



FLYERS

**WILLISTON BASIN SKATING CLUB
HANDBOOK
2023-2024**

MISSION STATEMENT

The chief objectives of this association are to promote, develop and administer a competitive hockey program. The program is meant to serve the youth of Williston and the surrounding area. Our objectives will be accomplished by offering high quality coaching, adequate ice time for practice and skill development, and exposure to advanced competition through participation in high caliber games and tournaments.

WBSC Board of Directors 2023-2024

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www.willistonhockey.com

WBSC offers the following age groups/teams:

North Dakotas' cut-off date of June 1st is different than that established by USA Hockey, Inc. of January 1st.

**ELIGIBLE PLAYERS MUST HAVE BEEN BORN ON OR AFTER THE DATE BELOW:
(For the 2023-2024 Season)**

<u>YOUTH</u>		<u>GIRLS</u>	
High School	June 1, 2004	High School	January 1, 2004
Bantam	June 1, 2008	14 & Under	June 1, 2008
Pee Wee	June 1, 2010 – May 31, 2012	12 & Under	June 1, 2010
Squirt	June 1, 2012 – May 31, 2014	10 & Under	June 1, 2012
Mite	June 1, 2014	8 & Under	June 1, 2014

Registration

All Players must register with USA Hockey and the WBSC at www.willistonhockey.com.

Registration will open in September. \$100.00 late fee after Oct. 1st, Registration will close Oct. 31st. All registrations after this date will need Program Director and WBSC Board approval.

ALL REGISTRATION FEES MUST BE PAID IN FULL BEFORE ANY PARTICIPANT IS ALLOWED TO SKATE.

2023-2024 Fee Schedule	(WBSC fee + USA/NDAHA Fee) = Total Fee
Mites	(\$250 + \$55) = \$305
Girls 10u / Squirts	(\$400 + \$55) = \$455
Girls 12u / Peewees	(\$600 + \$55) = \$655
Girls 14u / Bantams	(\$650 + \$55) = \$705

Team Selection

WBSC will conduct tryouts. The objective of the tryout process is to ensure each player is given a fair evaluation and that all players are placed at the most appropriate level for their abilities. Tryouts will consist of 3-4 ice sessions over a one to two-week period unless there is a large group trying out. Tryouts will be under the direction of the WBSC Program Director, the programs committee, coaches, and other members at large. No parent coaches or committee members will be involved in the tryout process. Player evaluation will not be position specific except those age classifications with full time goalies. Tryouts will consist of a combination of drills and scrimmages depending on the level of the players. Tryout drills will be designed to test both individual skills and team play. **ALL TRYOUTS WILL BE CLOSED TO PARENTS AND SPECTATORS.**

Players will be evaluated on the following, but not limited to:

- Individual skills: including skating skill, puck handling, and passing, receiving, and shooting.
(Hockey sense, Offensive skills, defensive skills)
- Team skills: teamwork, positional play, game skills and awareness, desire, work ethic, and self- control.

There will be no tryouts for Red, White and Blue Mites. Players will be evaluated on hockey skills and placed in each group accordingly. Teams will be equally divided.

Unless pre-approval has been secured from the WBSC Program Director, the WBSC program committee, WBSC Board of Directors, and head coaches of the team, affected female ice hockey players may only participate on male hockey teams above the squirt level as they are able to qualify for by virtue of a tryout that is administered by the head coach of such team. No player shall be doubled rostered on more than one team without the approval of the WBSC Program Director, WBSC Program Committee, and WBSC Board of Directors.

WBSC PROGRAMS

WBSC uses the American Development Model (ADM) as a guideline for development of our hockey players.

The foundation for all hockey programs is the ADM, it develops a passion for our sport first, if they love it, they will play it they will play it and excel at it.

Fun, engagement, active practices, age-appropriate training including hockey skills and concepts, the ADM allows for more puck touches, maximum utilization of ice, and increase competition for all players.

www.admkids.com

TRY HOCKEY FOR FREE

Try hockey for free is a free hockey program for boys and girls ages 4 to 10 years old. They have the opportunity to get a sample of the game and learn some basic skills such as skating, puck handling and shooting with quality coaching and instructions. Try hockey for free will be the first weekend in October, one session each day for 45 min per session. Equipment will be provided by the WBSC for a rental fee, after the final session players will be given the opportunity to move into Learn to play or return their rental equipment. 60 slots will be open to try hockey for free. Registration will be at www.willistonhockey.com

YOUTH MITE LEVEL

The mite program is designed for skill development in a fun environment. To best succeed at this, we will divide our players into 3 levels for practices and games to ensure that each player feels comfortable with the drill and skill requirements, is able to compete, and have an impact in the game environment. Girls and boys will play together, equal coaching and attention will be given to players in each group. Players will be placed in levels that best match their skill level. Players will be continuously evaluated in practice and cross-ice games with the possibility of moving from one level to the next.

WBSC will use the Red, White and Blue hockey levels.

Red Mite: Beginner level, smaller nets, no goalies

White Mite: Intermediate level, smaller nets, no goalies

Blue Mites: Advanced level, goalies will rotate each game goalie gear will be provided.

