vacate the locker room.
9. All players who are playing in the JV game must stay and watch the Varsity game unless they notify Coach Lepper that they will not be able to attend.

### **AWAY GAMES:**

1. Be at the bus a minimum of 20 minutes before the scheduled departure.
2. Bring two sticks to an away game.
3. All equipment adjustments must be done immediately upon arrival at the opposing team's rink or prior to our departure from Health East Sports Center.
4. All players are to proceed immediately to the locker room upon our arrival at the game site.
5. Do not leave the locker room, except for pre-game stretch; unless the coach has designated a sitting area at the opposing team's rink.
6. The bus must be clean when the team arrives back home.
7. Do not stand or lean over the backs of the seats on the bus.
8. All players who are playing in the JV game must stay and watch the Varsity game. All players are to sit together and wear their dress clothing or team warm-ups while in the stands. If you are leaving with your parents, you must have your parents talk with either the JV coach or Varsity coach AND have a written note from your parents that states that you are taking your child with you, for our records.

Note: This is a highlight of the MSHSL to let parents be aware of. If you are bringing a player home following a game, this is not covered travel by the Minnesota State High School League or your participating school. Any travel that is being provided by the parents or student, away from the organized travel of team, is the responsibility of that family and not covered by either school insurance or the MSHSL insurance policies.

### **Skate Sharpening:**

Skates will be sharpened by Coach Shock; he will do this the evening prior to a game or on a need basis of players. Skates will only be sharpened on game days when there is an emergency.

### **Helmets Screws:**

On the evening prior to a game, players are to check their helmets to make sure that all screws are tight. Screwdrivers and all helmet screws are now located in the players locker room on the work bench as you enter the locker room. Players are responsible for the care of their helmet. If a player is struggling to get the screws to work, then see your coaches for help immediately. Do not leave off any screws on your helmet; it is there for your protection.

**Helmets:** Helmets for non-goaltenders have been purchased by the booster club through the player's participation fee. These helmets are to be worn by the player. These helmets are cycled out every three years of participation. If a player refuses to wear a helmet that has been purchased by the booster club, then that player must purchase a white helmet on their own and the family will accept the responsibility if injury occurs due to a faulty helmet. Players who are using team provided helmet and have had that helmet for 3 years of participation, should meet with the coaches at the conclusion of their third year of participation to receive a new helmet.

### **GAME PLAYING TIME:**

The Junior Varsity is designed for equal playing time for the top 3 lines of Junior Varsity. If the JV consists of four lines, the fourth line will play at the discretion of the Junior Varsity coaching staff.

It is the coach's discretion to shorten the bench in the final three minutes of a game if the win is possible or to protect a lead.

After each Junior Varsity game that is followed by a Varsity game, players may be chosen to fill out the Varsity roster. These players are to dress. Failure to accept this opportunity will result in them not being able to dress Varsity for the next game. By dressing varsity, you may only receive one shift, 10 shifts or no shifts.

Understand that the varsity is designed to win. **NOT EVERYONE WHO DRESSES FOR THE VARSITY IS GUARANTEED EQUAL ICE TIME AT ALL.**

The varsity roster can be fluid. If players are not playing well or demonstrating behavior that is detrimental to the team, you can be removed from the varsity roster and must earn your way back on to it.

Players who display inappropriate behavior or actions that are dangerous to others on the ice, will be benched.

### **PLAYING OF THE NATIONAL ANTHEM:**

If the game involves a National Anthem, there will be no talking, moving around, or skating away during the playing of the National Anthem. Players will remain in their spot until the entire National Anthem is completely over. No early placement of helmets on your head as the song is ending.

Taking a knee: It has become more common for our athletes to see professional athletes taking a knee as a way to protest certain actions or events that are occurring in our society today. Our athletes WILL stand for the national anthem. There are many other ways in which an athlete can impact a social issue, kneeling at a high school hockey game is not one of them. By participating on this team, a player is aware of our rule and whether or not they agree with the rule, they will abide by it. If not, remember that participation on this team is a privilege and not a right.

Any violations of this rule will result in the player missing game time during that game.

### **DURING THE GAME:**

Players are to be respectful of the referees, opposing players, fans, and the opposing team's coaches. Any inappropriate behavior will result in lost playing time.

