



Patriots Youth Hockey Association Handbook 2025-2026

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1: Patriots Youth Hockey Association (PYHA)

1.1 - Purpose

The purpose of this handbook is to guide individuals and the organization's players, parents, and coaches in becoming familiar with the Patriots Youth Hockey Association (PYHA). It is to assist both those familiar with youth hockey and those with little or no experience with organized hockey or with PYHA.

1.2 - Patriots Youth Hockey Association (PYHA) History/Membership

The Patriots Youth Hockey Association (PYHA) was formed by merging Madison East Patriots with Monona and Cottage Grove Youth Hockey Clubs. The club serves all children that live in the Monona Grove School District and Madison Metropolitan School District's East and LaFollette High Schools.

All skaters who reside in these school districts on a permanent basis are eligible to participate. Skaters residing outside of the defined areas are to participate with their local associations, at all levels.

Skaters who reside within a school district not assigned to a particular youth hockey organization (i.e., Deerfield, Marshall), can choose the nearest association that meets their needs. Once an association is selected, that association is the skater's primary association moving forward.

1.3 - PYHA Mission Statement

Share and promote the lifelong gift of hockey. Model respect, fairness, and sportsmanship while developing youth skaters of different skill levels. Provide our skaters and family members alike with good I.C.E. (Inclusivity, Communication, Equity).

Inclusivity. PHYA offers programs for everyone within a variety of both cost and commitment levels.

Communication. Communication and transparency are important to us; we are committed to assessing regularly and working to constantly improve.

Equity. PHYA offers development options for a variety of skill levels, ambitions, and aspirations.

1.4 - Home Rink

The home rink to PYHA is Hartmeyer Ice Arena, 1834 Commercial Avenue, owned and operated by Madison Ice Incorporated (MII) non-profit organization <http://www.madisoniceinc.com/>.

PYHA purchases ice time for practices and games from MII. Multiple parties share the rink, therefore, PYHA also purchases ice from area rinks to give players adequate ice time. PYHA strives to keep in-house teams (Level 1, Level 2, and Mites) at Hartmeyer for all practices. Travel teams should expect to have some practices at other rinks.

Ice schedules are subject to change. The current PYHA Ice Schedule will be posted on our website at www.patriotshockey.org.

2: Hockey Governing Hierarchy and PYHA Organizational Structure

The PYHA fall under several governing bodies – USA Hockey, Wisconsin Amateur Hockey Association (WAHA), and WAHA Region 4. The following provides information on each of these as well as roles and responsibilities within the PYHA Organization.

2.1 - USA Hockey and USA Hockey Registration - <http://www.usahockey.com/>

USA Hockey is the national governing body for the sport of hockey in the United States. Its mission is to promote the growth of hockey in America and provide the best possible experience for all participants by encouraging, developing, advancing, and administering the sport. USA Hockey sponsors a mandatory insurance program that all players are required to participate in when they register every year. All skaters and Coaches will need to register each year with USA Hockey prior to registering with PYHA.

2.2 - Wisconsin Amateur Hockey Association (WAHA) - <http://www.wahahockey.com/>

The Wisconsin Amateur Hockey Association (WAHA) is a part of the larger umbrella of USA Hockey. PYHA is a member of WAHA. WAHA is split into four divisions based on club size and six geographical regions. PYHA participates in Region 4 and is a Division 1 association. The Patriots compete with other Division 1 teams in Region 4 for the travel team state tournament playoffs.

2.3 - Patriots Youth Hockey Association (PYHA)

The PYHA is run by a 12-member Board of Directors and appointed volunteers. The duties of the Board members are set forth in the Association bylaws, which are available on the PYHA website www.patriotshockey.org. The Board's members serve three-year terms. There is no limit to the number of terms a person may serve. Elections for open Board seats are completed at the Annual General Meeting (AGM), held each spring in conjunction with a post-season banquet. The AGM is open to all members of the association, and all members are encouraged to attend.

The Board strives to meet monthly. Each Board will determine the best date of the month along with the location of the monthly board meeting. The open sessions of PYHA Board meetings are open to any member of the club. The Board of Directors may enter closed sessions to discuss player, coach, parent, board disciplinary matters, player/family financial issues, or other issues that may arise. During these closed sessions, attendees will be limited to only Board members and those directly involved in the relevant topic as designated by the Board. Minutes from Board meetings are posted on the PYHA website as they become available (once ratified at the following meeting).

Committees may be formed and dissolved at the direction of the Board of Directors. Each committee shall include at least one member of the Board. The committees can include any members in good standing within the association. The Board must approve all committee decisions. Any PYHA member interested in joining a committee should reach out to the email address listed with that committee.

2.3.1 - Current Patriots Youth Hockey Association (PYHA) Board Members

| Executive Committee: | At Large: | |
|----------------------------------|------------------|----------------|
| Andy Roe – President | Greg Fawver | Mike Taylor |
| Scott McConnell – Vice President | David Gauder | Blythe Robbins |
| Liz Payne – Treasurer | Chad Normington | Kelly Vetter |
| Lindsay Schleis – Secretary | Aaron Palmer | Brent Ruhland |

Board member responsibilities are described in the Association's bylaws, which are found on the PYHA website. The general duties of the current committees and officers are as follows:

2.4 - Executive Committee

All Executive Committee positions (President, Vice-President, Treasurer, and Secretary) are filled by members of the Board and held for a one-year term. They are elected and voted on by the Board during the first board meeting following the Annual Meeting.

President: President@patriotshockey.org

The President serves as the head of the Board of Directors and the Association. The President is responsible for calling and running the regular board meetings and Annual General Meeting (AGM). The President does not vote on motions made during board meetings, except in the case of a tie. The President also acts as the primary liaison between the association and all other related hockey organizations.

Vice-President:

The Vice President assists the President in the overall running of the association and performs the duties of the President in his/her absence.

Treasurer: PYHATreasurer@patriotshockey.org

The Treasurer manages all finances related to the association. The Treasurer provides an annual budget to the Board of Directors as soon as possible after the election. The Treasurer must provide financial reports at each scheduled board meeting and at the AGM.

Secretary:

The Secretary creates all board agendas and sends them to the Board of Directors. The Secretary takes all board meeting minutes and must make copies available to the board. The Secretary runs the election process at the AGM meeting.

2.5 - Board Member Positions

Age Group Liaisons Director (ALD) ald@patriotshockey.org

The Age Group Liaisons Director (ALD) is a current Board of Directors member who is accountable for fostering an environment that is conducive to a successful and enjoyable ice hockey season. Age Group Liaisons (AGLs) report to the ALD. In the case of the ALD having any association to a reported incident, team or skater, the President, or another board member assumes the role of ALD for that incident.

Specific duties of this role include:

- Oversees and is accountable for the AGLs.
- Reports all AGL activity to the board on a monthly basis.
- Acts as an escalation point for AGLs for all AGL activity.
- Determines, based on evidence available, whether Code of Conduct violations have occurred.
- Investigates allegations of Code of Conduct violations as needed.

Age Group Liaisons

The Age Group Liaisons (AGLs) are members-at-large who report to the ALD. Each age level is assigned an AGL, and the AGL cannot have a child who is a skater at that age level. The AGL facilitates smooth and efficient communication between the parents, team representatives, coaches, and the Board of Directors. AGL assignments are located on the PYHA website for each level of play.

Specific duties of this role include:

- Attends the On Ice Committee (OIC) team selection at the conclusion of team placement sessions as an observer if the AGL is available/position is filled.
- Participates in one of the first parent meetings following team selection to introduce themselves and explain their role if the AGL is available/position is filled.
- Mediates or addresses problems or complaints raised by coaches, parents, or team representatives. Depending on the type of issue, the AGL may decide to elevate issues to the ALD. If a complaint is made directly to a board member, that member shall report it to the ALD.
- Communicates regularly with the ALD and or Board as necessary to escalate any skater or coaching concerns for the age level (via email and or attending Board meetings as appropriate).
- Works to be a visible ambassador for the age level participants and the entire organization. The AGL must be positive, ethical, confidential, and constructive. In addition, the role requires a high level of integrity and decorum in all club functions.
- Investigate allegations of Code of Conduct violations of all kinds (parent, player, coach, etc.) at the direction of the ALD as needed.
- Participates in Parent Review Committee (PRC) hearings as directed by the ALD.

Communication Manager: communications@patriotshockey.org

The Communication Manager handles the management of the PYHA's emails and social media. All content is subject to approval by the President and/or the Board of Directors.

Safety Officer

The Safety Officer is a WAHA required position that serves as the SafeSport Coordinator and liaison with USA Hockey and WAHA. The Safety Officer maintains safety equipment and supplies at the rink, champions safety programs, and disseminates information and expectations throughout the organization.

Dragons Committee Chair: Dragons@patriotshockey.org

The Dragons Committee Chair oversees and manages the Dragons Advisory Committee. They support and advocate the growth of girls hockey within the confines of PYHA. The chair proposes recommendations for the Dragons teams and represents the Dragons and girls hockey with WAHA.

2.6 - On-Ice Committee and Director of Hockey

Director of Hockey (DOH): hockeydirector@patriotshockey.org

The Board of Directors, based on the recommendation of the OIC, appoints the Director of Hockey for a two-year term. The DOH is an experienced individual with a strong coaching background who serves as the administrative link to USA Hockey and its Coaching Education Program (CEP). The DOH is the OIC Chair and manages the monthly OIC meetings. The DOH attends monthly PYHA board meetings, directs tryouts and team placements, and serves as oversight for coaching matters for all in-house and travel teams. The DOH coordinates, interviews, and recommends head coaches as well as assistant coaching staff at all levels.

2.6.1 On-Ice Committee (OIC)

The On-Ice Committee (OIC) makes recommendations to the Board of Directors regarding on-ice issues and policies such as team placement, ice schedule, coaching positions, and player/coach discipline. Members are interviewed and appointed to serve on the OIC for two-year terms. At a minimum there are at least four appointed members, in addition to the DOH. A current list of OIC members can be found on the PYHA website: <https://www.patriotshockey.org/oic>.

OIC members are interviewed by the DOH and current OIC members, nominees are recommended to the Board of Directors, and then voted on and approved by the PYHA Board based on their hockey experience and are selected so that different age groups and skill levels are represented. The OIC assists the association in the development of a well-trained coaching staff, promotes parent education, and strives to provide clear goals and objectives for player skill development. The DOH and OIC oversee team placement, evaluations of all players, and in conjunction with the board, oversee and recommend any coach discipline.

OIC Mission Statement:

Our mission is to provide high-quality on-ice programming that promotes the development of fundamental hockey skills, fosters a love for the game, and instills core values such as sportsmanship, teamwork, and respect. Through our coaches' meetings, practices, and tryouts, we aim to create a positive, safe, and inclusive environment that supports the growth and well-being of all our young hockey players, regardless of their skill level or background.

General philosophy:

Organization First – Positive, safe, and inclusive environment for the whole-organization (co-ed & girls)

Compete – Hard work over all else. Encourage a mindset of controlling the things we can control. Effort & attitude.

Hockey for all – From Rec to competitive A teams, we want to have a spot for everyone interested in playing hockey on the east side.

Development over winning – Record is not an indication of development. Skill development, personal growth and character building are all part of a well-balanced development plan.

2.7 - Appointed Positions

The following positions are held by members of the organization and report directly to a designated board member.

Registrar: registrar@patriotshockey.org

The Registrar oversees registration, team rosters, transfer applications, USA Hockey Coaching Certification requirements and compliance with USA Hockey and WAHA registration requirements. The Registrar is an applied for position that is approved by the Board of Directors. This position reports directly to the Treasurer. It is a two-year term that fulfills volunteer credit for the seasons they serve in the position.

Concession Manager: Concessions@patriotshockey.org

The Concessions Manager is responsible for concessions tasks including purchasing and inventory for the concessions stand, updating the instructional binder, providing/updating training and documentation, checking money logs, contacting vendors, signage, overall upkeep, and maintenance of the stand, coordinating necessary repairs, and working with the scheduler to manage ongoing issues. This position reports directly to the Treasurer. It is a two-year term that fulfills volunteer and concessions credits for the seasons they serve in the position.

Ice and Dibs Scheduler: IceScheduler@patriotshockey.org

The Ice and DIBs Scheduler is responsible for the purchase of ice from MII and other local rinks for practices and games. They will write, schedule, and manage changes as needed, working closely with the DOH, OIC, Team Managers and Dibs reconciler. This position reports directly to the Vice President. It is a two-year term that fulfills volunteer and concessions credits for the seasons they serve in the position.

Dibs Reconciler: Dibs@patriotshockey.org

The Dibs Reconciler works closely with the Concessions Manager, Events, Fundraising, and other committees and managers to update and maintain DIBs credits as needed for the season. This position reports directly to the Vice President and/or Treasurer and will reconcile any differences in concessions/volunteer credit fulfillment. It is a two-year term that fulfills volunteer credits for the seasons they serve in the position.