Teams will consist of 7-10 players

Practices will consist of 2-3 per week with 1-2 games on weekends

Ice time will be 45 min sessions, approximately 40-45 ice touches per season

All games will be cross-ice, 50 min run time with 2 min changes

NO FULL ICE GAMES AT 8U

Practices will be station based with 4-6 stations, each station lasting 6-8 min

Season runs from November to February

FOCUS POINTS: FUN, ENGAGEMENT, ACTIVE PRACTICES, AND AGE-APPROPRIATE TRAINING

INDIVIDUAL HOCKEY SKILLS

Skating:

Ready position

Edge control

backhand shot

Forward start

Puck Control:

Lateral side-to-side stickhandling

front to back stickhandling

diagonal stickhandling

Passing and Receiving:

forehand pass

backhand pass

receiving a pass properly

Shooting:

wrist shot

Body contact:

Forward stride

Controlled stop two foot/one foot

Controlled turn

Forward crossover

Backward skating/stopping

ABC's of skating agility, balance, coordination and speed drills

attacking the triangle

stick to puck

stick lift

No full-time goaltenders; so, players may develop their skills to help improve long-term skating and athleticism

Team Concepts: Puck pursuit: pursue the puck aggressively and engage in battles to gain puck possession.

Puck support: players make themselves available for a pass whether they are close to the puck or further away, near and far support, and creating and finding passing lanes.

PRACTICE FOCUS

Individual skill improvement (hockey skills, activities, and cross ice games) 85%

Hockey sense (teaching of concepts through small area games) 15%

Systems (team play training) 0%

YOUTH SQUIRT/10U LEVEL

The squirt program is designed to learn to train. Formal competition will be introduced in this stage, although it will not divert the focus from training. WBSC will have an in-house squirt league that will begin play in October and run until the beginning of December. Teams will be divided equally between boys and girls. Players will be evaluated throughout the in-house process. Once the in-house league concludes players will have the opportunity to play on travel squirt teams. These teams will be made up as soon as the in-house league concludes.

Travel Squirts- will consist of squirt A/B1, squirt B and 10U Girls. Each team will be a competitive hockey team, which will require an increased commitment from both players and parents. Travel will consist of teams within our surrounding area and to Grand Forks and Fargo.

Each team will travel to two or three out of town tournaments and have home and away games, total number of games will vary between 20-25 games. WBSC will begin to look for players to play goalie full time at this level. 10U girls' team will be introduced at this level, girls will have the opportunity to play games and tournaments, and they can also play on a travel boys' team. Players will be grouped into teams of like abilities at 2 different levels with the overall focus on evenly distributing the player's ability pool across the teams for competitive purposes.

PLAYER KNOWLEDGE: Rules (face-offs, body contact, offsides, icing, checking from behind) Common infractions (unsportsmanlike conducts, body checking, head contact, elbowing, high sticking, tripping, hooking, interference, holding)

INDIVIDUAL SKILLS: Skating ready position, edge control, forward start, forward stride, controlled stop, controlled turn, forward crossover, backward stop, ABC of skating Agility, Balance, Coordination. Speed drills, one foot stop, backward stop, backward crossover, Mohawk turn

PUCK CONTROL: lateral side-to-side stickhandling, front to back stickhandling, diagonal stickhandling, attack the triangle, puck protection, change of pace, toe drag, give and take, accelerating with the puck.

PASSING AND RECEIVING: forehand pass, backhand pass, receiving a pass properly, saucer pass, receiving a pass properly with the skate, indirect pass

SHOOTING: wrist shot, backhand shot, flip shot, screen shot, deflection, off rebound

BODY CONTACT: stick on puck, lift stick, poke check, gap control concept, and body positioning and angling.

GOALTENDING: positioning proper stance, angling, movement (forward, backward, lateral) save technique stick, gloves, body and pads, butterfly, recovery

TEAM PLAY: Offensive concepts, 2 on1, 1 on 1, triangle offense, Defensive Concepts, gap control, protect center of ice, stick on puck, back checking, body positioning: man-you-net, basic defense zone coverage.

PRACTICE FOCUS

Individual skill improvement (Hockey skills, activities, games) 75%

Hockey sense (teaching concepts through small area games) 15%

Systems (team play training) 10%

TRAVEL TEAM STURCTURE

1 A/B1 team approx. 13-15 skaters with 1 or 2 goalies

2 B teams approx. 13-15 skaters with 1 or 2 goalies

1 10U team approx. 10-12 skaters with 1 or 2 goalies
Practice will be 60 min in length
3-4 Ice touches a week
1 dry land practice a week

Season runs from mid-October to first full weekend of March

TEAM STRUCTURE IS SUBJECT TO CHANGE BASED ON FINAL PLAYER REGISTRATION

YOUTH PEE WEE LEVEL/12U LEVEL

Pee Wee/12U teams fall under NDAHA rules and regulations: The following classifications of play will be instituted in the Youth League Division of the NDAHA Class: AA, A, B1, and B. A local affiliate that is required to field one or more A teams based on the number of high schools in their community. Pee Wee/12U teams will play in NDAHA hockey leagues, play shall be by district for class B play and by district, region, or statewide for A leagues, and statewide for B1 leagues. League play begins in November and will conclude in late February with state tournament play the first weekend in March.

All league play is subject to change from season to season per NDAHA Governance committee.

PLAYER KNOWLEDGE: face offs, body contact, offsides, icing, checking from behind. Common Infractions unsportsmanlike conduct, body checking, checking from behind, and boarding, crosschecking, charging, slashing, head contact, elbowing, and high sticking. Tripping, hooking, kneeing, interference, and holding. Penalties: minor, major, misconduct, penalty shot, match.

INDIVIDUAL HOCKEY SKILLS: ready position, edge control, forward start, forward stride, controlled stop, controlled turn, forward crossover, backward skating, backward stop, ABC of skating agility, balance, coordination and speed drills. One foot stop, backward crossover, Mohawk turn

PUCK CONTROL: lateral stickhandling, diagonal stickhandling, attacking the triangle, puck protection, change of pace, toe drag, give and take, accelerating with the puck.

