

# **General Policies of KYHC**

At all times, Keene Youth Hockey Club strives to abide by all rules and provisions of USA Hockey, the New England District and the New Hampshire Amateur Hockey Association. Their rules and provisions are available online.

## **Programs**

KYHC enters teams into competition at the Squirt, PeeWee, Bantam and Midget levels. Teams compete in a league (usually Granite State League) that includes a regular season and tournament (for teams that qualify) plus an invitational tournament. Travel is throughout the state (or specific league's geographic area); games/scrimmages are played both home and away. The regular season generally consists of 15 to 20 games for each league. Parents should expect an average of two practices per week, one to two games per weekend and one to three full weekend tournaments, which can consist of as many as five games each.

Granite State League includes associations throughout New Hampshire. The league has tiers of play at each level based on the teams' relative competitiveness. GSL is KYHC's primary league. As a member of the NHAHA, KYHC is required to have a delegate at each monthly Granite State League meeting.

## **Tournaments**

As mentioned above, travel teams that qualify, based on regular season standings, are entered into their respective league's tournament. KYHC pays the entry fee for the tournament; families are responsible to pay for travel, lodging and other expenses. In some leagues, teams that win state tournaments advance to regional and, perhaps, national tournaments. Teams that qualify for State, Regional, Sectional and/or National tournaments MUST attend.

In addition, teams are encouraged to attend an additional invitational tournament. Which tournament to attend is a decision made by the coaches; KYHC will cover the entry fee for the invitational Tournament **up to** a dollar amount determined by KYHC Finance Committee, based on the season's approved budget. Tournaments typically require overnight or weekend stays, which provides a great opportunity for the team (and parents) to socialize.

## **Events**

. From time to time, there may be extra clinics, camps, workshops or lectures, advertised and made available to the entire membership. There is usually no cost, or occasionally a small fee will be charged, for those who wish to attend. Extra Clinics outside of those provided by KYHC do require a fee.

## **Generally, the KYHC annual calendar is as follows:**

March: Registration for next winter; Team Evaluations; Annual Banquet and

voting new Board members; Team Selection Announced; Coaches selected, Executive Board will Slate new Board members. Regional, Sectional, National Tournaments;

April: Orientation Meeting for Board; election of Slated Officers; Commitment fees due

May/June/July: Season Planning Meetings, Fundraising Planning meetings, player invoices sent through sports engine

August: Coaches Meetings; Off-Season practices (if applicable) Midget Season Begins

September: Pre-Season practice ice time for Squirt- Bantam

October: Pucks and Pumpkins annual Hosted Fundraising tournament.

November: Squirt- Bantam League games begin, Invitational Tournaments

December: League games continue; Invitational Tournaments for Teams;

January: League games continue, Invitational Tournaments

February: Regular Season Ends; State Tournaments, Executive Board election

## **Registration**

Registration begins during the last weeks of the season for the following year. All registered players are invited to evaluations for team placement. Any families with outstanding tuition for any player(s) will not be allowed to register any players for the following season until all outstanding tuition is paid. There is a \$250 non-refundable evaluation fee to KYHC which is applied toward the following season's tuition if the player joins. Registration is also required through USA Hockey on an annual basis prior to first scheduled ice time. Players are not allowed on the ice until the club has received their USA Hockey Registration. The fee for this is paid by the member.

## **Tuition**

Tuition is set annually by the Board of Directors. Changes in tuition are based on modifications to our programs and/or changes in costs, of which ice rental is the largest. Tuition invoices are sent to members via email through Sports Engine. Team placement notifications are announced shortly after the evaluation process has ended. Once placed on a team, a player has 10 days to accept the placement in the form of a \$250 Non-Refundable Commitment fee. This fee is applied toward tuition. If the commitment fee is not received by its due date, the player will be dropped from the team and the position will be offered to another player. Recurring Tuition invoices will occur shortly after the commitment fee is collected.

All Squirt through Bantam players are required to have the tuition paid in full no later than October 15th. Players that have not fully paid tuition by October 15th will not be permitted to participate in any KYHC activities until they comply. Midget players are required to have the tuition paid in full no later than September 1st. Players that have not fully paid tuition by September 1st will not be permitted to participate in any KYHC activities until they comply.

## **Tuition Refunds**

Once a player has paid the commitment fee, they are considered members of the team for the following season and will not be granted releases to other clubs unless tuition is paid in full. Extenuating circumstances may be brought to the Board in writing and will be considered on a case by case basis.

