

Glenwood Springs Youth Hockey Association Handbook & Policies

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General and Administrative Information

This handbook establishes general policies and procedures for Glenwood Springs Youth Hockey Association (GSYHA) and its operations. Not all policies adopted by the GSYHA are contained herein. Where applicable, reference to our website is made where a comprehensive list of documents is published under Resources.

<https://www.grizzlyhockey.com/page/show/1011870-resources>

Philosophy Statement

GSYHA will provide a competitive amateur hockey program for young athletes through the age of 19 in the general vicinity of Glenwood Springs, Colorado, with emphasis on the enjoyment of hockey; participation in competitive hockey events sanctioned by Colorado Amateur Hockey Association (CAHA) and USA Hockey; teaching self-discipline, self-reliance, good sportsmanship, and courtesy and respect for others.

USA Hockey and CAHA Affiliations, Preeminence

USA Hockey is the nationally recognized governing body for organized amateur ice hockey in the United States. The Colorado Amateur Hockey Association (CAHA) is the USA Hockey affiliate for the State of Colorado. The Glenwood Springs Youth Hockey Association (GSYHA) is, by formal agreement, an affiliate of CAHA and, therefore, USA Hockey. As an affiliate of USA Hockey and CAHA, GSYHA will comply with the Articles of Incorporation, Bylaws, Policies and Procedures, Rules and Regulations, Playing Rules and decisions of CAHA and USA Hockey. Additionally, GSYHA participates in various leagues that are administered by CAHA and which may have rules and regulations specific to those leagues. Please ask the Director of Hockey for information on leagues.

USA Hockey/CAHA Registration Requirements

GSYHA players, coaches, officials, team managers, volunteers and Board Directors must register with USA Hockey and CAHA annually.

USA Hockey: www.usahockey.com

Colorado Amateur Hockey Association (CAHA): <http://caha.co>

All GSYHA teams will submit a 1-T roster in compliance with USAH and CAHA rules.

Member's coaches, Board Members, Directors, certain players, certain volunteers and Officials shall complete SafeSport training annually and background screening every two seasons.

The GSYHA Organization

The Board of Directors

The Board of Directors is the governing body of Glenwood Springs Youth Hockey Association, a 501(c)(3), non-profit organization. Board members are volunteers and must register annually with USA Hockey. The Directors meet monthly. All Directors share the following responsibilities:

Fiscal Management

The board reviews and approves the annual budget. As such, the board must make sure that the non-profit's money is effectively and efficiently used. It is also the board of directors' duty to ensure that the organization has appropriate resources to meet its mission. The board must help raise additional funds when resources are not

available.

Staffing

The board of directors reviews and selects the Director of Hockey to lead the organization. The board sets the compensation and expectations for the Director of Hockey. The board may hire other staff as necessary to support the Director of Hockey and/or the fiduciary responsibilities of the board.

Planning and Evaluation

The board of directors evaluates the organization's effectiveness. They determine how well the mission is fulfilled, review plans for major programs, and ensure that the organization's values and visions are always at the forefront of any action. The board of directors, with input from the Director of Hockey, outline long-term plans for the organization.

Public Relations

The board of directors represents the organization to the public. Board members raise interest, awareness, and funds. They must be able to effectively convey the organization's mission and accomplishments to garner community support.

Oversee Legal Obligations

The board verifies that all filing requirements and tax obligations are completed. The organization is required to file Form 990 with the IRS annually. It must regularly withhold and pay employment taxes.

Conflict of Interest Policy

The GSYHA has adopted The USA Hockey Conflict of Interest Policy. Board members shall provide written acknowledgement of the conflict of interest policy. The GSYHA Conflict of Interest Policy can be found on our website at: <https://www.grizzlyhockey.com/page/show/1011870-resources>

Record Retention Policy

The GSYHA has adopted a Record Retention Policy. The Record Retention Policy can be found on our website at: <https://www.grizzlyhockey.com/page/show/1011870-resources>.

Director of Hockey

The Director of Hockey will manage the Glenwood Springs Youth Hockey Association (GSYHA) as an affiliate of the Colorado Amateur Hockey Association (CAHA) and USA Hockey, in order to provide youth athletes, the opportunity to participate in ice hockey. The Director will promote the retention and growth of the GSYHA membership. The Director of Hockey reports directly to the GSYHA Board of Directors (BoD).

USA Hockey's Administrator's Code of Conduct

Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.

- Support programs that train and educate players, coaches, parents, officials and volunteers.
- Promote and publicize your programs; seek out financial support when possible.
- Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.
- Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.

- Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
- Encourage coaches and officials to attend USA Hockey clinics and advise your board members of the necessity for their training sessions.
- Make every possible attempt to provide everyone, at all skill levels, with a place to play.
- Read and be familiar with the contents of the *USA Hockey Annual Guide* and USA Hockey's official playing rules.
- Develop other administrators to advance to positions in your association, perhaps even your own.

