



Oakland Bears

Policies and Procedures Manual

July 10, 2014

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Policies and Procedures

1. Mission Statement
 - 1.1. Provide a fun atmosphere to foster a lasting love for the game of hockey, to develop an individual on and off the ice, to create a competitive atmosphere at all age, skill, and dedication levels and to promote players within the organization and to college hockey.
2. Trademark
 - 2.1. The Oakland Bears prohibit anyone from using the name or trademarks of the Oakland Bears without written consent from the Sharks Ice LLC (Sharks Ice), which may be obtained from the Oakland Hockey Manager or the Oakland General Manager (Sharks Ice Management).
3. Governing Bodies
 - 3.1. All Oakland Bears player and ice/bench personnel are registered with USA Hockey, CAHA, NORCAL, and Sharks Ice.
 - 3.2. All Oakland Bears players and ice/bench personnel are bound by all USA Hockey, CAHA, NORCAL, and Sharks Ice rules, regulations, policies, and procedures.
 - 3.3. All Oakland players and ice/bench personnel are covered by USA Hockey insurances.
4. Definitions
 - 4.1. Organization: the A, B, & AA, teams make up the Oakland Bears which will be known as the Organization.
 - 4.2. Oakland Bears: the Oakland Bears.
 - 4.3. Classifications: The teams within their respective designation:
 - 4.3.1. Tier:
 - 4.3.1.1. Tier II AA: competitive level of youth hockey that participates in NORCAL, CAHA, and competes nationally.
 - 4.3.2. Travel Hockey:
 - 4.3.2.1. Travel A. USA Hockey classifies this as recreational hockey that plays in NORCAL and competes at the State Level.
 - 4.3.2.2. Travel B: USA Hockey classifies this as recreational hockey that plays in NORCAL and competes at the State Level.
 - 4.3.3. Girls/Women's Club will compete at the discretion of Sharks Ice. 8U, 10U & 12U will be a developmental exhibition team while teams 14U and up will compete nationally. See above
 - 4.4. Teams: Makeup of players that compete.
 - 4.5. Oakland Bears 501c3: an independent not for profit company that oversees the Oakland Bears fundraising, sponsorship, and financial aid.
 - 4.6. Equal Ice-Each player receives as equal as possible amount of ice time without regard to skill or situation.
 - 4.7. Fair Ice- Each player receives ice based on merit, skill, and coaching discretion.
5. Registration

5.1. Player Definition

5.1.1.Veteran Player: player registered with the Oakland Bears during the previous season

5.1.2.New Player: player not registered with the Oakland Bears during the previous season.

5.2. Rules

5.2.1.A player cannot be under a playing contract with another USA Hockey reputable organization.

5.2.2.The Player's Parents must be in GOOD financial standing with USA Hockey, NORCAL, and Sharks Ice while being on an Oakland Bears roster.

5.2.3.A player cannot talk to another organization without written permission. Refer to USA Hockey, CAHA & NORCAL Rules regarding player movement and team rosters.

5.3. Refunds

5.3.1.The Oakland Bears do not give refunds without approval of Sharks Ice Management.

