

SUPERIOR AMATEUR HOCKEY ASSOCIATION
POLICIES AND PROCEDURES 2014

Superior Amateur Hockey Association
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(Reviewed and adopted September 16, 2020 unless otherwise noted)

The policies and procedures of SAHA are developed and approved by the Board of Directors. While no single policy can govern every situation, these policies will be given great weight—and in some cases strictly enforced—in the operation of SAHA.

VOLUNTEER HOURS

The parents of all players above Termite level must volunteer a minimum of twenty (20) hours per player per year. Volunteer hours should be submitted to the team manager periodically throughout the year so that a running total can be kept.

Failure to meet the twenty (20) hour requirement may result in an additional assessment of \$10.00 per hour for each hour missed. You should maintain a list of your volunteer hours.

NONPAYMENT OF REGISTRATION FEES (Adopted March 20, 2024)

It is only fair that all parents pay their child's registration fee. Fees can be paid in one of three ways;

- In full during online registration
- Online payment plan as described on the registration website page.
- Pay offline

No player will be allowed to be on the ice unless all fees, are paid in full or an online credit card payment plan has been established. No cash or check payment plans will be considered.

Any online payment plan that fails for any reason must be corrected and paid within 7 days of the failed payment or the player will not be allowed on the ice until payment is resolved.

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REFUNDS (Adopted September 21, 2022)

Withdrawing before the start of the season due to residency or injury: Full refund.

Withdrawing before the start of the season for any other reason: Full refund, less \$50.00 cancellation fee.

Withdrawing after the start of the season due to residency, injury, or high school: Pro-rated refund based on 5-month season less \$50.00 cancellation fee.

Withdrawing after the start of the season for any other reason: No refund

Residency, Injury and High School defined below:

Residency

Change of residence outside of Superior Amateur Hockey Association boundaries.

Injury

Any player who has an injury, lasting over thirty (30) days, that prevents further play during the season. An injury preventing further play must be verified with a written doctor's excuse.

High School

Any player leaving the SAHA program to play at the High School level.

WAHA/USAH registration and insurance is not refundable to SAHA. Therefore, any refund will exclude WAHA/USAH fees.

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HARRINGTON FUND

This is a fund established to promote hockey by providing financial assistance to those in need. The Board of Directors has established the following guidelines for distribution from the Harrington Fund:

The Northwest WI Community Services Agency (NWCSA) will process and review all applications.

Scholarships will not be awarded for more than the amount of interest earned on the Harrington Fund for that season.

Scholarships will be paid for up to one-half ($\frac{1}{2}$) of the registration fees.

Scholarships can only go towards registration fees.

Scholarship applications for Harrington Fund must be returned by September 30th (November 30th for Junior Gold) so the NWCSA can evaluate all applications.

Confidentiality: Applications may be obtained from the SAHA website or office. All applications are considered strictly confidential. Applicants' names or identities will not be disclosed to anyone, including Board members, except on a strictly need-to-know basis.

8U/MITE POLICY FOR CROSS ICE PROGRAM

The SAHA Board has adopted a cross ice program which has been mandated by USA Hockey. The purpose of this program is to foster Mite and younger level player development by maximizing their time on the ice. All Mite level coaches shall follow the ADM guidelines of the cross ice program.

COACHES & MANAGERS TO BE CERTIFIED

USA Hockey provides certain levels of health insurance to the players. The insurance policy provides that all supervisory personnel on the ice and on the bench must be certified to the appropriate level by USA Hockey. This insurance coverage may be

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voided if a non-certified coach (including a parent volunteer) or a non-certified manager is either on the bench or on the ice when a player is injured.

Therefore, no coach, manager, or parent may be on the bench or on the ice, either at practice or during a game, without the proper level of training and current certification from USA Hockey. All such individuals should be prepared to display their current certification card upon request.

Board members are encouraged to achieve coaches' certification.

SUNDAY PLAY* & RELIGIOUS NEEDS

Tournament games, games and practices are allowed on Sunday mornings. However, attendance is not mandatory. Coaches shall not penalize players who do not attend Sunday morning games or practices.

