



TEAM MANAGEMENT AND DISCIPLINE

The NDMHA mission statement seeks to provide a safe and healthy recreational and competitive hockey experience for all players. League officials, coaches, players and parents share in the responsibility of creating the conditions for this objective to be realized. The NDMHA is committed to a clear set of progressive steps that insure the following:

1. All players, coaches and parents understand the expectations for a high standard of conduct from the beginning until the end of the season.
2. Transgressions of appropriate conduct will be dealt with in as fair and progressive a manner as possible. While serious transgressions will result in serious consequences, the Association adheres to a progressive model of discipline where issues are addressed as they arise, and players are provided with the opportunity to correct the problem.
3. Most importantly, it should be emphasized that our primary responsibility as volunteers in the minor sports community should be to do what's in the interest of all player participants.

As coaches, managers and executive members, we have a responsibility to help raise our community's children by setting a good example, demonstrating positive leadership skills and creating a positive atmosphere in which players can learn new skills, develop as hockey players and as young people. Central to this is to create the conditions where all participants are presented with an opportunity to have fun.

Procedures

Team rules and expectations must be established as soon as the team is formed and must take into consideration the guidelines presented below. Players and parents need to clearly understand the specific team rules and behavioral expectations as well as the consequence of non-compliance. If behavioral problems do occur on a team, our first priority should be to work with the player and his or her parents to change the behavior. This is accomplished more effectively if there is a progressive disciplinary process in place that is clearly understood by all participants and enforced in a fair, consistent and equitable manner.

Although we do not want to nor intend to let one player ruin the hockey experience for the rest of the team, we must do everything within our power and authority to correct the problems and keep all of our children in the game as long as they wish to remain involved.

The critical success factor in managing team behavioral problems is that each incident is addressed as it occurs, in a manner consistent with the team rules and expectations, as set out at the beginning of the season.



Guidelines for Team Rules

A player's academic activities should always have priority over hockey activities. School sports or dances are not considered academic activities. Legitimate academic school events should be viewed as a clear priority. Other obligations in a player's busy life must be coordinated carefully in accordance with the commitment that the player has made to the hockey team. Hockey is a demanding team sport, requiring a high level of commitment from all players.

If the event is an academic event such as academic field trips or exams, then the coach is to be notified 72 hours minimum but preferably seven days of the absence with a note or email from the school and no disciplinary action will be enforced.

- All parents and players must inform the coaches / managers of absences as soon as possible. "No Shows" are not acceptable and are to be disciplined.
- All ice times are mandatory except when injured or attending event as described above.
- Notify your coaches immediately of any medical concerns or injuries.
- Best practice is to always have the player "practice" before returning to game play so that skill level can be monitored and seen as being normal for the player.
- Doctor's notes are mandatory for all absences that require medical attention beyond basic first-aid treatment.
- Injuries related to concussion, the return to play must be followed.

It is the responsibility of the team coach to establish rules for pre-game and pre-practice arrival times. Such times should be at the coach's discretion but normally should not exceed 1 hour prior to games/practices and should not be less than 45 minutes prior to games/practices. If a player knows he is going to be late for a game or practice, it is incumbent upon that player to notify the coach or designated team official in advance.

All NDMHA participants are required to display a high standard of conduct on and off the ice. It is important that all players, parents, and coaches maintain the highest standards of fair play, team spirit, and sportsmanship. Behavioral expectations, both on and off the ice, should be based on the player/parent agreements signed and submitted with the NDMHA registration forms.

Progressive Disciplinary Process

The progressive disciplinary process should be administered as follows:

First Breach of team rules:

The first breach of team rules should result in a verbal discussion, warning the player of the consequence of a second breach (of the same or a similar problem). The coach normally does this with at least one other team official present. Parents of minor aged players are welcome to participate in this discussion. Coaches will keep a note of the date and time when this conversation takes place.



Second breach of team rules:

If the same or a similar breach of team rules takes place a second time, the player should be subject to an appropriate sanction. Normally a second breach of a team rule will result in a maximum of one period suspension.

