



TEAM HANDBOOK

12U C470
2014 – 2015

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TEAM IDENTITY

“Work Hard, Have Fun” – Unknown

- 1) Have Fun
- 2) Work Hard
- 3) Make Mistakes
- 4) Ask Questions
- 5) Develop Good Hockey Habits
- 6) Develop both Process Based and Outcome Based Goals
- 7) Be Respectful

“If you're not making mistakes, then you're not doing anything. I'm positive that a doer makes mistakes.” - John Wooden

TEAM RULES

1. Be on Time
2. Practice
 - a. Be at the rink 10-minutes prior to a scheduled activity start time (dryland, on-ice, chalk talk etc.)
 - b. Be mentally prepared to have fun and improve
3. Game
 - a. Be at the rink 60-minutes prior to the scheduled start time
 - b. Move into locker room (5-minutes)
 - i. Check Gear
 - ii. Tape Stick
 - c. R.A.W. – Rink Awareness Walk (5-minutes)
 - d. Team Warm-Up (20-minutes)
 - i. Weather Appropriate Attire
 1. CSGHA Wind Suit or
 2. Blue/Black/Gray Sweats/Shorts/T-Shirt
 3. Tennis/Athletic Shoes
 - e. Dress, Prepare for Game (20-minutes)
 - f. Coaches' Pre-Game Chalk Talk (10-minutes)
 - i. Full equipment, except for helmet and gloves
 - g. Post-Game Review
 - i. Following the game, players will remove only their helmet and gloves and will participate in a Post-Game Review with all coaches present.
 - ii. After the coaches leave the Locker Room, players will continue to undress and clean the locker room area. Regardless of the initial state found, the TEAM is responsible for leaving the Locker Room in spotless condition.

4. Playing Time

- a. Everyone will play and will be expected to try all positions this season.
- b. It is the player's responsibility to be mentally prepared to contribute whenever they touch the ice.

5. Captains

- a. Captain and Assistant Captain(s) responsibilities will rotate each game and will be assigned by the Coaches in advance
- b. Captain and Assistant Captains are responsible for:
 - i. Ensuring players are on-time to Warm-Up and ready for the Pre-Game Chalk Talk
 - ii. Ensuring the Locker Room is left in spotless condition and all players have exited no more than 10-minutes following the completion of the Post-Game Review
 - iii. Returning the TEAM i-Pod and speakers to a Coach before leaving the rink
 - iv. On-ice communication with the Referee during the course of the game per USA Hockey's Official Rules of Ice Hockey

6. Dryland

- a. Be ready to go with proper attire 5-minutes before the start time
- b. Have weather appropriate options available
 - i. Athletic shorts
 - ii. T-shirt that covers sports bra
 - iii. Blue/Black/Gray sweats
 - iv. CSGHA Wind Suit
 - v. Tennis/Athletic Shoes (Always!)

7. Locker Room Protocol

- a. At the completion of a practice or game (after Post-Game Review) players will have 10-minutes to exit the locker room. Regardless of the initial state found, the TEAM is responsible for leaving the Locker Room in spotless condition

8. Dress Code

- a. Games – come to the rink with CSGHA Wind Suit (zipped, no shirt hanging out), dryland attire underneath and Tennis Shoes on. If you do not have a CSGHA Wind Suit, come in weather appropriate dryland attire
- b. Practice – come to the rink in dryland attire with Tennis Shoes on

9. Music in Locker Room

- a. A TEAM i-Pod and speakers will be provided and maintained by Coach Kendall and will be available for games
- b. At the beginning of the season players will submit two (2) song requests (non-explicit) to Coach Kendra via the Song Request Form
- c. During the season, additional song requests are due to Coach Kendra the Thursday prior to a game weekend
- d. Captains will be responsible for picking up and returning the team i-Pod to a Coach at the completion of each game
- e. Players will be respectful of the music preferences of their teammates.

10. Facilities

- a. Locker Rooms, Hotel Rooms, Meeting Rooms, Restaurants etc. will be left clean and put together. Regardless of the initial state found, the TEAM is responsible for leaving all facilities in spotless condition

11. Equipment

- a. Check your gear before you leave your house (game, practice, dryland or travel). It is YOUR responsibility to show up with all of your equipment
- b. Each player is required to bring two stick options to a game
- c. No non-clear mouth guard, No play.
- d. No neck guard, No play.
- e. Put sticks in the stick box or corner of the locker room or bench, not on the floor

12. Water Bottles

- a. Each player will provide their own water bottle for all practices, games and dryland sessions. The player's name should be clearly marked on the side of the bottle
- b. Players are **NOT PERMITTED** to share water bottles