5.4. Required Documentation

5.4.1.Players

5.4.1.1. USA Hockey Code of Conduct (Exhibit A)

5.4.1.2. Signed Form of acceptance of Oakland Bears Policy Manual (Exhibit B)

5.4.1.3. Sharks Ice Release (Exhibit C)

5.4.1.4. Consent to Treat (Exhibit D)

5.4.1.5. Birth Certificate

5.4.1.6. USA Hockey Registration Card

5.4.1.7. USA Hockey Release

5.4.1.8. Any other required documentation

5.4.2.Parents

5.4.2.1. USA Hockey Code of Conduct (Exhibit A)

5.4.2.2. Signed form of acceptance of Oakland Bears Policy Manual (Exhibit B)

5.4.2.3. Oakland Bears Financial Agreement

5.4.2.4. Support Hours Agreement

5.4.3.Coaches

5.4.3.1. USA Hockey Code of Conduct (Exhibit A)

5.4.3.2. Signed form of acceptance of Oakland Bears Policy Manual (Exhibit B)

5.4.3.3. Sharks Ice Release (Exhibit C)

5.4.3.4. CAHA Background Check as required by CAHA

5.4.3.5. Mandatory USA Hockey Safesport Course Completed

5.4.3.6. Oakland Bears Application

5.4.3.7. Oakland Bears Coaches/ Independent Contract Agreement

5.4.3.8. USA Hockey Coaches Card

5.4.3.9. Current USA Hockey Registration

5.4.3.10. USA Hockey Release

5.4.3.11. Oakland Business license

5.4.4.Committee Members, and Team Managers

5.4.4.1. USA Hockey Code of Conduct (Exhibit A)

- 5.4.4.2. USA Hockey Release
 - 5.4.4.3. CAHA Background check as required by CAHA
 - 5.4.4.4. Mandatory Safesport Course
 - 5.4.4.5. Signed form of acceptance of Oakland Bears Policy Manual (Exhibit B)
 - 5.4.4.6. Sharks Ice Release (Exhibit C)
- 6. Permission to skate and release
 - 6.1. Permission to skate and release will not be issued to a player who has not fulfilled his/her financial obligation to the Oakland Bears. In addition, players NOT in Good Financial Standing will have their names sent to NORCAL to be put on the Delinquent List.
 - 6.2. A player must be released and in good financial standing with all USA Hockey organizations to be eligible to be a member of the Oakland Bears.
 - 6.3. A member of the Oakland Bears must be in good financial standing to get permission to attend Sharks Ice Hockey Camps.
 - 6.4. Roster Changes must be approved by the Oakland Hockey Manager and the Oakland Registrar must be notified.
 - 6.4.1. Players being dropped by the Oakland Bears must have approval of the Sharks Ice Hockey Director that the player's account is up to date.
 - 6.4.2. Players being added to the Oakland Bears must have all the required documentation completed before they play a game (see 5.4.1).
- 7. Team Make-up
 - 7.1. General
 - 7.1.1. Oakland Bears Team Staff is defined as anyone who has contact with the team must have a CAHA background check, which would include but is not limited to the Head Coach, Assistant Coaches, Team Manager and Locker Room Monitor.
 - 7.1.2. Oakland Bears shall pay the Head Coach's expenses to obtain the necessary USA Hockey Coaches Certifications up to Level 4 (hotel and registration). Coaches are responsible for all additional expenses.
 - 7.1.3. The deadline for coaches to get the appropriate USA Hockey Coaches Certification and age specific module completed is December 31st.
 - 7.1.4. Each team is to have one head coach and a minimum of one and a maximum of three assistants as rostered coaches. The Head Coach is responsible for finding assistant coaches who need to be approved by the Oakland Hockey Manager. Practice coaches are allowed if approved by the Hockey Manager and have the proper coaching paperwork on file (see 5.4.2). The additional coaches that are allowed are the Hockey Manager, Director of Coaching, Goaltending Coach, and Power Skating Coach. (Any and all coaches participating must be approved by the Hockey Manager.)
 - 7.2. Parent Coaches
 - 7.2.1. Coaching staffs are limited to two parent coaches on one staff unless approved by the Hockey Manager.
 - 7.3. Student Coaches

7.3.1.A player between the ages of 13 and 17 who is currently properly registered with USA Hockey may serve as a student coach under the following conditions:

- 7.3.1.1. Must attend a training session conducted by the local hockey association.
- 7.3.1.2. Must always be under the supervision of a carded, screened adult coach during all practices, clinics, try-outs, and in the locker room.
- 7.3.1.3. May help out at practices, clinics, try-outs only. (May not play during scrimmages or games).
- 7.3.1.4. May not act as the head coach or assistant coach during practices or games.
- 7.3.1.5. Must wear a helmet with full face shield, gloves, and skates while on the ice. Must wear helmet during games while on the bench.
- 7.3.1.6. May only work with players at least one full playing age level down.
- 7.3.1.7. The organization that is using the student coach must provide a form indicating on what team he/she is participating as a student coach, and, if applicable, what team he/she is properly registered/rostered as a player. [A standard form can be found here.](#)
- 7.3.1.8. Upon reaching the age of 18, the student coach must comply with all USA Hockey coaching and screening rules and regulations.