Equipment Manager: equipment@patriotshockey.org

The Equipment Manager provides all in-house teams and goalies with the necessary equipment for the season. They maintain logs of rented equipment, deposits, and signed agreements. In the off-season they are expected to organize and inventory all equipment and work with the Treasurer to determine purchasing needs for the upcoming season. Any equipment purchased needs approval from the Board of Directors. This position reports directly to an At-Large Board Member designated for the season. It is a one-year term that fulfills volunteer credits for the seasons they serve in the position.

Jersey Coordinator: jerseys@patriotshockey.org

The Jersey Coordinator works with the designated jersey supplier to order jerseys for In-House and Travel teams. They will assist families with number selection for new travel skaters, maintain a log of active Jersey numbers, and schedule ordering of jerseys at the start of the season. This position reports directly to an At-Large Board Member designated for the season. It is a two-year term that fulfills volunteer credits for the seasons they serve in the position.

Apparel Coordinator:

The Apparel Coordinator works with the designated apparel company to open the PYHA and Dragons branded stores for the season. They will assist in the selection of merchandise and schedule a minimum of three stores per season for apparel purchase by the public. This position reports directly to an At-Large Board Member designated for the season. It is a two-year term that fulfills volunteer credits for the seasons they serve in the position.

Website Coordinator: web@patriotshockey.org

The Website Coordinator handles the management of the PYHA's website. Any content on the website is subject to approval by the President and/or the Board of Directors. This position reports directly to the Communications Manager. It is a one-year term that fulfills volunteer credits for the seasons they serve in the position.

Events/Fundraising Coordinator: events@patriotshockey.org / fundraising@patriotshockey.org

The Events/Fundraising Coordinator oversees the committees designated to plan and fulfill fundraising and events. They will manage the annual raffle, skater credit fundraisers, restaurant nights, and any other events and fundraising activities as devised throughout the season. They will work closely with the Communications Manager, Dibs Scheduler, and Treasurer. This position reports directly to an At-Large Board Member designated for the season. It is a two-year term that fulfills volunteer credits for the seasons they serve in the position.

Social Media Coordinator

The Social Media Coordinator will be primarily responsible for posting to the PYHA and Dragons Facebook accounts on behalf of the organization. They will work closely with the Communications Manager, Travel Team Managers, and Events/Fundraising Coordinators to maintain an active social media presence. This position reports directly to the Communications Managers. It is a one-year term that fulfills volunteer credits for the seasons they serve in the position.

Microsoft Exchange Coordinator

The Microsoft Exchange Coordinator will be responsible for maintaining the Microsoft Exchange account used for PYHA emails and documents retention. This is a highly specialized role requiring the volunteer to have in-depth knowledge of Microsoft Exchange and Active Directory. This position reports directly to an At-Large Board Member designated for the season. It is a one-year term that fulfills volunteer credits for the seasons they serve in the position.

Retention and Recruitment Coordinator

The Retention and Recruitment Coordinator will be focused on supporting the continued growth of PYHA. They will work closely with the Communications Manager to draft and administer surveys, work with membership to garner feedback and ideas, and support the Event Committee with events to drive the recruitment of new skaters for both co-ed and Dragons. This position reports directly to the Secretary. It is a one-year term that fulfills volunteer credits for the seasons they serve in the position.

2.8 - Other Committees

Governance Committee: President@patriotshockey.org

This committee includes the Board Executive Members and the ALD. It is responsible for organizational oversight and ensuring adherence to the appropriate policies and procedures.

Finance Committee: PYHATreasurer@patriotshockey.org

This committee supports the Treasurer in securing funds including fundraising and/or special events to maintain programs of the association with board approval. The committee is responsible for the preparation of the budget, as is necessary for accounts receivable and payable, and will thereafter be subject to Board approval. Committee members assist in the receiving funds, paying bills, maintaining accounting records, and preparing monthly financial reports.

Communications Committee: communications@patriotshockey.org

This committee supports organizational messaging including web, social, and association-wide emails. It is chaired by the Communication Manager, a Board member, and includes the Secretary and other members. The committee works with other volunteers including Board members on communications as well as key events or activities such as the annual meeting, surveys, and Organizational documentation and internal/administrative PYHA Board resources.

Dragons Advisory Committee: Dragons@patriotshockey.org

This is the committee for PYHA all-girls hockey team “Dragons” and chaired by a Board appointed PYHA Board member. They support and advocate for the growth of girls' hockey mindful of PYHA Growth Pillars. The committee proposes recommendations for the Dragons teams and represents the Dragons and girls' hockey with WAHA. They also support and play a valuable role in communications with Dragon's members.

The above committees are a great way to get involved in supporting your skaters. Further, they are a great way to fulfill volunteer requirements and often the committees need help. At the start of each season, committees will review their numbers and put a call out to membership for new members as needed.

3: Coaches and Team Managers

Anyone interested in being a head coach shall apply to the Director of Hockey prior to the upcoming season. Each applicant is reviewed by the OIC, and the committee shall make recommendations for each Head Coach at each level. The recommendations must be approved by the Board of Directors for a coach to be appointed. The Head Coach then appoints assistant coaches and team managers.

To be considered for a coaching position an applicant must meet a series of qualifications:

1. All coaches must have the required USA Hockey certification.
2. All coaches must be properly registered with USA Hockey.
3. All coaches are required to fill out an application form for every season they wish to be considered. Such forms are retained by the OIC and used during team placement to enable the OIC to select coaches for each team.
4. All coaches are required to complete a background screening process. (Bi-annually)
5. All coaches are required to complete USA Hockey's SafeSport Module. (Annually)
6. All coaches must complete the required safety training as directed by the PYHA Organization
7. All coaches must sign and uphold the commitments outlined within the PYHA Coach Code of Conduct.

The PYHA expectations of Head Coaches are as follows:

1. Be prepared for practice and games.
2. Utilize assistant coaches.
3. Attend practices and games consistently.
4. Work with, and be courteous of, other coaches when you share the ice. Share practice plan responsibility with other coaches.
5. Provide regular updates of team activities to parents either directly or through the team manager.
6. The Head Coach has final determination of team schedule (with the assistance of the team manager/scheduler), including tournaments, off-ice training, team-building events, etc.
7. The Head Coach is to enforce all policies and follow all procedures in this handbook.
8. The Head Coach (and/or Team Manager of each team) shall be responsible for compliance with the locker room supervision requirements of this policy.

The following are required by PYHA for all coaches:

1. It is each coach's responsibility to be certified for the appropriate level within USA Hockey and have completed the required age-specific modules.
2. All coaches on ice will always wear a properly fitted and secure helmet. Note: This excludes postgame handshake lines and transfer to/from the bench for games.
3. Only certified coaches (including USA Hockey documented student coaches) approved by the OIC are allowed on the ice for practices or on the bench for games.
4. No "helpers" allowed without approval of the DOH. DOH is required to share all helper approvals via email with the PYHA Board to ensure consistent communication. Any person who is a non-certified coach approved for participation in practice is required to follow all PYHA requirements and be under the direct supervision of a certified coach.
5. Coaches may set their own team rules and disciplinary policies while maintaining fairness and consistency with PYHA as a whole. These shall be communicated to players and parents at the beginning of the season. The safety of all players shall be the most important aspect of these rules. All Code of Conduct policies enforced by the PYHA remain in place in tandem with any coach rules and disciplinary policies. Coach rules and disciplinary policies may not conflict with minimum language within the Codes of Conduct.
6. Coaches shall come prepared to each practice with an understanding of the Head Coach's practice plan, or a plan prepared by them as requested by the Head Coach.
7. Monitor locker room activity **AT ALL TIMES**. See the *Locker Room Policy, below*.
8. Coaches shall notify the ALD, DOH, and President within 24 hours of all incidents in games or practices including:
 - Game misconducts for players or coaches
 - Match penalties
 - Major injuries including concussions (Note the designated PYHA Safety Officer also needs to be notified as well)
 - Player suspensions of more than one period
 - Spectator ejections of any kind
 - Parent/Coach confrontations
 - Game suspensions served (date, time, location, and opponent) due to any misconduct penalties

9. The coaches are expected to uphold the commitments they made in the Coaches Code of Conduct and support the expectations committed to by the Players and Parents in their respective Codes of Conduct.

3.1 - Coaching Expense Reimbursement

1. All coaches shall be reimbursed by the PYHA for any certification expenses, as well as up to \$150 per night for hotel costs associated with certification training. Meals, entertainment, mileage, etc. are all at the expense of the participant and will not be reimbursed. Coach certification and hotel expenses must be submitted to the PYHA Treasurer (PYHATreasurer@patriotshockey.org) by December 31 of the current season or they will not be reimbursed. Original receipts are required and can be submitted directly to the PYHA Treasurer; or a scanned copy may be emailed to PYHATreasurer@patriotshockey.org.
2. Parent Coaches are not reimbursed for travel lodging, or tournament expenses by PYHA. However, if by exception the team and team manager wish to reimburse, they may coordinate amongst themselves to do so. No family shall be required to participate in reimbursing a coach for these expenses if they wish not to.
3. Non-parent coaches will receive a stipend for the season for travel and lodging expenses.
 - A. Head Coaches will receive \$500-\$1000 based on qualifications.
 - B. Assistant coaches will receive \$250.
4. Payment of the stipend does not make the coach an employee of PYHA and thus not eligible for unemployment benefits if PYHA chooses not to use them as a coach at any time.

3.2 - Game Misconduct Disciplinary Action – Coaches

Any coach receiving a game misconduct shall be subject to the following:

1. **First offense** — coach must meet with the ALD and DOH to discuss the situation and review the disciplinary policy.
2. **Second offense** — coach will not be allowed on the ice for practice or on the bench for games for one week and must attend the next OIC meeting.
3. **Third offense** — removal as coach for the remainder of the season.

3.3 - Team Managers

The Head Coach of each team selects the Team manager. Team Managers are responsible for general team communications and scheduling. The Team Manager is responsible for arranging all travel requirements for the team for any tournaments they attend. At tournaments, the Team Manager is the contact person for the tournament directors. A team manager handbook is available on the Patriots website: [Patriots Team Manager Manual](#). Prior team managers are a great resource for any questions.

4: SafeSport and Background Screening

4.1 - USA Hockey SafeSport

The safety of our participants is of paramount importance to the PYHA and USA Hockey. USA Hockey SafeSport is the program that the PYHA organization uses related to off-ice safety.

USA Hockey has long had systems in place to protect its participants from physical abuse, sexual abuse and other types of abuse and misconduct that can be harmful to youth hockey players and other participants. These include without limitation: physical abuse, sexual abuse, screening, locker room supervision and hazing policies, in addition to codes of conduct applicable to administrators, coaches, officials, parents, players and spectators. The USA Hockey SafeSport Handbook is intended to update and collect USA Hockey's various policies to protect its participants from all types of misconduct and abuse.

USA Hockey and PYHA have **ZERO TOLERANCE** for abuse and misconduct.

The SafeSport Handbook

https://assets.ngin.com/attachments/document/0102/5713/USA_Hockey_SafeSport_Program_Handbook.pdf

The various policies that apply to all USA Hockey member programs address:

- Sexual Abuse
- Physical Abuse
- Emotional Abuse
- Bullying, Threats, and Harassment
- Hazing

The policies also address areas where misconduct can occur and are intended to reduce the risk of potential abuse, including:

- Locker Room Policy
- Electronic Communications Policy
- Travel Policy
- Billeting Policy

In addition to Policies, the SafeSport Handbook includes the available and required training of USA Hockey and its member programs' employees, volunteers, administrators, coaches, parents and players on recognizing and reducing circumstances for potential abuse to occur; information on USA Hockey's Screening and Background Check Program; the availability and procedures for any person to report suspected abuse or misconduct (including protections from any retaliation or repercussions for such reporting); the procedures and means by which USA Hockey and its member programs should respond to allegations of abuse and misconduct; and how USA Hockey and its member programs will monitor and supervise the SafeSport Program to help ensure its effectiveness.

By combining all these elements into the comprehensive SafeSport Program, USA Hockey intends to create the safest possible environment for participation in hockey.

Individuals required to complete the SafeSport Screening process include all Board members, coaching staff, team managers, officials, volunteers with significant contact with minors, and any individual assigned to be the locker room monitor. This is available at no charge via the USA Hockey website.

The SafeSport Training and Refresher Training are each valid for one (1) season and must be done annually.

For more information, visit USA Hockey at <https://www.usahockey.com/safesportprogram>

4.2 - Background Screening

The PYHA and WAHA require background screening for all board members, coaching staff, team managers, officials, volunteers with significant contact with minors, and any locker room monitors. Background screening is good for two years. Contact the PYHA Treasurer PYHATreasurer@patriotshockey.org for more information about fee reimbursement. Be sure to include your receipt.

5: Locker Room Policy

The Head Coach and/or Team Manager of each team **shall be responsible for compliance with the locker room supervision requirements of this policy**. A coach and/or Team Manager that fails to take appropriate steps to ensure the Locker Room Policy is adhered to, as well as any USA Hockey participant or parent of a participant who otherwise violates this policy, is subject to appropriate disciplinary action.

