



Devils Lake Blue Line Club 2023-2024 Handbook

Table of Contents

Governance3

Mission Statement3

Board of Directors4

Board Meetings4

Portfolios4

Communication4

Fundraising4

Registration4

Schedules6

Playing Levels6

Team Selection8

Player Information8

SafeSport9

Player’s Code of Conduct12

Coach’s Code of Conduct14

Parent’s Code of Conduct14

Team Manager Responsibilities16

Grievance16

Grievance Form18

Handbook

The purpose of the Devils Lake Blue Line Club (DLBLC) Handbook is to provide guidelines for all players, parents, coaches, and volunteers.

The handbook will be available on the DLBLC website at www.dlblue.com. The handbook is a working document that may be revised throughout the year. Revisions to the handbook can be made by majority vote of the DLBLC Board of Directors. Notices of revisions and the revised handbook will be posted to the DLBLC website. It is the responsibility of the DLBLC member to look for notices that the handbook has been revised and to read those revisions.

In the event of a dispute regarding the interpretation and/or wording of any of the stated policies and procedures contained herein or in the event of an occurrence that is not covered by the handbook, the DLBLC Board of Directors shall review and render a decision based on the best interest of the club.

This handbook applies to all players, parents, coaches, and volunteers of the Devils Lake Blue Line Club.

Governance

DLBLC is governed by the North Dakota Amateur Hockey Association (NDAHA) and USA Hockey. All players, parents, coaches, officials, board members, and volunteers shall follow the bylaws, rules, and regulations set by NDAHA and USA Hockey.

NDAHA's rules and regulations can be found at www.ndaha.org > Administration > Rules and Regulations. USA Hockey's administrative structure, programs and philosophy, bylaws, and regulations, and much more can be found at www.usahockey.com/annualguide.

USA Hockey's SafeSport policies, reporting forms, and important links can be found at www.usahockey.com/safesportprogram.

Mission Statement

Devils Lake Blue Line Club Mission Statement: To provide an affordable hockey program to all youth of the Devils Lake area that teaches and inspires teamwork, sportsmanship, discipline, and hockey skills.

Board of Directors –

Position	Name	Term Expires
President	Jamie Leever	2025
Vice-President	Scott Volk	2025
Treasurer	Brittany Hanson	2024
Secretary	Steven Geigle	2024
Member	Adam Eriksson	2026
Member	Alex Olson	2026
Member	Ben Mack	2025
Member	Chad Greening	2026
Member	Cole Lamb	2024
Member	Logan Kraft	2025
Member	Philip Jerome	2024

Missy Abrahamson will serve as the Club Coordinator.

Alex Olson will serve as the Coaching Coordinator.

Board Meetings

The board of directors meets on the third Monday of every month at 7:00 pm at Jerome Wholesale. Alterations to this meeting schedule will be posted to the DLBLC Facebook page.

Portfolios

To achieve effective administration and planning, special portfolios have been established. Each portfolio shall consist of at least one DLBLC board member or a member from the membership of the DLBLC. Portfolios for the 2023-2024 season include:

- Banquet – Volk
- Equipment – Geigle
- Gaming – Leever
- Golf Scramble – Olson
- Grants - Jerome
- Grievance – Olson, Kraft
- Ice Hole – Adam Eriksson
- Purse Raffle – Olson
- Referees – Mack
- Registrar – Abrahamson
- Signs – Greening
- Summer Ice – Cole Lamb

Communication

A majority of DLBLC business is communicated electronically via the website and Facebook. The DLBLC website is www.dlblue.com, Facebook page is Devils Lake Blue Line Club, and email is dlyouthhockey@gondtc.com.

Fundraising

Fundraising activities are necessary to keep player costs low and are important to the financial success of the DLBLC. The Board of Directors is responsible to organize fundraising events. All DLBLC members (players and parents/guardians) will participate actively in fundraising events.