Over celebrating goals can cost the team a penalty. There is to be no hand grenade explosions, canoeing, or any other type of taunting after a goal. Act like you have done it before. If a penalty is not enforced, that player will miss their next shift, if a penalty is enforced that player will be done for the game. Remember: That missed shift could be at a crucial time in the game. It is the discretion of the coach if the celebration is excessive.

### **IN BETWEEN PERIODS:**

Fans have been provided in our locker room. Players are now to remain inside the locker room in between periods. Players are allowed to go to the bathroom area under the bleachers to refill water bottles or use that bathroom.

### **AFTER THE GAME:**

Win, lose, or tie, do it with pride. Shake hands with opposing players and coaches and do not comment to any opposing team member other than the congratulatory "Good Game".

All players are to leave the locker room together, no matter how slow someone may be at all away games.

**PLAYERS BENCH:** During the regular season, we are able to have players who are not dressing on the bench for games. We are allowed to have only two players who are not dressed, but they must have a helmet on at all times during the game. Sometimes, players on the bench are injured players who just want to help during that game.

During the playoffs, there are different rules that apply. During the playoffs, only players listed on the playoff roster are allowed on the bench or students that are listed as managers on the playoff roster (up to 2). This means that if you are an injured player and because of your injury you have been left off the playoff roster, you are not allowed to be on the bench to help out during the playoff game. This has been a rule that has been in existence for a while and is not a coach's rule.

Players who are injured prior to the playoff roster being submitted, but it is known that they will not be able to play in the playoffs, will not be put on the roster as a manager. By doing this, it would change the player's status as a player to a manager. If the team would advance to a level that would allow the player to return to the roster, they would not be able to because of their manager listed status at the previous level.

Example to explain this better: Player A is hurt and has been left off the playoff roster. Player B replaces that player. On the playoff official game sheet, Player A is listed, and her name is crossed off and Player B's name is entered. Player B is now on the official roster for that game. We win that playoff game. For the next game, Player A is now healthy and can return to the lineup. Player A can now be listed and Player B cannot be on that game's playoff roster. Rules state that only Player A can replace Player B if Player A returns. Player B can only then be added to the playoff roster for Player A if the team were to advance to another game. Player B cannot replace any other player on the roster except for the person that they replaced in the first game.

That is why a player cannot be listed as a manager for a game during the playoffs.

## LETTERING

To earn an athletic award in hockey for Woodbury a player has to earn 30 points. This point system was adopted to increase the chances of players who may not always play in a varsity game a chance to have the opportunity to letter.

1 Point for each varsity game dressed.

1 Point for each period of varsity a player plays in.

3 Points awarded for 9-12 high school students who have maintained a 3.0 to 3.4999 GPA (Grade Point Average is taken in February).

Or

5 Points awarded for 9-12 high school students who have maintained a 3.5 GPA or higher (Grade Point Average is taken in February).

All Seniors who participate at either the varsity or JV level for their entire senior year will letter.

Goaltenders must accumulate a total of 10 points in order to letter.

An injured player, who would have lettered but is in doubt because of the injury, will letter at the coaches discretion.

If the team wins the conference, all players who have dressed for at least one varsity game will letter. If the team makes it to the state tournament, all players will letter.

The coach has the sole discretion to letter any players who have not reached our lettering policy, based on attitude, hard work, and team orientation.

## LEAVING THE RINK

On the west side of the arena, between the boy's locker room and the benches, there is an exit door to the outside. This door will only be used for exiting the arena. Players may use this door when the team returns from an away game to enter the arena.

## TEAM CAPTAINS

Choosing captains for the 2018-2019 season will be conducted following the last game of the season. This will be strictly a player vote and will only be conducted by returning players. In case of a tie, we will use the following tie breakers:

1. If a player involved in the tie was a captain in the previous year, they will retain their captainship.
2. If one of the players involved in the tie is older, then the older player will be named a captain.
3. If both players are in the same grade, and one lettered on the varsity the previous year and the other did not, the player who lettered will be named a captain.
4. If both players are in the same grade, and either both or neither lettered on the varsity from the previous season, the player with the highest GPA will be named captain.
5. If by chance there is still a tie, the coaches will vote to break the tie.

The captains will be voted on at the last practice of the season following either the team's elimination from the playoffs or the state tournament. All players, varsity and JV will vote for the next year's captains. Those players (1 Captain, 2 assistants) will be announced at the end of the season banquet. Captains will be limited to juniors and seniors only.