The third breach of team rules:

If the same or a similar breach of team rules takes place for the third time, the player should be subject to a one game suspension.

For any further breaches or discipline, the coach is to notify the Association Risk manager. In this event, a meeting should be set up with the NDMHA disciplinary committee to interview the player, coach and parents and decide upon future action.

If the behavioral problems persist, despite the intervention of a neutral third party (disciplinary committee), the final outcome may result in a registration refund, on a prorated basis, and suspension from the association for the remainder of the current hockey season.

Hazing, Bullying and Harassment

Hazing, Bullying and Harassment is not permitted in any form on any NDMHA team.

Team officials are encouraged to review the BC Hockey harassment policy as NDMHA is committed to the Bullying and Harassment Policy

Any situations related to Hazing, Bullying and Harassment or abuse are brought to the attention of the the Association's Risk Manager or if in conflict, the President.

The NDMHA strictly enforces the principles and practices advocated by the "Respect in Sport" safety training program. This includes making sure that there are "two deep" for adult supervisors in the dressing room **at all times**. The "Respect in Sport" program is mandatory for all team officials and recommended for all parents/guardians of minor hockey players.

Zero Tolerance Policy

NDMHA abides by the Zero Tolerance Policy from BC Hockey. The latest version of the policy has been copied below for reference, but teams are encouraged to review the latest policy found on the BC Hockey web site:



BC Hockey Zero Tolerance Policy

Controlled Drugs and Substances / Alcohol

BC Hockey is unequivocally opposed to illegal drug and alcohol use and is sincere in its duty to uphold the laws of the land in which its members operate. BC Hockey is similarly unequivocally opposed to the use by athletes of banned and restricted substances for the purpose of performance enhancement. Zero tolerance means that behavior contrary to that above will not be tolerated. Incidents are to be dealt with on an individual basis. Member associations, leagues and teams are required to establish policies and procedures to deal with the consequences of non-compliance by their members.

Template Procedure for Associations

1. Expectations:

- All coaches, players and parents must sign and submit their acceptance of the applicable Code of Conduct.
- Teams, under the direction of the coach, shall develop team rules that are reasonable, fair and consistent. These rules will not contravene and may be superseded by rules of the governing bodies. These rules shall be registered with the Association.
- The policies and procedures of the governing bodies shall be observed.
- The coach has a duty to report.
- The coach participates co-operatively in disciplinary proceedings when required.

2. Legal context of alcohol and controlled substances:

- The BC Hockey urges all associations and volunteers to review the Controlled Drugs Act and the Liquor Control and Licensing Act.

3. Incidents of non-compliance to zero tolerance:

- The coach informs the parent of the incident and asks direction from the parent on the removal of the player from the coach's care.
- The coach has the authority to remove a player from team activities.
- Regardless of removal from activity, the coach continues supervisory duties until the player is released from the coach's care by the parent or guardian.
- The coach informs the authorities should the incident warrant criminal investigation.
- The coach documents the incident.
- The coach forwards this documentation for filing/action with the Association.
- The coach ensures that reports and specific circumstances are kept within the parent and Association-constituted process. At no time are any proceedings made public.



- One or more members of the coaching staff shall meet, as soon as practical, with the player and a parent to review the reasons for the removal from activity.
- Suspension of the athlete is at the direction of the Association.
- If the decision is to seek suspension, the coaching staff, as soon as practical, informs the player and a parent and refers the matter to the Association. Should this happen, the process follows the suspension procedure of the Association.

It is strongly encouraged that, should the incident or resulting actions be disputed, the parties to the dispute seek a resolution through direct discussions or through voluntary mediation and the exercise of common sense before resorting to review procedures. Should this not be possible, the parties should be referred to the "Association Dispute Resolution Policy".