REGISTRATION

Registration is completed online via SportsEngine. Players must first register with USA Hockey and use their confirmation number when registering with DLBLC. Registration fees are due upon registration. For families unable to make full payment, an online payment plan must be set up at the time of registration. Players must be registered with USA Hockey and DLBLC before they can participate in any DLBLC activity (early ice, open hockey, practice, games, etc.).

DLBLC reserves the right to remove any player without refund if the remaining balance is not paid by December 31. DLBLC reserves the right to remove any player without refund if the automatic payment plan is terminated or returned with an unpaid balance.

Registration Fees

Level	On or Before 7/15/2023	After 7/15/2023
Termite	\$40	\$50
Mite	\$90	\$100
Squirt	\$300	\$400
Girls 12U	\$300	\$400
Pewee	\$400	\$500
Bantam	\$500	\$600

First-time USA Hockey Members

First-time USA Hockey members will receive their DLBLC fees for free. There may still be USA Hockey fees due, depending on birth year. DLBLC cannot waive USA Hockey fees.

Early Ice

The fee to participate in early ice is \$50 per player. Players must be registered for early ice prior to participation.

Sibling Discount

Families registering more than one player will receive a 100% discount on the registration fee for the 3rd player, plus all additional players. For the registration system to recognize that a family is registering multiple players, they must register all of players at the same time.

Dual Roster

Per NDAHA rules and regulations, no player shall be registered with two or more teams at the same time, regardless of league classification.

SCHEDULES

The 2023-2024 season will have the following start dates:

Squirts, Peewees, Bantams

Early Ice October 2nd – October 27th

Tryouts October 19th – October 27th

Team practice begins October 30th

Mites

Early Ice October 2nd – October 18th

Team practice begins the week of November 6th

Termites

Team practice begins the week of November 6th

The practice schedule is published every two weeks by the Devils Lake Park Board and is available on their website at www.dlparkboard.org/schedules. The game schedule will be provided to players by their team manager prior to the first game of the season.

Players must be registered with DLBLC before they can participate in any DLBLC activity (early ice, open hockey, practice, games, etc.).

PLAYING LEVELS

Age Classifications

Level	Birthdate
Termite	6/1/16 & younger
Mite	6/1/14-5/31/16
Squirt	6/1/12-5/31/14
Peewee	6/1/10-5/31/12
Girls 12U	6/1/10-5/31/12
Bantam	6/1/08-5/31/10

As a member of USA Hockey, DLBLC follows the American Development Model (ADM) to build players who will succeed in the highly skilled, creative, fast-paced game of hockey. ADM is fun and believes in community-based youth hockey; keeping kids engaged, moving, and smiling; making optimal use of ice time; and creating great athletes, not just hockey players. For more information on athlete development by level, view USA Hockey's *An American Hockey Parent Handbook*.

Termites

Season: November – February

Practices: 2 to 3 per week plus optional open hockey on Wednesday evenings.

Games: Intersquad scrimmages during practice with no travel.

Goals: The purpose is to build enthusiasm and have fun. Practice plans are developed using ADM with a focus on agility, balance, and coordination by using technical skills instruction through station work and skills repetition.

Mites

Season: November - February

Practices: 2 to 3 per week plus optional open hockey on Wednesday evenings.

Games: There is minimal travel to local towns for games and tournaments attended at various times and locations throughout the season.

Goals: The special emphasis on agility, balance, and coordination continues into the mite program. Explanation and demonstration are minimal, with time primarily dedicated to mastering fundamental movement skills.

Squirts

Season: October - March

Practices: 3 to 4 per week plus optional open hockey on Wednesday evenings.

Games: Travel is extensive with games and tournaments attended at various times and locations throughout the season.

Goals: Accelerated learning of coordination and fine motor control occurs in the Squirt program. Group interaction, team building, and social activities are emphasized.

Girls 12U (all girls)

Season: October – March

Practices: 3 to 4 per week plus optional open hockey on Wednesday evenings.

Games: Travel is extensive with games and tournaments attended at various times and locations throughout the season.