PASSING AND RECEIVING: forehand pass, backhand pass, receiving a pass, saucer pass (forehand and backhand) receiving a pass properly with the skate, indirect pass.

SHOOTING: wrist shot, backhand, flip shot, screen shot, deflection, off rebound

PRACTICE FOCUS

Individual Skills (hockey skills and activities) – 65%
Hockey Sense (teaching of concepts through small area games)-25%
Systems (team-play training)-10%

Travel Team Structure

1 A team approx. 13-15 skaters 1 to 2 goalies
1 B1 team approx. 13-15 skaters 1 to 2 goalies
1 or more B teams approx. 13-15 skaters 1 to 2 goalies
12U team approx. 13-15 skaters 1 to 2 goalies
Practice will be 3-4 times a week 60 min length
1-2 dryland sessions per week

TEAM STRUCTURE IS SUBJECT TO CHANGE BASED ON FINAL PLAYER REGISTRATION

Pee Wee level/12U continues to learn to train; the goal at this level is to maximize individual development with a process driven model not an outcome-based model. The focus at this age should be on individual skills and small group tactics. More formal competition is introduced at this age, although it must not divert focus from training.

Season runs from October to first full weekend in March

YOUTH BANTAM/14U LEVEL

Bantam/ 14U teams fall under NDAHA rules and regulations: The following classifications of play will be instituted in the Youth League Division of the NDAHA Class: AA, A, B1, B. A local affiliate that is required to field one or more A teams based on the number of high schools in their community. Bantam/14U teams will play in NDAHA hockey leagues play shall be by district for class B play and by district, region, or statewide for A leagues, and statewide for B1 leagues. League play begins in November and will conclude in late February with state tournament play the first weekend in March.

All league play is subject to change from season to season per NDAHA Governance committee.

Player Knowledge: Face offs, body contact, offsidess, icing, checking from behind, player conduct, all common infractions;

Individual Hockey Skills: Skating, ready position and the ability to find this strong position when engaged in body contact, edge control, forward start, forward stride, control stop, controlled turn, forward cross over, backward stop, ABC of skating, speed drills, Mohawk turns, one foot stop, backward crossover, backward stop, backward power stop (one foot) quickness, speed, agility, power, change of direction, balance (use of edges)

Puck Control: lateral, front to back diagonal stickhandling, attack the triangle, puck protection, change of pace, toe drag, accelerating with the puck, change of direction, give and take, backward puck control, puck off the boards, fake shot, stop and go, spin around.

Passing and receiving forehand pass, backhand pass, receiving a pass properly, saucer pass, receiving a pass with skate, receiving a pass with the hand, surround the puck, one-touch passes, area passes, and crisp pass.

Shooting: wrist, backhand, flip, screen shot, deflection, off rebound, snapshot, slap shot, fake shot, one-timers, stick position in scoring areas, shots in close.

Body Contact: stick on puck, stick lift, poke check, gap control concept, body positioning and angling, stick press, angling, delivering body contact, receiving body contact, shoulder check, receiving a body check.

Goaltending: Positioning, stance, angling, movement forward, backward, lateral, save technique, stick, glove, body and pads, butterfly, sliding butterfly, recovery, puck handling, stopping puck behind the net, passing the puck forehand and backhand, clearing the puck, puck retention (cradling, rebound control. Communication with teammates.

Team Play: Offensive concepts 2 on 1, 1 on 1 situations, triangle offense, team play in each zone, face-offs, and power play concepts. Offensive principles: pressure, transition, support, and cycling. Defensive concepts: gap control, stick on puck back checking body positioning man-you-net basic defensive zone coverage, defending the middle of the ice, forechecking, shot blocking, 1 on 1 and even numbered 2on 1 odd numbered situation, man short concepts shot blocking defensive principles pressure, transition, support, defensive play in each zone

PRACTICE FOCUS

Individual Skills (hockey skills and activities)-50%

Hockey Sense (teaching of concepts through small area games)-35%

Systems (team play training)-15%

Travel Team Structure

1 A team approx. 13-15 skaters 1 or 2 goalies
1 B1 team approx. 13-15 skaters 1 or 2 goalies
1 B team approx. 13-15 skaters 1 or 2 goalies
14U Girls approx. 13-15 skaters 1 or 2 goalies
3-4 practices a week at 60 min per ice session
1-2 dryland practices

TEAM STRUCTURE IS SUBJECT TO CHANGE BASED ON FINAL PLAYER REGISTRATION

Bantam/14U begins the train-to-train level and to further develops sports specific skills. Increase the amount of time on team play; however, most of the time in practice should be spent on improving individual skills and understanding concepts.

Season runs from October to 2nd weekend in March

COMMITMENT AND EXPECTATIONS

Teams will be selected for A, B1, B and In-House levels to provide players an opportunity to play at an appropriate skill level that maximizes their development at that point in time. All travel teams will be made up by the WBSC and will have a tryout process. **NO PARENT TRAVEL TEAMS AT ANY LEVEL WILL BE PERMITTED DURING THE WBSC HOCKEY SEASON.** NO EXCEPTIONS WILL BE MADE

Any teams not made up by the WBSC and not attending a USA Hockey sanctioned tournament will not be allowed to wear any WBSC Team Hockey Jerseys.

Players and parents should expect that commitment to all teams will require a significant amount of time.

Coaches at all levels expect their players to attend all practices and games.

Hotel rooms for non-parent coaches will be covered by parents of the team they are coaching.

Gate Fees for invitational tournaments will be covered by the parents of the team.