Membership

The members shall consist of each Player of Glenwood Springs Youth Hockey Association in good standing and registered for membership with USA Hockey; parents or guardian of each such player; coaches; team managers and other volunteers approved by the Director of Hockey; hired staff approved by the Board of Directors; and the Board of Directors. Members have certain rights and obligations. Members must abide by the rules and regulations of USA Hockey, CAHA and GSYHA. Members may be sanctioned, fined or suspended for violations of such rules and regulations.

Coaches

Coaches will be assigned at the Director's discretion and must hold current certification by USA Hockey.

Team Managers

Team Managers will be assigned at the Director's discretion and must register with USA Hockey.

Volunteers

As with most youth programs, the adults that manage the program volunteer by assisting with activities, coach, or act as team managers. Volunteers are extremely important to GSYHA. Without volunteers, there would be no GSYHA! If you wish to volunteer with GSYHA please contact a Board Member, or the Director of Hockey. All families are required to volunteer a minimum of 20 hours per season. See the Addendum to the Handbook: Volunteer and Fundraising Policy, for details.

All coaches, Board Members, Team Managers and volunteers who have direct contact with players must register with USA Hockey and with CAHA each season and provide confirmation of their registration to the Secretary of the Board each season.

Insurance

Insurance is provided to registered USA Hockey members for excess accident coverage. This insurance is supplemental to primary health care coverage. Contact your local program registrar for a claim form.

Documents and Forms

All documents and forms pertinent to members of GSYHA, including this handbook, are available on the web site www.grizzlyhockey.com.

GSYHA Handbook

The GSYHA Handbook and its contents, policies and procedures are developed and approved by the GSYHA Board of Directors. Any changes or modifications require GSYHA Board of Directors approval. It is the responsibility of each Member to familiarize themselves with the Handbook and its contents.

Registration and Fee Schedule

Fees for each season are detailed in the registration documents posted on our web site at the beginning of each season. The fees are age-specific and established annually by the Board of Directors based upon the financial need of the GSYHA. All registration details are found in the registration packet and forms.

Each parent/player is responsible for the full payment of the fees by the established deadline. GSYHA reserves the right to suspend the player from participation if fees are not paid. Fees include: tuition, jersey & volunteer requirement, and any special or specific league fees.

Players will not be allowed to register with GSYHA for season participation until outstanding debts are paid in full, or arrangements for payment are made.

Financial Aid

Registrants may request financial assistance by applying for financial aid with the Scholarship Committee. Financial assistance is based on need and subject to approval by a Scholarship Committee appointed by the Board of Directors. Applicants are required to provide proof of income and other personal information. GSYHA will take necessary and reasonable precautions to protect the privacy of applicants. Scholarships will be awarded by the Scholarship Committee and implemented by the Treasurer. <https://www.grizzlyhockey.com/scholarships>

Refund Policy

If player withdrawal is necessary, it is the member's responsibility to immediately notify the Director of Hockey and submit a written request for a refund. The Director of Hockey and Treasurer will determine the appropriate refund.

Player Release from Associations

USA Hockey and CAHA require that players wishing to leave the GSYHA to participate with another association or club, even temporarily, seek a formal release from GSYHA before that player may participate in any activities or events sponsored by the new club. Players joining GSYHA from another association, including players on a temporary basis, must submit a player release from that association. The Director shall review all requests for player releases.

Fundraising

As a 501(c)(3) organization, GSYHA is financially dependent upon fees and donations. Donations made through fundraising help keep fees low. The GSYHA Board continuously studies the best ways to utilize fundraising dollars. See Addendum to the Handbook: Volunteering & Fundraising Policy at the end of this handbook, for the current fundraising policy.

Abuse Policy

GSYHA has adopted policies to identify and prevent sexual, physical, and emotional abuse as set forth in the USA Hockey SafeSport Program Handbook. Upon proof of violation of this policy, the violator will be permanently banned or suspended from USA Hockey sanctioned programs and/or the programs of GSYHA.

Whistleblower Policy

GSYHA has adopted a whistle blower policy. This policy may be found on the GSYHA website at <https://www.grizzlyhockey.com/page/show/1011870-resources>. This policy enforces the right of a member, volunteer, committee member or board member to report an activity that he or she considers to be illegal or dishonest to one or more other parties.

Conflict and Grievance Resolution

It is possible that conditions may present which an Association Member feels are unfair or unjust. The issue may be the result of actions by a coach, a player, a parent, or the Association's management. The following are provisions for addressing conflicts or grievances.

24 Hour Requirement

GSYHA requires a "Cooling Off" period of 24 hours from the incident before a participant may address a conflict or grievance, directly with a Board Member, the Director of Hockey, a coach, another parent, or player other than their own. During the 24-hour period, the participant is asked to evaluate the merits of their issue or grievance. After the 24-hour period, the Member may request the team manager to arrange a meeting with the Director of Hockey to discuss the conflict or grievance. If the Director cannot resolve the conflict or grievance, the Member may submit a written request to the Director for formal Conflict Resolution. Violation of the 24-Hour Requirement may result in a written reprimand, censure, or other disciplinary action.