## **UNIFORM NUMBERS**

Numbers seem to be a very important topic to players. Here is our policy for numbers. All players will have the right to retain their number from the previous season. Those numbers from players who have graduated are now up for grabs and can be taken by another player. Number priority is given to players who were on the team the previous season; those numbers are decided on at the end of the hockey season.

Here is how this procedure works for returning players: Seniors will be asked to come up and check if they want their number from the previous season or if they want a number that has been vacated. If a senior chooses to take a vacated number, their number now becomes available.

At the conclusion of a season, all uniforms are collected. No uniforms can be purchased by graduating players or players who will not be returning for the next season. If a uniform is not collected, your school will be notified and the jersey will need to be returned.

## **EQUIPMENT**

Woodbury High School and the Girls Booster Club have provided the players with practice jerseys, practice socks, game jerseys, game socks, helmets and team bags.

Exposed equipment that the players must purchase, must be these colors:

Gloves: Black

Breezers: Black

Helmet: White (if choosing to not wear the helmet provided to a player.)

Team bags that are provided are only used by the players during the season. Players will need to use their own bags during the off season.

Water bottles will be purchased by each individual player. Athletes must have their own water bottle on the first day and fill that according to their needs.

## **SCHOLASTIC ELIGIBILITY REQUIREMENTS**

To be a member of the Royals Girls Hockey Program you must be in good academic standing. If you are found to be ineligible by your high school, the school will inform me and I will inform the player and parents of the penalties that have been implemented by each respective school.

## **QUESTIONS FOR THE COACH**

Please follow these guidelines to address an issue:

1. Player sets up meeting with Coach Lepper and at least one assistant.
2. If the first meeting leaves the issue unresolved, a meeting with Coach Lepper, the player, one parent, and another member of the coaching staff.
3. If that meeting does not resolve your concerns, then we will schedule a meeting between you, your child, I, at least one member of the coaching staff, and the Athletic Director of that student/athletes school.

\*\*\* Note: If a parent calls with an issue that was not presented to the coaching staff by a player and that call contains serious issues, the Athletic Director will be contacted immediately and the coaching staff will be advised as to the direction it should take.

Please remember, participation on this team is voluntary. It is not a requirement that your daughter participates in hockey at Woodbury. At any point your daughter may remove herself from the team. If a player voluntarily leaves the team, they have 2 days to return to the team or that player will not be allowed to return to the team if so desired. If a player does voluntarily leave the team and returns within 2 days, they will serve a penalty of 1 game for every practice missed.

## **POST SEASON AWARDS**

Varsity: Players must have reached 24 periods played in order to be eligible for varsity postseason awards or have suffered an injury that prevented 24 periods from being reached.

Junior Varsity: Any player who does not reach 24 periods at the varsity level will be eligible for the JV awards. Plus, anyone who did reach 24 periods played at the varsity level but also played in 20 JV games will also be eligible for JV awards.

A banquet will be held following the season. The banquet will be held at Eagle Valley Country Club on March 3<sup>rd</sup>.

## **ROYAL PLAYER COMMITMENTS**

1. All players are to follow the rules set forth by the coaching staff. Do not put yourself in a situation in which you violate the rules.
2. Players are strongly encouraged to attend youth practices. When you are at these practices you are a helper and a positive role model for our future players. Please notify any youth coach upon your arrival to a practice.
3. Players are required to participate in all fundraiser activities that the team has.

4. Most important is attitude. Keep a positive attitude. The attitude of this team will determine what type of season we will have. A negative attitude at practice and in games could call for your removal from the team.
5. Be coachable. Listen to the coaches. You are not a coach. It is not your responsibility to determine who is on the ice, or how well someone else is playing.
6. Push yourself and others. You practice like you play. If you strive at every practice to succeed, it will push the people around you to keep up and improve.
7. Be a role model. Younger kid's see you and they look up to you. Have a positive self-image of yourself and you will reflect well on others.
8. Be a team player. You are part of a team whether you like it or not.
9. Have fun. Hockey is a fun game. Positive attitudes, hard work, and personal discipline will lead the success you want.