Player evaluations will be conducted by the: Coaches, WBSC Program Director, and Program Committee members. These evaluations will be conducted in the beginning of the season, mid-season and at the end of the season. Evaluations are a teaching tool and will help to gauge the progress of each player. The evaluations will not be contested by the players or parents.

Player Movement Policy

No player shall move up a level unless the below provisions are met:

Approval from the WBSC Program Director

Approval from the WBSC Program Committee

Approval from the WBSC Board of Directors

Practice – On and Off Ice Attendance and Behavior

Practice (defined as both on and off ice, including dryland) attendance is **mandatory**. Coaches, at their discretion, may bench players who: have unexcused absences from any practice, whose behavior at practice is

not conducive to learning, which are disruptive, show negative attitudes, or negatively impact the ability of other players to experience optimal practices. Such standards will be stated at the beginning of the season and will be applied fairly to all players on the team without regard for their playing ability. Ice time is a valuable commodity. Players need to be completely ready to go on the ice well before ice time starts. Coaches will inform players of how early to arrive at the arena prior to practices and game times. Coaches may subject players who arrive late for games or practices to disciplinary benching or suspension.

DISCIPLINE GUIDELINES

The following will be used as a basic guide by each team for handling specific problems that may occur during the year. Each coach may put additional rules in place but will follow these basic guidelines.

Additional rules will be communicated to the participants. Coaches will enforce such rules consistently and fairly with all participants.

- **Not listening to coach; disruptive at practice; late for practice; not wearing required equipment.**
 - 1st occurrence: sit on bench for as long as coach feels necessary or extra laps, crushers, etc.
 - 2nd occurrence: sit out shift or time during current or next game.
 - 3rd occurrence: sit a period or more at the coach's discretion.
- **Badmouthing teammate or competition; harmful teasing; abusive or foul language; obscene gestures.**
 - 1st occurrence: warning.
 - 2nd occurrence: sit out one period during current or next game.
 - 3rd occurrence: sit 2 periods or more at the coach's discretion.
- **Missing practice/dryland (unexcused)** – Players/parents must call one of the coaches prior to practice to say they will not be able to attend and why. Wednesdays are traditionally faith nights and will be viewed as such. Tell the coach if Wednesday practices are going to be a problem. Wednesday faith activities are an automatic excused practice and no reduction in playing time or other penalties will be assessed. Other events that will be viewed as excused absences: school related, such as band or choir; family functions; illness: a note from a parent or physician may be required if someone misses an inordinate number of practices or games.
 - 1st occurrence: sit one period of next game.
 - 2nd occurrence: sit the next game.
 - 3rd occurrence: possible expulsion from team.
- **Missing game (unexcused)**
 - 1st occurrence: sit two periods of next game.

- 2nd occurrence: sit the next game.
 - 3rd occurrence: possible expulsion from team.
- **Damage to locker rooms (home and away), benches, provoking trouble in motels, stealing, and disrespect of other player's property.**
 - 1st occurrence: immediate game suspension and payment for damages.
 - 2nd occurrence: expulsion from team and payment for damages.
 - **Violence towards a player or coach with intent to injure.**
 - Any offense: mandatory meeting with Board Executive committee, coach and parents. Minimum of 2 game suspensions up to a maximum of a season.

When a player is required to sit out a full game, they will be required to be in uniform on the bench. The exception to this would be a suspension for a game misconduct. Players are also subject to calls by the coach. If the referee misses a call, but the coach sees it, the coach may assess that player's penalty, and make him/her sit on the bench to serve time for that penalty. If this becomes a problem, the player will sit if the coach deems necessary.

Equipment

The following equipment will either be provided by WBSC or will be required to participate. Players not wearing the required equipment will not be allowed to play or practice:

Provided:	Game jersey		
	Some goalie equipment is available for checkout		
Required:	HECC approved helmet with facemask, neck and chinstraps		
	Mouth guard can be attached or unattached to helmet		
	Skates	Stick	Breezers
	Gloves	Socks	Elbow pads
	Shoulder Pads	Pelvic protector (girls)	
	Shin Pads	Cup and supporter (boys)	

For Squirt/10U teams and older, hockey pants and helmets are suggested to be black.

An equipment leasing program is available. See Board member for details.

Any youth or adult on the ice, in any capacity, are required to wear approved helmets and have the approval of the WBSC Program Director. This would include coaches, helpers, parents, etc.

Game Jerseys

Game Jerseys will be handed out prior to the first game. Squirt, Peewee, Bantam, 10U, 12U, and 14U will receive two jerseys. Mites will receive one jersey.

- Jerseys can only be worn for games or at the coach's instruction.
- **All Fees must be paid in full, and forms signed prior to a team jersey being handed out to the player.**
- Names cannot be permanently affixed to the jersey.
- Keep Jerseys clean for games.
- Jerseys should be kept on a hanger or garment bag when not being worn.
- Wash in cold water in a detergent without bleach and air dry. **DO NOT PUT JERSEYS IN A HOT DRYER.**
- If tears occur, mend immediately to prevent further damage.
- **All Jerseys must be turned in to their Team Manager at the end of the season after the end of the last game.**
- **PLAYERS WILL BE CHARGED A \$100.00 PER GAME JERSEY IF LOST OR NOT RETURNED AT THE END OF THE SEASON.**

Locker Rooms

1. All players need to use the locker rooms provided to dress and put on skates.
2. The WBSC and Williston Park District are not responsible for any theft from the locker rooms.
3. No parents are allowed in the locker rooms for Squirt/10u on up
4. Cell Phones are prohibited in the locker rooms at all times
5. Coaches and/or certified safesport members of the club will be responsible for monitoring all locker rooms when teams are present for practices and games.