Hearing Committee: Conflict Resolution and Discipline

Requests for formal conflict resolution will be heard by the Hearing Committee. The Hearing Committee may also act as the Disciplinary Committee where violations of rules and/or code of conduct are established by the Director. The Director may impose Summary Suspension of a Member for such violations.

The Hearing Committee may be convened periodically and from time to time as necessary and may consist of different individuals as necessary. The committee will be comprised of the following Members: Board President or designee, Hockey Director, an impartial Coach, the SafeSport Coordinator, and an impartial Board Member.

Individuals appearing before the committee will be given 10 minutes to make a statement and an additional 5 minutes to respond to other statements. The Committee will consider the information presented and attempt to resolve the issue. The Committee may ask for additional information from the participants. A written resolution will be issued to relevant parties.

USA Hockey Bylaw 10

In cases where suspension and discipline are imposed, the Hearing Committee will follow the provisions of USA Hockey Bylaw 10. <https://docplayer.net/31317601-Usa-hockey-bylaw-10-procedure-for-suspension-and-discipline-of-members.html> If the matter is still not resolved, individuals may seek resolution with the appropriate league, CAHA and finally USA Hockey, in that order.

Hockey Operations and Player Development Information

Age Definitions for Levels of Play

8-and-Under (8U)

10-and-Under (10U)

12-and-Under (12U)

14-and-Under (14U)

18-and-Under (18U)

A player's age group is determined by the player's age as of December 31 of the current season. A

season runs from August 1 through July 31.

Required Skill Sets

The Glenwood Springs Youth Hockey Association's status with USA Hockey and CAHA specifically defines the association's participation as, "Recreational/Development". The GSYHA is not designed to specifically train players for placement at highly skilled and competitive hockey levels. The GSYHA is designed to provide development and recreational opportunities to all players regardless of skill. As an affiliate of USA Hockey, the GSYHA will promote playing skills and strategies appropriate for each age group as set forth in USA Hockey's American Development Model (ADM). For information on USA Hockey's initiatives please visit their website: <https://www.usahockey.com/playersandparents>

Early Development Program

IP (Initiation Program) 8U, (Grizzly Ice Cubs) are development levels, age 8 and under. The Initiation Program is designed to develop fundamental skating and playing skills in a fun and emotionally supportive atmosphere. IP players do not participate in organized hockey games with other teams.

The 8U (Mite) program is designed to continue fundamental skill development and introduces competitive play in small-area competitions with other hockey clubs called, Jamborees. Travel is optional at the Mite level, determined by parent interest.

Players over the age of 8 must register at their appropriate age level in the Competitive or Recreational program.

Recreational Program

Full season recreational sessions are offered each season. The recreational program is designed for youth who wish to play non-competitive, non-travel hockey. Ages 10U and above are welcome.

Recreational Tier III Travel Program: 10U, 12U, 14U and 16U and/or 18U (Fka: Squirt, Peewee, Bantam and Midget)

The Recreational Tier III Travel Program continues to build on the Early Development Program with individual commitment to team play and team commitment to competitive play within in-state leagues. When a player elects to play with a team which plays a competitive schedule with a commitment to travel, that player is expected to commit an effort to individual improvement and to teamwork. GSYHA coaches will have the discretion to manage the players' bench in the best interest of the team, while promoting equitable opportunity for all players.

Coaches will promote playing skills and strategies appropriate for each age group as set forth in USA Hockey's American Development Model (ADM) for Long Term Athletic Development (LTAD).

Player Move-up Policy

It is GSYHA policy that players participate on age-appropriate teams as defined by the USA Hockey age classifications. Though some players may be more developmentally advanced at a particular age, GSYHA agrees with USA Hockey that overall emotional and physical development of the player is best served when the player progresses normally through the age level classifications. GSYHA also recognizes that there may be exceptions to USA Hockey's age group recommendations. The Director of Hockey may recommend moving a child to an older group at the Director's discretion, and in accordance with League and CAHA policies.

Double Rostering

Occasionally the development of a player, or a team roster, may be enhanced by placing a player on the rosters of two separate teams of the same age group within the GSYHA. The Director of Hockey will contact the player's parents when the Director feels that double rostering will best benefit the player and the program, in accordance

with league and CAHA policies.

Officiating

GSYHA will act in accordance with USA Hockey and CAHA and hire only officials properly certified by USA Hockey to officiate sanctioned games played by USA Hockey rules.

The GSYHA does not administer or oversee officials' development but supports the USA Hockey Officiating Program in its own effort to develop officials by recognizing that ice hockey officials are developed best with ice hockey players. The GSYHA encourages Members to participate in officiating programs concurrently with playing, coaching, or managing.