## **ROYAL PARENTS**

1. Attitude. Have a positive attitude in the stands and with your children. Come to the game and cheer on all the players. If a parent has a bad attitude towards the coaches and other players, it reflects in your player. This makes your child difficult to coach and hard to play with.
2. **DO NOT COACH.** You are not the coach. It is not your responsibility or decision who is on the team, who plays, when they play, and how the coaches coach the game. If you have a problem with how we coached a game, or who is playing where or when. **I DO NOT WANT TO KNOW**, because it is not your decision.
3. **DO NOT APPROACH ANY COACH AT THE END OF A GAME WITH DISPLEASURES.** This is your warning. If it is violated, your child will be benched for the following game. If it is violated for a second time, your child will be removed from the team.
4. If you call me, identify yourself immediately or I will hang up. If you become belligerent, I will hang up. If you question my coaching, I will hang up. Do not call me after 8:00 p.m.
5. Never, ever enter the locker room without notifying the coaches beforehand or being asked to enter the locker room by the coaches.

## **PARENT RESPONSIBILITIES**

The Royals hockey program cannot run without the help of the parents. There are many things that we need your help on to be able to run an organized program.

Game Days: We need the help of parents to be able to run each game. Parents are asked to sign up to help do the following:

- 1 Clock Person/Music
- 1 Scorekeeper/Announcer
- 2 Penalty box people (one for home and one for away)

These responsibilities are separated between JV and Varsity parents. Now, when you sign up, your child may not know what team they are on or what game they are playing in that particular day. It is the parents responsibility to find a replacement if you are not able to attend something that you have signed up for. Players are not allowed to fill any of these roles during a game.

For home games, if you have signed up for a JV game position, you must be at the game by 5:00 on that game night. If you are the person who is doing the scorekeeping, it will be your responsibility to approach the coaches of both teams to obtain a roster for that night's game and get the starting line ups. It will also be the responsibility of the scorekeeper for that game to distribute a copy of the scoresheet to each coach following the game.

The student manager will bring the score sheet, I pod for in-between play music, game pucks, the girls warm up CD, and the CD with the national anthem on it.

If you have signed up for a Varsity game position, you must be at the game prior to 7:00. If you are the person who is doing the scorekeeping, it will be your responsibility to approach the coaches of both teams to obtain a roster for that night's game and get the starting line ups. It will also be the responsibility of the scorekeeper for that game to distribute a copy of the scoresheet to each coach following the game.

Music during a game: A sheet will be provided to the people in the score box regarding what music to use for different aspects of the game. Please do not stray from this list and only access the designated playlists on the sheet.

The student manager will come to the scorekeeper area following the game to obtain the I pod, pucks, and CD's.

## **SPECIAL EVENTS PARENT RESPONSIBILITIES**

Our program has special events that take place. These events are coordinated by the parents of players in different grade levels. It is the responsibility of these grade level parents to organize and direct these events.

**SCRIMMAGE FESTIVAL:** This is not a grade level event, this is an all hands on deck event. The scrimmage festival takes place on Friday, November 2<sup>nd</sup> and Saturday, November 3<sup>rd</sup>. On Friday, there are both JV and varsity scrimmages. For this event, all we need 1 parents to run the clock for each scrimmage.

On Friday, we will be putting together snack bags for the teams that are coming. We will be putting 30 bags together for each team. These items need to be purchased ahead of time and will be put together by the girls not playing in the JV scrimmages on Friday night.

We will need to have 9 good sized coolers brought to the arena on Friday evening. We will be putting a case of water in each cooler for each team and for the officials. Ice will be used from the ice machine located near the Zamboni doors to cool the water.

We will need 9 parents to volunteer as team liaisons. These individuals will wait for each team to arrive and escort them to their locker room. This liaison will hold on to the locker room key and lock it when that team goes on the ice and unlock it following that teams scrimmage. You will be the answer person for each team if they have questions.

We will need 3 individuals to run the clock/scorebox for each game. Both rinks will be operating at the same time.

Following the scrimmage festival, please make sure to take your coolers if you brought one for us to use. Also, make sure that your family name is on the cooler if you bring one.

**STAFF APPRECIATION NIGHT:** This event is organized by the 8<sup>th</sup> and 9<sup>th</sup> grade parents. Student/athletes are to ask their teachers if they would like to represent them during staff appreciation night. Once the student/athlete has a teacher, they will fill out a form that will be read during that evening's event. It is the responsibility of the 8<sup>th</sup> and 9<sup>th</sup> grade parents to

distribute the forms, collect the forms, and get a staff appreciation item to be given to each staff member. Please communicate with the booster club in terms of funds available.

All players will be announced with their staff member in numerical order following the resurfacing of the ice after varsity game warm ups. Each player will stay on the ice with their teacher through the national anthem, and then escort their teacher off the ice. All players will go to the net for the team cheer, then those that are not playing in the varsity game will exit the ice.