13. Post-Practice Duties

- a. Players and goaltenders should assist coaches in returning equipment to the PROPER location and picking up pucks
 - i. Tires stacked neatly not blocking the Emergency Exit door
 - ii. Nets back to their proper location
 - iii. Pads stacked neatly, not blocking the Emergency Exit door
 - iv. CSGHA equipment back to the CSGHA bin
- b. Two (2) players should walk the rink for pucks (Puck Patrol!) after undressing and exiting the Locker Room

14. Cell Phones / Electronic Devices

- a. Locker Room time is TEAM time
- b. No cell phones will be permitted in the Locker Room
- c. A screened Locker Room Monitor, Team Manager or Coach will collect all cell phones in a designated, secure bag prior to practice and/or games
- d. Cell phones will be returned immediately following the completion of the on-ice session

15. Absences/Late Arrival

- a. If a player is going to be absent or late, the parent must inform all Coaches and the Team Manager, by email or phone, of the situation with as much advanced notification as possible

Any player who cannot abide by these standards and rules or violates them may be subject to additional disciplinary actions as the Head Coach deems appropriate. Disciplinary action could include but is not limited to the following: verbal warning, written warning, loss of playing time, suspension, community service, and/or total suspension for the remainder of the season.

HOCKEY HABITS

- 1) Review Appendix 1 – USA Hockey Player Habits
- 2) Review Appendix 2 – Youth Hockey Development Habits
- 3) Review Appendix 3 – Good Hockey Habits by Guy Gadowsky
- 4) Review Appendix 4 – General Hockey Positioning

“Success is not a sometime thing. In other words, you don’t do what is right once in a while, but all the time. Success is a habit. Winning is a habit.” - Vince Lombardi

TEAM PRIORITIES

- 1) Academics
 - a. Academics are the foundation of your future. Do not fall behind. Do not procrastinate, complete your assignments early and study during your free time. Get help early if you are struggling.
 - b. Remember, you are a student-athlete. Manage your time properly so that you can honor your hockey and other athletic commitments.
- 2) Other Sports
 - a. At this age level, we highly-encourage multi-sport participation. If you are going to miss a practice, game, chalk talk or team event due to another sport, please make the coaches aware as soon as possible.

IMPORTANT CONTACT INFORMATION

Kendall Hanley

12U C470 Coach

919.868.7308

Kendall.hanley@csga.com

Kendra Weber

12U C470 Coach

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Jessica Smith

12U C470 Coach

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970.319.1813

Daroah Powell

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For team specific items, an email with all Coaches and the Team Manager copied is the preferred form of communication. If a Player emails a Coach, she is required to copy all Parent/Guardian(s) on the communication.

Only Parent/Guardian(s) are permitted to text the Coaches and/or Team Manager. Players **MAY NOT** text the Coaches and/or Team Manager.

If a Player desires to call a Coach or Team Manager for any reason, a Parent/Guardian must be present when the call is made.

DEALING WITH QUESTIONS OR CONCERNS

Open communication is critical to maintaining a positive team environment. We encourage an open line of communication between Coaches, Players and their Parent/Guardian(s).

- 1) If your daughter has a legitimate question or concern, encourage her to address it with the Coaches in the following manner:
 - a. Determine the issue and address it with your daughter first. Decide whether it is worth pursuing
 - b. When your daughter is ready to approach the Coaches with the question or concern, send an e-mail to set up a meeting time/location copying the Team Manager.
 - c. We understand your daughter may be apprehensive about speaking with the Coaches directly. While we encourage the player to be involved, in these situations the Coaches will still gladly meet with Parent/Guardian(s) in the absence of the player.
- 2) If a Parent/Guardian has a legitimate question or concern, we encourage you to address it with the Coaches in the following manner:
 - a. Determine the issue and take some time to think about the situation. Decide whether it is worth pursuing.
 - b. When you are ready to approach the Coaches with the question or concern, send an e-mail to set up a meeting time/location copying the Team Manager.
 - c. When possible, we encourage you to bring your daughter along to the meeting. This will help avoid potential communication problems.

12U C470 PLAYER CODE OF CONDUCT

COLORADO SELECT GIRLS HOCKEY ASSOCIATION (CSGHA)

Sports should provide players a positive environment in which they can reach their fullest potential and most importantly have FUN. All players MUST read and abide by this Code of Conduct. Following the Code of Conduct will make the sport more enjoyable for all and provide everyone the opportunity to play hockey in a well-organized and supported atmosphere, where they can achieve their varied goals and have FUN in the process.