Coaching

Coaches Role

Coaches will provide a positive role model and example for the players. GSYHA requires all coaches to follow the guidelines set forth in USA Hockey's Coaching Ethics Code:

https://cdn1.sportngin.com/attachments/document/0042/0990/Coaching_Ethics_Code_13_PROOF1.pdf

Coaching Education

GSYHA does not provide USA Hockey Coaching Education Program (CEP) classes or certification. All basic coaching education and certification is provided by USA Hockey. The GSYHA may from time to time throughout the year offer education and training opportunities for coaches, which, may or may not provide USA Hockey certification.

USA Hockey has adopted the American Development Model (ADM) for Long Term Athletic Development (LTAD) of athletes which emphasizes skill and knowledge progression that is age appropriate. As an affiliate of USA Hockey, GSYHA fully supports USA Hockey's ADM and strives to implement the ADM at all age groups by using coaches who are instructed in the ADM and who meet the requirements for USA Hockey certification.

Coaching information, including practice plans and skill development progressions can be found on the USA Hockey website: <https://www.usahockey.com/coaches>. GSYHA encourages all coaches to participate in continuing coaching education programs. Expense reimbursement may be available at the Director's discretion.

Certification of Coaches

GSYHA requires all coaches to certify at the proper level with USA Hockey. The Director of Hockey will monitor certification status of all GSYHA coaches. All coaches (head and assistant) must be properly certified by December 31 of the season they are coaching. Coaches not properly certified by that date will not be allowed to participate with GSYHA.

If there are discrepancies with a coach's USA Hockey records, it is the responsibility of the coach to investigate and resolve these errors.

Evidence of Level

Current status of coaching certification can be found by searching the CEP List at USA Hockey. Coaching status is public information. <https://www.usahockey.com/cep> Details of a coach's certification status, current requirements and certification history are tracked on the Coach's USA Hockey Profile. The coach's USA Hockey Profile remains private and is only available to the coach.

Coaching Assignments

All coaches will be assigned by the Director at the Director's discretion and must hold current certification by USA Hockey.

Parent coaches may be assigned to the age groups 12U and below. Non-parent coaches will be assigned to the age groups 14U and above wherever possible. GSYHA expects all coaches to use the USA Hockey Web site and tools available in the USA Hockey Coaching Certification Program to facilitate on-ice training. All GSYHA coaches are expected to adhere to the USA Hockey ADM guidelines for age appropriate skill development.

Each team will have assigned one head coach. Assistant coaches will be assigned at the Director's discretion. While each coach may share equally in the duties required to run the team, the final responsibility for the team belongs to the head coach. Head Coaches are expected to ensure that all coaches, team managers and players adhere to GSYHA and USA Hockey guidelines and standards. All coaches are accountable to the Director of Hockey, and GSYHA board of directors.

Practice Policy

Coaches are expected to use practice ice time efficiently. Coaches are encouraged to review practice plans with the Director of Hockey so that practices reflect the skill work appropriate for each age group.

Coaches are expected to finish practice on time and to have the ice clear of all participants and practice equipment in order to resurface the ice for the next group. If a coach does not want the ice resurfaced prior to her/his practice, that coach should communicate and coordinate with the arena ice staff prior to entering the ice.

Practices

Practices are the most important element of any youth hockey development program. Participants are expected to learn skills through repetition of skills practiced with proper technique. Practices should be structured with skills and tactics, appropriate for each specific age group, and the emphasis should be on safety, fun, and sportsmanship.

Coaches are expected to discuss each practice plan with each other so that each coach knows her/his role during practice. Practice the USA HOCKEY "Six P's": Proper Positive Planning Prevents Poor Performance. When two separate teams utilize the same ice during the same time, the coaches are expected to plan and execute practice plans that are mutually agreeable, and appropriate for each age group.

Coaches are expected to provide accurate and positive feedback to participants, clear and concise explanation of drills and exercises, proper demonstration of skill technique, and appropriate safety oversight. Coaches are expected to communicate reasonable expectations to participants. Coaches are reminded that they are role models, and that players will tend to emulate the behavior of their role models. Therefore, coaches are expected to display respect, sportsmanship and, equanimity to all participants.

Coaches are responsible for adhering to and enforcing all Safesport policies, including monitoring locker rooms before and after practices and games.

Team Management

Team managers will be assigned at the Director's discretion. Team managers are expected to exercise general management of the team by acting as communication liaison between the Director and coaches, and the parents. All team managers must register at the beginning of each season with USA Hockey as, Ice Manager/Volunteer, if they are not already registered with USA Hockey as a Player, Coach or Official. https://www.usahockeyregistration.com/login_input.action

Team managers should possess computer and organizational skills, as well as a solid understanding of the tasks outlined below.