**SENIOR NIGHT:** This is the responsibility of the sophomore parents. For this, 10<sup>th</sup> grade parents will be organizing pictures for seniors and our senior program. They will also be responsible for getting the meal following the varsity game setup and ordered. They will also need to purchase flowers for the mothers for Senior Night and the pucks for the fathers. You will need to communicate with the booster club in terms of funds.

Following the game, whatever ice time we have left after the game, the ice is open for senior parents to bring anyone they want on the ice for pictures. All players, are required to stay for the entirety of the varsity game and proceed to the player's bench following the varsity game.

**TEAM BANQUET:** This is the responsibility of junior parents. You will need to communicate with the booster club for this event. Your responsibilities would be to book the facility (No alcohol can be served during this event.), make the meal preparations, communicate with parents, players and coaches as to the event and request ahead of time the number of people that are attending. Collecting fees for the event (Players are covered through their booster club fee) and decorating for it. All trophies, awards, and videos are done by the coaching staff.

**CANCER AWARENESS NIGHT:** On this evening, the senior parents are responsible. There is not a lot to do for this event. We will need to have some signs put up and we will need a few individuals to be at the main entrance with a free will donation box. This event is for the Randy Shaver Cancer and Community Fund. Similar to "Tackle Cancer", that football does. Those parents who are at the main gate will just be asking people to donate. If there are any other activities that the senior parents would like to arrange for that evening, please feel free to do so. Some things that could be done would be a 50/50 drawing, chuck a puck, or some other raffle idea. Collection of the free will donation occurs up to the start of the varsity game.

## HOCKEY DAY IN MINNESOTA



On the following page, we have an agenda of events that we will be doing with the players while we are in Bemidji. This is an extremely unique event that we are involved in and it will be a memory for everyone involved that should be cherished.

Some things that we need to work on prior to this event is fundraising. Our initial fundraising event through SNAP! is the main source of fundraising that we do during the season. Each student is to bring 25 emails to the first practice. We will be meeting in the locker room following the first day to have SNAP! explain to the players how to register those emails into their system. Each player needs to participate!

The other thing we want to note is outdoor practices. We will be doing 2 or 3 outdoor practices during the season for both JV and Varsity. These practices have not been scheduled and may require the students to drive themselves or get rides. Announcement of these practices will occur 3 days prior to an outdoor practice. The purpose of these practices is to not only prepare for the outdoor game, but also to have the girls learn what they can wear underneath their equipment to be able to stay warm and comfortable. January 15<sup>th</sup> is the average coldest day of the year in Bemidji with temperatures averaging zero to 18 above Fahrenheit. Please remember that we are playing right next to the lake, so there will be a wind chill.

JV will be playing on Wednesday night at 5:00. The Varsity plays at 7:00 on Thursday. The roster for each game will be announced on January 16<sup>th</sup> at our practice. We play at Roseville on January 15<sup>th</sup>.

The girls will be getting special jerseys for this event. We will be wearing these jersey's for the Hockey Day game on Wednesday and Thursday, but also for White Bear Lake game on Saturday at home. The girls may choose to wear these jersey's again for another game but that will be determined by the seniors/captains. The jersey will have the players name on the back and the player will keep this jersey following the conclusion of the season.

**HOTEL:** A block of rooms has been reserved at the Holiday Inn Express in Bemidji. There are currently 25 rooms in that block for parents, relatives, and fans of Woodbury. The team rooms are reserved under another block.

If you wish to reserve a room, please contact the Holiday Inn Express in Bemidji. You will need to tell them that you are reserving the block of rooms under the Woodbury Block.

Address: 2422 Ridgeway Ave NW, Bemidji, MN 56601

Phone: (218) 751-2487

There will be a shuttle that will take fans from the hotel to the Hockey Day complex. Parking at the event will be limited so I encourage all families to use the shuttle to get back and forth from the hotel to the game.

**TICKETS:** Tickets should be purchase from the Booster Club. We have 100 tickets for the event and they are \$10 each. Please purchase tickets from the Booster Club for any relatives or other fans that will be attending. As part of Hockey Day, we were required to purchase 100 tickets in advance. Those tickets have not been sent to us yet, but we will notify you immediately once we receive them. These tickets also will have a Woodbury seating section logo. Only people with these logos will be allowed to sit in the Woodbury bleacher section at Hockey Day.