The use of a mobile devices with recording capabilities (e.g. photography, videography) in the locker rooms is strictly prohibited at any USA Hockey sanctioned event (including all PYHA practices and games).

5.1 - Locker Room Monitoring

It is the policy of PYHA and USA Hockey that all USA Hockey Member Programs (including PYHA) have at least one responsible SafeSport and background screened adult present and monitoring the locker room during all team PRACTICES and GAMES to assure that only participants (coaches and players), approved team personnel, and family members are permitted in the locker room to supervise the conduct in the locker room.

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. The responsible adult that monitors and supervises the locker room shall have been screened in compliance with WAHA's screening process.

With younger players, it is generally appropriate to allow parents to assist the player with getting equipment on and off before and after games or practices and they should be allowed in the locker room to do so.

Individuals required to complete the Safe Sport screening process include all Board members, coaching staff, team managers, and any locker room attendants. This can be completed, at no charge, via the USA Hockey website.

<https://www.usahockey.com/safesportprogram>

Refer to the Locker Room Monitoring Policy and Social & Electronic Media Policy found on the website:

<https://www.patriotshockey.org/policies>

6: Levels of Play

6.1 - Age Determination

PYHA follows USA Hockey's birth year method in determining a skater level. The goal of the PYHA is to place skaters of similar age and skill levels together whenever possible. The organization reserves the right to move skaters to different levels based on age, maturity, and skill level. The organization and board will attempt to handle any issues or concerns in terms of placement to the best of their ability, but decisions may need to be made in the best interests of all players, families, and the organization. [USA Hockey Age Classifications](#)

| Birth Year | Levels |
|------------|---|
| 2011-2012 | U14: Bantams / Rec |
| 2013-2014 | U12: Peewees / Rec |
| 2015-2016 | U10: Squirts / Rec |
| 2017-2018 | U8: Mites |
| 2019-2020 | U6: Level 2 |
| 2017-2021 | Level 1: Initiation to Hockey (Available to all Ages) |

6.2 - In-House Programs

In-house programs are for children of all ages and abilities to learn the basics of skating and the fundamentals of the sport of hockey. Emphasis is placed on fundamental skill development and, most importantly, having fun.

6.2.1 - Level 1/Initiation to Hockey (any age)

The PYHA's Initiation to Hockey (ITH) program is open to all skaters who have never been on skates or are just getting started in hockey. The age of most skaters in initiation is 4 – 8 years old, but children older than this may also participate.

The PYHA uses the principles of the American Development Model (ADM) where the players rotate through small group stations to learn specific skills. Skaters get a chance to see if they like the sport and build self-confidence on the ice. Your child will learn the basics: skating with proper technique/balance, stopping, tight turns and moving with the puck.

The kids will learn they need to be disciplined – skates and sticks can be dangerous, and safety comes from using them properly. Passing, shooting and team play will be touched on, but are not the priority at this stage. Games will reinforce good fundamental skills like lateral movement and listening. Many of the games that the kids play are fun ways for kids to learn these skills.

Players in Initiation to Hockey are at different skill levels. It is very important for parents and coaches to be patient and maintain a positive attitude toward improvements that are made. PYHA offers two sessions for the ITH program. All ITH sessions are 45 minutes on Sundays. The first session begins in November, and the second session begins in January. Participation in the first session is not a requirement to participate in the second. Registration opens on the PYHA website in summer. There are no fundraising, concessions, or volunteer requirements at this level.

6.2.2 - U6/Level 2/Cross Ice (5- and 6-year-olds)

This program, based on the American Development Model (ADM) recommended by USA Hockey, is for children ages (5) five and (6) six with at least one year of skating experience. It is recommended that children complete at least one session of ITH prior to Level 2. Skaters will learn the basic components of the forward and backward stride as well as more advanced skating techniques when appropriate. Teams will have one or two practices per week and play cross-ice games on weekends. The season normally begins in late October and ends in late February.

6.2.3 - U8/Mites/Half Ice (7- and 8-year-olds)

This program is for children ages (7) seven and (8) eight. Mites builds on skills learned in Level 2 and follows the American Development Model (ADM) recommended by USA Hockey. Players are placed on teams according to skill level, which is determined by the coaching staff. Teams will have two or three practices per week and play half-ice games against other associations on weekends. Games are played in and around Dane County. The season begins in early October and ends in early March. PYHA pays for one Mites tournament a season which is chosen and scheduled by the coach. Teams may participate in additional jamborees/tournaments at the expense of the parents. This is dependent upon availability and interest for each Mite team.

6.3 - Recreational (Rec) League

The Limited Travel Program (U10/U14 Rec) is designed for families who do not wish to commit to the travel, price, or time requirements of the Travel Leagues (Squirts, Peewees, Bantams), or who have other winter interests and still want to play. Rec is also meant for players interested in but have never played Hockey.

The season lasts from mid-October to early March. There will be 1-2 practices per week and one game per week starting in mid to late November.

Players will learn and participate in the following:

- Skating- forward, backwards, basic power skating and edge work
- Stickhandling
- Shooting – concentration on wrist and snap shots
- Basic hockey strategy and game situation competitions

Our consistent goal is to have fun, learn, and cheer each other on. If your skater gets better throughout the year and has a great time doing it, we win.

The Rec Team(s) is also a great place to begin as a coach. You will have the full support of the On Ice Committee and other Patriot coaches to learn and grow in the role. To volunteer as a coach please fill out the coaching application on the PYHA Website. See section 3 to learn more.

6.3.1 - Team Formation

We typically have one team with age ranges from Squirt to Bantam level. If we get 22 players with 2 of the players willing to play Goalie, then we can divide into 2 teams. The way we divide the teams is based on the competition in the area for the Rec level. Generally, we will divide up into 2 equally balanced teams for skill and age. If we can divide clearly by age groups and there are teams that we can play based on those criteria, we may consider splitting up older and younger players by the level they'd play if they were in Travel. (U10/U12 and U12/U14)

6.4 - Travel Program

The Travel Program is for players and families who are looking for a more competitive and challenging program. It requires a higher level of commitment in terms of time and finances than the In-House or Limited Travel program.

Skaters are placed on teams based on skill level determined by the team placement process. Teams practice approximately one-to-three times each week with multiple games played each weekend. Teams will also participate in two or three invitational and state tournaments at various locations.

6.4.1 - U10/ Squirt (9- and 10-year-olds)

Per USA Hockey, U10/Squirts are the first level when skaters start playing full ice games with 12-minute periods.

6.4.2 - U12/Peewee (11- and 12-year-olds)

Per USA Hockey, U12/Peewees games have 15-minute periods (mouth guards are required).

6.4.3 - U14/Bantam (13- and 14-year-olds)

Per USA Hockey, U14/Bantams are introduced to body checking, and games have 15-minute periods (mouth guards are required).

Each year, PYHA reviews player registrations from other area organizations and “open districts” and accepts/declines skaters based on organizational capacity, constraints, and needs. Refer to the WAHA website regarding skaters/registration.

6.5 - Girls Hockey Opportunities

The PYHA has supported girls' hockey throughout our 40-year history. Girls are welcome to play with the PYHA at all levels, including Bantams.

The choice of playing girls-only hockey or youth/co-ed hockey is best made by each girl and her family. The goal of providing a girl's only team is to give girls who want to play girls only the opportunity to do so in a like-skill environment. Girls can now choose one of two paths:

1. Full time girls-only hockey (“Dragons”)
2. Full time youth/co-ed hockey

6.5.1 - U8 Patriots All Girls Team

Placing skaters into groups with similar skills is important for the development of both confidence and skill. When possible and appropriate, PYHA looks for opportunities to place girls on teams with other girls.

6.5.2 - U10 Madison Dragons

Madison Dragons U10 is a PYHA all girls team. The Dragons will play other all-girl teams throughout the area/state and will play against co-ed teams who are at a similar level of skill. All female skaters who are interested in playing for the Madison Dragons need to register through the Patriots and choose the all-girls option at team selection. Each year, PYHA reviews player registrations from other organizations and “open districts” and accepts/declines skaters based on organizational capacity, constraints, and needs. Refer to the Dragons FAQ document on our website for more information as well as the WAHA website regarding skaters/registration.

6.5.3 - U12 Madison Dragons

Madison Dragons U12 is a PYHA all girls team. The Dragons will play other all-girl teams throughout the area/state and will play against co-ed teams who are at a similar level of skill. All female skaters who are interested in playing for the Madison Dragons need to register through the Patriots and choose the all-girls option at team selection. Each year, PYHA reviews player registrations Players from other area organizations and “open districts” and accepts/declines skaters based on organizational capacity, constraints, and needs. Refer to the Dragons FAQ document on our website for more information as well as the WAHA website regarding skaters/registration.

6.5.4 - U14 Madison Dragons

Madison Dragons U14 is a PYHA all girls team. The Dragons will play other all-girl teams throughout the area/state and will play against co-ed teams who are at a similar level of skill. All female skaters who are interested in playing for the Madison Dragons need to register through the Patriots and choose the all-girls option at team selection. Each year, PYHA reviews player registrations Players from other area organizations and “open districts” and accepts/declines skaters based on organizational capacity, constraints, and needs. Refer to the Dragons FAQ document on our website for more information as well as the WAHA website regarding skaters/registration.

6.5.5 - Cross Rostering

As permitted by WAHA, Cross rostering is the situation in which a female player, age Squirt, Peewee, or Bantam may be rostered on two teams at the same time. Players may be rostered on a girls’ team at their age level and a co-ed team at their age level. This policy serves a couple purposes, among them:

- to ensure a team has a reasonably appropriate game roster size mindful of other PYHA teams, circumstances, and ADM considerations
- to create and perpetuate mentoring opportunities within PYHA for players and coaches through collaboration

Coaches (not parents or guardians) email cross-roster requests to the DOH by November 15. Requests from A-teams will be decided first, then B, and then C. It is at the discretion of the requesting team’s Head Coach to submit a request to the DoH. Each request must be accompanied by a brief explanation from the requesting coach by which the coach came to the decision for each player requested. It is each coach’s discretion as to the criteria used to make that decision.

Goalies are strongly encouraged to be cross rostered for potential injury resolution, added benefits of practice situations, and goalie development. Goalies are not subject to any additional costs when cross-rostered.

Cross rostered players, with the exception of goalies, will be required to pay an additional \$150 flat fee for the current season. The \$150 fee is to be paid no later than December 1. If the fee is not paid by December 1, the cross-rostered player will not be allowed to skate with the secondary team. The \$150 fee is non-refundable, even if the skater does not skate with the secondary team.

Once cross roster requests have been submitted, an OIC representative will then moderate a discussion for each individual request with the player’s parents and the coaches of the primary and secondary teams. All parties involved must agree to the arrangement. Upon approval, the DOH will notify the PYHA Board of Directors. All requests are subject to final approval by the Board of Directors.

The PHYA must submit final rosters to WAHA by December 31 of each year. If a player is not listed on a team’s official roster by this date, he or she cannot play on that team as a cross rostered player.

A cross-rostered player is committed to his/her primary team and will play with the secondary team only when there is no conflict with the primary team’s scheduled games. The primary coach has the discretion to release the player from the primary schedule in order to play for the secondary team should a conflict arise. A cross rostered skater **is limited to (1) one practice per week** with the secondary team. In the case of an overlap, the skater is expected to attend the practice of their primary team. A cross rostered player may be allowed to practice with his/her secondary team immediately upon approval. The Head coach of the skaters' primary team needs to be

notified before each event the player participates in with the secondary team. Failure to notify the head coach of primary team can result in removal from roster of the secondary team.

The Head Coach of each team, will explain the cross-roster policy during the team's parent meeting at the beginning of the season. This is required whether a team plans on cross rostering players or not.

7: PYHA Teams

7.1 - Team Composition

The number of teams at each level and the number of skaters on each team is recommended by the On Ice committee to the PYHA Board of Directors. The recommendation is mindful of team placement scores (for travel teams), Head Coaches' input, count of skaters, as well as other potential factors. Every effort will be made to maximize the number of teams at each level and to establish an ideal number of players per team, to best enhance the experience of all players.

7.2 - American Development Model (ADM) <https://www.admkids.com>

The PYHA uses the American Development Model (ADM) as the basis for our programs. The ADM is USA Hockey's nationwide player-development program for youth hockey associations. It is based on age-appropriate, age-specific competition and training for boys and girls, beginning with their first steps onto the ice and carrying them through age 18 and beyond. The ADM places a heightened emphasis on skill development and long-term athlete development principles, providing a blueprint for the best possible youth hockey experience. Coaches are encouraged to develop practice plans with the ADM model in mind, but strict adherence is not a requirement. These are guidelines, but every coach brings their unique perspective to the game.

7.3 - Playing Time

In general, coaches will make every effort to have all players receive fair/equitable playtime throughout the season. There may be exceptions to this if there are player absences, suspensions, or late arrivals to practice and games.