1. Disseminate the Codes of Conduct and other pertinent information/content from the GSYHA Handbook to parents and players.
2. Ensure parents have registered with CAHA and have acknowledged reading the USA Hockey Parent's Code of Conduct, Heads Up Hockey and other association requirements.
3. Distribute communications from the Director of Hockey, the Association and/or leagues to team coaches and parents of participants.
4. Attend the Manager's Meetings as scheduled by the Director from time to time throughout the season.
5. Assist the head coach by acting as the information liaison between the team coaches and the parents, GSYHA and the various leagues.
6. Assist the coaches with scheduling additional games outside of the regular season schedule, such as scrimmages and tournaments. Inform the Director of Hockey of all such additions to the schedule.
7. Distribute game jerseys at the beginning of each season and collect the game jerseys at the end of the season.
8. Collect and track the required jersey deposits and volunteer time deposits at the beginning of each season.
9. Organize and keep current records of required team documents (team contact lists, team roster, signed Code of Conduct acknowledgement forms, emergency contact information, medical releases and other specific documents.)
10. Recruit and assign penalty box attendants, scorekeepers and timers for the team's home games and tournaments.
11. Confirm game roster with scorekeepers prior to the start of each game. Note any deletions or change of player positions to the scorekeeper.
12. Recruit and assign parents to provide nutritious snacks and beverages to players after each game.
13. Assist coach in parent meetings.
14. Assist in conflict resolution.
15. Arrange hotel reservations and team meal reservations for participants when the team is traveling.
16. When desirable, assign or designate an assistant Team Manager to assist with hotel reservations, team meals, etc.
17. Assist coaches with locker room needs, policy and overall conduct of players where required.
18. Participate and recruit volunteers for all fundraising aspects at Association or team level. Managers are responsible for adhering to the GSYHA Fundraising Policy.
19. Assign or designate a substitute Team Manager when the Team Manager is unavailable for managing duties.

Equipment Rules

GSYHA provides all players with one home and one away jersey. All players are responsible for purchasing their own matching game socks. Game jerseys are the property of GSYHA and must be returned at the conclusion of each hockey season. A \$100.00 deposit is required for the pair of jerseys and will be returned when the jerseys are returned within a week of the last scheduled game, **cleaned and neatly folded**. The following guidelines are to be observed:

1. Parents are responsible for cleaning, minor repairs and upkeep of the game uniform. You are expected to return the game jerseys washed and in relatively the same condition as when they were issued to you.
2. The GSYHA game jersey will be worn for all games or as specified by the Coach.
3. Game socks should only be worn during games.
4. Name placards are not required by GSYHA and their use is up to each individual team.

Use and Care of Team Jerseys

- Turn jersey inside out and wash with cold water only.

- Do not place jersey in dryer, hang to dry.
- Team jersey must be stored on hanger – not in players bag.
- If a jersey is cut during a game the Team Manager must be advised immediately so that the player will not be charged.

Required Participant Equipment

The following list of equipment is required to be worn by players during ALL ice sessions:

1. HECC certified helmet and facemask group with current HECC sticker displayed.
2. Internal mouth guard (USA Hockey requires internal mouthguards for youth 12U and above. GSYHA recommends players at all age levels wear internal mouthguards)
3. Shoulder pads
4. Elbow pads
5. Shin guards
6. Gloves
7. Breezers (pants)
8. Skates

Required Goalie Equipment

The following list of equipment is required to be worn by all goaltenders during ALL ice sessions:

1. HECC certified helmet and facemask group with current HECC sticker displayed.
2. Neck guard
3. Internal mouth guard (USA Hockey requires internal mouthguards for youth 12U and above. GSYHA recommends players at all age levels wear internal mouthguards)
4. Chest protector
5. Catching glove
6. Blocking glove
7. Goalie stick
8. Athletic supporter/pelvic protector
9. Leg pads

Goalie equipment is available to players interested in the Goalie position at the 8U(Mite) and 10U(Squirt) Levels. A damage deposit may be required. Goalie gear must be returned at the end of each season, but may be available for clinics, summer camps, etc. Check with the team manager for this information.

Coaches Helmet Policy

ALL coaches and instructors participating in on-ice sessions, must properly wear an approved hockey helmet at all times during ice sessions. USA Hockey and GSYHA are committed to making the sport of ice hockey as safe as possible.

Colors

GSYHA colors are royal purple, silver, white and black.

Codes of Conduct

The GSYHA, acting as a CAHA and USA Hockey affiliate has adopted the USA Hockey Codes of conduct for participants as minimum codes of conduct. <https://www.usahockeyrulebook.com/page/show/1015129-codes-of-conduct>

This hand book reiterates the USA Hockey codes of conduct for each type of participant and adds GSYHA-specific codes of conduct for Players, Parents, and Coaches.