Further, if the religious education or religious needs of a player require attendance at a religious function, then the coach shall not sanction or penalize that player if he or she misses any team functions including games, tournaments, or practices.

* If a player's religious affiliation requires worship on a day other than Sunday, then this rule shall be applicable to that player's particular day of worship.

ACADEMICS

School should be given a high priority by parents, players and coaches. Therefore, coaches should not penalize players who miss practices or games for legitimate academic needs or reasons. If games or practices are habitually missed for academic reasons, coaches are encouraged to discuss this with the player's parents.

PLAYING TIME FOR ALL PARTICIPANTS

It is SAHA's desire to insure that the maximum recreational opportunities be given to each player, to insure that all players are given the maximum opportunities to improve their hockey skills and attitudes, and to bring the standards of the SAHA hockey program to the highest level of excellence.

In order to achieve those goals for each participant, all players should be given approximately equal playing time to the extent possible. However, coaches are given discretion on this policy to the extent that they must address issues of player discipline, power play time, penalty kill time, goalie playing time, players missing practices, and other issues. It is, however, the goal of SAHA that each player receives approximately equal playing time.

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PARENTS IN BENCH AREA

For safety and insurance purposes, parents are not allowed in the bench area. This policy does not apply to those parents assisting with the penalty box, time clock, or score keeping.

OUTDOOR ICE

SAHA's members maintain an outdoor rink. Any team is eligible to use the outdoor ice, provided that the parents agree to maintain that ice for an assigned time—usually 2-4 days per year.

RELEASING A PLAYER “FREE OF CHARGE” TO ANOTHER ORGANIZATION

SAHA is the only sanctioned WAHA and USA Hockey organization in Superior and the surrounding area. Consistent with WAHA and USA Hockey guidelines, any player residing within its boundaries is considered a player under the auspices of SAHA.

No player will be granted a free release by SAHA to play in another organization unless SAHA does not have or cannot provide a team and coaching structure for that player.

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RELEASING A PLAYER THROUGH A “RELEASE FEE” TO ANOTHER ORGANIZATION

The SAHA board will consider a player release through a “release fee” under the following circumstances, but no release is guaranteed.

- Player was once an active member of SAHA.
- Player has not played at SAHA for one or more seasons, has remained a resident within the boundaries of SAHA, and attends school outside the SAHA boundaries.
- Pays 100% of the normal registration fee as a “release fee” for the level that the player will be playing the upcoming season and 50% the following seasons that the player plays outside of SAHA. Once released for the season the player will not be considered a SAHA member and will have waived their right to play at SAHA for that entire season.
- Player will need to follow the release process and meet the criteria above for each season.
- Once a player has been released once through this process and they continue to meet the stated criteria, they will be grandfathered in, in case of any future policy change.
- SAHA will use registration fees received from said player to fund the Harrington Fund, which provides financial assistance to offset other player’s registration costs, on a financial needs basis.
- The “release fee” is nonrefundable.
- Released SAHA players must still obtain a WAHA release and be accepted by another association, SAHA has no authority or interest in either decision.

ALL-STAR TEAMS

SAHA does not allow the formation of so-called all-star teams during the regular hockey season. Therefore, SAHA will not sanction all-star teams formed during the regular hockey season. No SAHA equipment, including jerseys and goalie equipment may be used by any player participating on such an all-star team

This policy does not restrict players or coaches from participating in off-season tournaments, select teams, or all-star teams.

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GETTING AN ITEM BEFORE THE BOARD

The SAHA Board is here to address needs, concerns, and complaints. In order to insure that concerns are properly weighed, investigated, and discussed, the following procedure has been established:

1. The concerned individual should contact any Board member to find out the name of the proper committee chair for this issue.
2. The concerned individual should contact the appropriate chair to find out when the committee meets, and ask that the issue be placed on that committee's agenda for discussion. The committee chair will inform the individual of the next committee meeting so that the individual can attend.
3. If the matter is referred to the SAHA Board by the committee, the committee chair will insure that the matter is placed on the SAHA Board agenda at least 10 days in advance of the next SAHA Board meeting.
4. At the SAHA Board meeting, the committee chair will bring the issue to the Board under the proper committee report and will give the committee's recommendation regarding the matter to the SAHA Board.
5. The individual who brought the item to the SAHA committee (or a group spokesperson if this matter involves more than one individual) will have up to five (5) minutes to discuss and present a position on this issue to the SAHA Board.
6. The SAHA Board will discuss the issue and may pose additional questions to the individual or spokesperson regarding the matter in question.
7. If the SAHA Board believes that a full investigation has been completed, it will decide the issue or concern.
8. Most work of SAHA should be done at the committee level where full discussion, investigation, and recommendations are formulated. The issue will not be addressed, discussed or decided at a SAHA Board meeting without compliance with this procedure.

SUGGESTIONS, COMPLAINTS & CONCERNS

The Board of Directors welcomes any comments, suggestions, or complaints that may be made. However, any anonymous suggestion, comment or complaint will be discarded without further review by the Board. Communication regarding suggestions, complaints, and concerns may be made in writing or by email.

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GRIEVANCES

A grievance is a type of complaint which deals specifically with an individual. A grievance may be filed by a coach, a parent, or a parent on behalf of a player.

A grievance must be in writing and signed; it should be given to any officer or director or it may be left at the SAHA office. Any unsigned grievance will not be addressed. All grievances will be taken very seriously by the SAHA Board.

If a grievance is received, the President will appoint an Ad Hoc Committee specifically to investigate the grievance. This investigation may involve speaking with several individuals including witnesses, the complainant and the person who is the subject of the grievance; a meeting of the parties may be held, too.

The Committee's determination will then be relayed to the parties. If it recommends no action, then the matter will be closed. However, the Committee has authority to recommend sanctions including, but not limited to, suspension or termination of a coach or player, banning a parent or spectator from entering the SAHA premises for a specified period of time, or other action the Committee deems appropriate. If, but only if, sanctions are recommended, those sanctions must receive prior Board approval before imposition.

FUNDRAISING, SOLICITATION & DONATIONS (Adopted October 27, 2023)

SAHA receives financial support and contributions from many businesses in the Duluth/Superior area; this benefits all SAHA teams and members. These sponsorships and donations help support registration costs, capital improvements, tournament fees and allows us to not share ice rental fees to individual teams.

All fundraisers done by members of the association is to be for the benefit of the entire association, not just individual teams. Therefore, if one team approaches such a supporter, this could jeopardize additional or traditional gifts to the detriment of the organization as a whole even though it may benefit one team.

It is the policy of the Board that no fundraising or solicitation for team sponsorship by any team for any purpose will be permitted unless prior approval is received from the Board of Directors.

Exceptions:

1. Home Tournament 50/50 raffle
2. Home tournament gift bag raffles with value less than \$200.
 - a. All raffles associated with a team's home tournament may only be conducted from the Monday prior to the tournament through Sunday of the tournament weekend.

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Fundraising and team sponsorship solicitation without prior Board approval or violating the above exceptions will be subject to the following sanctions:

1. Forfeiture of all league games; and/or
2. Loss of the privilege to play in any state tournaments; or
3. Any other sanctions which the Board may deem appropriate under the circumstances.

***To obtain board approval please reach out to the fundraising committee chair with a formal request.**

***If approved, the obtained sponsorship/donation will be split between the individual team and SAHA, where each receives 50% of the sponsorship/donation.**

GAME / TOURNAMENT GUIDELINES

In order to best develop our players the board of directors has established the following guidelines to help emphasize the educational and recreational values of hockey.

The implementation of these guidelines will allow our younger players to learn the basic skills without the distractions that are often associated with an overemphasis on winning. Mastery of the fundamental skills and the fun of playing are essential to the development of a lifelong interest in hockey.