7.4. Head Coach

7.4.1.General

- 7.4.1.1. The Oakland Bears will attempt to recruit the best possible head coaches, seeking the most qualified candidates.
- 7.4.1.2. Individuals wishing to be considered for a head coaching position must submit an application and proof of USA Hockey background screening during the designated application time period to the Hockey Manager and must be willing to attend an interview by the Selection Committee.
- 7.4.1.3. The coaching term is for one season only. All coaches must reapply each season. All coaches must sign a contract and independent contractor's agreement each season. All coaches will be deemed as independent contractors and subject to terms of the contract.
- 7.4.1.4. Currently employed coaches will be reviewed on a season by season basis and will have the same one season term as new coaches.
- 7.4.1.5. Hockey Manager must ratify coaching selections. The coaches must be contracted and follow the Oakland Bears Policy and Procedure Manual and Sharks Ice Code of Conduct

7.4.2.Selection Criteria

7.4.2.1. Training

- 7.4.2.1.1. Training qualifications are based on USA Hockey's Coaching Program. All prospective coaches must be committed to obtaining the minimum designation prior to December 31st.
- 7.4.2.1.2. Each coach must attend mandatory coaches meetings and events. Coaches who have a conflict must notify the Hockey Manager in writing.

7.4.2.2. Experience

7.4.2.2.1. Relevant experience includes the number of years as a head coach, number of years as an assistant coach, the category and level of the teams coached, and the associations of the teams coached.

7.4.2.2.2. Playing experience includes number of years played, level played, and teams played on.

7.4.2.3. Evaluations

7.4.2.3.1. Coaching evaluations by both the parents and players will be carried out and reviewed by the Hockey Manager and Sharks Ice Hockey Director.

7.4.2.3.2. Evaluation results will be shared with the individual coaches and used in coaching selection for the following season.

7.4.2.4. Other Commitments

7.4.2.4.1. Strong consideration will be given to coach candidates who are relatively free of other commitments; specifically, coaching another team, extensive job travel, or educational commitments.

7.4.2.5. Other Criteria

7.4.2.5.1. Other attributes that will be included, but not limited to, coaching philosophy and style, organizational abilities, leadership abilities, adherence to Oakland Bears Coaches Manual, and conduct on and off the ice.

7.5. Other Staff

7.5.1. Once the coach is selected, he or she will choose their own assistant coaches and team manager subject to approval of the Hockey Manager. Parent Assistant Coaches and Team managers cannot be named until after tryouts.

8. Formation of Teams

8.1. General

8.1.1. Teams shall be up to 18 skaters and 2 goalies and not less than 12 players, which will be reflected in the team's budget.

8.1.2. The Oakland Bears shall form a team for a given level as long as there is sufficient interest and ability among its players to do so, as determined by the Hockey Manager and Sharks Ice Hockey Director.

8.2. Recruitment

8.2.1. A/B and AA must adhere to USA Hockey, CAHA, and NORCAL rules.

8.2.2. AAA are allowed to recruit per USA Hockey and CAHA Rules.

8.2.3. It is in the best interest of the Oakland Bears to use players from Oakland and NORCAL provided the player has equal or more ability than a non-local player.

8.3. Try-outs

8.3.1. AAA Try-outs are to be posted by April 1st.

8.3.2. AA/A/B Try-outs are to be posted by June 1st

8.3.3. All players attending will pay a fee determined by Sharks Ice.

8.3.4. Try-outs are open to all eligible players.

8.3.5.Players wishing to play for the Oakland Bears must participate in the scheduled try-outs.

All players are expected to attend all tryouts, and at a minimum must attend at least one tryout session. Hockey manager and the Sharks Ice Hockey Director may make an exception based on extenuating circumstances. However, all players must be evaluated on ice by the Oakland Bears prior to being offered a position on a team.

8.3.6.Players are not to be guaranteed spots prior to try-outs.

8.3.7.A parent coach's child will be evaluated by the Try-out Selection Committee.

8.4. Selection

8.4.1.Selection of the team shall be monitored by the Hockey Manager, and the Try-out Selection Committee.

8.4.1.1. The Hockey Manager and the Sharks Ice Hockey Director will put together a committee of impartial people to oversee a team's try-out.

8.4.2.Coaches are responsible for the choice of players for his/her team. Such decisions should be made in a fair and impartial manner, based upon the player's abilities and the needs of the team. Skating skills, experience, work ethic, commitment, and dedication are among criteria that coaches might consider when making selections. Race, ethnic background, and religion are not; however the Oakland Bears strive to create a club of teams that reflect the socio-economic diversity of our local community. Coaches must seek input from the Try-out Selection Committee in making these decisions. The coaches ultimately make the selection of players.