USA Hockey Zero Tolerance Policy

In an effort 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, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games:

<https://www.usahockeyrulebook.com/page/show/1015130-zero-tolerance-policy>

Parents and Players are encouraged to use the USA hockey web site to become better hockey parents, players and fans of the game. Please visit the USA Hockey website for information and resources for parents, players and other members. <https://www.usahockey.com/playersandparents>

The GSYHA expects parents, players, coaches and volunteer staff to familiarize themselves with all USA Hockey initiatives and directives.

Code of Conduct Information

All players, parents and coaches will sign a Code of Conduct Agreement at the time of registration and agree to abide by certain standards of conduct based on USA Hockey, CAHA and GSYHA guidelines. The Code of Conduct outlines in general terms a minimum standard of behavior. Players, parents and coaches are expected to understand their obligations. Questions about the Code of Conduct should be directed to the team manager.

Failure to conform to the standards of the Code of Conduct will be a cause for action by the Conflict Resolution/Disciplinary Committee.

USA Hockey Player Code of Conduct

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

GSYHA Player Code of Conduct

1. The use of tobacco, alcohol, marijuana or any substance defined by law as a drug (except as prescribed by a physician) is forbidden while participating in any USA Hockey events.
2. Players, or their parents, should notify the head coach or team manager in advance when their player will not attend practices, scrimmages or games.
3. Exhibiting or displaying unsportsmanlike behavior at practice or during a game may result in disciplinary action. In addition to any penalties, or game suspensions imposed by USA Hockey, CAHA or the League, the GSYHA may impose supplemental discipline as directed by the Director of Hockey.
4. Players are expected to give all coaches their full attention during practices and games.
5. Players are expected to follow the directions of the coaches and to comply with all reasonable requests. Players are expected to concentrate on their role as players and allow the coaches to concentrate on coaching.

6. Players who would like to address conflicts or other issues with a coach may request the team manager to schedule a meeting with the player and the coach in order to speak directly to the coach. The team manager and/or Hockey Director must also be present. If the issue cannot be resolved at this meeting the player may engage the Conflict Resolution process with the Hockey Director.
7. Players are to leave the ice immediately after practice, change quickly and remove all their equipment from the locker rooms. Displaying respect for the various facilities we use to practice and play is required. Vandalism should be reported immediately to the rink staff and then the Director of Hockey.
8. Participants should not enter a locker room that is being used by other participants on the ice. The locker rooms are to be left clean.
9. Stealing will not be tolerated. Stealing will result in suspension from the team.
10. Players are expected to demonstrate good sportsmanship at all times.
11. Players shall adhere to all SafeSport policies and procedures.
12. Violation of the Code of Conduct may result in disciplinary action.
13. The Code of Conduct is the minimum standard of conduct for participating in the GSYHA. Coaches may wish to establish and enforce additional rules of conduct, which will be issued to players and parents at the parent/ coaches meeting at the start of each season of play.

Parent Code of Conduct

Parents must sign an acknowledgment that they have received, read and understand the Parents' Code of Conduct. Parents must attend the Parent / Team meeting and the SafeSport training prior to the start of the season or their child will not be allowed to participate. If the parent cannot attend the scheduled Parent / Team meeting you must arrange to meet with the coach and SafeSport coordinator in order to receive the information from the Parent/Team meeting.

“Your child’s success or lack of success in sports does not indicate what kind of parent you are. But having an athlete that is coachable, respectful, a great teammate, mentally tough, resilient and tries their best IS a direct reflection of your parenting.”

USA Hockey Parent Code of Conduct

Do not force your children to participate in sports, but support their desires to play their chosen sports. Children are involved in organized sports for their enjoyment. Make it fun.

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

GSYHA Parent Code of Conduct

1. Parents are required to ensure their player is properly registered with USA Hockey and the GSYHA before allowing their player to participate.
2. One parent of each player must register with USA Hockey as, "Ice Mangers/Volunteers".
3. Parents are required to honor and abide by the 24-hour Cooling Off period.
4. Parents are not to occupy the rink area behind the player's benches, during games, practices, or scrimmages. That area is off limits to all but ice session participants.
5. Parents are not to engage players while the players are on the ice. Once a player is on the ice, they are under the authority of the coaching staff and/or the game officials. Parental coaching is unwelcome, distracting to all the participants, and may be in conflict with the coach's instructions. There are circumstances where a coach may ask for your assistance in case of an injury, equipment failure, etc. The coach will initiate contact. If you need to contact your child with information unrelated to the ice session, please request to speak to the coach first.
6. Parents are not allowed in the locker room at any time. Coaches and Team managers may request or allow a parent to attend to their child in the locker room if the child is 8U or below.
7. Parents are expected to review the Parent Code of Conduct as well as the Player Code of Conduct with their children.
8. Parents are expected to exhibit good sportsmanship by expressing positive support and respect for all participants.
9. Parents are to emphasize good sportsmanship over personal desire to win.
10. Harassment of other participants including: players, parents, coaches, game officials and any other participant, is prohibited. Such behavior shall be considered a violation of conduct and will result in disciplinary action by the Director or the Disciplinary Committee.
11. Parents are expected to assist their player in keeping the player's equipment in good working order.
12. Parents should provide a clear line of communication with the team manager so that the team manager may disseminate team and Association information to the parents.
13. Parents should notify the head coach or team manager in advance when their player will not attend practices, scrimmages or games.
14. Parents are expected to inform the coach if a player has physical limitations (such as injury or illness) that may affect her/his safety or the safety of other players.
15. Parents/guardians shall follow all SafeSport policies and procedures.
16. At least one parent or guardian for each player shall register with CAHA/Avs Cares Program each season.