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Level	Total No. of Games / Scrimmages (Controlled or non-controlled)	Tournaments / Jamborees / Swings (Includes Home Tournament) Does Not include State Tournament
Termite Mini-Mite	In-House Jamborees	3 within 25 miles
8U Girls	25	4 *Travel Subject to Board Approval
Mites	25	4 3 within 30 miles, 1 within 70 miles
Squirt	35	5 3 within 90 miles, 1 within 150 miles, 1 unlimited miles
PeeWee	40	6 3 within 90 miles, 1 within 150 miles, 2 unlimited miles
Bantam Jr. Gold	45	7 3 within 90 miles, 1 within 150 miles, 3 unlimited miles

*8U Girls travel is subject to board approval due to lack of available tournaments and jamborees in the area.

Scrimmage: An event involving two teams participating in an informal competition on the same ice; coaches not on-ice during the session; scoreboard may be used; officials are required; and, play may be stopped periodically for instructional purposes.

Controlled Scrimmage: An event involving two teams participating in an informal competition on the same ice; coaches on-ice throughout the session providing instruction on position play and game situations; no scoreboard or game clock may be used; no officials may be used; and, play may be stopped periodically for instructional purposes.

Each tournament will count as a maximum of 3 games and will be included in the total number of games. Girls divisions will follow the appropriate age levels listed.

Board of Directors approval will be required to exceed the total number of games

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listed. Failure to recognize these guidelines may result in forfeiture of ice time and suspension of future coaching responsibilities.

CODES OF CONDUCT

Players Level

STUDENT-ATHLETES HAVE A RESPONSIBILITY TO:

1. Consistently display high personal standards and project a favorable image of their sport.
2. Direct comments or criticism at the performance rather than the individual.
3. Refrain from public criticism of student-athletes, coaches or officials.
4. Treat everyone fairly and with respect within the context of their activity.
5. Refrain from the use of profane, insulting, harassing or otherwise offensive language.
6. Abstain from the use of tobacco products.
7. Abstain from the use of alcoholic beverages, performance enhancing or mind altering drugs.
8. Adhere to any additional team rules or regulations put in place by individual coaches.
9. Uphold the rules of the sport of hockey and the spirit in which they were adopted.
10. Treat opponents and officials with respect both in victory and defeat.
11. Be aware of the role sport plays in the lives of all student-athletes and respect the pressures that may be placed on them as they strive to balance physical, mental, emotional and spiritual elements.

STUDENT-ATHLETES MUST:

1. Participate in a manner that ensures the safety of student-athletes, coaches and officials.
2. Respect the dignity of other student-athletes; verbal or physical behaviors that constitute harassment or abuse are totally unacceptable.
3. Never advocate or condone the use of alcohol, performance enhancing drugs or mind-altering drugs.
4. Refrain from any instigating or fighting.
5. Refrain from any use of the stick with the intent to harm or injure.
6. Refrain from any uses of tobacco, alcohol, or drugs while a member of the Superior

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Amateur Hockey Association during the season.

7. Refrain from any use of vulgar or offensive language and or gestures.
8. Refrain from any act of disrespect toward a student-athlete, coach, referee or parent.

THE FOLLOWING ACTS WILL RESULT IN DISCIPLINARY ACTION: VIOLATION OF ANY ELEMENT OF THE PLAYER'S CODE OF CONDUCT SHALL RESULT IN THE FOLLOWING DISCIPLINARY ACTION:

(PLEASE NOTE – These are to be used as “guidelines”. SAHA Board retains the right to adjust punishments for offenses at their discretion.)

- 1st Offense in a Season: 1 Period of Suspension
- 2nd Offense of Season: 1 Game Suspension
- 3rd Offense of Season: Immediate Suspension from all hockey activities pending review by Rules & Referees Committee of Superior Amateur Hockey Association.

SPECIAL NOTE FOR Jr. Gold LEVEL STUDENT-ATHLETES:

Understanding that (High School C) Level student-athletes serve as role models for the younger players of the Superior Amateur Hockey Association, they are thus held to a higher degree of accountability and responsibility. **Therefore, violation of any element of the Player's Code of Conduct shall result in the following penalties:**

- 1st Offense of Season: 1 Game Suspension
 - (must participate in all practices and attend all games)
- 2nd Offense of Season: 5 Game Suspension
 - (must participate in all practices and attend all games)
- 3rd Offense of Season: Immediate Suspension from all hockey activities pending review by the Rules & Referee Committee of Superior Amateur Hockey Association.

