



# QUAD CITY ICE EAGLES SELECT HOCKEY POLICIES AND GUIDELINES

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**1. QCHA SELECT HOCKEY PHILOSOPHY**

To provide an opportunity for player development and growth through higher level hockey competition. As representatives of the Quad Cities and the Quad City Hockey Association, select hockey players, parents and coaches will emphasize sportsmanship and team play. The QCHA select program is part of the house league program. All players that play in the QCHA Select program are required to join and participate in the house League program.

**2. REGISTRATION**

All players must be registered with USA Hockey at or before tryouts.

Players selected for a select team will have player accounts set up with that specific team to cover team, coach, ice, jersey, league, tournament, and other season related fees.

Any player who is more than thirty (30) days past due on their team fees will be prohibited from practices and games until all overdue fees are paid in full. Exceptions can be made at the discretion of the QCHA Treasurer and Director, House.

**3. USA HOCKEY AND LEAGUE ASSOCIATION**

The QCHA is a member of the Mid-West Amateur Hockey Association (MWAHA) in the USA Hockey Central Region. Each select team is required to play in the MWAHA select tournaments; any team who does not wish to play in MWAHA tournaments must get advanced written approval from the Director, House League.

**4. TEAM FORMATION**

Select teams will be formed to play under USA Hockey Tier II guidelines using age divisions, as defined by USA Hockey, in effect at the beginning of each season.

The QCHA intends to field select teams at the Mite, Squirt, Peewee, and Bantam level, depending upon the number and interest level of skaters at tryouts.

Select teams should practice once per week as a team and target between 15 to 20 games maximum. Any additional games will need advanced written approval from the Director, House League. Select teams should schedule friendship games with select teams of other hockey associations. Friendship games are

not allowed to interfere with house league games, unless advanced written approval is given by the Director, House League.

Select teams will have a season defined as September through March.

There will be NO assigned captains or assistant captains from the Bantam age group and younger for all teams and at all levels within the QCHA.

## **5. COACH SELECTION AND CERTIFICATION**

### **A. Coach Selection**

The QCHA is a zero tolerance organization. Coaches and referees will not accept abusive language, gestures, or behavior from players, parents, or other coaches. QCHA coach selection criteria will in part be guided by the expectation that coaches will lead their teams by example.

The process for selecting select team head coaches:

1. Follow a set of selection criteria to rate coaching applicants.
2. Solicit coaching application forms from prospective new coaches or coaches seeking to coach at a different age level.
3. The Director, House League; Director, Travel Hockey; and the Association Coaching & Education Director will constitute the coach selection committee to evaluate the applicants against the selection criteria. When required, interviews may be required when two or more coaches are applying for the same position.
4. The Director, House League will provide the QCHA Board with the recommended slate of head coaches for all select teams.
5. The QCHA Board will vote to either accept the recommendations at each level or have the Director, House League reconsider specific selections.
6. The Director, House League will respond to the Board's reconsideration request within two weeks at a special Board Meeting to resolve final coach selections.

The objective is to have selection of head coaches completed before tryouts begin. However in cases when there are multiple applicants or insufficient applicants, some coach selections may not be named for a team until after tryouts. Final coach assignment may be impacted by tryout results, as tryout results can dictate placement of a coach's child and thus impact coach selection.

The Director, House League will meet individually with any coach applicant who would like to better understand the reasons why they were not recommended or selected.

### **B. Coach Certification Requirements**

All coaches must be in compliance with all USA Hockey coach certification requirements. Failure to comply will result in coaches not being allowed to coach. Each team will have a coach representative at 100% of select coach meetings.

### **C. Player or Parent Concerns**

Players are encouraged to speak with the Head Coach if they have any questions or issues, if for some reason they feel uncomfortable talking to the Head Coach they should visit with one of the official Assistant Coaches. Only after a player has attempted to speak with a Coach should they ask their parents to speak on their behalf.

Parents should attend all parent meetings to keep themselves well informed. Parents should ask the Head Coach at any time for information that is general in nature and applicable to the entire team. However, when an issue arises from a specific game or practice the parents should wait 24 hours before contacting the coach. When a Parent doesn't feel that their issue was satisfactorily addressed they should contact the team manager. Issues escalating beyond the team should go to the Director, House League and if still not satisfactory, then to the President QCHA.