Goals: Further develop and grow the girl's hockey program. Develop sports-specific knowledge and skills.

Pewees

Season: October - March

Practices: 3 to 4 per week plus optional open hockey on Wednesday evenings.

Games: Travel is extensive with games and tournaments attended at various times and locations throughout the season.

Goals: Further development on sports-specific skills and support training to continue development of speed, strength, and stamina are the focus at this stage.

Bantams

Season: October - March

Practices: 3 to 4 per week plus optional open hockey on Wednesday evenings.

Games: Travel is extensive with games and tournaments attended at various times and locations throughout the season.

Goals: The key focus is to refine technical skills, gain confidence, enhance good decision-making skills, and make appropriate and measurable improvement in endurance, speed and strength.

Emergency Team Shortage:

In the event of injury or illness, the Coaching Coordinator can select and recommend to the board player(s) to play on or move to another team.

TEAM SELECTION

If registration numbers permit, DLBLC will have at least two teams at the Squirt, Peewee, and Bantam levels. The season will begin with tryouts and the selection committee will evaluate each player during drills and scrimmages to determine which team they will be placed on. Rosters will be finalized at least one week prior to the first game of the season. A coach is not permitted to evaluate their own child during tryouts.

Request to Move a Player Up

1. A player must first register in the age group they belong.
2. A written request, by the parent or guardian, must be made to the DLBLC president at least twenty days prior to the team's first game.
3. The board will consider the request, taking into consideration team numbers.
4. If approved by the board, the player will practice with the team for one week to allow the coach to assess the player. Criteria for allowing a player to play-up will be based on the evaluation of the player's skill and ability to contribute to the older team, the participant's maturity level compared to the older team's participants, physical size, and number of players at each level. Allowing participants to move from a non-checking division to a checking division represents the greatest risk and will receive the greatest scrutiny.
5. Following the one-week trial period, the coach will make a final recommendation to the board whether to accept or decline the request.
6. The board will make the final decision on allowing a player to play-up.

A player will not be permitted to move up more than one year in age. For example, a first-year Squirt cannot be moved to Peewee. A second-year Squirt may advance to Peewee. This will apply at Mite, Squirt, Peewee & Bantam levels.

Once a player has participated on a team at a higher age level, the player is not permitted to play for a team at his actual age level for the remainder of the season.

Team Alignment

Should a lack of numbers necessitate moving players up to fill rosters, the board will determine the number of positions available on each team and schedule an open tryout. Any player whose age classification places them one level below the level they are trying out for is eligible to tryout. A panel of neutral coaches will evaluate the players' skills to determine who will be moved up. Player maturity and size will also be considered in this decision. A coach is not permitted to evaluate their own child during tryouts.

A player will not be permitted to move up more than one year in age. For example, a first-year Squirt cannot be moved to Peewee. A second-year Squirt may advance to Peewee. This will apply at the Mite, Squirt, Peewee & Bantam levels.

PLAYER INFORMATION

Equipment

The following equipment is required and must be worn by all players for all on-ice activities: helmet with full mask, mouthpiece, elbow pads, gloves, pants with protective inserts, shin guards, shoulder pads, skates, and athletic supporter with cup. All protective equipment must be designed specifically for ice hockey. It is the responsibility of the player and parents to ensure that all required equipment is worn.

Mouthpiece

All players must wear a mouthpiece that is attached to the helmet or mask to prevent a player from choking on a mouthpiece in the event of an injury.

Jerseys

Players will be supplied with game jerseys prior to their first game. Once team tryouts have been completed, the jerseys will be handed out to players on the A team first and players on the B team second. Players will be responsible for their jerseys and if lost or stolen, will be responsible for the purchase of a new jersey.

Schedules

Games and practices are held at the Burdick Arena and Bill Jerome Arena. Practice schedules are published by the Devils Lake Park Board and are available on their website at www.dlparkboard.org. Coaches or team managers are responsible for notifying players if there are changes in the practice or game schedules.