8.4.3.The coaches will post the teams at the conclusion of the tryouts. No alternates are to be named.

8.4.4.Coaches are encouraged, when making team selections, to consider the fact that a player has previously been with the Oakland Bears. This is not intended to give an Oakland Bear player a "right" to a position on a team. It should be viewed as a "tie-breaker" when deciding between a Bears player and roughly equal player from outside the organization.

8.4.5.Skating up: players are to play for teams in their age group. However on a rare occasion, a player may be asked to skate up. Skating up must be for the benefit of the organization and the player, not at the request of the player or coach. The player also must comply with NORCAL and CAHA rules in regards to playing up.

9. Team/Player Commitment

9.1. General

9.1.1.All Oakland Bears players will be required to sign a letter of financial commitment to the Oakland Bears. In doing so, the players and their families agree to abide by all rules, regulations, policies, and procedures presented by the Oakland Bears and accept all consequences in failing to do so.

9.1.2.A player who attends a tryout and is offered a spot must immediately accept the position. The player must sign the letter of financial commitment at the conclusion of the tryout or risk losing their roster spot.

- 9.1.3. All players must notify their coach prior to an event when unable to attend a team function. This includes games, practices, off-ice strength and conditioning, along with other team functions.
- 9.1.4. All players will notify their coach if they are going to be late for a team event.
- 9.1.5. Players who regularly miss practices, games, or tournaments may be given less ice time than other players on the team at the coach's discretion.
- 9.1.6. All teams are expected to go through qualification for NORCAL and CAHA playoffs.
- 9.1.7. The Oakland Bears are committed to developing Student-Athletes. School and academics come before hockey and coaches are to work with players to manage both commitments.
- 9.2. Tier I
 - 9.2.1. A coach may expect a certain amount of commitment to the team. In doing so, he can take the necessary action against any player who misses Oakland Bears activities due to outside commitments.
 - 9.2.2. Other than for reasons of illness, injury, family commitments, or school activities; players are expected to be in attendance.
- 9.3. Other Hockey Commitments:
 - 9.3.1. Players shall notify in writing of a hockey commitment to another organization and receive written approval from the appropriate Committee to participate.
 - 9.3.2. Oakland Bears players shall not miss an Oakland Bears hockey event for another hockey function unless approved by the player's coach.
- 9.4. Arrival times for team functions shall be the following:
 - 9.4.1. Meetings and dry land training: players should be on time
 - 9.4.2. Practices: players should be dressed and waiting by the door for practice to start
 - 9.4.3. Games: players should be at the rink 1 hour before the game.
 - 9.4.3.1. Travel teams should arrive 30-45 minutes before a game.
 - 9.4.4. Coaches should limit their post game talk to less than 10 minutes.
- 10. Player Ice Time
 - 10.1. General
 - 10.1.1. Coaches are expected to develop all players for all situations including special teams. The Oakland Bears believe in "equal" ice for all players in good standing. The Oakland Bears would like to achieve all players earning "equal" ice over the course of the season. However, players may not receive "equal" ice in every game. Injuries and penalties do not get compensated.
 - 10.1.2. All players that are dressed are to be played in every game. The only exception is the backup goalie or a player facing disciplinary actions.
 - 10.1.3. Teams may select practice players who will only practice with the team, but will not dress. These players are to be made aware of the situation and sign a form of acceptance.
 - 10.2. Discipline/ motivation
 - 10.2.1. Motivation and discipline may also affect ice time. Coaches may use a player's ice time as motivational/disciplinary, either for violations of teams rules, repeated failures to follow directions, or lack of hustle during a game or practice.

10.2.2. The coach will communicate with the players and their parents on how the player failed to meet coaches' expectations and what the player should do to prevent a reoccurrence when a player is benched before the next game or the game or at the next team practice.

10.2.3. All players should be held to the same standard and accountability level.

10.3. Goaltenders

10.3.1. "Fair" ice applies to goalies. However, it is up to the coaches to decide how to rotate the goalies.

10.3.1.1. Split games, a coach may choose to play every game but split the game.

10.3.1.2. Rotate goalies, a coach may decide to rotate goalies, but it does not ensure each goalie will play every other game.