Weather Cancellation Policy

WBSC will follow the Williston Public School closings. If school is cancelled, no mandatory practices will be held. In the event of poor weather when traveling to out-of-town games, the coach and team manager will make the decision and communicate with the team.

Team Manager

One parent, or group of parents, from each team needs to step forward to be the liaison between the parents, coach, program director and the Board.

Duties:

- Maintain required documents that must go to all games
- Forward all announcements on to parents/players
- Book hotel rooms for out-of-town tournaments/games
- Organize schedules for parents to work home games

- Collect Team jerseys after the final game of the season, wash, and turn them to the equipment manager.

Skills needed:

- Able to use email and other basic computer programs
- Responsible
- Willingness to provide a fun atmosphere for the kids

Communications

Several communication methods will help our teams and association run more efficiently. Please get your information directly from an official source. “Rumor mills” are common in youth sports but often serve to misinform and lower the quality of the association as a whole.

- **Schedules** – Posted at the far east end of the lobby glass, posted on the website and on the TV in the lobby.
 - Any changes will be communicated through the team manager and be available on the website and at the rink.
 - Revisions will be printed on colored paper at the Agri sports Complex
 - Revisions will be highlighted on the website

Team meetings/Parent meetings – Held at the beginning of the year and periodically throughout the season as needed.

Email/Handouts – Team managers will communicate through email or handouts at practices.

Suggestions – Thoughts, comments, suggestions and questions should be directed to the team manager, program director or to a member of the board in writing.

Board meetings – Normally held 1st and 3rd Tuesday of the month at 6:30 pm and are open to members. Meetings held at the Agri-sports Complex. Please check the website for actual date, time, and agenda.

?? Annual meeting – Will be held in September along with WBSC annual hockey kickoff.

Voting for new board members will be done at this time.

?? Web site – www.willistonhockey.com

WBSC Handbook

The WBSC handbook will be available on the website. The handbook will be a working document that may be updated during the year. It is the responsibility of the WBSC member to look for notices on the website that the handbook has been updated and to read those changes. The majority of WBSC’s business will be conducted electronically via e-mail and the website. This will include schedules, schedule changes, meeting notices, policy changes, etc.

ZERO TOLERANCE

To make ice hockey a more desirable and rewarding experience for all participants, USA Hockey instituted a zero-tolerance policy beginning with the 1992-93 season. This policy requires all players, coaches, officials, administrators and parents /spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey sanctioned games.

WBSC WILL HAVE A ZERO TOLERANCE POLICY.

If a member of the WBSC interferes with the rights of another person, he/she will face disciplinary action from the WBSC board of directors and by the Discipline Committee.

Examples of interference of rights include, but are not limited to: verbal abuse, physical abuse, threats of any kind, intimidation or harassment, violation of the parent code of conduct.

INCLUDES IN PERSON AND ALL SOCIAL MEDIA This Policy is to be considered in effect for all WBSC events or activities, both home and away.

DISCIPLINARY ACTIONS FOR PARENTS/PLAYERS WILL CARRY OVER FROM ONE SEASON TO THE NEXT SEASON

Criminal activities will be reported to the appropriate law enforcement agency.

The WBSC Board of Directors reserves the right to issue appropriate action for any other issues it considers detrimental to the program.

SafeSport

The safety of its participants is of paramount importance to USA Hockey. USA Hockey SafeSport is the organization's program 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 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 Code 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's Reporting Policy is a key part of its SafeSport Program and an effective reporting policy is crucial to preventing abuse. Section IV of the SafeSport Handbook contains specifics on the Reporting Policy. The Policy requires that every employee or volunteer of any USA Hockey Member Program must report: (1) actual or perceived violations of the USA Hockey SafeSport Program Handbook, (2) any violations of the policies prohibiting Sexual Abuse, Physical Abuse, Emotional Abuse, Bullying, Threats and Harassment, and Hazing and (3) suspicions or allegations of child physical or sexual abuse to the appropriate USA Hockey representatives. Additionally, in all cases involving suspicions or allegations of child (physical or sexual) abuse, every employee or volunteer of USA Hockey Member Programs must also report to the appropriate law enforcement authorities. Report any possible SafeSport violation to WBSC SafeSport Coordinator; also, reports may be made to the NDAHA SafeSport Coordinator. For the complete **USA Hockey SafeSport Handbook**, visit usahockey.com/safesport.

F. PARENT/SPECTATOR CONDUCT - During an NDAHA community affiliate game, league game, invitational tournament or state tournament the Game Officials, NDAHA District Directors, Section Directors, Executive Directors, designated district personnel or the tournament director shall have the authority to take actions as necessary to control spectator conduct.

This inappropriate and disruptive behavior shall include: 1) Use of obscene or vulgar language in a boisterous manner to anyone at any time. 2) Taunting of players, coaches, officials, or other spectators by means of baiting, ridiculing, threat of physical violence or act. 3) Throwing any object in the spectators viewing area, player's bench, penalty box or on the ice, especially if it creates a safety hazard.

Violators will incur a mandatory minimum 3-game suspension from that team's games and may be subject to further disciplinary action by the local governing body.

The NDAHA Game Official or Representative that takes action to control spectator conduct will file an "Incident Report" detailing their version of the occurrence with the NDAHA Discipline Committee. The Committee will forward the report to the spectators' club for the club to investigate. Upon completion of the spectator's club investigation (that should include talking to the accused spectator), the investigating club will report back to the NDAHA Discipline Committee for final approval of the minimum 3-game suspension or any additional imposed suspension.