Bemidji is going to allow all kids 17 and under in free with a paid adult for "Family Night"- this would apply to your 100 tickets too. Children 17 and under will be free with a paid adult.

The JV game is free. One thing to note, the girls JV game is the only JV game that is being played outside. The boys JV games are inside on Friday following our practice.

## MINNESOTA STATE HIGH SCHOOL LEAGUE RULES

### **Initiations:**

**ANY PLAYER PARTAKING IN ANY INITIATIONS WILL BE REMOVED FROM THE TEAM.**

BYLAW 209.00          SEXUAL/RACIAL/RELIGIOUS HARASSMENT/CONTACT  
AND HAZING IN LEAGUE-SPONSORED ATHLETIC AND FINE ARTS ACTIVITIES  
Cross Reference: Bylaw 206 (Good Standing and General Eligibility Requirements)

1.        A student shall not engage in the sexual, racial or religious harassment or sexual, racial, religious violence or hazing during the school year or any portion of an activity season which occurs prior to the start of the school year or after the close of the school year.
2.        Sexual, Racial, Religious Harassment and Hazing Violations
  - A.        Penalty for Category I Activities:
    - 1)        First Violation:  
            The student shall lose eligibility for the next two consecutive interscholastic contests or two weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater.
    - 2)        Second Violation:  
            The student shall lose eligibility for the next six consecutive interscholastic contests or three weeks, 21 calendar days, whichever is greater, in which the student is a participant.
    - 3)        Third or Subsequent Violations:  
            The student shall lose eligibility for the next 12 consecutive interscholastic contests or four weeks, 28 calendar days, whichever is greater, in which the student is a participant.

### **RULES REGARDING IN SEASON CLINICS AND CAMPS**

BYLAW 203.00          ATHLETIC CAMPS AND CLINICS  
Cross Reference: Bylaw 207 (National and Olympic Development Programs)  
Cross Reference: Bylaw 208 (Non-school Competition and Training—Team and Individual Sports)

1.        Students: Students may attend a camp or clinic at any time during the year provided that they meet the following requirements.
  - A.        School, Camp or Clinic for a League-sponsored Activity  
            Definition: A school, camp or clinic is defined as an instructional program which involves physical participation by the individual student.
    - 1)        Criteria for participation at a specialized camp or clinic during the school year

- a) The student makes application to the principal or designee prior to the camp or clinic participation.
- b) The principal or designee:
  - (1) Approves arrangements for the student to complete missed academic lessons, assignments, and tests; and,
  - (2) Approves the absence by the student from school.

## **H1N1 Influenza**

You can help prevent the spread of influenza by taking the steps that follow. These steps are intended to reduce influenza spread such that schools and school-based activities are able to maintain normal functioning and stay open.

1. Athletes should not participate in activities if they have symptoms of influenza. That means a fever of 100 degrees Fahrenheit or greater, with cough and/or a sore throat. Other symptoms of the flu include runny nose, headache, body aches, vomiting and diarrhea (in addition to fever and cough or sore throat). If you identify an athlete who has flu symptoms, immediately exclude them from participation in practice or games, and follow your usual procedures for sending them home.
2. Sick athletes should stay home and not participate in activities for at least 24 hours after their fever is gone without use of fever-reducing drugs like Tylenol or Motrin. Usually that means staying home for 5 to 7 days. Athletes staying home with flu symptoms should avoid contact with others except to get medical care. Aspirin or aspirin-containing products should not be used when a child has influenza symptoms.

Additional important points:

The exclusion period is the same even if someone is on antiviral drugs such as Tamiflu (oseltamivir) or has had an influenza test that is negative; these tests are not always accurate.

Even after they can participate in athletics, athletes will be able to spread influenza, although less easily than when they had fever. To avoid spreading the virus, it is very important that they clean their hands frequently, cover coughs and sneezes with a sleeve or tissue, and not share personal items (e.g., water bottles).