Coed Teams

At the termite and mite levels, teams may consist of both male and female players. The privacy rights of all players must be considered. Where possible, DLBLC will have the male and female players dress/undress in separate locker rooms before and after practice and games. If separate locker rooms are not available, then the players will take turns using the locker room. These arrangements may require that players arrive early or leave late.

Player Release Policy

A player release is the process a player must follow to play outside DLBLC's jurisdiction. The release process is defined by the North Dakota Amateur Hockey Association.

Playing Time and Positions

Coaches have the responsibility to determine playing time and positions.

SAFESPORT

DLBLC has zero tolerance for misconduct and abuse. The strict policies established by USA Hockey's SafeSport Program will be adhered to by all players, parents, coaches, official, and volunteers. All USA Hockey members shall familiarize themselves with each form of misconduct and shall refrain from engaging in misconduct and/or violating any of these policies. Anyone who violates the SafeSport policies will be subject to appropriate disciplinary action as detailed in USA Hockey's SafeSport Handbook.

The SafeSport Handbook addresses the following types of abuse and misconduct: sexual abuse and misconduct; physical abuse and misconduct; emotional abuse and misconduct; bullying, threats, and harassment; and hazing.

Sexual Abuse and Misconduct

DLBLC has determined that its policies prohibiting sexual abuse and misconduct shall be the same as the applicable policies of the United States Center for SafeSport (USCSS). The behavior or conduct prohibited by the USCSS Policies & Procedures may be found at on the DLBLC website.

Physical Abuse and Misconduct

There shall be no physical abuse of any player by any other player, coach, parent, official, or volunteer. To ensure consistency of approach, the DLBLC will refer to USA Hockey's SafeSport Program Handbook for definitions, examples, and disciplinary action of these offenses.

Emotional Abuse and Misconduct

There shall be no emotional abuse of any player by any other player, coach, parent, official, or volunteer. To ensure consistency of approach, DLBLC will refer to USA Hockey's SafeSport Program Handbook for definitions, examples, and disciplinary action of these offenses.

Bullying, Threats and Harassment

All types of bullying, harassing or threatening behavior are unacceptable. To ensure consistency of approach, the DLBLC will refer to USA Hockey's SafeSport Program Handbook for definitions, examples, and disciplinary action of these offenses.

Hazing

There shall be no hazing of any player by any other player, coach, parent, or volunteer. To ensure consistency of approach, the DLBLC will refer to USA Hockey's SafeSport Program Handbook for definitions, examples, and disciplinary action of these offenses.

Cell Phones and Other Mobile Recording Devices

Cell phones and other mobile devices with recording capabilities, which includes voice recording, still cameras, and video cameras, increase the risk for some forms of abuse or misconduct. As a result, the use of a mobile device's recording capabilities in the locker rooms is not permitted. It may be permitted to take photographs or recordings in a locker room in such unique circumstances as a victory celebration, team party, etc., where all persons in the locker room are appropriately dressed and have been advised that photographs or recordings are being taken.

Parents in Locker Rooms

Except for players at the termite and mite levels, parents are discouraged from entering locker rooms. If a player needs assistance with his or her equipment, if the player is or may be injured, or if a player's disability warrants assistance, parents shall let the coach know beforehand that they will be helping the player.

Locker Room Supervision

It is the policy of USA Hockey that at least one responsible, screened adult (which may include coaches, managers, or other volunteers) be present monitoring the locker room during all team events (practices and games) to assure that only participants (coaches and players), approved team personnel, and family members are permitted in the locker room and to supervise the conduct in the locker room. The responsible adult that monitors and supervises the locker room shall have completed SafeSport Training in compliance with Section II of the SafeSport Program Handbook and completed a background check in compliance with Section III of the SafeSport Program Handbook. Acceptable locker room monitoring could include having locker room monitors inside the locker room while participants are in the locker room or could include having a locker room monitor in the immediate vicinity (near the door within arm's length and so that the monitor can sufficiently hear inside the locker room) outside the locker room that also regularly and frequently enters the locker room to monitor activity inside. If the monitor(s) are inside, then it is strongly recommended that there be two monitors, both of which have been screened. A local program or team may impose or follow stricter monitoring requirements. Any individual meetings between a minor participant and a coach or other adult in a locker room shall require that a second responsible adult be present.