## **6. TEAM OFFICIALS**

### **A. Head Coach**

The Head Coach is responsible for ensuring that all select team practices, games, and events are conducted in accordance with published USA Hockey and QCHA Guidelines. High School Coaches will abide by the above Policies and Procedures, but are governed by the Mid-West High School Hockey League.

Head Coaches for each select team will meet with players and parents prior to the beginning of the season to review the QCHA approved players' and parents' codes of conduct. A code of conduct form will be signed by each player and parent, collected by the Head Coach, and submitted to the Director, House League.

The Head Coach is ultimately responsible for making sure that game information is recorded and communicated as required. The Head Coach of each team will designate to the Director, House League which team official will maintain all game score sheets, and which team official will provide results and score sheet copies to the Director, House League; for all games.

The Head Coach will designate a contact that will provide team schedule (practice and games), game results, and team information to the QCHA website, as appropriate.

All select team Head Coaches are responsible to report to the Director, House League:

- Number games scheduled.
- Player, parent or coach misconduct issues
- Unresolved financial issues

The Head Coach of the select team will be the Head Coach or Co-Head Coach for the same age house league program. If the Head Coach for the select team is unable or unwilling to fulfill this role at house league, they must get prior written approval from the Director, House League.

All teams, coaches, players, and parents must follow the QCHA Locker Room Policy.

Under no circumstances may a team play any games with a player who is not on the official USA Hockey roster. To do so would put at risk the insurance coverage of both teams. Any coach found to have knowingly done so would be immediately terminated.

A select team Head Coach may suspend a rostered player from practice and/or games for disciplinary reasons. These reasons include, but are not limited to:

- Showing lack of respect for self, team, coach, and/or officials
- Excessive penalties or game/match penalties
- Not attending practices per team policy

Suspensions may last up to two weeks. Suspensions beyond two weeks, or subsequent suspensions, will be reviewed by the Director, House League (who can choose to refer the situation to the Disciplinary Committee). The select team Head Coach may substitute a reserve team player for the suspended player at his discretion.

The select team Head Coach has the discretion and authority in determining which players will dress for each game and how much ice time each player receives during a game within the QCHA PlayingTime guidelines. The QCHA strongly encourages that the coaches provide playing time in a regular rotation during games, except where special team or game situations present themselves. Coaches are expected to bear in mind the expense and time commitment all players and their families have made to support the team. Parents should discuss any concerns along these lines with their coach, but are free to bring any complaints to the Director, House League.

### **Playing-Time Guidelines according to USA Hockey**

- It is important for the hockey experience to be fun, satisfying and rewarding for all participants.
- Remember, players are involved in hockey for fun and enjoyment.
- Provide a philosophy which attempts to reduce the number who become disenchanted and drop out.
- The primary emphasis should be the formal education of players with de-emphasis on excessive competition and a win-at-all-cost attitude.
- Scoring records should be de-emphasized at the age of 11 & under.
- Balance of winning and sportsmanship is stressed, and travel for competition should be reasonable.
- Winning is a consideration, but not the only one, nor the most important one, care more about the child than winning the game.

- You must consider how many players you can effectively use in games to ensure they receive sufficient opportunity to play
- Very little benefit will be gained by marginal players who see limited ice time; we have a responsibility to play the players we choose.
- All players deserve a fair and equal opportunity to participate.

**Playing-Time Guidelines provided by the QCHA**

- It is important that coaches consider the above USA Hockey recommendations and strive to provide regular shifts for all players.
- Given that coaches will do their best to balance playing time for everyone and use discretion, the following points are a guideline to help coaches manage the available play time yet maintain a degree of competitiveness
- In Friendly games, for all levels, all players should get equitable ice time including the opportunity to experience power plays and penalty kills

**League and Non-League Tournament Play**

- In Non-League Tournaments, all levels should provide equitable play time, fair play time can be considered for Power Play, Penalty Kill and the end of the game when the score is close, in this case some players will see less play time but still gain experience
- In League Tournaments, the Squirt and younger teams should provide a fair opportunity for play time recognizing there will be less opportunity to be involved in Power Play, Penalty Kill and the end of the game when the score is close. However the players with the most time should never exceed twice what the other players experience
- In League Tournaments, the Peewee and older teams should strive to provide a fair opportunity for play time recognizing there will be less opportunity to be involved in Power Play, Penalty Kill and the end of the game when the score is close. However the coach has the leeway to manage play-time as he wishes, but we encourage the coaches to consider the feelings and impact it has on a player that sits on the bench during the most exciting time of the year