COACHES/MANAGERS

1. Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game.
2. Be a positive role model to your players, display emotional maturity and be alert to the physical safety of players.
3. Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach;

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don't yell at players.

4. Adjust to personal needs and problems of players, be a good listener, never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
5. Organize practices using the ADM guidelines that are fun and challenging for your players. Familiarize yourself with rules, techniques and strategies of hockey; encourage all your players to be team players.
6. Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
7. Be concerned with the overall development of your players. Stress good health habits and clean living.
8. To play the game is great; to love the game is greater.
9. SANCTIONS: SAHA will follow and enforce the sanctions set forth in the WAHA Bylaws. These can include a 1-year suspension or expulsion for deliberate physical contact; a possible game suspension for a game misconduct penalty; and a minor penalty for verbal abuse for which there is zero tolerance. In the event sanctions are necessary, the SAHA Board or Committee will consult and follow WAHA Bylaws and Guidelines if applicable

Parents

1. Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organizational sports for their enjoyment. Make it fun.
2. Encourage your child to play by the rules. Remember, children learn best by example so applaud the good plays of both teams.
3. Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.

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4. Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in lower age groups.
5. Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
6. Applaud a good game effort in victory and in defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice—it is destructive. Work toward removing the physical and verbal abuse in youth sports.
7. Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.

There is separate document (page 14 of this Policy Handbook) that must be signed by all parents before their child can participate in any on ice activities. Normally this will take place during the registration process

Locker Room Privileges

If a team loses their locker room privilege for whatever reason, that team must come to the arena, at a minimum, half dressed.

SPECTATORS

SO THAT EVERYONE CAN ENJOY THE GAME,
LET'S FOLLOW THESE FEW SIMPLE RULES:

1. If you enjoy the game, learn all you can about the game and volunteer!
2. Display good sportsmanship. Always respect players, coaches and officials.
3. Cheer good plays of all participants; avoid booing opponents.
4. Profanity and objectionable cheers or gestures are offensive; cheer in a positive manner and encourage fair play.
5. Throwing any items on the ice surface can cause injury to players and officials; help provide a safe and fun environment.
6. Do not lean over or pound on the glass surrounding the ice surface.

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7. Always act appropriately; do not taunt or disturb other fans; enjoy the game together.
8. Be responsible for your own safety—be alert to prevent accidents from flying pucks and other avoidable situations.
9. Support the referees and coaches by trusting their judgment and integrity.
10. Respect locker rooms as private areas for players, coaches and officials.

SANCTIONS FOR ABUSIVE CONDUCT/LANGUAGE:

The referee is charged with maintaining the proper atmosphere for players, coaches, visiting teams and other spectators. If a referee finds it necessary to remove a parent, SAHA will, without question, strictly enforce that decision. If the parent does not immediately comply with the referee's order for removal, that parent shall be referred to the Rules & Referees committee at SAHA. That Committee may be empowered by the President to act without further Board approval. This Committee may impose a multi-game ban from the SAHA arena.

SANCTIONS FOR PHYSICAL CONTACT:

Any parent who deliberately touches or physically impedes any game official, coach, or player anywhere on the SAHA premises shall be referred to the Rules & Referees committee appointed by the President. That Committee may be empowered by the President to act without further Board approval. This Committee shall impose a multi-game ban from the SAHA arena .

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Superior Amateur Hockey Association Parent/Fan Code of Conduct

You, the parent/fan, are the most important person in the successful development of your player both on and off the ice. The success or failure of your Spartan will depend greatly on their ability to display an appropriate attitude both on and off the ice. You, the parent/fan, have the greatest influence on your child's attitude. It is critical that you understand and adhere to the following code of conduct.

I understand that:

- It is a privilege, not a right for my child to play youth hockey.
- Sportsmanship and fair play are essential to the sport of hockey and are the most important skills that our children learn from youth hockey.
- Our children learn from our example, and we as parents/fans need to exemplify the highest level of sportsmanship by supporting all players, coaches, team managers, referees and parents.