Travel Policy

The Bantam, Peewee, and Squirt teams travel regularly, mites travel is limited to only a few events per year, and termites have no team travel. The following policies have been established to guide travel, minimize one-on-one interactions, and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

Players and/or their parents are responsible for making all travel arrangements. It is the responsibility of the parents to ensure the person transporting the minor player maintains the proper safety and legal requirements, including, but not limited to, a valid driver's license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.

Coaches, who are not also a parent, should not drive alone with an unrelated minor player and should always drive with at least two players or another adult, unless otherwise agreed to by the minor player's parent.

For overnight travel, the team's manager is responsible for choosing a hotel and notifying parents of the hotel choice. It is the responsibility of the parent to reserve a hotel room and transport players to and from the arena. In all cases involving travel, parents have the right to transport their minor player and have the minor player stay in their hotel room.

Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with a minor player (unless the coach is the parent, guardian, or sibling of the player). Individual meetings between a player and coach may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present.

The coach will establish a curfew by when all players must be in their hotel rooms. Parents are responsible for ensuring the curfew is followed.

If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken or immediately after the action.

SafeSport Violations

When a SafeSport violation is reported, DLBLC will investigate the alleged policy violation, and impose discipline where appropriate. If the accused is a player, DLBLC will notify the player's parents/guardians. The appropriate disciplinary response will depend on the nature and seriousness of the incident. Disciplinary measures may include, but are not limited to, a verbal warning, a conference with the player and parents, game suspension, termination, or program suspension. Should the misconduct result in program suspension, the accused individual shall be advised of his/her right to a hearing under USA Hockey's Bylaw 10. If the violation is reportable under relevant state or federal law, DLBLC will immediately report the violation to local law enforcement.

PLAYER'S CODE OF CONDUCT

In addition to the information detailed in this handbook, USA Hockey publishes a rulebook on its website at www.usahockeyrulebook.com and a SafeSport Program Handbook on its website at www.usahockey.com/safesportprogram. Both resources can also be found on the DLBLC website. All players shall read and follow the rulebook and handbook.

USA Hockey's Player's Code of Conduct

- Play for fun.
- Work hard to improve your skills.
- Be a team player – get along with your teammates.
- Learn teamwork, sportsmanship, and discipline.
- Be on time.
- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, your parents, opponents, and officials.
- Never argue with officials or coaches.

Attendance

Players need to be completely ready to go on the ice before the start time for practices and games. Coaches will inform players of how early to arrive at the arena prior to practice and game times. Players who arrive late for practices or games may be subject to disciplinary benching. Prior to missing practice or a game, the player shall notify the coach.

Practice Behavior

Practice behavior standards will be set by the team's coaches. Coaches may bench players whose behavior is not conducive to learning, for example those that are disruptive, disrespectful, show negative attitudes, or negatively impact the ability of other players to experience optimal practices. Such standards will be applied fairly to all players on the team.

Academics

DLBLC recognizes that student's commitment to education should take priority over their desire to play hockey. Hard work in school is an attitude that will help a hockey player become self-confident and self-disciplined. However, this is a parental/guardian responsibility, and the board will support parental decisions.

Curfew

Curfew times are set by coaches. Parents are asked to enforce the curfew time with their player throughout the season.

Drugs, Alcohol, Tobacco

The consumption, use, possession, distribution, or sale of alcoholic beverages or illicit drugs is prohibited. Any player who violates this rule will be benched for all games from the date of infraction for a period of six consecutive weeks for the first offense and a period of eighteen consecutive weeks for any subsequent offense. A third violation will result in suspension from DLBLC.