ANY SPECTATOR ASKED TO LEAVE A RINK BY A GAME OFFICIAL, REPRESENTATIVE OF THE NDAHA BOARD OF DIRECTORS, RINK PERSONNEL OR TOURNAMENT DIRECTOR WILL AUTOMATICALLY MISS A MINIMUM OF THAT TEAMS NEXT THREE GAMES THAT WERE SCHEDULED BEFORE THE INCIDENT.

Protocol for Coaching Concerns

Parents may not directly approach a coach with any complaint without **first waiting 24 hours** from the incident from which the complaint derived and then that parent is encouraged **not** to complain to the coach unless a simple, fair and objective resolution of an issue can reasonably be expected to occur.

Parents who believe that they have a valid complaint about a coach should bring their concern to the WBSC Program Director or WBSC Board Member

Problems or concerns regarding coaches must be brought to the attention of the Program Director, not to the team manager. The Program Director will discuss the issue with the WBSC Coach as needed.

Tobacco Products, Alcohol, Drugs and Drug Paraphernalia

The use and/or possession of tobacco products, alcohol, drugs, or drug paraphernalia by Williston hockey players is illegal and forbidden.

- ?? Suspected use and possession reported to the board will be immediately relayed to the parents and player by involved parties in a confidential meeting.
- ?? Confirmed use or possession of the above products by a Williston hockey player may result in suspension from play for a minimum of one month. The length of suspension, and/or the possibility of expulsion from the team will be determined in a confidential meeting between parents, players, and the designee from the board of directors. Players will continue to practice with the team and be on the bench during games until suspension has been fulfilled.

Process for Suspension Procedures

The following is the hierarchy for discussion among parties to resolve disputes. If resolution cannot be attained by the first group, then the next group will attempt to find resolve, etc.

1. Coaches and player
2. Coaches, player, parents and Program Director
3. Coaches, player, parents, Program Director and WBSC Board of Directors
4. All disciplinary actions must be reported to the board.

COACH'S CODE OF CONDUCT

All coaches will:

1. Care more about the child than winning. Winning is a consideration, but not the only one, nor the most important one.
2. Player development and learning are the most important aspects of our program.
3. Make safety a commitment and the #1 priority:
 - a. discuss risk of injury,
 - b. build safety into all drills,
 - c. clearly explain and demonstrate safe technique,
 - d. and be prepared for all injuries.
4. Understand the rules of the game and the importance of teamwork and share that knowledge with the players.
5. Be a positive role model for your players:
 - a. display emotional maturity,
 - b. maintain a neat appearance,
 - c. be prompt,
 - d. and demonstrate kindness, consideration, and understanding towards the players.
6. Be consistent, honest, fair, and just when dealing with your players.
7. Provide praise when it is deserved, and constructive coaching as opposed to criticism when necessary.
8. Become familiar with and share ideas, techniques, and strategies with other coaches for the betterment of the program.
9. Seek opportunities to develop professionally and participate in training/clinics when offered.
10. Be well prepared for practice sessions. Organize practices that are fun, challenging, and properly utilize both time and the ice.
11. Promote good sportsmanship and teach players to respect the officials and their decisions, the opposition, as well as the arena and arena staff.
12. Maintain positive and professional relationships with all players and parents without showing favoritism or the perception of favoritism.
13. Travel to away games and tournaments should be with the other coaches on the team or individually, not with families of players, apart from parent coaches.
14. Strive to ensure and promote equal playing time for all players to ensure the development of each member of the team.
15. Maintain an open line of communication with your players' parents.
16. Clearly explain your primary goals and philosophy, the goals and objectives of the association, and the responsibilities they and their children have in helping the team run smoothly.
17. Remember it is a game, not a job, for the players.

DO NOT at any time:

1. Use offensive language
2. Physically or verbally abuse players
3. Use tobacco, drugs, or alcohol while supervising players or in the presence of players

4. Allow yourself to be in a room alone with a single player with the door shut.
5. Bullying or encouragement of bullying at any level will **NOT** be tolerated.

Non-compliance with this code of conduct will result in a review of the coach by the WBSC Program Director and WBSC Board to determine disciplinary action. Any use of drugs or Alcohol while supervising player(s) may result in immediate suspension if witnessed by any Board member or WBSC Program Director.

PARENT'S CODE OF CONDUCT

I AGREE TO ABIDE BY THE FOLLOWING:

1. 1 Remember that youth are involved in organized sports for their enjoyment not mine
2. Encourage players to abide by the rules of the game.
3. Communicate to children that an honest effort is more important than winning.
4. Turn defeat into victory by helping my child work towards skill development and good sportsmanship.
5. I will never ridicule or yell at my child for making a mistake or losing a game.
6. Remember that all players' experiences and development are important.
7. Always conduct myself in a positive manner by respecting other parents, spectators, players, coaches, and officials.
8. Recognize that the coaches, not parents, are the primary source of instruction and authority in the game.
9. Recognize the value, authority, and importance of our coaches and team interest.
10. Bullying or encouragement of bullying on any level will **NOT** be tolerated.
11. Recognize that my actions represent not only myself, but the community of Williston and Williston Basin Skating Club.

I AGREE **NOT** TO:

1. Force an unwilling child to participate in WBSC.
2. Publicly criticize or ridicule a coach, player, or official.
3. Condone physical or verbal abuse of players.

If any parent/guardian is disrespectful or obstructs/interferes with a coach during the instruction time (on or off the ice), or is verbally or physically abusive to a coach, official, or player, the parent/guardian may be suspended from the program for a period of time determined by the WBSC Board or other disciplinary action may be taken by the WBSC Board.