At all in-house and limited travel levels (Level 2, Mite, U10 and U12/14), all players will be given the opportunity to play each position regardless of skill level or performance.

At the Squirt level, all players will play an equitable percentage of time. Players will also have a chance to play at all positions with the possible exception of goalie.

At the Peewee and Bantam levels, there will still be every effort made to put players in for an equitable amount of playing time. Players may be placed into set positions (e.g., on a power play or penalty kill unit) based upon skill level and performance. This is done at the discretion of the Head Coach.

Goalies will be placed on teams based on team placement scores. In the event of more than one goalie per team, goalies shall dress as such for all games unless, at the Head Coach's discretion, they are required as a skater to make a complete team.

7.4 - Team Formation (Tryouts/Placements)

Team placement on travel teams for each season is held at the end of September or the beginning of October by way of a Tryout or Placement Process. The objective of team placement is to provide an assessment tool to best place a player on the team most appropriate to their skill level. One teams are formed, it is not acceptable for any skater to practice/skate with any team they are not rostered too, unless given approval by the PYHA Board and Director of Hockey.

7.4.1 - Camp Ice

Before team tryouts/placements begin, all players who may be interested in a travel team may participate in Camp Ice. Camp Ice is a two-week period where players can skate and practice with Patriot coaches. This allows players a chance to get used to skating and playing before team tryouts/placements.

Players must register with the Patriots and with USA Hockey, and they must pay their deposit for the season prior to participating in any on-ice sessions. Players may only attend the Camp Ice sessions for the level they intend to play for (Squirt, Peewee, and Bantam).

7.4.2 - Team Tryout/Placement Information

Players who are registered for A-Team tryouts will be expected to participate in their scheduled A-Team tryout time. Players who opted to not participate in A-Team tryouts or were not rostered on an A-Team have the option of team placement for each level that will take place over a series of placement sessions. Attendance at each of the sessions is strongly encouraged, but is not required, as we understand that kids have other seasonal commitments. However, it is recommended for a skater to attend at least two placement sessions in order to be properly evaluated.

Refer to the Tryout and Placement Process document found on the website: <https://www.patriotshockey.org/policies>

7.5 - Double Roster

Double rostering is the situation in which a player, age Squirt or Peewee, may be rostered on two teams at the same time. Players may be rostered on one team at their age level and one team above their age level. A player cannot skate on two teams at the same age level. This policy serves several purposes:

- to ensure a team has a reasonably appropriate game roster size mindful of other PYHA teams, circumstances, and ADM considerations
- to elevate the overall quality of the program by providing additional opportunities to players who meet selected criteria determined by the Head Coach
- to create and perpetuate mentoring opportunities within PYHA for players and coaches through collaboration

Coaches (not parents or guardians) email double roster requests to the DOH by November 15. Requests from A teams will be decided first, then B, and then C. Coaches are not required to double roster additional players. Selecting double roster players is at the discretion of the Head Coach. Each request must be accompanied by a brief explanation from the requesting coach by which the coach came to the decision for each player requested. It is each coach's discretion as to the criteria used to make that decision.

Goalies are strongly encouraged to be double rostered for potential injury resolution, added benefits of practice situations, and goalie development. Goalies are not subject to any additional costs when double rostered.

Double-rostered players, with the exception of goalies, will be required to pay an additional \$150 flat fee for the current season. The \$150 fee is to be paid no later than December 1. If the fee is not paid by December 1, the double rostered player will not be allowed to skate with the higher team. The \$150 fee is non-refundable, even if the skater does not skate with the higher team. Any additional costs associated with tournaments in which the double-rostered player participates are the responsibility of the family and are not included in the \$150 fee. Any additional tournament fees will be determined by the higher team and will be added to the skater's fee statement.

Once double roster requests have been submitted, an OIC representative will then moderate a discussion for each individual request with the player's parents and the coaches of the primary and secondary teams. All parties involved must agree to the arrangement, including discussion of extra tournament fees. Upon approval, the DOH will notify the PYHA Board of Directors. All requests are subject to final approval by the Board of Directors.

The PHYA must submit final rosters to WAHA by December 31 of each year. If a player is not listed on a team's official roster by this date, he or she cannot play on that team as a double rostered player.

A double-rostered player is committed to his/her primary team and will play with the secondary team only when there is no conflict with the primary team's scheduled games. The primary coach has the discretion to release the player from the primary schedule to play for the secondary team if a conflict should arise. A double-rostered skater is **limited to (1) one practice per week** with the higher team and is required to practice with their primary team if there is a conflict. A double rostered player may be allowed to practice with his/her secondary team immediately upon approval. The AGL, along with the Head Coach of each team, will explain the double roster policy during the team's parent meeting at the beginning of the season. This is required whether a team plans on double rostering players or not.

7.6 - "Playing Up"

Playing Up means that a player is playing at a level above the level for their birth year. This is only possible in a few circumstances.

First, a skater may try out at a level above their birth year level. If that skater scores in the top five overall during team placement, he or she may be assigned to a level above their birth year level. Any player who tries out at a higher level but does not score in the top five shall be placed on the appropriate team in their birth year level based on input from the On-Ice Committee, Head Coaches, and the Board of Directors. Second, the Board of Directors may allow a player to play at a level above their current age level classification if the Board feels it is in the best interest of the association. This policy applies to all levels of play from Level 2 through Bantams and each such skater must be re-evaluated on an annual basis.

If a player "playing up" is double rostered to a team at his or her age level classification, he or she shall consider the higher-level team their primary team. The Head Coach of the primary team shall determine when the player is allowed to play with the secondary team.

Additionally, for any U8 player looking to skate up, the Wisconsin Amateur Hockey Association (WAHA) requires the Patriots to submit a request for approval. This request must be approved by WAHA in order for the skater to play up

7.7 - Player Release

PYHA does not grant release requests unless there are extenuating circumstances. Release requests are up to the discretion of the current Board to grant any such request. Each release request is reviewed individually and exclusive from other releases.

7.8 - Return to Play from Injury — General Policy

1. If a player is forced to miss either a practice or a game due to an injury that requires medical attention of a physician of any kind, the player will be required to provide a return to play release from a licensed non-related physician before they are allowed back on the ice for either a practice or game. Any guidelines or limitations that the physician requires must be outlined on the signed release form.
2. If the coach suspects a player has received a head injury of any kind, including a concussion, the player will be required to seek medical attention from a licensed health care provider. They need to provide a return to play release from a licensed non-related health care provider before they are allowed back on the ice for either a practice or game. Such health care providers must be appropriately licensed in a medical discipline, which, for purposes of this policy, does not include chiropractors, acupuncturists, or massage therapists.
3. Return to play release documentation should be provided by a doctor and must be given to the coach before returning to the ice. A copy shall be forwarded to the DOH, Safety Officer, and Region 4.

Guidelines have been established by the State of Wisconsin regarding Concussions and Sudden Cardiac Arrest, and PHYA's mandatory information sheet and acknowledgement are available via the PHYA website. A signed Concussion and Sudden Cardiac Arrest Policy information sheet must be on file for each skater before they take the ice for Camp Ice / team placement (travel levels) or the first practice (Mites and below).

8: Equipment and Jerseys

8.1 - Equipment

- For all In-House levels (Levels 1, 2 and Mites), PYHA will assist and provide skaters with as much equipment as possible to minimize the cost of participation. Level 1 skaters are provided equipment at no cost to the skater. Level 2 and Mite skaters can rent equipment for \$25 per year. All skaters who rent or are loaned PYHA equipment shall be required to sign a release and waiver of liability. A \$50 Check will be required at the time of equipment check-out and will be returned when the equipment is returned.
- Equipment provided by PYHA includes helmets, breezers (pants), shin and elbow pads, gloves, and chest protectors. Skaters need to provide their own skates, mouth guard (Peewee and Bantam Levels), hockey socks (if desired), hockey stick, neck laceration protection, jock or pelvic guard, and a hockey bag (recommended to carry gear).
- Several pick-up times will be scheduled prior to the start of the sessions, and there will be volunteers to help properly fit your skater.
- PYHA provides goalie equipment for Mite level teams. In addition, limited goalie equipment may be available for players at the Squirt level. Contact the Equipment Manager for details. equipment@patriotshockey.org
- All equipment for limited travel and travel teams must be provided by the skater. However, limited travel skaters may be able to rent equipment if it remains available after outfitting Levels 1, 2, and Mites. Required equipment per USA Hockey guidelines is as follows:
 - HECC approved and non-expired helmet & facemask
 - Neck laceration protection (separate collar or sewn into shirt)
 - Padded hockey pants (breezers)
 - Shoulder pads
 - Elbow pads
 - Gloves
 - Protective cups or pelvic guards
 - Mouth guard (Peewee and Bantam Levels)
 - Shin Pads

No player shall be allowed on the ice for practice or for games without the required equipment. Mouth guards are required for Peewee and Bantam Levels, optional but highly recommended for all other levels. Neck Laceration protection is required for all skaters under the age of 18 when on ice, including referees, practice assistants, and youth coaches.

8.1.1 - Patriots Colors

The Patriots' official colors are red, white, and navy blue. Travel team skaters should try to conform to the Patriots' official colors for equipment (but it is not required). This effort is also designed to create team and PYHA brand uniformity across all Patriot players, regardless of level.

- Red is the recommended hockey pants (breezers) color (breezer covers are available for purchase at hockey stores or online if desired).
- Red is the recommended gloves color.
- White is the recommended helmet color.

8.1.2 - Dragons Colors

The Dragons' official colors are Blue and Black. Travel team skaters should try to conform to the Dragon's official colors for equipment (but it is not required). This effort is also designed to create team brand uniformity across all Dragons players, regardless of level.

- Black is the recommended hockey pants (breezers) color (breezer covers are available for purchase at hockey stores or online if desired).
- Black is the recommended gloves color.
- Black is the recommended helmet color.

8.1.3 - Purchasing Equipment

It is not necessary to get expensive hockey equipment, but it is very important to make sure the equipment fits properly. Equipment that does not fit correctly is prone to falling off, sliding around, and making it uncomfortable or possibly even unsafe for the skater. Additional details regarding equipment are available on the PYHA website.

8.2 - Jerseys

Travel team players are required to purchase their own jerseys and socks (home and away), which are ordered by PYHA through the Jersey Coordinator. An email by the association will be sent prior to the season starting with instructions on jersey assignments and on how to order. Jerseys will be ordered with the player number and

player's last name on them. Player numbers are assigned on a first-come, first-serve basis by the Jersey Coordinator based upon birth year. If the skater was born in an odd numbered year, they will be assigned an odd number for their jersey. If the skater was born in an even numbered year, they will be assigned an even number for their jersey. The only exception to this rule is if a younger sibling uses the jersey of an older sibling whose birth-year was different than their own in terms of odd versus even.

Players in Level 1 and Level 2 (U6) will be issued PYHA jerseys that they can keep. These jerseys are to be worn to all practices, games, and jamborees/tournaments in which they represent PYHA.

In-House team players (Mites and Rec) will be issued a jersey to use for the duration of the season. These jerseys must be returned at the end of the season, clean and in good condition (some wear and tear is expected). Any issues with the condition of jerseys must be reported to the team coach or the jersey coordinator so that they can be removed from rotation and replaced as needed.

Practice Jerseys will be issued to travel team players to use for the duration of the season. Practice jerseys should be worn to all team practices (PYHA and Dragons jerseys should be saved for game days). Practice jerseys must be returned at the end of the season, clean and in good condition (some wear and tear is expected). Any issues with the condition of practice jerseys must be reported to the team coach, manager, or the jersey coordinator so that they can be removed from rotation and replaced as needed.

At no time will any PYHA hosted team be allowed to wear different, non-approved, jersey other than what is officially issued by PYHA through Jersey Coordinator.

9: Registration Information

Registration typically opens in June. The PYHA only offer online registration. To register, please go to the Registration page at www.patriotshockey.org (Home > Registration). All the necessary documents and information are located on the Registration page, along with a link to the registration application. Within the online registration system, you are able to register all of your skaters in a single transaction.

9.1 - Register with USA Hockey

The first registration step is to register with USA Hockey. Every player and coach must register with USA Hockey (USAH) each year prior to registering with the Patriots. You must register with both the Patriots and USA Hockey prior to Camp Ice (for travel level skaters) and before the first practice (for in-house levels).

The USA Hockey registration cost for skaters aged 7 or older is \$80 (\$70 to USAH and \$10 to WAHA) and requires a credit card to be processed. Age 6 and under skaters' registration is free, but skaters must still register for insurance purposes. The USAH registration confirmation is required for registration.

For coaches, there is an additional registration and fee that is not included with your coaching certification. Patriots team Head Coaches and assistants who are assigned to teams for the current season can have this fee reimbursed by contacting the Patriots' Treasurer at PYHATreasurer@patriotshockey.org by December 31.

Upon successfully completing the registration, a confirmation page will be displayed for you to print for your records.