**Fair Ice Time**

- "Fair ice" does not mean "equal ice" in each game. The flow of the game, penalties, power plays and penalty killing may occasionally result in unequal playing times in a particular game.
- In addition, some teams may carry two lines of defense and three lines of forwards that will obviously result in different playing times between defensemen and forwards.
- Further, coaches may choose to use certain players during the last few minutes of a close game to give the team its best chance to win. This could result in some players finishing the game with more ice time than others players.
- On the other hand, coaches are encouraged to fully use all players. Use of all players in "specialty" situations (e.g. power player, penalty killing, etc.) develops the players and is strongly encouraged. For these reasons, ice time may not be equal in each and every game, but should be roughly equal over the course of the season.

- The level that a team plays may also have an impact upon playing time. "Mite" level teams should have nearly equal ice times among all players.
- "Midget" level teams may be in more games where ice times differs among players and may require the stronger players on the ice more at the end of some games.
- Even among the older teams, the goal remains to give all players a roughly equal amount of ice and a variety of game experiences, taking into account the competitive nature of play.
- Motivation and discipline may also affect ice time. Coaches may use a player's ice time as a motivational / disciplinary tool, either for violations of team rules, repeated failures to follow directions or for lack of "hustle" during a game. When this occurs, the coach should explain to the player how he/she failed to meet the coach's expectations and the impact that this will have on the player's ice time.
- Motivational / disciplinary actions should be applied consistently and without regard to the perceived "importance" of a player to a team.
- The special skills and talents of each player shall be utilized and balanced with the requirement to develop collective team skills to advance team potential.
- Coaches will also concentrate on further advancing individual abilities and knowledge of the sport of all players, while instilling the virtues of good sportsmanship, honest effort, discipline and respect.
- Participation at all positions is encouraged.
- Utilizing the special skills and talents of each player will be balanced with the requirement to develop collective team skills to advance team potential.
- Coaches will concentrate on developing individual abilities of all players, on an equal basis, while instilling the virtues of good sportsmanship, honest effort, discipline and respect.
- Coaches will also focus on promoting knowledge of, and enthusiasm for, the game of hockey while never losing site of, nor de-emphasizing, the fun aspect of the game.

### **B. Assistant Coaches**

Each Head Coach is responsible (required) for selecting at least one Assistant Coach once the team has been selected. Assistant coaches must be at least 18 years of age and be in compliance with USA Hockey coaching requirements. All select team assistant coaches will be required to be active coaches in the house league at the same age level as their select team.

In the event the Head Coach and Assistant Coach are unavailable for a game or practice, the Head Coach is responsible for finding a qualified substitute.

### **C. Team Manager / Team Treasurer**

Each select team Head Coach is responsible for appointing a Team Manager who will be responsible for the scheduling of games, scheduling of referees, registration into tournaments, scheduling of ice and scheduling team duty assignments (timekeeper, goal judges, scorekeeper, penalty box, etc). All individuals in the scorekeepers' box must be at least 14 years of age or accompanied by a parent. All volunteers must be compliant with all USA Hockey policies regarding volunteers; this includes all safesport policies as they pertain to volunteers.

All league, non-league, and tournament games hosted by a Quad City Ice Eagle team will be recorded using a USA Hockey Official Score sheet. The Team Manager is responsible for making sure that copies of such forms are available for each contest.

It will be the Head Coach's decision to appoint management of team finances to the Team Manager or to a separate Team Treasurer. The team Head Coach will not be allowed to be the Team Treasurer or the Team Manager (if this includes management of team finances).

The Team Manager or Team Treasurer, with approval from the QCHA Treasurer will open and manage a separate, and independent, checking account in the team's name (i.e. QCHA Peewee select). The QCHA Treasurer will decide on what bank can be used for the team accounts. Banks not approved by the QCHA Treasurer will not be allowed. The Team Manager/Treasurer, QCHA Treasurer, and President must be on the team account.

It is required that the Team Treasurer develop and maintain team financial records and provide individual statements for each player explaining select Team costs.

- The Team Manager / Treasurer must meet with the QCHA Treasurer prior to the beginning of the season to review procedures for the season.
- The Team Manager / Treasurer will maintain team accounts by player that are updated on a monthly basis.
- The Team Manager / Treasurer will provide updated monthly statements to the QCHA Treasurer.
- In addition, within a week of December 01 and February 01, it is the responsibility of the Team Manager / Treasurer to supply player account statements, cancelled checks, and paid ice bills to the QCHA Treasurer for verification.
- Any team that does not provide this specific information or does not follow these specific procedures will not be allowed to practice or play games until they become compliant.
- Within 4 weeks of the close of the season, the Team Manager / Treasurer must supply the QCHA Treasurer proof that the accounts have been balanced, and any surplus be returned to each family..