Coach Code of Conduct

GSYHA recognizes that on-ice player conduct is most often a reflection of the coaches' behavior on and off the ice as well as the coaches' attitude toward athletic competition. Coaches are expected to model sportsmanlike behavior including respect for all participants, emphasis of good work ethic, personal responsibility and accountability for one's own behavior and, grace and acceptance in victory and loss.

USA Hockey Coach Code of Conduct

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a

player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.

- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great, to love the game is greater

GSYHA Coach Code of Conduct

1. Display good sportsmanship.
2. GSYHA recognizes that the game officials are the only participants with the authority to enforce the rules of the game. Coaches are encouraged to seek clarification from game officials when they are unsure of an official's call. Coaches are expected to remain calm and treat the officials with respect. Coaches are expected to accept the officials' calls as final and to model positive behavior and attitude for their players.
3. Coaches are responsible for monitoring locker rooms before and after practices and games.
4. Coaches must submit proposed team rules to the Director of Hockey for approval, if the coaches wish to enforce conduct rules above and beyond the established Codes of Conduct.
5. Coaches must inform the Director of Hockey in a timely manner if they are unable to attend a practice or game.
6. Use of tobacco, alcohol, marijuana or any substance defined by law as a drug (except as prescribed by a physician) is forbidden while participating in any USA Hockey events.

Spectator Code of Conduct

USA Hockey's Spectator Code of Conduct

- Display good sportsmanship. Always respect players, coaches and officials.
- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.
- Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.
- Do not lean over or pound on the glass; the glass surrounding the ice surface is part of the playing area.
- Support the referees and coaches by trusting their judgment and integrity.
- Be responsible for your own safety – be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches and officials.
- Be supportive after the game – win or lose. Recognize good effort, teamwork and sportsmanship.

GSYHA Handbook Addendum: Volunteering & Fundraising Policy

Support Our Sponsors

GSYHA relies on sponsors to provide financial and other resources to our hockey program. Sponsors are key to reducing registration fees. It is imperative that we recognize these sponsors for their contribution to our youth and the GSYHA program. Please acknowledge them by patronizing their business and let them know that you

appreciate their support.

Volunteering Requirement

Grizzly Hockey is an organization that relies on the volunteer assistance of all its Members. To ensure everyone participates, the parents/guardians of each player are required to complete volunteer hours based on whether their child plays in the Recreation program or Competitive program. Parents/guardians are required to provide a deposit check for their volunteer requirement. The deposit will be returned at the end of the season once all required volunteer credits have been completed and verified by the Director & Team Manager. The Director & Board of Directors will determine what qualifies as a volunteer credit hour. Volunteer credit hours will be tracked using the online DIBS system through the GSYHA website: <http://www.grizzlyhockey.com/>. The hour requirements and deposits are as follows:

- **(8U) and House Recreation:** No volunteer hours and no deposit is required. However, your assistance will be necessary at the Mite and House Recreational Jamborees.
- **(10U) through (18U):** 20 hours per player/\$200 deposit (maximum of 30 hours per family/\$300.00 deposit/family.)

Jerseys will not be issued until team managers have received the required volunteer deposit, PLUS an additional, separate \$100/jersey deposit, and signed volunteer agreement at ALL* age levels *(18U players purchase their own jerseys)

No monetary credit will be given for time worked in excess of the requirement but is greatly appreciated. A pre-season fee option, in lieu of volunteering, is available at \$10 per hour, or \$200/player (\$300/family for multi-player families). A commitment to the pre-season fee must be made at the pre-season team meeting when volunteer hour and jersey deposits are submitted.

The Association will track volunteer hours via our online DIBS system on our GSYHA website. **It is the responsibility of the parent/guardian to work with the Team Manager & Director to verify the hours worked.**

Except for the pre-season fee, there are no exemptions to complete volunteer hours. Failure to complete your required volunteer hours will result in forfeiture of your volunteer deposit. The Director and Board of Directors may consider partial credit on a case-by-case basis. The volunteering commitment runs from April 1 through March 31.

Volunteering Opportunities

Typical volunteering opportunities are outlined below. Additional opportunities may present throughout the season which may be identified by the team Manager or the Director and must be approved by the Director of Hockey for volunteer credit.