Tips for parents/coaches about the online USAH registration:

- Know the Patriots are participating in the USAH online registration program
- Have your credit or debit card ready (Visa, MasterCard, American Express or Discover)
- Select the proper season
- Parents: choose the option "A Child Family Member (Under 18)"
- Coaches: must be registered: choose the option "Myself" to register as a coach
- Parents: Enter the player's birth date, not yours
- You will receive a confirmation email and number from USAH that you will use to continue registration

9.2 - Required Information

Once you have completed the above, you can register with the Patriots. Follow the steps in the registration area of the website at www.patriotshockey.org. There will be multiple screens to go through. If you have registered in previous seasons, some of the information will be retained. Be sure to check for accuracy. Some of the required information for registration includes:

- USA Hockey registration number (register at www.usahockey.com)
- Skater information – birthdate/address
- Parent(s)/Guardian names and contact information
- Doctor's name and phone number
- Preferred hospital
- Medical insurance company, group number, and policy number
- Emergency contact name and information

9.3 - Registration Options

During the registration process you may be provided with the following options: and if there is a fee associated with the option, you will have the option to pay at the end of the registration:

- Equipment Rental
- Order New Jersey
- Buy Outs
- Concessions
- Volunteer
- Fundraising

9.4 - Fee Collection

At the time of registration, you will have the opportunity to pay for each line item in your cart in full by credit card or pay by check, PayPal, or Venmo later.

- All credit card transactions on the website are subject to the processing fee set by SportsEngine (our website host). We do not control this fee. It is currently 3% + \$1.50, so for example a \$200 skater deposit will cost \$7.50 in processing fees.
- The skater deposit is required at registration and the rest of the fees are paid in installments (or you may pay the entire amount all at once).
- The skater deposit and any and all prior overdue fees must be paid in full prior to your skater being allowed on the ice for Camp Ice or Team Placement for travel teams, or the first practice for In-House teams.
- The installment payments are due on the 15th of each month.
- The total balance must be paid in full before the weekend of play downs (first weekend of February), or your skater may be removed from the ice until either the balance is paid and/or an agreement has been made with the PYHA Treasurer.
- Registration is complete once you receive a registration confirmation email. Be sure to check Spam or Junk folders if you do not see it.
- If you do not receive an email but completed registration, contact us at registration@patriotshockey.org.

10: Fee Structure

PYHA's fee structure for travel level teams* is based upon the number of players participating each season and the costs the association incurs (such as ice time and referee fees). For all levels of play, the PYHA does fundraising and strives to keep costs low so that all children in its boundaries have the opportunity to play hockey.

10.1 - Current Season Fees

The PYHA is dedicated to providing the opportunity for all skaters to participate in the sport of hockey. If your family cannot meet the payment plan as established by the club, the board will work with your family to develop an acceptable payment plan. All fees must be paid by deadlines or according to the agreed upon payment schedule with the club treasurer.

If fees are not paid in a timely manner, either according to the billing schedule or an agreed-upon payment plan, that skater will not be allowed to participate in practices or games until the fees are paid in full. NOTE: A missed payment on a payment plan voids the payment plan and all outstanding fees are due immediately – skater(s) will not be allowed to participate in practices or games until the fees are paid in full.

| Level | Age | Birth Year | Yearly Skater Fee | Deposit |
|---------------------------------|-----------------|------------|---------------------|---------|
| Level 1 Initiation to Hockey | 8 & under | | \$50 per session | \$50 |
| Level 2 Cross Ice | 5-6 year-olds | 2019-2020 | \$400 | \$50 |
| Mites | 7-8 year-olds | 2017-2018 | \$600 | \$50 |
| Rec (U10/U12/U14) | 9-14 year-olds | 2011-2016 | \$600 | \$50 |
| *Squirts | 9-10 year-olds | 2015-2016 | \$1,600* / \$1,400* | \$200 |
| *Peewees | 11-12 year-olds | 2013-2014 | \$1,800* / \$1,600* | \$200 |
| *Bantams | 13-14 year-olds | 2011-2012 | \$1,900* / \$1,700* | \$200 |

Fees for Mites include registration fees for one (1) tournament per team and are selected by the head coach of each team.

Travel Team (Squirt, Peewee, Bantam) Fees:

* Fees for travel level teams include registration fees for three (3) tournaments per team and are selected by the OIC and Head Coaches around team placement.

** Travel Skaters are eligible for Early Bird Discount if registered before July 27, 2025.

10.2 - Discounts

A discount is offered to families with multiple skaters. The family pays full price for the skater playing at the level with the highest fees and all other skaters in the family receive a 20% discount off their skater fees.

10.3 - Late Registration

Final registration for Travel Skaters will be on August 27, 2025. **All registrations after this date are subject to a \$50 Late Fee, following space-permitting review and approval by PYHA Board.** Registration for Levels 1-3 and Rec will remain open until the start of the season for those age levels.

10.4 - Scholarships

All information related to scholarship requests remains confidential.

The PYHA has a scholarship fund that it can draw from to help families with a demonstrated financial need. If your family is experiencing financial hardship and you are interested in applying for a scholarship, Visit

<https://www.patriotshockey.org/scholarship>

10.5 - Refund and Deposit Policies

10.5.1 - Deposits:

Once a skater participates in at least one session of Camp Ice, \$50 of the \$200 deposit is non-refundable. Once a skater participates in team selection, the entire deposit is non-refundable, regardless of whether that skater remains with the PYHA.

10.5.2 - Refunds:

All PYHA participation fees are non-refundable. In exceptional circumstances, the PYHA Board may, at its sole and absolute discretion, approve a partial refund. The PYHA Board is under no obligation to approve a refund. All requests for refunds must be submitted in writing to the Treasurer of PYHA and must be approved by the PYHA Board at the next regularly scheduled board meeting.

If a player is unable to participate because of injury or illness, hockey related or not, he/she may be eligible for a partial refund subject to the review and approval of the board. The following criteria will be used when evaluating a player's injury refund request:

- The injury/illness must be at least 6 weeks in duration.
- The injury/illness must be verified by the board and may require a note from a medical doctor or other treating healthcare provider validating the length of absence and when the player is authorized to return to play.
- The player's circumstances will be reviewed upon their return, except in situations where a player will be out for the remainder of the season.

Assuming the above criteria have been met, the board will discuss at the next regularly scheduled meeting and vote on a partial refund using the following guidelines:

- All refunds are subject to a non-refundable \$200 registration deposit (see above).
- The number of weeks in the season is calculated as beginning with Team Placement and ending with regular season play. Pre-season Camp Ice and post-season play are not included.
- The maximum refund will be 50% regardless of how much of the season is missed. If the PYHA Board approves a refund, it will be sent within 30 days of the approval. Refund requests for reasons other than injury or illness must also be submitted in writing to the board and will be discussed and evaluated as deemed appropriate by the board.

The balance of the fees will be pro-rated using the chart below:

| Based on Weeks Missed with Straight Calculations | |
|---|---|
| Weeks Missed | % Refund Based on 21 Week Season |
| 6 | 29% |
| 7 | 33% |
| 8 | 38% |
| 9 | 43% |
| 10 | 48% |
| 11 or More | 50% |

10.5.3 - High School Transfer

For skaters eligible for their high school hockey teams who participate with PYHA at the start of the season and choose to move to their high school program in November; \$500 of their skater fees will be non-refundable.

11: Volunteer Commitments

The Patriots are a 100% volunteer run organization and, as such, requires the help of every family. Many volunteer opportunities are available including coaching, serving on a committee, special events (Taste of Madison, Fall Kickoff, State Tournament, etc.), assisting with equipment handout, etc. outlined and summarized in sections 2.8 and 2.9.

The following table lists the required volunteer commitments for each family. An option to “buy out” is provided at Registration. If you choose to buy out of your commitment, the fee will be applied to your account and subject to the same payment requirements as skater fees.

The season obligations and/or buy-out amount for each family is based on the classification of the oldest skater in the family. For example, if you have a Peewee and a Mite, you are only responsible for the Peewee level requirements of 10 volunteer credits, not both the Peewee and Mite requirements.

If a family does not buy out of their obligations and fails to meet their required credits, they will be billed at a rate of \$50.00 per credit missed. This must be paid as part of the next season’s registration deposit, or your child will not be allowed on the ice until it is paid. Actively getting involved early and throughout the season on a committee, position, or major volunteer event or activity is the best way to avoid a shortfall in volunteer obligation.

| Level of Skater | Required Credits | Buyout |
|-------------------------------------|------------------|--------|
| Level 1 | 0 | \$0 |
| Cross Ice (U6/Level2) | 4 | \$160 |
| U8 Mites | 6 | \$240 |
| Rec | 0 | \$0 |
| Travel (Squirts, Peeweess, Bantams) | 10 | \$400 |

Credits for volunteering can be earned depending on the amount of work or time and will be determined by the Board or Committee Chair.

Opportunities and their various credit levels will be publicized via email, website, or social media as they are determined.

Any extra volunteer credits earned will **not** carry over to the next year.

If you are already committing your time to the association in the following ways, this will fulfill the volunteer requirements for the season. Alternatively, if you are interested in contributing to one of these roles contact the PYHA Board. You will still need to alert the volunteer coordinator by emailing dibs@patriotshockey.org so that you receive credit for your volunteer time.

- Board Members
- Head Coaches
- Assistant Coaches
- State Tournament Coordinator
- Team Managers
- Committee Members
- Registrar
- Concessions Manager
- Ice and DIBs Scheduler
- OIC Member
- Age Group Liaisons
- DIBs Reconciler
- Equipment Coordinator(s)
- Events/Fundraising Coordinators
- Apparel Coordinators
- Website Coordinator
- Social Media Coordinator
- MS Office/Outlook Coordinator
- Retention and Recruitment Coordinator
- Team Locker Room Monitors (max of 2 or 3 per team)

The Board Member in charge of the particular volunteer effort/role will maintain a list of families who have satisfied their volunteer requirement. It is your responsibility to make sure you are given credit for your volunteerism by emailing dibs@patriotshockey.org. Please email them for more information on activities and credits.

12: Concession Commitments

While Madison Ice Inc. owns the Hartmeyer building, the PYHA rent and are responsible for the concessions stand. We need to work together to make running the stand a success as it is our biggest moneymaker every year.

The following table lists the required concession commitments for each family. An option to “buy out” is provided at registration. If you choose to buy out of your commitment, the fee will be applied to your account and subject to the same payment requirements as skater fees.

The current season obligations and/or buy-out amount for each family is based on the classification of the oldest skater in the family. For example, if you have a Peewee and a Mite, you are only responsible for the Peewee level requirements of 12 concession hours, not both the Peewee and Mite requirements.

If a family does not buy out of their obligations and fails to meet their required credits, they will be billed at a rate of \$60.00 per credit missed. This must be paid as part of the next season’s registration deposit, or your child will not be allowed on the ice until it is paid.

Rec player families are not required to participate in concessions but are encouraged to help to reduce their ice bills.

| Level of Skater | Required Credits | Buyout |
|------------------------------------|------------------|--------|
| Level 1 | 0 | \$0 |
| Cross Ice (U6/Level2) | 4 | \$200 |
| U8 Mites | 6 | \$300 |
| Rec | 0 | \$0 |
| Travel (Squirts, Peewees, Bantams) | 12 | \$600 |

12.1 - Scheduling

The Dibs page on the PYHA website is the source for shifts available, sign-up, and communication with the coordinators. All credits will be tracked using the Dibs online system (on our website at www.patriotshockey.org).

Families will be allowed to commit to concession hours up to their minimum mandatory concession credits. If a family would like the opportunity to work last-minute shifts beyond their mandatory credits, that may be possible between 24-48 hours prior to an open shift depending upon availability. This will be closely managed by the concessions team and communicated directly between the parent(s) and concessions leadership.

- If you cannot make your scheduled time, it is your responsibility to find a replacement.
- If for any reason you fail to show up for scheduled work, or do not find a replacement, or the replacement fails to show, your family will be fined \$50.00 for each missed shift.
- If someone chooses to leave their shift early, they will only receive credit for time worked.
- Any extra credits earned in Concessions will be credited to the skater’s bill at \$10.00 a Credit.
- A family may buy out of the requirements (fee is based on oldest skater in the organization, see table above) during the initial season registration process only.
- If a family does not buy out of their obligations and fails to meet their required credits, they will be billed at a rate of \$60.00 per credit missed. This must be paid as part of the next season’s registration deposit, or your child will not be allowed on the ice until it is paid.

The Board of Directors reserves the right to prohibit any skater from participating in practices or games if it becomes apparent that the concessions requirements will not be met.

Contact the Concessions Coordinator at concessions@patriotshockey.org with any questions.

12.2 - Concessions Training

It is expected that all concessions workers have completed the State of Wisconsin Health Code training prior to working in the concession stand. This online training can be accessed using the PYHA website concession tab. The use of the POS system in the concession stand is designed to manage inventory, confirm worker hours, and track funds.

Each person signing up to work concessions must attend concession training to allow them to sign up for a shift. Please watch emails for training sessions starting this fall.