Damage to Arena Property

In any case where damage to arena property is attributable to a player(s), the following will occur:

- The arena staff may ask the individual(s) to leave the premises.
- The player's parents and the DLBLC Board of Directors will be informed of the incident.
- The arena staff will determine the expense incurred for the repairs (or replacement) to correct the damage and these costs will be the responsibility of the player and their parents.
- Payment will be made within two weeks of the incident.
- If payment cannot be made within two weeks, alternative arrangements shall be made (the players and parents will volunteer at the arena to work off the cost of the repairs or replacement).
- If payment has not been made within two weeks or alternative arrangements made, the player(s) will be banned from the arena until payment has been made.

Disciplinary Guidelines for Violating Players' Code of Conduct

Upon a claimed violation of the player's code of conduct, the DLBLC Board of Directors will notify the accused player's parents, investigate the claimed violation, and impose discipline where appropriate. The appropriate disciplinary response will depend on the nature and seriousness of the incident. Disciplinary measures may include, but are not limited to, a verbal warning, a conference with the player and parents, game suspension, or program suspension. Should the misconduct result in program suspension, the accused individual shall be advised of his/her right to a hearing under USA Hockey's Bylaw 10. If the violation is reportable under relevant state or federal law, the DLBLC will immediately report the violation.

COACH'S CODE OF CONDUCT

USA Hockey's Coach's Code of Conduct

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; do not yell at players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques, and strategies of hockey; encourage all your players to be team players.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great, to love the game is greater.

Coaching Guidelines

USA Hockey coaching education requirements will be in effect.

A coach may not accept anything of value for purposes of attempting to influence a player's position or playing time. If a coach receives a gift (money, time of value, etc.) the coach must report it promptly to the president of the Board of Directors. The gift must be returned or donated to a suitable charity.

It is imperative that all coaches conduct the affairs of their team accordingly. Coaches are among the most influential and respected role models that youth encounter. The use of common sense, good judgment, leadership, and sportsmanship is mandatory. High standards should be set for all coaches and players on the ice, off the ice, and in the community.

Coach's Responsibilities:

- Conduct a parent meeting within the first week of the season to familiarize everyone with team, association and USA Hockey policies and expectations and prepare them for the events that they will experience during the season. Coaches should also discuss at this meeting expectations of attendance, behavior, motivation, and parent participation.
- Be accessible to players and parents on a reasonable basis to discuss the player's progress and resolve grievances.
- Be at all games and practices or arrange for a proper substitute. Coaches are expected to arrive at least 30 minutes prior to ice time.
- Recruit a team manager to help with team administration.

- In the event the head coach cannot attend a practice or game, they shall appoint an assistant to substitute. In the event no coach from the team can be present, the head coach shall contact the coaching coordinator at least 24 hours in advance to ensure the team is covered.
- Coaches of teams using DLBLC ice time shall be responsible for the supervision of skaters on the ice and maintaining discipline on the bench and in the locker room. The only persons allowed on the ice are rostered players and the certified coaches of the respective teams except for guest coaches as approved by DLBLC.
- Maintain team discipline and take reasonable measures to punish violations of team rules and follow the regulations regarding player discipline stated in this manual.
- Coaches have the right to bench players for unexcused practice/game tardiness or absences and/or for disciplinary reasons. Benching will be for a shift, period or game depending on the infraction and/or occurrence of offense. Coaches should be notified by the player of practice/game absences prior to scheduled ice time.
- Coaches shall be responsible for keeping all skaters off the ice during periods scheduled for resurfacing. No one should go on the ice before the zamboni door closes.
- DLBLC does not assume responsibility for games and practices that have not been scheduled and approved by DLBLC.
- Keep and maintain the master roster for the team.
- Ensure the scorekeeper has the team roster before each game.
- Help recruit minor officials for the team (scorekeeper, clock operator, penalty box, etc.)