The minimum disciplinary action will be one game and can be up to the entire season.

This will serve as the initial warning for all parents/legal guardians/spectators.

We acknowledge the receipt of the Parent/Guardian Code of Conduct and will submit any questions we have to the Board of Directors of the Williston Basin Skating Club.

PLAYERS CODE OF CONDUCT:

Realizing that you are a representative of the City of Williston and the Williston Basin Skating Club, I agree to:

1. Follow USA Hockey, North Dakota Hockey, and Williston Basin Skating Club rules and regulations.
2. Learn the rules and the necessary skills of the game.
3. Always conduct myself in a positive manner by respecting other players, coaches, and officials.
 - a. No swearing or abusive language on the bench, in the rink, or at any team function.
 - b. No lashing out at an official no matter what the call is.
 - c. Anyone who receives a penalty will skate directly to the penalty box.
 - d. I will recognize the value, authority, and importance of our coaches and team interests.
4. Understand the importance of teamwork and team concepts.
5. Recognize that the coaches, not parents, are the primary source of instruction and authority in the game.
6. Be prompt for all practices (including dryland) and games.
7. WBSC believes that the growth and development of players can best take place in an environment which promotes safety, fairness, courtesy, and respect for one another. Therefore, the following actions **will not** be tolerated:
 - a. Hazing: Committing an act against a player or coercing a player into committing an act that creates a substantial risk of harm to a person for the player to be initiated into or affiliated with WBSC.
 - b. Bullying or encouragement of bullying on any level will **NOT** be tolerated.
 - c. Disorderly Conduct: Engaging in offensive, obscene or in boisterous and noisy conduct tending to arouse alarm, harass, annoy, anger, or bring resentment in others.
 - d. Harassment: Participating in or conspiring with others to engage in harassing acts that injure, degrade or disgrace other individuals. Harassment whether willful or otherwise, includes disability, race, sexual orientation, and/or age.
 - e. Use of alcohol, tobacco, or illegal drugs.

Any concern regarding the conduct of a player must be reported directly to the coach by the player or player's parents who the behavior is impacting. If these incidents occur, I realize that I may be suspended from the program or other disciplinary action may be taken. The Board will make this decision after reviewing the situation.

The minimum dispensary action will be one game and can be up to the entire season.

This will serve as the initial warning for all parents/legal guardians/spectators.

We acknowledge the receipt of the Parent/Guardian Code of Conduct and will submit any questions we have to the Board of Directors of the Williston Basin Skating Club.

Volunteering

Volunteer efforts and fundraising are essential to keep costs reasonable and to ensure opportunities for the youth we serve.

Each family must:

1. Complete 20 hours of volunteer time per child, with 5 hours per additional child with a max of 30 hours per family.
2. 5 of the required family volunteer hours must be concessions dibs.
3. All Dibs hours must be recorded on approved sheets, or they will not count.
4. Only designated board members, coaches, team moms, and coordinators are exempt from volunteer hour requirements.
5. Pay registration fees before a child can skate.
6. Pay any volunteer fees from last season before a child can skate.
7. Help clean up the rink if your team is the last game of the night.
8. Fulfill their team's requirements for working and cleaning at WBSC sponsored Tournaments.
9. Participate in other fundraising efforts and committees as needed.

The Volunteer Fee amounts are \$600 for the first player, \$800 for two players, \$1000 for three or more players.

As is the case with the club's annual skating fees, any previous fees must be paid to the club before a family member is allowed on the ice. At the end of the season, if a family fails to meet their annual volunteer hour requirement an invoice will be sent. Families are no longer allowed to buy out their required minimum volunteer hours by submitting a volunteer payment prior to the start of the hockey season.

Dibs Volunteer Areas:

Concessions (5 hours required per family)

WBSC Store

Cleaning as needed (Upstairs area, bathrooms, Locker rooms, hallway, bleachers, lobby weekly)

Off Ice Official- (Working Scoring Box or Penalty Boxes)

Operating Zamboni

Coaching In-House Games

Assisting with Mite practices

Other WBSC board approved activities

Notice to off ice officials:

When you are working in the scorer's box and/or penalty box, you are considered an off-ice official for the game. You are not allowed to cheer, yell, comment, coach, instruct or complain while serving as an off-ice official.

Williston Basin Skating Club Volunteer Hours

1. By signing below I understand the requirements for volunteer hours to participate in the WBSC 2023-24 Season. I understand how to properly document my volunteer hours. If I have not completed the required number of hours, I will be invoiced for the full amount and will not be able to register for the next season until I have paid.
2. Hours required, 20 for the first player, 25 for two players, 30 for three or more. 5 of these hours must be completed in concessions
3. Volunteer Fee amounts are \$600 first player, \$800 for two players, \$1000 for three or more players.
4. I understand that if I have any questions or concerns about my hours, I must provide a written request before April 15th to a WBSC board member or Volunteer Hour Coordinator.

Date: _____

Print Name: _____

Signature: _____

Player(s) Name(s) Level(s):

We (both player and player's parents/legal guardian) understand that the 2022-2023 Williston Basin Skating Club ("WBSC") Handbook describes important information about WBSC's policies, rules, and regulations for participants in WBSC's activities and that we should consult with WBSC's Board of Directors regarding any questions not answered in the handbook.

Since provisions of the handbook are subject to change, we further understand that revisions to the handbook may supersede or eliminate one or more existing policies within the handbook. We acknowledge that it is our responsibility throughout the year to periodically review WBSC's website www.willistonhockey.com to check for, read, and comply with any revisions to the handbook.