Therefore, I agree to the following

- I will never use abusive behavior or language toward anyone involved in youth hockey.
- I will not create a public display of anger or negativity toward coaches, managers, players, other parents, or spectators in any arena or via email, letter, phone, text, or social media, either directly or indirectly.
- I agree to the 24 hour rule which states "no parent/fan in a fit of frustration or anger over their player's playing time, position or coaching will contact the coach in any manner until 24 hours has passed". The methods of acceptable communications after the 24 hour period will be determined by the coach.
- I will respect and adhere to all rules and Code of Conduct set forth to spectators by SAHA, WAHA, and USA Hockey.
- I will express any concerns through the proper channels in a respectful manner.
- I understand that any parent/fan that cannot abide by these rules or violates them will be subject to the following disciplinary actions.

Parent/Fan Code of Conduct Consequences

Violations of the Parent/Fan Code of Conduct is detrimental to the team and may be brought forward to the SAHA Executive Director by either the team's coach, manager, or a parent on the same team. A meeting with the SAHA Rules and Referees Committee will occur as soon as possible.

SAHA may set forth a penalty ranging from a verbal warning up to suspending a parent from all team functions for one week to the duration of the season. Continual abuse of the conduct policy may result in permanent removal of both the parent and player from SAHA.

During the sanction, the parent will not be allowed in any facility during a youth hockey event, regardless if that parent has another child on a different team.

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Development Policy

The purpose of the following rules will be to ensure that there is a consistent process in place for SAHA Team and Player Development. It is understood that reasons for potential move-ups may exist, and they will be handled according to the following guidelines. No player will be officially moved to another level until the Development Committee thoroughly reviews both player participation numbers at each of the effected levels, and the reasons for the potential player relocation. Petitions received for a move-up request will be reviewed following registration. If a petition is denied by the development committee, the parents of the petitioning player can make one appeal to the SAHA board. If approved by the development committee, approval from the SAHA Board is required to take effect.

Minimum and maximum player totals are established for all teams Squirt and higher, prior to evaluations, based on USA Hockey guidelines. Player totals will be determined at the conclusion of the designated “registration” date prior to evaluations.

If after registration player total counts require maximum guideline levels to be exceeded, attempts will be made to create additional teams. If this cannot be accomplished, then B level teams will be assigned the “extra player(s)”. These players will be distributed as evenly as possible between the B teams. Note: If the A-level team is below USA Hockey guidelines for number of skaters, excluding goalies, they will be required to adjust “up” to the USA Hockey guideline numbers for that age group. This can occur up until the USA Hockey Registration Forms are submitted by SAHA in December.

If a potential goalie or skater shortage occurs, whether at the Squirt, Pee wee, or Bantam age level, the Development Committee will make team size and player allocation decisions in the best interest of player development with an emphasis on age appropriate hockey. The development committee will only approach and ask players about moving to a higher level if said player is deemed to be elite and mature enough to play at the higher level. Players who have been asked to move will be required to follow the move-up protocol. No player will be forced to move up into a higher level of play. NOTE: A first year player at any level will never be allowed to move up to the next level.

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The development committee will recommend the number of teams and player allocation at each level to the board for approval. A-team coaches and evaluators will be notified prior to evaluations of skater and goalie numbers for each team at that level. Development committee and board decisions on team sizes are final.

High School Age

Bantam age player/s who make the High School team but wish to return to the Bantam level, must notify the Development Committee no later than 24 hours after the first High School roster is posted. Players returning after this 24 hour period will be placed on a B level team.

Player Movement Request “Petition” Protocol

The development committee at SAHA recommends that players play age appropriate hockey unless circumstances arise where a player exudes elite abilities and it is determined by the committee that the player’s development would not be hindered by moving to a higher level.

A petition to move-up must be submitted to the Development Committee no later than the last “official” day of registration. A letter will be submitted to the player/parents sent by the Chairman of the Development Committee informing them of acceptance or denial. The following criteria shall be reviewed by the Development Committee to determine if a player move-up “petition” request, submitted by the parent/s, is accepted or denied:

- Petitioning 8U players are required to fill out the WAHA player move up form found online at wahahockey.com
- Accepted petitions will be subject to the additional registration fees to cover the difference between the players current level and the higher level. This will not apply to players that are asked to move by the development committee.