Game & Tournament staffing

Staffing needs include:

- Penalty Box Attendant
- Scorekeeper (knowledge of Sports Engine is helpful)
- Timekeeper/Clock,
- Concession Table and Team Snacks.

Note: The following activities will not be considered for volunteer credit:

- *Carpooling to games/tournaments/practices*
- *Special events/capital fundraising ticket sales.*

Player Volunteering

There are many opportunities for Grizzly Hockey players to volunteer throughout the year.


- Student Coaching & Goalie Clinic helper
- Paint-The-Ice (preseason)
- Strawberry Days Parade & Drink Booth
- Contact the Director to talk about other player volunteer opportunities

Golf Tournament

The annual golf tournament offers the following volunteer opportunities:

- Golf Ball Drop Coordinator
- Setup and Breakdown
- Registration Table
- Hole-In-One Witness
- Many other opportunities, please contact your Director for more information

Strawberry Days Parade & Drink Booth

Strawberry Days event offers the following volunteer opportunities: 

- Setup and Breakdown
- Work at the Grizzly Pepsi drink wagon
- Obtaining extra drinks and ice as needed
- Participate in the Strawberry Days parade (1 hour credit/family)

Sponsorship

Grizzly Hockey benefits from many local business sponsors throughout the year. The entire Association benefits from these sponsors who provide practice jerseys, game jerseys, team warm-ups and tournament registration fees and by generally keeping tuition rates low.

Credit for the volunteer requirement may be obtained by securing an Association-level sponsorship/donation at the Tier III or above (> \$1500). Credit will be negotiated with the Director.

Prior to contacting businesses or individuals for Association sponsorship, you must coordinate with the Director to establish that a potential donor/sponsor is not already an established donor nor are they in the process of any ongoing negotiations.

Team-Specific Fundraising

The Association will select and fund a certain number of tournaments each season for each team. Please contact the Director for specific information on Association funded tournaments. Each team may register to participate in additional tournaments, the expenses of which shall be funded by the parents/players of the team. Expenses include tournament fees and coaching travel expenses.

Each team may initiate and participate in, additional fundraising efforts in order to secure funds for that team alone. No volunteer credit will be awarded for additional, team-specific, fundraising. Funds of this type may be used to offset the cost of parent-pay tournaments or other team-specific development opportunities as approved by the Director of Hockey. Additional fundraising efforts may include, but are not limited to: Car washes, garage sales, bake sales, etc.

ALL funds secured through team-specific fundraising MUST be submitted to the Glenwood Springs Youth Hockey Association for subsequent disbursement to the team as approved expenses. Funds are not transferable to another team and must be used within one year of submittal to GSYHA. Unused funds will become part of the general fund. The Director/Board of Directors may have discretion regarding the timeframe of this requirement when funds are donated by a

single donor specific to a team. Grizzly Hockey is very sensitive to the fact that our donor base is limited and, in an effort, to minimize contacting established donors or sponsors, approval for all team-specific fundraising must be obtained by the Director.

Use of any copyrighted GSYHA “Grizzly Hockey” logos for team-specific fundraising is prohibited unless specifically approved by the Director and to be used in conjunction with team-specific identifiers on marketed merchandise. GSYHA may require a portion of funds raised by a team using a copyrighted logo be retained by GSYHA for general use and for the benefit of the entire organization.

Questions and Answers

Question: Why do we fundraise?

Answer: We fundraise to supplement the revenue from our fees. We attempt to provide a good youth hockey experience for the boys and girls in our community while keeping our player fees as low as possible.

Question: Can players participate in fundraising to help offset their tuition costs?

Answer: No. Fundraising sales can only be used to generate money for use by the GSYHA for approved expenses. Drawings and prizes may be offered to reward fundraising efforts.

Question: Instead of volunteering, may I just write a check for the volunteering requirement?

Answer: You’re more than welcome to pay the volunteering fee set forth in this policy. However, we suggest the children derive many social benefits when they and their parents actively support the sport for themselves and their teammates by volunteering to participate in the general operations supporting GSYHA activities.

Question: Is the golf tournament fundraiser an annual event?

Answer: Yes. The golf tournament is an easy event to stage at very little cost to GSYHA, and generally yields new funds. GSYHA is always open to new and fresh fundraising ideas that provide good value. If you have a good idea, we’d like to hear it!

Question: Can a friend or relative of a player volunteer and will their volunteer hours count toward the volunteer requirement for that player?

Answer: Yes, a friend or relative can volunteer and have their hours credited to the player of their choice within our association. *All volunteers must sign the Grizzly Hockey Volunteer Code-Of-Conduct.*

Question: Can I fulfill my volunteer requirement by volunteering for a GSYHA team that my child does not participate with?

Answer: Yes. Volunteer opportunities are available at many age levels. If you are interested in volunteering at a different age level than your child participates please contact your Director for available opportunities.