All 12U C470 Players agree to conduct themselves at the highest level of sportsmanship and follow standards and rules set forth in:

- USA Hockey Annual Guide, Official Rules of Ice Hockey & SafeSport Program
- Colorado Amateur Hockey Association Policies
- CSGHA Policies & Procedures (Player/Parent Handbook, Bylaws, SafeSport Program)
- 12U C470 Team Handbook
- Foothills Park & Recreation District Ordinances
- Edge Ice Arena Rules & Policies

By participating on the 12U C470 team, players agree to adhere to the following code of conduct:

- I am here to learn and have fun. I will try hard and play fair.
- I am responsible for my actions, words, attitude, mood and effort. These can have an effect on my teammates. ***Make sure that effect is positive.***
- I understand and will abide by the standards set forth by the *USA Hockey Zero Tolerance Policy*.
- I will not swear or use abusive language or gestures on the bench or in the rink.
- I will not play in such a way as to intentionally cause harm to any other player.
- I will respect coaches, parents, officials and players, both on my team and other teams.
- I will know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game.
- If I should receive a penalty I will skate directly to the penalty box without delay. I will not argue calls with the officials, during or after the game.
- Fighting will not be tolerated. The 12U C470 team has a **ZERO TOLERANCE** policy for fighting which will be strictly enforced during any team on or off-ice session.
- Any use of alcohol, controlled substances and tobacco by CSGHA athletes is strictly prohibited, whether at an arena or otherwise.
- If I have a legitimate concern about the program, I will inform my Parent/Guardian(s) and set up a time to meet with my Coach(es). If after meeting with my Coach(es), I feel the matter is unresolved, my Parent/Guardian(s) and I will go to my Team Manager for assistance (see Article XIV. Grievance Procedure in the CSGHA Parent/Player Handbook).
- Any player who cannot abide by these standards and rules or violates them may be subject to additional disciplinary actions as the Head Coach deems appropriate. Disciplinary action could include but is not limited to the following: verbal warning, written warning, loss of playing time, suspension, community service, and/or total suspension for the remainder of the season.

Signature of Player: _____ Date: _____

Signature of Parent/Guardian: _____ Date: _____

12U C470 PARENT CODE OF CONDUCT

COLORADO SELECT GIRLS HOCKEY ASSOCIATION (CSGHA)

Sports should provide players a positive environment in which they can reach their fullest potential and most importantly have FUN. All parents MUST read and abide by this Code of Conduct. Following the Code of Conduct will make the sport more enjoyable for all and provide everyone the opportunity to play hockey in a well-organized and supported atmosphere, where they can achieve their varied goals and have FUN in the process.

All 12U C470 Parents agree to conduct themselves at the highest level of sportsmanship and follow standards and rules set forth in:

- USA Hockey Annual Guide, Official Rules of Ice Hockey & SafeSport Program
- Colorado Amateur Hockey Association Policies
- CSGHA Policies & Procedures (Player/Parent Handbook, Bylaws, SafeSport Program)
- 12U C470 Team Handbook
- Foothills Park & Recreation District Ordinances
- Edge Ice Arena Rules & Policies

12U C470 team parents and spectators agree to adhere to the following code of conduct:

- My daughter is here to learn and have fun.
- **WIN – What’s Important Now.** Winning is fun and a consideration, but not the only one, nor the most important one. Care more about your daughters’ long-term development than winning the game.
- I understand and will abide by the standards set for by the *USA Hockey Zero Tolerance Policy*.
- I will respect coaches, parents, officials and players, both on my team and other teams.
- I will not yell, swear or use abusive language or gestures towards other parents, players, coaches or officials.
- I will know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game and create a positive environment.
- I will encourage my daughter to play by the rules. Remember, children learn best by example, so applaud the good plays of all players and teams.
- I recognize the importance of Coaches. They are important to the development of my daughter and the sport. I will communicate with them and support them.
- If I, or my daughter, have a legitimate concern about the program, I will set up a time to meet with the Coach(es). If after meeting with my Coach(es), I or my daughter feel the matter is unresolved, we will go to our Team Manager for assistance (see Article XIV. Grievance Procedure in the CSGHA Parent/Player Handbook).
- Any Parent/Guardian who cannot abide by these standards and rules or violates them may be subject to additional disciplinary actions as the Head Coach deems appropriate. Disciplinary action could include but is not limited to the following: verbal warning, written warning, suspension from attending practices and/or games, volunteer time and/or total suspension for the remainder of the season.

Signature of Player: _____ *Date:* _____

Signature of Parent/Guardian: _____ *Date:* _____