Due to season planning deadlines, tuition is not refundable. Refunds may be requested in the case of serious injury or other rare circumstances, by making a formal written request to the finance committee, which will address these requests on a case-by-case basis. The President, Treasurer and Registrar make up the Finance Committee . The President may appoint another board member to fill in for a finance committee member in the case of any conflicts of interest or a perceived bias.

## **Scholarships**

Scholarships may be requested by members unable to pay their tuition. They also must be submitted in writing and will be considered by the Finance Committee/ Noah King Scholarship Committee.

## **Payment Plans**

Members will receive an invoice through Sports Engine until their balance is paid in full. Members are encouraged to make payments each month.

## **Second and Third Player Policy**

A family having two participants will receive a 20% Sibling Discount. A family having three or more participants will receive a 50% discount on the 3rd player and beyond.

## **Goaltenders**

Tuition discount for up to two named goaltenders on any Pee wee, Bantam and midget team, will be evaluated and set annually by the Finance Committee per the annual budget. The discount will be applied upon commitment to the players annual tuition invoice.

## **Placement/Player Movement**

Variations from these stated player placement and player movement policies must have the approval of the Board of Directors.

## **Team Size and composition**

Composition of teams will be determined by Board's best projection of demand, based on the number of registrants at the time of evaluations. Teams may be added or disbanded at any point. In season, teams will consist of a number of players as outlined by NHAHA and USA Hockey. At no time should teams at the same age level have a numerical discrepancy of greater than three players.

## **Player Placement**

KYHC makes every effort to place players in the most appropriate situation. A committee, led by the Coaching Director and made up of coaches at the applicable age levels, will oversee player placement. Our player placement procedure will take into account four factors:

1. Compliance
2. Previous Coaches' Written Evaluations
3. On-Ice Skills Evaluation
4. New Coach's preferences

**Compliance.** First and foremost, in order to be placed, the player's family must be in good standing with the club (no outstanding debt, all paperwork and evaluation fees turned in as requested). Compliant hockey equipment is required for on-ice evaluations.

**Previous Coaches' Written Evaluation.** All players from KYHC will be evaluated on an ongoing basis by their coaches. These evaluations will be used to rank the players based on skill, effort, coachability and potential. In the case of players who are new to the club, efforts will be made to get input from previous coaches.

**On-Ice Evaluation.** There will be no less than two on-ice evaluations per age level (more may be added based on number of registrants).

**New Coach's preferences.** Finally, as some final decisions become very difficult to make, the Coaching committee will consider the input of the coach who has been placed to coach the new team. Placement will be announced on the KYHC website as soon as possible after the on-ice evaluations-ideally immediately-but no later than 2 weeks after the evaluations have been completed.

Once placed on a team, the player has 10 days to accept the placement, in the form of a \$250 non-refundable, commitment fee, which will be credited toward their tuition. If, after 10 days, the player has not made commitment to the club, KYHC will drop the player from the roster and offer the spot to another player. It is in the Club's best interest and the best interest of the players involved for players to accept their placement by paying their commitment fee.

Members who are dissatisfied with the placement may make a written inquiry for explanation to the Coaching Director. If still dissatisfied, they may request an audience with the Board. Regardless of this process, they must pay the commitment fee to secure their spot on a travel team, or there will be no appeal and no further action/discussion on the part of the Coaching Director or the Board.

Once players have paid the commitment fee, they are considered members of the team for the following season and will not be granted releases to other clubs unless tuition is paid in full. Extenuating circumstances may be brought to the Board in writing and will be considered on a case by case basis.

If space allows and player movement is consistent with our team composition guidelines, the Coaching Director may, in consultation with the coaching staff, recommend player movement to the Board at any point after the ten day commitment period. Please note: though there is often player movement in the fall, there is no expectation of a second try-out or club-wide evaluation.

### **Player Movement (In-Season)**

In the case of players who disagree with their placement during the season, parents may request that the coaching director reconsider the placement decision. The player must continue to participate in activities on the team the player has been placed with. The coaching director will observe the player on-ice at least twice and confer with the affected coaches. The coaching director will consult the Board of Directors if she/he recommends changing the placement.