We also understand that participation in WBSC's activities is a privilege, and not a right, and that we will comply with both the policies, rules and regulations of the handbook and any subsequent revisions thereof. We also acknowledge that the failure to follow such policies, rules and regulations could result in the loss of some or all the privilege to participate in WBSC's activities.

We acknowledge receipt of the handbook and will submit any questions we have to the Board of Directors of WBSC.

WBSC GRIEVANCE PROCEDURE

It is the intent of the Williston Basin Skating Club Board of Directors to provide an opportunity for coaches, parents and players to express their concerns and receive a timely and appropriate response. To ensure a respectful and professional experience, the Board insists that players' parents, coaches and Board members follow the grievance procedure as presented. NO GRIEVANCES WILL BE ADDRESSED AT MONTHLY MEMBERSHIP MEETINGS. If an issue brought up at the monthly meeting is determined to be a grievance, at the judgement of the Board members, the WBSC Board of Directors will direct the appropriate party (ies) to fill out the grievance form and follow the established procedure as laid out below.

There are to be no spontaneous grievance related conversations immediately following a game or practice. Players, parents and coaches agree to wait 24 hours after a game or practice prior to initiating a conversation with a WBSC Coach, Program Director or Board member. WBSC Coaches, Program Directors, and Board Members agree NOT to participate in any conversations where the grievance procedure has not been followed.

Witness a grievance incident

Gather witnesses to the incident

Determine if this is a SAFESPORT REPORT or a GRIEVANCE. Grievance definition-a wrong considered as grounds for complaint, or something believed to cause distress.

- Safesport – Sexual abuse, physical abuse, emotional abuse, harassment, sexual harassment, bullying, threats, hazing.

- Grievance – Coaching, officiating, club policy, club official, club member, code of conduct.

Fill out the applicable form for reporting

Safesport – go to <http://www.usahockey.com/page/show/908023-usa-hockey-safesport-program> for the reporting instructions.

Grievance- Fill out the Grievance form <http://www.willistonhockey.com/>

File report with applicable officials

- IMMEDIATELY

- Safesport: Sexual or Physical Abuse

 - File with Local Authorities (Police), USA Hockey and WBSC Affiliate Safesport Coordinator

- Safesport: All other issues

 - File with WBSC Affiliate Safesport Coordinator

24 HOUR COOLING OFF PERIOD

 - Email the completed grievance form to the Program Director

Once the grievance is received, it will be forwarded on, by email to a WBSC representative and grievance committee member. WBSC intends to follow up with this grievance within 7 days and resolve it within 14 days (about 2 weeks). In the case, you are not being responded to; please follow up with the President of the WBSC Board of Directors. All decisions made by the WBSC Board of Directors and its committees in the grievance procedure process as laid out above are final. Final copies of all grievance forms will be filed with WBSC. In the interest of protecting the family-oriented environment of the WBSC, it is imperative that this policy be followed by all members. Failure to follow this policy may incur punitive action by the WBSC Board of Directors.

Williston Basin Skating Club Grievance Form

Report Date: _____

Witness: _____

Affected Member: _____

Affected Team: _____

Reason for Grievance: be specific to include when the issue occurred, who was involved, what happened, what was said. (Attach addition pages if needed)

What are your expectations for resolving the dispute (meeting with involved party, information only, etc?)

Person Filing the report: _____

Was the 24-hour cooling off period honored? Yes or No

How can we contact you? Phone: _____ Email: _____

COACH'S CODE OF CONDUCT

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2. Player development and learning are the most important aspects of our program.
3. Make safety a commitment and the #1 priority:
 - a. discuss risk of injury,
 - b. build safety into all drills,
 - c. clearly explain and demonstrate safe technique,
 - d. and be prepared for all injuries.
4. Understand the rules of the game and the importance of teamwork and share that knowledge with the players.
5. Be a positive role model for your players:
 - a. display emotional maturity,
 - b. maintain a neat appearance,
 - c. be prompt,
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12. Maintain positive and professional relationships with all players and parents without showing favoritism or the perception of favoritism.
13. Travel to away games and tournaments should be with the other coaches on the team or individually, not with families of players, except for parent coaches.
14. Strive to ensure and promote equal playing time for all players to ensure the development of each member of the team.
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16. Clearly explain your primary goals and philosophy, the goals and objectives of the association, and the responsibilities they and their children have in helping the team run smoothly.
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DO NOT at any time:

1. Use offensive language
2. Physically or verbally abuse players
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4. Allow yourself to be in a room alone with a single player with the door shut.
5. Bullying or encouragement of bullying at any level will **NOT** be tolerated.

Non-compliance with this code of conduct will result in a review of the coach by the WBSC Program Director and WBSC Board to determine disciplinary action. Any use of drugs or Alcohol while supervising player(s) may result in immediate suspension if witnessed by any Board member or WBSC Program Director.

Date

Coach's Signature

Coach's Printed Name

PARENT/LEGAL GUARDIAN'S CODE OF CONDUCT

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2. Encourage players to abide by the rules of the game.
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4. Turn defeat into victory by helping my child work towards skill development and good sportsmanship.
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Minimum disciplinary action will be one game and can be up to the entire season.

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We acknowledge the receipt of the Parent/Guardian Code of Conduct and will submit any questions we have to the Board of Directors of the Williston Basin Skating Club.

Date

Print Player's Name

Player age classification

Date

Parent/Legal Guardian's Signature

Print Parent/Legal Guardian's Name

Date

Parent/Legal Guardian's Signature

Print Parent/Legal Guardian's Name

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Print Player's Name

Player age classification

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Parent/Legal Guardian's Signature

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