Disciplinary Guidelines for Violating Coach's Code of Conduct

Upon a claimed violation of the player's code of conduct, the DLBLC board of directors will investigate the claimed violation and impose discipline where appropriate. The appropriate disciplinary response will depend on the nature and seriousness of the incident. Disciplinary measures may include, but are not limited to, a verbal warning, a written warning, or termination.

PARENT'S CODE OF CONDUCT

USA Hockey's Coach's Code of Conduct

- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches, or officials. By showing a positive attitude toward the game and all its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- 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. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport.

- Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and volunteer.

Disciplinary Guidelines for Violating Parent’s Code of Conduct

Upon a claimed violation of the player’s code of conduct, the DLBLC Board of Directors will investigate the claimed violation and impose discipline where appropriate. The appropriate disciplinary response will depend on the nature and seriousness of the incident. Disciplinary measures may include, but are not limited to, a verbal warning, a written warning, or a ban from participation in DLBLC sponsored activities.

TEAM MANAGER RESPONSIBILITIES

In accordance with this handbook, it is required that each Squirt, Peewee, and Bantam team have a team manager.

Team Manager Responsibilities:

- Maintain scorebook labels for out-of-town games, ensuring the labels are given to the scorekeepers prior to each game.
- Schedule game day workers for home games, including clock, penalty boxes, scorebook, etc.
- At the request of coaches, assist in locker room supervision.
- Book hotel blocks for out-of-town travel.
- Coordinate team activities (meals, gifts, pins, etc.).

GRIEVANCE

This policy provides players, parents, coaches, and volunteers with a constructive way to voice their concerns so a grievance can be addressed before it becomes a distraction to the enjoyment of hockey.

Prior to filing a grievance, employ the 24-hour rule. The 24-hour rule is the practice of waiting 24 hours before acting. This allows you time to formulate your thoughts so you can communicate your concern in a productive manner.

A grievance is defined as an allegation of a violation of a DLBLC, NDAHA, or USA Hockey policy, regulation, or rule. Any grievance that does not allege a specific violation of a policy, rule, or regulation may be dismissed without further investigation. Grievances must be filed in writing, via the Grievance Form, and emailed to dlyouthhockey@gondtc.com. The grievance shall be filed no later than seven days after the alleged violation.

Complaints that do not involve a violation of a policy, regulation, or rule of the DLBLC, NDAHA, or USA Hockey should be addressed directly, in private, with the coach, parent, player, or volunteer. Avoid spreading negativity to others, especially to players. This type of complaint is not considered a grievance and should be resolved at the personal level.

Grievance Committee

Duties of the grievance committee:

1. Review the allegations of misconduct reported on the grievance form.
2. Notify the accused of the allegation within seven days of receiving the report.
3. Investigate the allegations.

4. Determine if the player, coach, or parent has violated a policy, regulation, or rule of the DLBLC, NDAHA, or USA Hockey.
5. Issue disciplinary actions proportionate with the severity of the offense if a violation has occurred.
6. Report to the board regarding activities.

Notice of Complaint

Any person accused of violating a policy, regulation, or rule shall be notified of the grievance report by the Grievance Committee within seven days of the committee's receipt of the report. The accused shall have the right to respond to the allegations.

GRIEVANCE FORM
Devils Lake Blue Line Club

A grievance is defined as an allegation of a violation of a DLBLC, NDAHA, or USA Hockey policy, regulation, or rule. Any grievance that does not allege a specific violation of a policy, rule, or regulation may be dismissed without further investigation. Grievances must be filed in writing, via the Grievance Form, and emailed to dlyouthhockey@gondtc.com. The grievance shall be filed no later than seven days after the alleged violation.

Today's date: _____ Date of violation: _____

Name of person filing grievance: _____

Phone number of person filing grievance: _____

Name of person(s) violating a policy, regulation, or rule:

Location of violation:

Name of person(s) who witnessed the violation:

List specific policy, regulation, or rule of the DLBLC, NDAHA, or USA Hockey that was violated:

Provide a detailed description of the violation:

(Continue on additional page(s) if necessary)

Signature of person filing grievance