10.3.1.3. Coaches must communicate clearly with the goaltenders and their parents at tryouts how the goaltenders ice time shall be handled.

11. Team Finances

11.1. General

11.1.1. Individual dues are a reflection of the team budget. The Oakland Bears Organization operates on a break-even budget.

11.1.2. Budgets shall include: Staff Salaries and Expenses, registration fees, games fees, ice fee, off ice training fee, website fee, practice jersey, and credit card processing fee.

11.1.3. Sharks Ice will submit a break even budget based on expenses by June 30.

11.1.4. Player's dues shall be represented in the budget. All Player team fees must be paid in full as outlined in the financial agreement.

11.1.5. If a player leaves a team after the start of the season, he or she must pay the remaining team dues to be released of their commitment.

11.1.6. If a player joins the team after the start of the season, his or her team fee must be pro-rated.

11.2. Bill Payment Policy

11.2.1. Team payment procedures are as follows:

11.2.1.1. Initial payment due upon acceptance of placement with the team.

11.2.1.2. Payment in full at a discounted rate may be made by September 1.

11.2.1.3. Monthly payments are due on the 1st of the month from September through February.

11.3 The Oakland Hockey Manager will notify the appropriate parties of delinquent accounts.

11.2.1.4. The Hockey Manager will notify the delinquent's coach. The coach will notify the player. The player has until the 30th of the month to get caught up.

11.2.1.5. On the 30th of the month the Sharks Ice Hockey Manager will notify the Sharks Ice Hockey Director of the delinquent's accounts.

11.2.1.6. The Coach of the delinquent player will suspend the player until the account is up to date.

11.2.1.7. The Delinquent player must pay a member of the Sharks Ice Management Staff. Once the player has paid, the player is to notify the coach. At which time, the player will be suspended up to 24 hours while the coach verifies payment.

- 11.3. Team budgets that are not included in the Organizational budget for the team shall be as follows: jerseys and other Bears merchandise, tournament fees, hotel, ground transportation, team functions, and exhibition game ice costs and referees.
- 12. Fundraising / Volunteerism
 - 12.1. General
 - 12.1.1. The Oakland Bears, at the Committee's discretion, initiate an association wide fundraising effort. Teams will be required to participate.
 - 12.1.2. All parents are expected to volunteer 10 hours per season at Oakland Bears events and tournaments. This is in addition to time spent volunteering for team functions such as scorekeeping, penalty box and other team related needs.
 - 12.2. Team
 - 12.2.1. Teams are allowed to initiate fundraising efforts on their own with the approval of the Hockey Manager.
 - 12.3. Player
 - 12.3.1. Individuals are not allowed to initiate fundraising efforts on their own using the Oakland Bears Organization name or likeness.
- 13. Sponsorships
 - 13.1. General
 - 13.1.1. People and organizations wishing to donate to or sponsor the Oakland Bears can do so through[name of 501c3]. Donations and sponsorships can be earmarked for the Organization or teams. Individuals cannot be sponsored.
 - 13.1.2. All sponsorship opportunities must be presented to and approved by the Hockey Manager.
 - 13.1.3. Our goal is to generate sponsorship which will help alleviate the overall cost burden of hockey and to enable participation by players who might not otherwise be able to afford to play. We encourage our members to present sponsorship opportunities to the Hockey Manager.
 - 13.2. Team
 - 13.2.1. Teams are not allowed to initiate sponsorships for individual teams.
 - 13.3. Player
 - 13.3.1. Players are not to be sponsored and must follow proper financial aid protocol.
- 14. Ice Allocation and Scheduling
 - 14.1. General
 - 14.1.1. Each team must specify someone, be it coach, manager, or parent, as the team's contact for ice scheduling. All communication on the ice allocation will be between this individual and the Ice Scheduler.
 - 14.1.2. The Ice Scheduler will allocate all ice for each individual team.
 - 14.2. Allocation will be decided by the Hockey Manager.
- 15. Exhibition games
 - 15.1. Team must notify NORCAL of all exhibition games to get a game number.
 - 15.2. Teams are responsible for organizing the referees for an exhibition game.