### **Petitioning to Play at a Different Age Level**

It is the belief of the KYHC Board of Directors that players should be assigned to teams at their age level based on USA Hockey guidelines. The Board does however recognize that circumstances may exist where it may be more appropriate for a player to play outside their age group. If parents desire, they may request, in writing, that the Board

move their child to the "A" team at the next age level up, allowing the player to "play up" (requests to move up to an older "B" team will not be considered). The Coaching Director will consider the request and make a recommendation to the Board. The Board's decision is final. USA Hockey rules do not permit players to play in an age group younger than that in which they are eligible, so on travel teams, "playing down" is not an option.

## **Player Ice Time Allocation**

The amount of ice time each player receives in a game is at the sole discretion of the coach. It is understood that the coach will be as fair and reasonable as possible in allocating ice time among players during games. Key factors that coaches consider in allocating ice time include: game situation, player ability/skill/effort, disciplinary problems, attendance and illness/injury.

Members should remember that all players get a majority of their ice time during practices, which are usually an hour or longer, while ice time in a game averages between ten and 18 minutes. Players at every level get most of their ice time in practice and get many more puck touches per practice than they do per game. Attendance at practice is also critical in the coach's decisions about game situations and preparation.

## **Equipment Requirements**

KYHC players must wear approved hockey equipment, conforming to all USA Hockey requirements.

## **Communication/Grievances/Discipline**

### **Communication**

Open and honest communication is paramount to the growth and success of the club. Members of the Board of Directors are available to address any concerns or questions you may have about the program. Our coaches make themselves readily available to their players for issues they need to discuss.

### **Grievances**

The Board recognizes that from time to time issues do arise that need to be addressed in order to avoid future problems or conflicts. If you have a grievance you want heard, we ask that you follow the following procedure:

Step 1: Parents should feel free to contact the coach directly with concerns that they have, however parents absolutely should not approach the coach immediately before or after a practice or game unless there is a medical issue that must be addressed immediately. It is best that parents email the coach with concerns, so that the coach may consider the situation and respond in a thoughtful way, to avoid further misunderstandings or potential confrontations. Please be aware that playing time,

positions, linemates and game strategy are at the sole discretion of the coach and are not subject to discussion. If these issues are of an ongoing concern, parents should communicate with the coaching director.

Step 2: If parents are not satisfied with the resolution of the issue, they should contact their level representative. The level representatives serve as a liaison between the Board and the membership and should be relied on as a valuable resource in conflict resolution.

Step 3: If an issue still has not been resolved satisfactorily, parents should file a complaint with the coaching director. The complaint should be in writing to avoid any confusion about the issues. The coaching director will facilitate a meeting between all the interested parties, so that a resolution can hopefully be reached.

Step 4: If there is still no satisfactory resolution, the parents should file a written complaint with the Board of Directors, who will investigate and address the issue. Coming before the Board of Directors is the last step in the grievance process. Therefore, the decision of the Board must be accepted as final.

Members who feel they have been wronged by the Club should consult USA Hockey's Annual Guidebook, to consider other options that may be available to them.

## Discipline

As an affiliate member of USA Hockey, Keene Youth Hockey Club takes its relationship with USA Hockey and the NHAHA very seriously and makes every effort to adhere to all of their prescribed policies. Incidents that violate policies, members' rights or are detrimental to the game are viewed unfavorably and are acted on expeditiously. KYHC follows discipline and dispute resolution procedures prescribed by the New England District and takes appropriate action against those who violate the Code of Conduct or any other policies. Sanctions may include suspension or expulsion from the club. Please refer to the USA Hockey Code of Conduct

To register your child, please visit the KYHC Website Registration Link .

Also, before your child can participate on the ice, he/she will need to be registered with USA Hockey. Once registered, please print out the confirmation and bring it to the practice for proof of registration.

[http://www.usahockeyregistration.com/login\\_input.action](http://www.usahockeyregistration.com/login_input.action)

**The Keene Youth Hockey Club (KYHC) has fully adopted USA Hockey's American Development Model (ADM) for the 2011-2012 Mite hockey season.**

The ADM sets criteria focusing on various player development techniques, many of which have been employed by KYHC for the past several years. The primary aspects of the ADM which distinguishes it from how Mite hockey was played previously are practice to game ratio and configuring the ice surface for games to be played cross-ice. For additional information, please visit [www.admkids.com](http://www.admkids.com).

Similar to how youth baseball and soccer utilizes smaller fields to accommodate the little athletes playing, Mite hockey games will be played cross-ice. This will allow for the players to touch the puck more, and force them to make quick decisions while increasing player participation. During practices, kids will be broken up into to smaller groups based on their abilities. They will then rotate around to different stations on the ice to focus on different skills.

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