13: Fundraising Requirements

Fundraising is an integral part of every association. The funds raised are put towards the purchase of equipment for our younger level skaters, scholarships for families who otherwise would not be able to afford hockey for their child, and towards our overall ice fees, and to reduce skater costs for all.

The Level of Fundraising Commitment by family (based on the oldest skater in the family) is:

| Level of Skater | Commitment | Buyout |
|------------------------------------|------------|--------|
| Level 1 | \$0 | \$0 |
| Cross Ice (U6/Level2) | \$50 | \$100 |
| U8 Mites | \$100 | \$200 |
| Rec | \$50 | \$100 |
| Travel (Squirts, Peewees, Bantams) | \$150 | \$300 |

Every year the Patriots host a raffle as their primary fundraiser for the organization. There are two options for the primary fundraiser:

1. If you choose not to participate, you can “opt out” at registration. Your account will be billed with the appropriate fundraising fee – depending on the level of your oldest skater. Only one fundraising fee per family is required. Those who wish to “opt out” will NOT be given tickets to sell.
2. If you choose to participate in the Raffle Fundraiser (Level 2 through Bantams), you will receive the minimum number of tickets. Should you wish more tickets, request them through, the Fundraising Chair, at fundraising@patriotshockey.org

Note: Failure to sell any portion of your committed amount of tickets will result in that amount plus an additional \$50 billed to your account.

The tickets will be distributed through team managers (Travel) and coaches (Mites/Level 2) along with more detailed instructions.

When possible, an additional fundraiser may be held to assist with skater fees. These are announced early in the season and are optional to participate in.

If you have any questions, contact the Fundraising Chair at fundraising@patriotshockey.org.

14: Code of Conduct and Review Procedures

14.1 - Preamble

PYHA will neither ignore nor condone conduct by parents, players, coaches, or others that do not adhere to its and USA Hockey's standards of conduct.

The PYHA maintains a strict, lifetime "3 strikes and you're out" policy. Any person who has three (3) Code of Conduct violations (as determined by the Board of Directors in place at the time of each such violation) in a lifetime may be excused from the association without a refund.

PYHA reserves the right to immediately dismiss any player, parent, or coach from the association for any reason should it determine a single Code of Conduct violation is severe enough. This decision is at the sole discretion of the PYHA Board of Directors.

All Code of Conduct violations shall be kept on record by the PYHA Board of Directors for the entire duration of that skater's family's tenure with PYHA. Such records will be kept electronically by the current PYHA ALD and shall be passed on to each PYHA ALD successor.

14.2 - Conduct and Behavior

All players, parents, coaches, and volunteers of the Madison Dragons or Madison Patriots under the Patriots Youth Hockey Association (PYHA) and USA Hockey are ambassadors of the Patriots Youth Hockey Association (PYHA) and USA Hockey, both on and off the ice.

We are all committed to conduct ourselves in a positive manner. Whether you are at our home rink or away rink, in the locker room, traveling to tournaments, at a hotel, or at any Patriot/team events. Before a player may participate in the PYHA season, each parent and/or guardian of each player must sign the PYHA Code of Conduct form demonstrating they have read and understand the Code of Conduct, and that the association possesses and will exercise its authority to enforce that code. By signing the Code of Conduct, parents also acknowledge that they will also take responsibility for their guests by removing any of their guests who appear to be violating the spirit of this Code of Conduct.

14.2.1 - Expectations

The Code of Conduct forms for Players, Parents, Volunteers, and Coaches outlines in detail the expectations for anyone involved in PYHA. The documents can be found in the appendixes of this document as well as online. No skater or parent/volunteer is allowed to participate until the form has been signed and collected during Camp Ice or Placements. Summarized below are the three main themes of the Code of Conduct forms - refer to the specific Code of Conduct form for full details.

1. The people active in leading and managing PYHA are unpaid volunteers; PYHA counts on active volunteerism and support from each of our members.
2. Players, Parents, Volunteers, and Coaches should treat each other and anyone else involved including officials, opponents, etc. with respect in language, attitude, behavior, and mannerisms. Period.
3. Failure to uphold the expectations of the Codes of Conduct will result in punishment up to and including membership termination.

14.3 - Reporting Allegations of Parent/Player/Coach Misconduct

The purpose of this section is to outline the procedures for anyone (coach, parent, spectator, etc.) to report any conduct that may be prohibited under the Code of Conduct guidelines (see appendixes for Codes of Conduct).

Anyone who wishes to report an allegation should not feel or believe that there will be any retaliation or retribution directed at them or their child because of their desire to report what is perceived as inappropriate conduct.

PYHA will fully review and/or investigate all allegations of parent/player/coach misconduct it believes potentially violates the Code of Conduct guidelines.

14.3.1 - Individuals to Whom Allegations Should be Reported

If anyone believes an incident that they have witnessed may violate the PYHA Code of Conduct requirements for parents, players, or coaches, or you have a concern about any other issues, you are encouraged to report the incident to any of the following individuals in this recommended order:

- Coaching Staff
- The AGL (Age Group Liaison) for that age level, e.g., Squirt, Peewee, Bantam.
- Any member of the PYHA Board of Directors
- The ALD (Age Group Liaison Director)
- The Director of Hockey

We strongly encourage first discussing any concerns with the coaching staff. Many times, issues can be resolved simply by sitting down with open discussion. Remember that PYHA is composed of volunteers with the goal of providing a fun and safe learning environment. However, we do realize that not all situations can be resolved in this manner, or that there may be some discomfort in discussing issues with coaches. Therefore, while the recommended order is listed above, ANY of the individuals listed above can be contacted at any time to determine the best approach to address the issue(s). **(Contact information is posted on the PYHA Website)**

14.3.2 - Content and Confidentiality of Allegations

Any report of alleged non-compliance with the PYHA Code of Conduct should include as much of the following information as possible:

1. The identity of the person submitting the report.
2. The name or description of the person who is the subject of the report.
3. When (date, approximate time) the incident/action occurred.
4. Where the incident/action was observed.
5. What happened? A general description of what was specifically heard or observed.
6. Other possible witnesses to the incident.
7. Any related information or factors that may have contributed to or led up to the incident/event.
8. Contact information so that the person receiving the report can follow up, if necessary.

The reporter may use any means they choose to submit their report, including email, regular mail, phone, in person, etc. However, if a concern is initially communicated in person or by phone, the person reporting the incident will be asked to submit a written description of the incident providing the information outlined above.

It is not the policy of the PYHA Board of Directors to accept anonymous reports without very specific details on times, places, and events so that we can investigate thoroughly. Confidentiality is of utmost importance, and all efforts to maintain confidentiality will be deployed regardless of if a complaint is made in person or anonymously.

14.3.3 - Report, Investigation, and Resolution of Allegations of Misconduct

PYHA strives to address all misconduct allegations in a timely manner, especially those that could potentially result in suspension. Since the consequences of disciplinary actions may be serious, PYHA asks that complainants reflect for 24-48 hours before reporting allegations, if the allegations do not involve player safety.

All allegations will be handled in as expeditious a manner as possible. All incidents will begin with the AGL and ALD, with all information being reported to the Director of Hockey and the President of PYHA. The AGL and ALD will take the time necessary to gather information, complete interviews from all involved parties including witnesses, and compile a complete report to be provided to the involved parties, DOH, and President. Should the need arise (in cases of extreme disciplinary action) to convene a Parent Review Committee (PRC), one will be established.

14.4 - Parent Review Committee (PRC)

The Parent Review Committee (PRC) is responsible for overseeing more severe disciplinary action proceedings against parents and players. The ALD in partnership with the OIC and Board of Directors may convene a PRC if an additional impartial review is needed.

14.4.1 - Selection of PRC Member Pool

The board seeks to have a PRC member pool containing one parent member from each travel team. Having a pool of available people will help the AGL select a PRC panel that consists of parents who do not have conflicts of interest or children at the level impacted by the alleged conduct violation. For example, if the allegation involves a person from a Squirt team, parents from any of the other Squirt teams should not serve on the PRC.

In the event the PRC is requested, the PRC member pool will consist of individuals who do not have conflicts of interest or children at the level impacted by the alleged conduct violation.

14.4.2 - Composition of the Parent Review Committee

The PRC shall be composed of not less than three (3) and no more than five (5) parent members. From these members, one shall be responsible for facilitating the disciplinary hearing, one shall be appointed the spokesperson for the committee, and one shall maintain minutes summarizing the content of the hearing and the specific recommendations of the committee with respect to disciplinary action. The respective roles of the committee members should be agreed upon prior to the hearing.

The AGL or the PRC may elect to have a non-member participate in a panel in an advisory capacity only (non-voting member) if it is thought that an outside perspective or outside expertise may be helpful.

14.4.3 - Selection of PRC Committee Members

With the assistance and concurrence of other members of the Board of Directors, the ALD or ACE Coordinator should select the PRC members. The ALD, ACE Coordinator, or another member of the board designated by the President, shall meet with the PRC members, and discuss the initial allegation and outcome of the investigation, which resulted in the formation of the committee. Members of the PRC may receive copies of the completed investigation but may not under any circumstances share the document nor the content of that document with any other third party without the consent of the PYHA Board President.

14.4.4 - Conflict of Interest Determination

All PRC members must agree and assert that they will be able to participate in the process as a neutral and objective reviewer. If a PRC member cannot participate fairly and impartially, or if another PRC member determines that there may be an appearance of impartiality, the PRC member should step down and be replaced.

14.4.5 - Scheduling Disciplinary Reviews

PRC members should conduct a disciplinary hearing as soon as possible following the ALD/AGL/DOH/OIC investigation of alleged misconduct. This is to ensure that the issues, however serious, are addressed in an efficient manner and any recommendations for discipline can be acted upon by the Board of Directors in a timely manner.

14.4.6 - Power and Duties of the PRC

The PRC shall have the authority to recommend any course of action it deems appropriate and necessary to effectively address and preclude recurrence of any confirmed misconduct. This may include suspension or termination of PYHA membership. The PYHA Board of Directors acts based on this recommendation and other information to impose discipline. The final discipline will be determined by a majority vote of the board.

14.4.7 - Disciplinary Hearings

The parent/player/coach may present any witnesses, additional information, or other relevant evidence they deem appropriate to contest the allegation, the finding of the investigation, or the imposition of disciplinary action in response to the allegation(s). The PRC shall consider all the information provided prior or during the hearing before making a recommendation for disciplinary action.

14.4.8 - Notification and Reporting of PRC Hearing Recommendations

The PRC shall verbally notify the PYHA Board President of its disciplinary recommendations within 24 hours of the committee's decision. The Committee's recommendations must be communicated in writing to the PYHA Board within 3 days of the decision.

14.4.9 - Disciplinary Decision Communication

It is the responsibility of the PYHA President to confidentially communicate with the AGL, ALD, DOH, coach, player, parent, and involved PRC members the final disciplinary decision of the Board. Confidential communication is necessary to help all parties involved understand the Board's perspective and reasoning behind the consequences of the conduct violations.

14.5 - Consequences

Failing to abide by the rules/expectations as outlined in the signed Code of Conduct forms will result in disciplinary actions outlined in the respective Codes of Conduct but summarized below. In the inadvertent case of conflict between this document and the Executed Code of Conduct form the Code of Conduct form shall rule.

Parents:

1. **First Offense** – The ALD will speak with parents and witnesses to the parent and others who witnessed the incident and parents will receive a written warning.
2. **Second Offense** – Following a thorough investigation, the parent will appear before the Board of Directors to explain the incident and be suspended from all games and practices for the period of ONE month.
3. **Third Offense** – Following a thorough investigation, the parent will again appear before the Board of Directors to explain their actions. The parent will then be suspended from all practices and games for THE BALANCE OF THE SEASON. At which time, the board will discuss if the parent will be allowed to continue participating in PYHA activities, both on and off the ice after the penalty is served. This could result in an INDEFINITE SUSPENSION of PYHA activities.

Players:

1. **First Offense** – Verbal Warning
2. **Second Offense** – Written Warning
3. **Third Offense** – Player Game(s) Suspension

- A. The **player** will sit out all upcoming games until the matter is reviewed by the ALD. The player and their parents may be asked to appear before the Parent Review Committee (PRC). The ALD and/or the PRC will make a disciplinary recommendation to the Board.
- B. **Repeated** and/or dangerous actions WILL be referred directly to the Board for accelerated disciplinary action. When continued disregard for the rules seriously disrupts club and/or team activities, or behavior is determined to be dangerous to others, the Board of Directors reserves the right to terminate the players club membership. All disciplinary actions may be appealed to the Board of Directors, but the action taken will remain in effect until a final Board decision has been made. Upon which time, the outcome will be one of the following:
 - i. Player **Season** Suspension
 - ii. **Termination** of PYHA Membership

14.6 - Appeal Process

If the parent/player/coach wishes to contest the nature or scope of disciplinary action imposed by the Board of Directors, a written request must be submitted for appeal to the Board of Directors within three (3) business days of receipt of the Board's decision – email is acceptable. Upon receipt of a request, the board will invite the parent/player/coach to appear before the board at its next scheduled meeting. The board, at its discretion, may schedule a special meeting to consider and act on the appeal. The President of the Board of Directors must issue the board's final decision to the player/parent/coach within seven (7) business days of the appeal meeting.