- 15.3. Teams must pay the referees at the conclusion of the game.
- 15.4. Oakland Bears teams are encouraged to play each other.
- 16. Tournaments
 - 16.1. General
 - 16.1.1. Decisions regarding a team's entry to a tournament will be made by the Hockey Manager.
 - 16.1.2. All expenses incurred to attend tournaments are separate from the dues paid to the Oakland Bears Organization and will be borne, collected and paid by the team or team parents attending such tournament.
 - 16.1.3. Teams are to attend events that are in the best interest of the Oakland Bears and the level at which the team is competing. Teams are encouraged to stay in the proximity of NORCAL.
 - 16.1.4. Teams are allowed 2 events at Sharks Ice and 2 events outside of Sharks Ice.
 - 16.1.5. Additional Tournaments must be unanimously approved by the team's parents and then the Hockey Manager.
 - 16.1.6. Squirt teams must get approval from the majority of the team parents as well as the Hockey Manager before being allowed to travel outside of California for a tournament.
 - 16.1.7. Qualification of a National Event will allow a team to advance in the event. (i.e. Silver Sticks)
- 17. League Games
 - 17.1. General
 - 17.1.1. Teams must play in designated leagues the Oakland Bears Management appoints to a team.
 - 17.2. Travel teams are to play in NORCAL. NORCAL will place teams with the following precepts in mind: strive for the best competition for most teams; not all teams can go undefeated; a division with all teams at .500 is neither possible. Travel AA teams will play in NORCAL with the option of playing in CAHA or doing 2 tournaments out of the Bay Area.
 - 17.3. Girls teams are to play in NORCAL/ OAKLAND ICE YOUTH LEAGUE as appropriate to the team's age and ability level.
- 18. Equipment
 - 18.1. General
 - 18.1.1. Jersey numbers will be picked based on seniority as an Oakland Bears player. Seniority is defined by the consecutive fall hockey seasons a player has been a member of the Oakland Bears.
 - 18.2. Hard Goods: players are responsible for their own gear that is up to HECC and USA Hockey standards.
 - 18.3. Jerseys and certain other soft goods will be mandated to be purchased by the families through the Sharks Ice Pro Shop. Note: all players are to adhere to the Oakland Bears dress code policy.
 - 18.4. The dress code policy will be:
 - 18.4.1. Game Dress code is track suit, polo, and gym shoes for all travel and girls teams.

- 18.4.2. Game uniform is black helmet, black gloves, black pants, team socks, and team jersey.
- 18.4.3. Dryland training will be appropriate length shorts and t-shirt for travel and girls.
- 18.4.4. Travel dress code will be the same as Game dress code unless traveling with the player's parents .
- 18.5. In the event of the Oakland Bears securing an exclusive sponsorship deal, players are required to wear the mandated equipment or risk losing their roster spot without eligibility of refund.
- 19. Financial Assistance
 - 19.1. General
 - 19.1.1. Oakland Bears is fortunate to partner with [name] 501.c.3 for financial assistance.
 - 19.1.2. Interested members shall apply for assistance after teams are picked.
- 20. Concerns/Questions/Complaints
 - 20.1. Team Issues
 - 20.2. All parents, players, volunteers and coaches must comply with Sharks Ice Code of Conduct, USA Hockey Code of Conduct and USA Hockey Safesport Policy. For the club to be successful and provide a safe environment to all, it is imperative that all groups work in a collaborative effort to ensure all policies and procedures are adhered to without fail.
 - 20.2.1. The manner in which to address issues concerning the operation of a team shall be communicated with the following order specified:
 - 20.2.1.1. The Team Manager.
 - 20.2.1.2. The Head Coach
 - 20.2.1.3. Hockey Manager in writing
 - 20.2.1.4. Dispute Resolution Committee
 - 20.3. Non-Team Issues
 - 20.3.1.1. Hockey Manager in writing
 - 20.3.1.2. Dispute Resolution Committee
- 21. Risk and Safety
 - 21.1. General
 - 21.1.1. The Oakland Bears are committed to creating and maintaining a safe environment for its participants and spectators.
 - 21.1.2. All Oakland Bears participants and spectators must adhere to USA Hockey, CAHA, and Sharks Ice policies and procedures as outlined by each association.
 - 21.1.3. NO ONE, other than Oakland Bears registered players, coaches, or staff may go on the ice or bench for any of the team's activities.
 - 21.1.4. Coaches are not to make any discretionary decision in regards to a sickness or injury with respect to a player. All decision shall be made by the player's parent or guardian.
 - 21.1.5. Any illness or injury, which causes a player to miss any team ice activities for more than 14 consecutive days, must have a doctor's written permission before the player is allowed on the ice.
 - 21.1.6. Concussions- Please refer to CAHA concussion protocol
 - 21.1.7. Road Trips
 - 21.1.8. All Players must sign the Bears Travel Waiver