3. Have athletes clean their hands often, with soap and water or an alcohol-based hand rub. They will need to use soap and water if their hands are visibly soiled.
4. Encourage athletes to cover coughs and sneezes. They should use a tissue when one is available, but they can also cough or sneeze into an elbow or arm. Hands should not be used to cover a cough or sneeze.
5. Make sure athletes do not share personal items. That includes items like water bottles, drinks, food or eating utensils. Have athletes use disposable cups or ask them to bring personal water bottles. **WE WILL PROVIDE WATER BOTTLES FOR THE TEAM. IF AN INDIVIDUAL OR FAMILY FEELS MORE COMFORTABLE USING THEIR OWN WATER BOTTLE, THAT PLAYER SHOULD BRING THEIR OWN WATER BOTTLE TO PRACTICE AND GAMES.**
6. Inform the school health professional if athletes develop symptoms of influenza. This will assist the school health professional in monitoring influenza-like illness in the school and determining whether additional steps may be necessary to reduce influenza spread.

If novel H1N1 influenza begins causing more severe disease, recommendations may change. For example, students with flu symptoms may need to stay home longer and not participate in sports for up to seven days, regardless of when their fever goes away. Some schools may even need to close, for as long as seven days or more.

For more information, visit the Minnesota Department of Health website at [www.health.state.mn.us](http://www.health.state.mn.us) or the federal flu website at [www.flu.gov](http://www.flu.gov).

# RULES AND REGULATIONS REGARDING CHEMICAL VIOLATIONS

## BYLAW 205.00 CHEMICAL ELIGIBILITY Cross Reference: Bylaw 304.B.1 (“Denial Penalty”)

1. **A student shall not at any time, regardless of the quantity:**
  - A. use or consume, have in possession a beverage containing alcohol;
  - B. use or consume, have in possession tobacco; or,
  - C. use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia.

### 2. **Penalties for Category I Activities**

Definition - Category I Activities: Those League-sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of League-sponsored tournaments.

- Athletic Activities
- Fine Arts Activities
  - 1) Debate
  - 2) Speech Activities including One Act Play - when a school schedules a season of interscholastic contests.

#### A. First Violation Penalty

The student shall lose eligibility for the next two consecutive interscholastic contests or two weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater.

#### B. Second Violation Penalty

The student shall lose eligibility for the next six consecutive interscholastic contests or three weeks, 21 calendar days, whichever is greater, in which the student is a participant.

#### C. Third or Subsequent Violation Penalty

1) The student shall lose eligibility for the next 12 consecutive interscholastic contests or four weeks, 28 calendar days, whichever is greater, in which the student is a participant.

2) A student who chooses to become a participant in a treatment program may become eligible for participation after a minimum period of six weeks after entering treatment if all of the following conditions are met:

- a) The student is assessed as chemically dependent,
- b) Enters treatment voluntarily, and
- c) The director of the treatment center certifies that the student has successfully completed the treatment program.

Successful completion of a chemical dependency treatment program will satisfy only the most recent violation. Any other violations for which the penalty has not been satisfied must still be served in full.

#### D. Applying the Penalty

1) Penalties shall be progressive beginning with the student's first violation and continuing throughout the student's high school career. Penalties shall be served consecutively.

2) Violation Confirmation Definition: The violation shall be confirmed when the administrator responsible for the athletics/activities program has informed the student that the student has violated a bylaw and is now under the penalty. The notification shall be verbal and also in writing.

3) Counting Weeks:

a) The weeks shall begin on the date that the violation is confirmed by the school administrator and extend for the required number of calendar days.

b) For the purpose of this bylaw, a week is seven calendar days. The week starts the date the violation is confirmed.

c) At the beginning of the season, practice and conditioning weeks are counted.

d) The student must participate in and complete the entire season in which the penalty has been applied for the penalty to count. As examples: a student cannot begin participation in a program at the start of the season, serve the penalty and then quit after the suspension has been served; nor can a student join a program after the season has begun, and serve the penalty.

4) A student who is under penalty for a violation of a League bylaw may not join a second sport in the same season in order to fulfill a penalty.

5) Practices, jamborees, inter-school scrimmages and previews are not interscholastic contests and may not be counted; however, the student is eligible to participate.

6) A student who participates in both Category I and Category II activities shall serve the penalty prescribed for that violation in both Category I and Category II activities in which the student participates.

7) Denial Disqualification: A student shall be disqualified from all inter-scholastic athletics for nine additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.

**TEAM RULE: Any players suspended for violating the MSHSL rules regarding alcohol/tobacco/drug use during the season will be removed from the varsity roster. Once the player has served there MSHSL penalty, the player will no longer be a member or have an opportunity to be a member of the varsity roster. They will forfeit any opportunity for post season awards (which includes lettering) and if they are a senior, will not have the opportunity to participate in Senior Night.**

## **CONCUSSION PROTOCOL:**

In the event that a player sustains a concussion there are certain protocols that we will follow.