This process is designed to be an informal review. Guests are allowed when approved by the board in advance; however, guests must remain silent participants to the discussion between the board and appealing members. The guest(s) is not permitted to speak unless requested by the board. Guests may provide a written document if desired.

PYHA operates in parallel and supported by WAHA's oversight and Association Guidebook. Please refer to the WAHA website for additional information: <https://www.wahahockey.com>

14.6.1 - Grounds for an Appeal of Disciplinary Action

The following are deemed grounds for considering an appeal of disciplinary action:

1. Production of evidence or information that is material to the investigation, findings, or disciplinary recommendations that was not previously accessible or available for presentation or consideration during the original hearing or investigation.
2. A credible assertion of significant and material irregularities in the proceedings of the original hearing that may have contributed to inaccurate or incomplete presentation of facts, erroneous findings, or an inappropriate disciplinary recommendation.
3. Objection to the severity or duration of the disciplinary action imposed.
4. There is evidence establishing the decision of the original hearing may have been reached in an unjust manner. Examples include non-declaration of a potential and material conflict of interest by a PRC Committee member.

14.6.2 - Compliance with Disciplinary Action

Unless otherwise stated in the board's notice to the individual, the disciplinary action specified within that notice shall not be suspended or altered by the filing, or pendency, of an appeal. The appellant must respect and fully adhere to the terms and conditions of the contested disciplinary action during the pendency of the appeal of that action.

Any individual who is the subject of a disciplinary action for violation of the PYHA Code of Conduct shall fully comply with the terms and conditions initially imposed by the board or as subsequently modified pursuant to an appeal. A failure to comply shall constitute grounds for discipline.

An individual who is the subject of an allegation of misconduct but terminates their PYHA membership prior to the filing of the allegation, during an investigation of the allegation, or while subject to a disciplinary action by the PYHA Board shall not be permitted to renew their membership in the PYHA unless and until:

1. The individual agrees in writing to be accountable for their past conduct and to honor and abide by the original terms and conditions of the disciplinary action the PYHA Board either previously imposed or now determined would have been imposed but for the individual's termination of their PYHA membership.
2. The individual agrees in writing to accept, respect, and adhere to all other conditions or restrictions the PYHA Board determines are appropriate to monitor and assure the individual's future compliance with the PYHA Code of Conduct.

15: Appendices

The following appendices include Codes of Conduct and additional forms and information. Required forms are provided during registration and/or via the PYHA website. All forms must be signed prior to registering your skater or, at the latest, prior to participation. They are provided here for reference.

- WAHA Concussion and Sudden Cardiac Arrest Policy
- Coaches Agreement for Concussions, Head Injury and Sudden Cardiac Arrest Information
- Parent & Athlete agreement for players 11 years old and younger
- Parent & Athlete Agreement for Concussions, Head Injury and Sudden Cardiac Arrest Information
- Parent and Athlete Concussion Return to Play Form
- Parent Code of Conduct
- Player Code of Conduct
- Coaches Code of Conduct

WAHA CONCUSSION AND SUDDEN CARDIAC ARREST POLICY

- ★ At the beginning of a season every WAHA Association shall distribute a concussion and head injury information sheet to each person who will be coaching and to each person who wishes to participate in hockey. If the participant is 12 years old or older the Association shall also distribute an information sheet regarding Sudden Cardiac Arrest.
- ★ No person may participate in a WAHA activity unless the person returns the information sheet signed by the person and, if he or she is under the age of 19, by his or her parent or guardian.
- ★ Each Association shall verify that every member of their Association complied with the above requirements and file a signed Association Concussion and SCA Compliance form.
- ★ A coach, or official involved in a WAHA activities, or health care provider shall remove a person from the any practice, game, or off-ice activity if the coach, official, or health care provider observes that the person exhibits signs, symptoms, or behavior consistent with a concussion or head injury or the coach, official, or health care provider suspects the person has sustained a concussion or head injury.
- ★ A report of the injured player must be filed using a form found on the WAHA website. [WAHA Concussion Reporting Form](#)
- ★ A person who has been removed per the previous paragraph may not participate in any youth athletic activity until he or she is evaluated by a health care provider and receives a written clearance to participate in the activity from the health care provider.

The written clearance is a USA Hockey Return to Play Form found on the WAHA website:

[WAHA USA Hockey RTP Form Highlighted.pdf](#)

More information can be found on WAHA Website: [Concussion & Safety Info](#)

| | |
|--|---|
| <p>Signs & Symptoms of a Concussion:</p> <ul style="list-style-type: none"> ▪ Headache ▪ Confusion ▪ Difficulty remembering or paying attention ▪ Balance problems or dizziness ▪ Feeling sluggish, hazy, foggy, or groggy ▪ Feeling irritable, more emotional, or “down” ▪ Nausea or vomiting ▪ Bothered by light or noise ▪ Double or blurry vision ▪ Slowed reaction time ▪ Sleep problems ▪ Loss of consciousness | <p>Warning Signs of a Sudden Cardiac Arrest:</p> <ul style="list-style-type: none"> ▪ Fainting/Blackouts (especially during exercise) ▪ Dizziness ▪ Unusual Fatigue/Weakness ▪ Chest Pain ▪ Shortness of Breath ▪ Nausea/Vomiting ▪ Palpitations (Heart s beating unusually fast or skipping beats) |
|--|---|



COACHES AGREEMENT

For Concussions, Head Injury and Sudden Cardiac Arrest Information

As a Coach it is important to recognize the signs, symptoms, and behaviors of concussions, and the nature and risks of Sudden Cardiac Arrest during youth athletic activities. By signing this form, you are stating that you understand the importance of recognizing and responding to the signs, symptoms, and behaviors of a concussion or head injury, as well as those of Sudden Cardiac Arrest (SCA).

Coach Agreement:

I have read the Coach’s Concussion and SCA Fact Sheets and understand what a concussion is and how it may be caused. I further understand the common signs, symptoms, and behaviors of a concussion. Furthermore, I understand the risks and nature of SCA during youth sports activities. I agree that I will remove an athlete from practice or play if the athlete sustains a concussion or if a concussion is suspected, or the athlete shows signs or symptoms of SCA.

I understand that it is my responsibility to inform the parents/guardian if I suspect a concussion or if a suspected concussion, or a SCA is reported to me and that the athlete cannot return to practice or play before providing me with written clearance from an appropriate health care provider.

I understand the possible consequences of the athlete returning to practice/play too soon.

Coach

Association Name: _____

Signature: _____ Date: _____

Print Name: _____



PARENT & ATHLETE AGREEMENT

For Players 11 Years Old and Younger

As a Parent and as an Athlete it is important to recognize the signs, symptoms, and behaviors of concussions. By signing this form, you are stating that you understand the importance of recognizing and responding to the signs, symptoms, and behaviors of a concussion or head injury. **Note:** If your child athlete is under the age of 19, you **MUST** sign this agreement before your child will be allowed to participate in any hockey activities.

Parent Agreement:

I have read the Parent/Athlete Concussion Fact Sheet and understand what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors. I agree that my child must be removed from practice/play if a concussion is suspected.

I understand that it is my responsibility to seek medical treatment if a suspected concussion is reported to me.

I understand that my child cannot return to practice or play until providing written clearance from an appropriate health care provider to his/her coach.

I understand the possible consequences of my child returning to practice or play too soon.

Parent/Guardian

Signature: _____

Date: _____

Print Name: _____

Athlete Agreement:

I have read or have had a parent/guardian read and explain to me the Parent/Athlete Concussion Fact Sheet and understand what a concussion is and how it may be caused.

I understand the importance of reporting a suspected concussion to my coaches and my parents/guardian.

I understand that I must be removed from practice or play if a concussion is suspected. I understand that I must provide written clearance from an appropriate health care provider to my coach before returning to practice or play.

I understand the possible consequence of returning to practice or play too soon and that my brain needs time to heal.

Athlete

Signature: _____

Date: _____

Print Name: _____



PARENT & ATHLETE AGREEMENT

For Concussions, Head Injury and Sudden Cardiac Arrest Information

As a Parent and as an Athlete it is important to recognize the signs, symptoms, and behaviors of concussions, and the nature and risks of Sudden Cardiac Arrest during youth athletic activities. By signing this form, you are stating that you understand the importance of recognizing and responding to the signs, symptoms, and behaviors of a concussion or head injury, as well as those of a Sudden Cardiac Arrest (SCA).

Note: If your child athlete is under the age of 19, you **MUST** sign this agreement before your child will be allowed to participate in any hockey activities.

Parent Agreement:

I have read the Parent/Athlete Concussion and SCA Fact Sheets and understand what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors of a concussion. Furthermore, I understand the risk and nature of a SCA during youth athletic activities I agree that my child must be removed from practice/play if the child sustains a concussion or if a concussion is suspected, or shows signs or symptoms of a SCA

I understand that it is my responsibility to seek medical treatment if a suspected concussion is reported to me, or if my child shows symptoms of any heart disease that may lead to a Sudden Cardiac Arrest.

I understand that my child cannot return to practice or play until providing written clearance from an appropriate health care provider, signed by the coach and me as a parent, after being removed for a concussion.

I understand the possible consequences of my child returning to practice or play too soon.

Parent/Guardian

Signature: _____ Date: _____

Print Name: _____

Athlete Agreement:

I have read the Parent/Athlete Concussion and SCA Fact Sheets and understand what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors of a concussion. Furthermore, I understand the risk and nature of a SCA during youth athletic activities. I agree that I will be removed from practice/play if I sustains a concussion or if a concussion is suspected, or shows signs or symptoms of a SCA

I understand the importance of reporting a suspected concussion or symptoms of a Sudden Cardiac Arrest to my coaches and my parents/guardian.

I understand that I cannot return to practice or play until providing written clearance from an appropriate healthcare provider, signed by the coach and a parent/guardian, after being removed for a concussion.

I understand the possible consequence of returning to practice or play too soon and that my brain needs time to heal.

Athlete

Signature: _____ Date: _____

Print Name: _____

USA HOCKEY CONCUSSION MANAGEMENT RETURN TO PLAY FORM

The USA Hockey Concussion Management Protocol and most state statutes require that an athlete be removed from any training, practice or game if they exhibit any signs, symptoms or behaviors consistent with a concussion or are suspected of sustaining a concussion. The player should not return to physical activity until he or she has been evaluated by a qualified medical provider who has provided written clearance to return to sports. **Every section of the form MUST be filled out completely!**

This form is to be used after an athlete has been removed from athletic activity due to a suspected concussion and must be signed by their medical provider in order to return without restriction to training, practice and competition.

Return this form to Jerry Kennedy, WAHA Player Safety Coordinator, at safetycoordinator@wahahockey.com

Player Name: _____ DOB: ____ / ____ / ____

District/Affiliate: Central/WAHA Name of person reporting: _____

Association & Team: _____ Date of injury: ____ / ____ / ____

Location of injury/Arena: _____

Injury signs/symptoms: _____

Date of Initial Visit to Health Care Professional: ____ / ____ / ____

Print Health Care Professional Name: _____ License Number: _____

Role of Health Care Professional: (Medical, Orthopedic, Pediatric, etc.) _____

Address: _____ Phone Number: _____

I HEREBY AUTHORIZE THE ABOVE-NAMED ATHLETE TO RETURN TO ATHLETIC ACTIVITY **FOR FULL PARTICIPATION WITHOUT RESTRICTION.**

Signature: _____ Date: ____ / ____ / ____

I AM THE PARENT OR LEGAL GUARDIAN OF THE PLAYER IDENTIFIED ON THIS FORM AND I CONSENT TO THEIR RETURN TO ATHLETIC ACTIVITY WITHOUT RESTRICTION.

Parent/Legal Guardian Name: _____

Signature: _____ Date: ____ / ____ / ____

I AM THE COACH OF THE PLAYER IDENTIFIED AND I CONFIRM RECEIPT OF THIS CLEARANCE FORM ACKNOWLEDGING THE HEALTH CARE PROVIDER AND PARENT HAVE APPROVED THE ATHLETE'S RETURN TO PARTICIPATION WITHOUT RESTRICTION.