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- Petitioning parents are required to provide a brief explanation, in writing, as to why they believe their child should be skating at a higher age level.
- Petitioning player must be an incoming second year player at the SAHA level they are trying to move up from.
- The petitioning player carry no outstanding financial debt to the Association.
- Petitioning player should obtain a letter of recommendation from previous year's Head Coach. Note: The previous year's Head Coach's opinion that the petitioning player has the skills necessary to potentially play at a higher level will be considered, but will not be the sole determining factor.
- Development Committee reviews the Registration numbers.
- Development Committee will determine the appropriate number of teams at each level.
- If an accepted petition wishes to withdraw the request, this must be done 24 hours before the first evaluation session of both the level they have petitioned into, and the level they want to return to.
- Development Committee will inform Board members of all requests to move-up, i.e. "petitions", and whether the petition has been accepted or denied. This information exchange must be accomplished prior to evaluations.
- On acceptance, these processes will be followed:
 - The Chairman of the Development Committee will notify the petitioning family, in writing, that the request to move-up was accepted (or denied), based on the previously mentioned criteria.
 - If accepted, the petitioning player MUST report to all evaluation sessions at the level requesting to move up to.
 - The Development Committee shall make all attempts to select independent, non-biased, evaluators to participate in the evaluation process of all players evaluating at that level. These evaluators may be, but are not limited to, College or HS level coaching staff.
 - The player will not be identified to the Evaluators.

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- The petitioning player must have an evaluated score that would place them in the top three forwards, top two defensemen, or top goalie to be placed on an “A” level team. This may alter the normal evaluation rating systems, but will be necessary in move-up situations.
- The Evaluation selection process will be final and positional placement will occur at all levels within that age grouping, i.e. “A” or “B”.
- After the first evaluation session at the higher level, the petitioning player cannot opt to move back to the level requested to move from.
- A petitioning player who has been selected to the Bantam “A” team will not be granted placement on Bantam “A” team if any positions are held open for returning HS age players. The petitioning player will be required to skate with a Bantam “B” team until HS evaluations are complete. If the Development Committee determines that the petitioning player still scores high enough according to the aforementioned 3-2-1 scoring scale, they could then join the Bantam A team if the maximum number guideline has not been exceeded.
- Successfully petitioned players are granted this exemption one time only. If in two years the player wants to petition to the next higher level they will have to go through the move-up process again.

Evaluations, Tryouts, and Team Selection

SAHA conducts evaluations in order to ensure that players are placed at the most appropriate level for their abilities. The evaluation process varies at each level and is outlined below. The evaluation processes will be reviewed and is subject to change on an annual basis based on participation numbers and team classification levels as determined by the SAHA Development Committee.

All levels have a Designated Coordinator appointed by the Chair of the Development Committee. The Coordinator is responsible for the organization and execution of evaluations. The Coordinator will work with the “A” level Coaches and selected evaluators during the evaluation process. There shall be no evaluators who have children under evaluation at that level, nor shall parent coaches participate in the evaluation process. Team sizes will be determined by the SAHA Development Committee based on participation numbers, using USA Hockey and ADM recommendations.

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Coaches and evaluators will be evaluating the following:

- The player's skating skills
- The player's individual hockey skills (puck handling, passing, receiving, shooting, body positioning)
- The players team skills, both offensive and defensive
- The players position play, teamwork, game skills and awareness
- Desire, hard work, on and off ice attitude are also determining factors in the evaluation process
- Goaltenders are evaluated on the applicable above skills as well as technique, positioning, quickness, and awareness.

Mites

The Mite Level Coordinator and Coaches will evaluate the entire group (1-60 for example) in order to create as "even" teams as possible. Please be aware that at the Mite Level it is common for a player's skill level to increase dramatically, making it difficult to have completely "even" teams throughout the season. It is important to stress fun, sportsmanship and maximum effort levels at all times over winning. There will at no point be the pressure of "evaluation" or "tryout night" for the mites, this evaluation will occur during clinics without player or parent knowledge.