In the event that a team treasurer is the QCHA Treasurer, then the QCHA Treasurer will review that team's financial records with the QCHA President twice per season as described above.

## **7. TEAM EVALUATION / SELECTION PROCESS**

### **A. Tryout Requirement**

Each year any player wishing to be selected for a select team must participate in the annual QCHA tryout process. An exception can be made for players moving into the area, who have a previous unavoidable obligation, or who have health issues, during the tryout period. For an exception the

Director, House League must be notified in writing. The Director, House League will review the situation with the respective coach and advise the impacted player.

Players will be selected for teams each season in an open, typically 2 session try-out process.

**B. Independent Evaluators and Selection Process**

The Director, House League will be responsible for assembling a team of independent evaluators to rate all tryout participants. Each evaluator will use written selection criteria as provided by the Director, House League. The perspective team head coach will use input from the evaluators, perspective assistant head coaches, Director, House League, in making team personnel selections.

- An evaluation committee shall rate each player at tryouts.
- The Head Coach will then have the discretion to pick their team, using the evaluator’s ratings as a guide.
- The coach is required to discuss the roster with the Director, House League before any roster is finalized.
- Off- ice factors can be considered during the selection process, though performance at tryouts will be primary selection criteria.

**C. Goalie Selection**

Full time (starting) goalies are expected at Pee wee, Bantam and Midget. A full time goalie is not required at Squirt, and not expected at Mite.

The top goalie at each age level will be the starting goalie for the highest level team. When possible, teams should have two goalies. The number and skill level of goalies can vary significantly from age group to age group and from year to year, and therefore coaches will be allowed leeway in how goalies will be managed and how playing time will be shared. Goalies for lower level teams may serve as the backup for goalies on a higher level team in the same age group.

The Head Coach of the highest level team will have the option of selecting from the remaining goalie candidates to fill the roster (as long as only the highest rated goalie would be “playing up”).

**D. Guidelines for Select Players Requesting to Play Up In Age Level:**

The QCHA Board of Directors does not encourage playing select hockey above the USA Hockey age division. It is felt that the most potential for development exists when playing at the player’s appropriate age level. However, The Board of Directors will not deny any select player the opportunity to request a try-out at the next higher age level as long as the following process is followed.

1. The player must submit a written request to the Director, House League at least one week before tryouts are to begin outlining the player's desires and explaining why they feel they should be allowed to try-out in a older age bracket. This deadline may be waived for new QCHA members that have no previous registrations with the QCHA.
2. The Director, House League will gather input (as available) prior to the start of tryouts. The player's overall skill, ability, and potential will be discussed and a recommendation will be made on the player's request.
3. The Director, House League may meet with the player and his/her parents to discuss the recommendation being made on the application.
4. Any skater trying-out at the older age level must place in the top half of all players selected to the team in the older age division in order to be considered to play on that team. Younger players who are rated in the top half of selected players do not automatically make the team; it is still the decision of the Head Coach to select them. The highest percentage of younger players playing up one age level per team is 25%. Example: If the Peewee team has 12 players, it can include no more than 3 Squirt age players. Goaltenders wishing to play for an older age division team, as the starting goaltender, must be rated as the top goaltender at try-outs for that team.
5. All decisions made by the evaluators are final and are not subject to appeal.
6. Players are encouraged to try-out for their age appropriate division as well during this process.
7. If there is a shortage of skilled goaltenders at a higher age division, the younger goaltender can be placed on the next age division's roster as a reserve goaltender or second goaltender if both coaches and the Director, House League agree.

Deviation from this procedure (in part or in whole) will be made when a player has no QCHA select team option at the appropriate age level and is willing to play up. In such a case, it may be permissible to have written requests submitted to the Director, House League following the tryout period.

## **8. TEAM ROSTERS**

Select teams at any age level will be required to roster a minimum of 11 players and a maximum of 20 players.