Coaches Name: _____

Coach Signature: _____ Date: ____ / ____ / ____

PARENT/VOLUNTEER CODE OF CONDUCT

All parents and volunteers of the Madison Patriots or Madison Dragons under the Patriots Youth Hockey Association (PYHA) and USA Hockey are ambassadors of the Patriots Youth Hockey Association (PYHA) and USA Hockey, both on and off the ice. We are all committed to conduct ourselves in a positive manner. Whether you are at our home rink or away rink, in the locker room, traveling to tournaments, at a hotel, or at any Patriot/team events. It is our mission **TO FACILITATE A POSITIVE AND ENJOYABLE EXPERIENCE FOR ALL INVOLVED, AT ALL TIMES.**

1. It is **VITAL**, that you and your skater review the “Skater Code of Conduct” prior to the beginning of the season
2. I **UNDERSTAND** that the people active in leading, managing, and supporting in PYHA are unpaid volunteers.
3. I **UNDERSTAND** that if I violate this Code of Conduct, I **WILL** be disciplined.
4. I **UNDERSTAND** the items listed below also apply to all social media platforms.
5. For the safety, privacy, and protection of all players, I **UNDERSTAND** the use of cell phones, or any recording devices is **STRICTLY PROHIBITED**, in the locker room **AT ALL TIMES**. This policy applies to players, coaches, and team personnel, and is in line with USA Hockey’s SafeSport Guidelines.
6. I **WILL** assure that any expression of disagreement or concern, with respect to the participation of mine or other players, will be held with the coach or a PYHA Volunteer at an appropriate time, in an appropriate manner, and out of the presence of players, other parents, or spectators. If my concern does not demand an immediate response (such as a safety concern), **I WILL REFRAIN FROM RAISING MY CONCERN FOR AT LEAST 24 HOURS TO HELP ENSURE IT IS RATIONALLY ADDRESSED.**
7. I **WILL** remember that the PYHA program and youth hockey is exclusively intended to benefit the players and not the parents.
8. I **WILL** encourage and **DEMAND** that my son/daughter treat other players, coaches, officials, volunteers, and spectators with dignity and respect regardless of abilities, age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, or socio-economic status.
9. I **WILL** encourage and **DEMAND** that my son/daughter treat all players, coaches, parents, volunteers, and officials with dignity and respect in language, attitude, behavior, and mannerisms.
10. I **WILL** provide positive support and encouragement for my skater and emphasize the importance of achieving common goals through teamwork.
11. I understand club evaluators try to be as fair as possible and **WILL** support their team placement decisions to my player and other parents.
12. I **WILL** refrain from using profanity, aggression, intimidation, or violence, and will discourage their use by team members, other parents, volunteers, and spectators.
13. I **WILL** refrain from coaching my child or other players from the stands.
14. I **WILL** encourage my child to play in a manner consistent with the Head Coach’s strategy.
15. I **WILL** promote the emotional and physical well-being of all the players ahead of any personal desire to win.
16. I **WILL NOT** bully any parent, player, coach, spectator, volunteer, or referee, from the Dragons, Patriots, or any other association.
17. I **WILL** teach my son/daughter to play by the rules of hockey and resolve on and/or off ice conflicts without resorting to hostility or violence.
18. I **WILL** support the referees, coaches, and volunteers by trusting their judgement and integrity by showing respect and appreciation for the volunteers who give their time to hockey for my child.
19. I **WILL** treat the property and equipment at Hartmeyer Ice Arena and any other rink or facility where my skaters team goes, with respect. I will make sure my son/daughter respects this rule.
20. I **WILL** attempt to learn about the game of hockey (USA Hockey rules, equipment, levels, skills, etc.) so that I may best support my child’s development of the game.
21. I **WILL** support the hockey program and become involved to whatever extent I am able.
22. I understand that no alcohol or mind-altering substances are allowed in the playing area during Dragons or Patriots events.
23. If I fail to abide by these rules and guidelines, it **WILL** result in any of the following disciplinary actions:
 - First Offense - The ALD will speak with the parent and others who witnessed the incident, resulting in a written warning.
 - Second Offense - The parent will appear before the Board to explain the incident and be suspended from all games and practices for the period of **ONE** month.
 - Third Offense – The parent will again, appear before the Board to explain their actions. The parent will then be suspended from all practices and games for **THE BALANCE OF THE SEASON**. At which time, the board will discuss if the parent will be allowed to continue participating in PYHA activities, both on and off the ice after the penalty is served. This could result in an **INDEFINITE SUSPENSION** for PYHA activities.

NOTE: Violating the Code of Conduct is CUMULATIVE so that violations from prior seasons, do carry forward to the current season.

Repeated and/or dangerous actions may be referred directly to the Board for accelerated action. When continued disregard for the rules seriously disrupts club and/or team activities or behavior is determined to be dangerous or extremely disruptive to others, the Board of Directors reserves the right to terminate club membership.

I understand the above and that any variations or combinations of the above actions **MAY** or **MAY NOT** necessarily be taken in an escalated manner, and PYHA reserves the right to select and impose any penalty or consequence appropriate to the situation and consistent with the recommendation of the ALD, PYHA Parent Review Committee, or PYHA Board of Directors.

Print Name(s) _____

Signature(s): _____ Date: _____

PLAYER CODE OF CONDUCT

All players are ambassadors of the Madison Patriots or Madison Dragons under the Patriots Youth Hockey Association (PYHA) and USA Hockey, both on and off the ice. We are all committed to conduct ourselves in a positive manner. Whether you are at our home rink or away rink, in the locker room, traveling to tournaments, at a hotel, or at any Dragons or Patriots team events. It is our intent **TO FACILITATE A POSITIVE AND ENJOYABLE EXPERIENCE FOR ALL INVOLVED, AT ALL TIMES.**

I will conduct myself in a way that reflects positively upon my parent(s)/guardian(s), my friends, my teammates, my coaches, PYHA and its respective volunteers, and myself. I understand that HOCKEY IS A GAME and that games should be FUN for everyone.

1. I understand that if I violate this Code of Conduct, I **WILL** be disciplined.
2. I understand that my schoolwork **WILL** come before hockey.
3. For the safety, privacy, and protection of all players, I **UNDERSTAND** the use of cell phones, or any recording devices is **STRICTLY PROHIBITED**, in the locker room **AT ALL TIMES**. This policy applies to players, coaches, and team personnel, and is in line with USA Hockey's SafeSport Guidelines.
4. I **WILL NOT** conduct myself in any manner that will reflect negatively upon myself, my team, or the PYHA.
5. I **WILL NOT** use alcohol, tobacco, illegal drugs, or any substance not suitable for a minor (ie. Vaping).
6. I **KNOW** that hitting, swearing, foul language, teasing, bullying, and disrespectful conduct **IS NOT ACCEPTABLE** on or off the ice.
7. I **WILL NOT** attack (verbally or physically) or bully any player within our association or from any other associations.
8. I understand fighting **WILL NOT** be tolerated. Fighting **WILL** result in an appearance before the Parent Review Committee.
9. I **WILL** abide by team rules, follow the directions of coaches and officials promptly, without complaint, and accept their decisions without verbal criticism or gestures that imply criticism.
10. I **WILL** treat other players, coaches, parents, fans, volunteers, and officials with respect, regardless of abilities, age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, or socio-economic status.
11. I **WILL** report any bullying to one of my parents or one of my coaches. (See USA Hockey/Safe Sport for details and definition)
12. I am expected to attend all games and practices. If I am unable to attend, I **WILL** try to inform the coach at least one day ahead, if at all possible.
13. I **WILL** practice hard, play hard, and graciously accept the outcome of the game.
14. I **WILL** be a good sport when we win and when we lose. I **WILL** encourage my teammates to do the same.
15. I **WILL NOT** destroy anyone's property.
16. I **WILL** treat the property and equipment at Hartmeyer Ice Arena and any other rink or facility where my team goes, with respect.
17. I understand the items listed above extend **TO ALL SOCIAL MEDIA PLATFORMS AND TEXT MESSAGING.**
18. If I fail to abide by these rules and guidelines, it **WILL** result in any of the following disciplinary actions:
 - First Offense – Verbal Warning
 - Second Offense – Written Warning
 - Third Offense – Player Game(s) Suspension
 - The player will sit out all upcoming games until the matter is reviewed by the ALD. The player and their parents may be asked to appear before the Parent Review Committee (PRC). The ALD and/or the PRC will make a disciplinary recommendation to the Board.
 - Repeated and/or dangerous actions **WILL** be referred directly to the Board for accelerated disciplinary action. When continued disregard for the rules seriously disrupts club and/or team activities, or behavior is determined to be dangerous to others, the Board of Directors reserves the right to terminate the players club membership. All disciplinary actions may be appealed to the Board of Directors, but the action taken will remain in effect until a final Board decision has been made. Upon which time, the outcome will be one of the following:
 - Player Season Suspension
 - Termination of PYHA Membership

I understand the above and that any variations or combinations of the above actions **MAY** or **MAY NOT** necessarily be taken in an escalated manner, and PYHA reserves the right to select and impose any penalty or consequence appropriate to the situation and consistent with the recommendation of the ALD, PYHA Parent Review Committee, or PYHA Board of Directors.

NOTE: Violating the Code of Conduct is CUMULATIVE so that violations from prior seasons, do carry forward to the current season.

Print Name(s) _____

Signature(s): _____ Date: _____

COACHES CODE OF CONDUCT

All coaches of the Madison Patriots or Madison Dragons under the Patriots Youth Hockey Association (PYHA) and USA Hockey are ambassadors of the Patriots Youth Hockey Association (PYHA) and USA Hockey, both on and off the ice. We are all committed to conduct ourselves in a positive manner. Whether you are at our home rink or away rink, in the locker room, traveling to tournaments, at a hotel, or at any Patriot/team events. It is our intent **TO FACILITATE A POSITIVE AND ENJOYABLE EXPERIENCE FOR ALL INVOLVED, AT ALL TIMES.**

1. I understand that if I violate this Code of Conduct, I **WILL** be disciplined.
2. All coaches should embody the PYHA mission and positively reflect the image of the Dragons or Patriots with all competitors and related association members.
3. For the safety, privacy, and protection of all players, I **UNDERSTAND** the use of cell phones, or any recording devices is **STRICTLY PROHIBITED**, in the locker room **AT ALL TIMES**. This policy applies to players, coaches, and team personnel, and is in line with USA Hockey's SafeSport Guidelines.
4. I **WILL** enforce or ensure the locker room policies are followed before, during, and after practices and games.
5. Coaches **WILL NOT** allow any bullying or misconduct by any player and are responsible for enforcing and reporting any violations of the PYHA Player Code of Conduct to the ALD.
6. I **WILL** care more about the child than winning the game. Winning is a consideration but not the only one; nor is it the most important one.
7. I **WILL** conduct all practices, games, and tournaments under the guidelines, bylaws, rules, and regulations defined by PYHA, the Wisconsin Amateur Hockey Association (WAHA), and USA Hockey.
8. I **WILL** encourage and display good sportsmanship while demonstrating positive support for all players, coaches, fans, officials, and volunteers.
9. I **WILL** teach and model desirable personal, social, and psychological skills, behaviors, and attitudes.
10. I **WILL** refrain from using profanity in front of players and refrain from being under the influence of any type of substance while fulfilling my coaching duties.
11. I **WILL** be a positive role model to the players and display emotional maturity.
12. I **WILL** never verbally or physically abuse a player, coach, volunteer, or official.
13. I **WILL** treat players, parents, fans, officials, other coaches, opponents, volunteers, and facilities with respect.
14. I **WILL** be alert to the physical safety of players and manage return-to-play to ensure their long-term health.
15. I **WILL** be generous with your praise when it is deserved. Be consistent, be honest, be fair and just, and do not criticize players publicly including electronic communication or social media.
16. I **WILL** give all players the opportunity to improve their skills, gain confidence, and develop self-esteem.
17. I **WILL** be prepared for practices and games and adjust to the personal needs and challenges of the players/team.
18. I **WILL** organize practices that are fun and challenging for your players and encourage all players to be team players.
19. I **WILL** maintain an open and positive line of communication with my skaters, their guardians, and other volunteers.
20. I **WILL** be concerned with the overall development of your players.
21. I **WILL** be an active student of the game.
22. I **WILL** collaborate with other coaches to improve the overall quality of the PYHA Association and Coaches.
23. I **WILL** be responsible for player conduct on and off the ice during games.
24. I **WILL** follow and help enforce with my skaters/coaches USA Hockey rules with regard to Helmets and Guards.
25. I **WILL** comply with PYHA and or WAHA/USA Hockey direction and or requirements and timelines including first aid training, coaching training, USA Hockey Registration, Background Check/SafeSport and returning PYHA issued equipment (i.e. First Aid Kits, Pucks/Puck bags) as direction in the manner it was received.
26. I **WILL** ensure that any concern, with respect to an organizational decision will be held with the volunteer/Board Member first at an appropriate time, in an appropriate manner, and out of the presence of players, parents, or spectators. If my concern does not demand an immediate response (such as a safety concern), I will refrain from raising my concern for at least 24 hours to help ensure it is rationally addressed.

NOTE: Violating the Code of Conduct is CUMULATIVE so that violations from prior seasons, do carry forward to the current season. Any coach found to be in direct contradiction of any of these policies and standards in the Coaches' Code of Conduct shall be notified and may result in a meeting with the On-Ice Committee where remediation or potential disciplinary action may be taken.

Print Name(s) _____

Signature(s): _____ Date: _____