Squirts

Tryout Procedure:

If there is more than one team at these levels, there will be evaluations that take place over the first three weeks of the season. At the end of the three-week evaluation period, players will be assigned to the top level "A" team or a "B" team(s). A player will not be allowed a "movement" once the team is selected unless it falls under criteria set forth in the player movement policy. The "A" level head coach, selected independent evaluators, and the Level Director will participate in on-ice sessions during the three-week evaluation period. At the end of evaluation period, the "A" level head coach and selected evaluators will select the roster for the "A" level team first with the guidance of the Level Director. Any player who is unable to attend the three-week evaluation process will be evaluated based on the prior year's performance, and previous year's coaches' recommendations to determine team placement.

If a player wishes to not be in consideration for the "A" team the player/parents may notify the level director of such desires.

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Peewees / Bantams / Jr. Gold

Tryout Procedure:

If there is more than one team at these levels, there will be evaluations that take place over the first three weeks of the season. At the end of the three-week evaluation period players will be assigned to the top level “A” team or a “B” team. A player will not be allowed a “movement” once the team is selected unless it falls under criteria set forth in the player movement policy. The “A” level head coach, selected independent evaluators, and the Level Director will participate in on-ice sessions during the three-week evaluation period. At the end of evaluation period, the “A” level head coach and selected evaluators will select the roster for the “A” level team first with the guidance of the Level Director. Any player who is unable to attend the three-week evaluation process will be evaluated based on the prior year’s performance, and previous year’s coaches’ recommendations to determine team placement.

If a player wishes to not be in consideration for the “A” team the player/parents may notify the level director of such desires.

Having an evaluation process lasting over many ice sessions will assist in making the evaluation process less stressful for players, parents and coaches, and will allow coaches and independent evaluators additional time to evaluate players skills.

SEXUAL & PHYSICAL ABUSE POLICY

Any form of sexual or physical abuse will not be tolerated. SAHA has a sexual and physical abuse policy consistent with USA Hockey and WAHA. While SAHA cannot guarantee that no such abuse ever occurs, SAHA does use its best efforts to screen and review each coach and manager by providing certain information to the local authorities for background checks. All coaches and managers are required to complete an application regarding their background. A copy of the application and disclosure statement to be completed by each coach and manager is available at the SAHA office.

Neither consent of the player to the sexual contact, mistake as to the participant’s age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse.

Upon proof of a violation of this policy, the violator will be permanently banned or suspended from USA Hockey sanctioned programs and/or the programs of its

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Affiliate Associations, including SAHA. Information will be reported to appropriate authority.

NON-DISCRIMINATION

SAHA does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment

SAHA is an organization that provides opportunities for youth to participate in athletic activities which include team meetings, practices, competitions and other team interactions. SAHA takes seriously its obligation to maintain a safe environment for children. In accordance with State and Federal Laws and pursuant to USAH requirements, SAHA reserves the right to limit or refuse individuals access to SAHA events or facilities where SAHA events are held if SAHA, its agents, representatives, or volunteers feel that children may be put at risk by the individual's attendance

MEETING ROOM

SAHA has a meeting room which is available to SAHA members, teams, coaches, and parents. The room may be used for end-of-the-year parties as well.

Use of the meeting room is on a first come-first served basis. The meeting room should be booked by contacting the rink manager or other authorized rink representative to reserve its use.

Any group using the room must put away all chairs and tables after use. The person and /or group booking the room is responsible for clean up after use. Failure to properly and adequately clean the room after use may result in the loss of future privileges or use of the meeting room by that person or team. The person or group booking the room shall be responsible for all damages to the room during use.

An adult must be present in the room at all times during use. No children or players may be in the meeting room without an adult present.

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AUTHORITY TO CONTRACT

No Officer, Director, or Member may, without prior Board approval, bind SAHA to a contract.

No Officer, Director, or Member may, without prior Board approval, incur a debt on behalf of SAHA if the total value or cost of that contract or debt exceeds Two Hundred (\$200.00) Dollars.