22. Code of Conduct

22.1. General

22.2. The Oakland Bears adhere to the USA Safesport Policy

<http://www.usahockey.com/SafeSport.aspx>

22.2.1. The Oakland Bears are supportive of the USA Hockey Zero Tolerance Policy.

22.2.2. Members of the Oakland Bears shall abide by all facility, ice rink, and other venues rules.

22.2.3. The Code of Conduct identifies the standard of behavior that is expected of all Oakland Bears members, including players, coaches, parents, volunteers, and Board Members.

22.2.4. The Oakland Bears is committed to providing and maintaining an athlete-centered minor hockey environment where individuals are treated with respect. During the course of all Oakland Bears activities and events, members of the Oakland Bears shall conduct themselves at all times in a fair and responsible manner. They are expected to refrain from comments or actions that are disrespectful, offensive, abusive, racist, or sexist. Behavior that constitutes harassment or abuse will not be tolerated by the Oakland Bears.

22.2.5. All Oakland Bears teams are subject to and must abide by the Sharks Ice Code of Conduct. (<http://www.sjsharks.com/Club/Codeofconduct.php>)

23. Discipline

23.1. General

23.1.1. All bench staff and player suspensions must be reported to the Hockey Manager immediately following the game.

23.1.2. The Dispute Resolution Committee will handle any grievance that cannot be settled by the Hockey manager.

23.1.3. Discipline should be handed out in the following order:

23.1.3.1. Verbal reprimand.

23.1.3.2. Miss period

23.1.3.3. Miss Game

23.1.3.4. Suspension from activities

23.1.3.5. Expulsion from the Oakland Bears.

23.2. Player Conduct and Suspensions

23.2.1. Team officials and chaperones are responsible for the supervising and controlling the conduct of their players before, during, and after each ice time. This includes, but is not limited to, player conduct while on team road trips.

23.2.2. Fighting anytime during a team event will result in a one game suspension. The team head coach and Hockey Manager have the discretion to increase the penalty.

23.2.3. Any player who is under the influence or in the possession of alcohol or drugs while participating in an Oakland Bears event will be suspended or expelled. This includes arriving at, leaving the arena, or on road trips.

23.2.4. Swearing or verbal harassment in dressing rooms, hallways, players' benches, or any other sanctioned Oakland Bears event are offenses liable for suspension or expulsion.

23.2.5. A coach may suspend, for disciplinary reasons, any player for up to one game at his or her discretion. The Hockey Manager should be notified of any such suspensions.

Suspensions of more than one game should have the approval of the Hockey Manager, and Sharks Ice Hockey Director.

23.3. Appeals

23.3.1. Appeals of a decision made by the Dispute Resolution Committee can be made to the Oakland General Manager.

24. Good Faith

24.1. The Oakland Bears Organization established these regulations in good faith. It is not the intention of the Oakland Bears to establish any rules, regulations, or policy that conflicts with the guidelines established by USA Hockey, CAHA, or NORCAL and are subject to change in accordance with the change accordingly.

25. Changes or additions to Oakland Bears Sharks Policy

25.1.1. Changes to the Oakland Bears Policies and Procedures may be enacted by majority vote of the Oakland Bears Hockey Advisory Board and approval of the Oakland Hockey Manager and Sharks Ice Hockey Director.

25.1.2. All changes to the Oakland Bears policy and procedures will be publicized to the members via the Oakland Bears's website and/or notification to team managers.

26. Exhibits:

- 26.1. USA Hockey Code of Conduct:
- 26.2. Sharks Ice Release/Waver: USA Hockey Consent to Treat:
- 26.3. Oakland Bears Locker Room Policy
- 26.4. Oakland Bears Travel Policy

Bibliography

Nepean Girls Hockey Association, Policy Manual;
Revised November 2006

Vikings Youth Hockey, Rules, Regulations, and Policies;
Revised and Amended August 2006