First, once a player has been diagnosed with a concussion, they are immediately removed from the game or practice. We will contact the parent to take their player home following the diagnosis.

Players who have suffered a concussion will not be allowed back to the arena for practices or games until they have been symptom free for 24 hours and have seen the athletic trainer and completed day 1 of the 5 day concussion period.

Sensitivity to light and noise can cause concussion symptoms to continue to persist, that is why we are not allowing players who have been diagnosed with a concussion to attend games or practices until they have begun the 5 day concussion protocol. This includes travel to away games.

Once a player has been symptom free for 24 hours, they need to see the school's athletic trainer. At that meeting, the player and trainer will determine if the student/athlete is ready to begin the 5 day concussion protocol.

The five day protocol is listed below. Again, this protocol does not start until a player has been cleared by the athletic trainer.

**Day 1:** Physical activity, not on the ice. This is done with the athletic trainer. Player is not allowed at the rink for day 1.

**Day 2:** On ice, not contact, no drills. Light skating. If the player experiences any symptoms of the concussion, they need to let a coach know immediately and the trainer will be notified. This will result in the player going back to day one once they are symptom free for another 24 hour period.

**Day 3:** On ice, no contact, participates in drills. If the player experiences any symptoms of the concussion, they need to let a coach know immediately and the trainer will be notified. This will result in the player going back to day one once they are symptom free for another 24 hour period.

**Day 4:** On ice, full participation without limitations. If the player experiences any symptoms of the concussion, they need to let a coach know immediately and the trainer will be notified. This will result in the player going back to day one once they are symptom free for another 24 hour period.

**Day 5:** Athlete is cleared to participate in games. If there is a game on Day 5, the player is allowed to participate in that game. If the player experiences any symptoms of the concussion, they need to let a coach know immediately and the trainer will be notified. This will result in the player going back to day one once they are symptom free for another 24 hour period.

It is highly important that student/athletes understand that if they are experiencing headaches, dizziness, feeling of vomiting, loss of consciousness (blacking out), vision problems, or

disorientation, that has resulted from any type of impact, that they need to notify the coaches immediately. Symptoms for a concussion do not have occur that same day. Sometimes these can occur following a game, when a player gets home, or in the morning. Parents should be aware that these may occur and talk with their children if something does not seem right.

Players who have taken a fall or a hit that has occurred in a game or practice will be evaluated by the coaches and trainer. If there is any doubt about whether a player has a concussion or not, the coaching staff and trainer has the discretion to remove the player from practice or a game until they can be further evaluated.

With Summit having a contract to work with our players, if there is a player hurt during practice, the coaching staff will be either be getting a trainer or taking the player over to Summit to be evaluated.

### **Injury/Concussion Notification:**

In the event that a player has been injured at a game or practice, parents will be immediately notified by the coaching staff. Parents are not allowed into the locker room to check on their player until a trainer or physician has them in the locker and is allowed to make an evaluation. This allows for the player to calm down. Coach Lepper will immediately get the parent(s) and bring them into the locker room if the injury is clearly severe. Parents of injured players are allowed to come to the locker room door and wait for Coach Lepper or another staff member to get them. No parents of non-injured players will be allowed into the locker room unless it is directed by the coaches.

If the parent is present at the game, the parent will be allowed to take the player home. If a parent is not at the game and the player does not need to be transported by ambulance, the player will ride with the team back to Health East Sports Center if it is an away game. Players are NOT allowed to ride with another parent from a game if the injured player's parents are not at a game. Players who are injured must sit directly with the coaches for the entire ride back to Woodbury. Upon arrival at Health East Sports Center, the injured player will be the first player off the bus and will be escorted by a member of the coaching staff to the parent's vehicle even if the parent is present. Their equipment will be taken care of by the captains.

Use of an ambulance. If an injury is severe, danger in moving an athlete or the general health of the athlete is in question, an ambulance will be called. During a game, there is a trainer present; this trainer has sole discretion to determine if an ambulance needs to be called. If there is not a trainer present, the coaching staff has the sole discretion in determining if an ambulance needs to be called.

**Side Note:** National Federation of High School rules in regards to ice hockey, do not let the coach on the ice to attend to an injured player unless directed by the officials. Any coach entering the ice will have their team penalized, unless the officials have asked for the coach to enter the ice to help attend to a player.