- The recommended minimum number will be 14 players – consisting of 13 skaters and 1 goalie.
- Each player will be bound to a primary team for the season as defined in (6) above.
- Dual rostering will be allowed for the following reasons:
  - To allow reserves to be positioned for higher level team play.
  - To allow players to participate with off-season teams that do not conflict with their primary team.
  - To allow participation with the High School program outlined in (13) below.
- The number of players per team will be determined during tryouts.

All QCHA select teams will establish a roster (including reserves) within a reasonable amount of time after the completion of tryouts for team registration with USA Hockey. All QCHA select teams will

submit a final roster before December 31, which may include player changes not limited to those players attending tryouts, with the agreement of the players involved, coaches involved, and the Director, House League.

A player can be rostered on two teams in two different age groups as long as the parents and both coaches agree, and both teams are not eligible for advancement to USA Hockey regional tournaments. Playing up an age level rules still apply. Such agreement will be provided in writing to the Director, House League and to the QCHA Board of Directors.

A Select team Head Coach may propose dropping an originally rostered player from the USA Hockey roster only under special circumstances and for a very limited number of reasons:

1. The player moves away from the area.
2. The player decides not to continue with the select program.
3. Season ending injury.
4. The QCHA Disciplinary Committee decides to suspend the player for the remainder of the season.

The Director, House League, with Board approval, must approve any such status change for a player originally rostered as a select player.

A select team Head Coach may not add players to a select team roster, after tryouts have been completed and rosters posted, without agreement of the Director, House League, QCHA Board approval, as long as such a move is consistent with QCHA Select Policies and Guidelines.

## **9. TEAM UNIFORM**

Uniforms are a key means by which unity is created across all ages and skill levels in the QCHA. All select team players will be required to purchase and wear the current approved house league jerseys (if they do not already own current approved house league jerseys from a prior season) for play in the QCHA select program. No sponsors name or logo is allowed on the house/select jerseys.

Any player participating on a Select or Travel team during the 2021-2022 hockey season and beyond must wear helmets, gloves and pants that are black in color. This policy does not include goaltenders.

Nameplates, if desired, are the responsibility of the individual team and/or player. However, before permanently altering any uniform (which could cause conflicts with players moving to other teams in the next season), the head coach should consult with the Director, House League to make sure that all possible alternatives are considered. No sponsors name or logo will be added to the uniform.

## **10. TEAM SPONSORSHIP**

Each select team will be responsible for obtaining sponsors and conducting their own fundraising, as long as those activities are consistent with QCHA principles, policies, and activities. Sponsorship monies go to the team as a whole in order to comply with the QCHA not for profit status.

If the QCHA contracts with a sponsor, or sponsors, for the entire association, then all teams will honor the requirements of that agreement.

## **11. HIGH SCHOOL (VARSITY/JV) AND SELECT PLAYER OVERLAP**

The QCHA recognizes that players selected for the Varsity / Junior Varsity High School program, if they accept membership in that program, will place first priority on the Varsity/JV High School team. Players who decide to play for the Varsity / Junior Varsity High School travel team are not eligible to play select.

## **12. NONRESIDENT PLAYERS**

QCHA select team tryouts are open tryouts.

Players who are residents in other geographic areas without an active hockey association are of course welcome as long as USA Hockey registration is made with QCHA.

Players, who are residents in other geographic areas with active hockey associations, are welcome to participate in QCHA tryouts, under the following conditions:

- USA Hockey registration is required with QCHA, or evidence of current USA Hockey registration must be provided.
- Non refundable tryout fees must be provided by the player as defined by the tryout registration form.
- Nonresident players will be required to attend all team practices and games, unless specific special arrangements are established with the head coach.
- Nonresident players will be placed on teams by skill level and coach selection at tryouts, and cannot expect to be grouped together for convenience or other non-skill related reasons.
- The MWAHA policies restrict the number of times a player can move between associations and therefore players should be advised of the MWAHA policy prior to try-outs.

## **13. SOCIAL MEDIA**

The QCHA prohibits all coaches, assistant coaches, on-ice help and team support staff from following any players via social media or having players joined to their personal social media pages. This includes, but is not limited to, Facebook, Instagram and Snapchat. An official team page may be set up with coaches, players and parents joining in an effort to provide team-related communication. Violation of this policy may lead to disciplinary action including termination of coaching and/or volunteer duties.

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 to any minor participant must include a copy to parents. Violation of this policy may lead to disciplinary action including termination of coaching and/or volunteer duties.

The QCHA adheres to the SafeSport social media and electronic communications policy.

End of Policies and Guidelines