BC Hockey Protocol

BC Hockey realizes that the severity of incidents of non-compliance to Zero tolerance will encompass an entire spectrum and may have far-reaching affects over and above the participants in the actual event. It is the duty of member associations to report to the BC Hockey risk manager if;

- The incident involves international, inter-Branch or inter-district play.
- The situation may bring embarrassment or public attention to BC Hockey and/or its members.
- The incident is such that it may affect the well-being of other members of BC Hockey.
- The incident is precedent-setting in some fashion.
- The incident may require action by the BC Hockey or higher authority.

Crisis Counseling

Situations involving serious and sometimes catastrophic incidents may affect the mental and physical well-being of those involved, including the volunteer leaders. BC Hockey recognizes the expertise of those trained in offering after-incident support and counseling for the participants involved in serious incidents. BC Hockey will direct members, upon request, to agencies involved in these support services.

Adult Alcohol Guidelines

In addition to the previous zero tolerance policy in regards to minors, BC Hockey realizes there are certain situations when the responsible use of alcohol by adults is acceptable assuming the implementation of responsible parameters.

Alcohol is not appropriate:

- In dressing rooms or in public, non-licensed areas.



- In team settings with minors in attendance.
- In situations where minors are left unsupervised while adults attend “hospitality” type settings or where alcohol is not controlled by a server.
- Consumption in buses or cars when traveling to and from an event.
- By adults of a minor team when parents are not present.
- Consumed by anyone at minor team parties hosted by other players, parents or team officials.
- If forced on another person.
- If used for “chugging” contests or as a form of hazing or initiation for rookies.

Supervisory Responsibility

Minor hockey organizations are responsible for the reasonable safety and well-being of all minor athletes (under the age of majority) while participating in sports activities. Supervisory responsibilities play an integral part of a coach’s role. Interaction between coaches and players must be based on each organization’s code of conduct that establishes respect, dignity, health, and well-being for all athletes.

Ultimately, coaches assume the role of parent/guardian when traveling with teams and must make every reasonable effort to provide adequate supervision of the players. It is imperative that the rules and player expectations are clearly defined, discussed and presented to all participants including the parents and players prior to departing for a road trip. When parents travel with the team, it is imperative that the coach meet with the parents to ensure that their sons and daughters adhere to all team rules including use of drugs and alcohol, smoking, curfew, etc. It is important that this discussion take place prior to departure and not after an incident occurs on the road. Supervision ratio should be based on the age and physical limitations of the players. Although the coach assumes full responsibility for the members of the team, it is reasonable to assume that he/she will require “free time” and in his/her absence, a pre-assigned member of the supervisory staff will be appointed to assume the leadership role for players to ensure that policies and procedures as previously agreed upon are adhered to by all participants. For the protection of all participants, it is recommended that the members of the coaching and supervisory staff be screened in compliance with the policies of the local Association and/or Branch.

Rules and regulations regarding the illegal use of drugs and alcohol, smoking, curfews, inappropriate behavior including abuse, harassment, and bullying should be reviewed with team members, parents and team personnel. Coaches are well advised to ensure that these rules and regulations are in compliance with those of the Association, Branch and Hockey Canada.

Information on the location, telephone numbers, cellular numbers, and email addresses where the team will be staying is important to ensure that players and parents are able to make immediate contact in the event of an emergency.



If players are staying with a billet, it is important that the recommendations as outlined in the Respect in Sport / Speak Out! program are reviewed. Coaches should have a contact list of billets that includes the names and addresses of the billets, players assigned, and telephone and/or cellular numbers. It is imperative that players are provided with contact numbers and location of the coach and supervisory personnel in the event of an emergency. The coach or his/her designate is to be available 24 hours in the event of an emergency.

If players are staying in a hotel/motel, it is important that the recommendations as outlined in the Respect in Sport / Speak Out! program are reviewed. Coaches (and staff) should pre-assign players to rooms. Ideally personnel and players should not share accommodations regardless of the cost saving or other benefits. If sharing a room, please ensure that the two deep rule is observed at all times. If only one player and one supervisor are alone in the room for a brief period of time, the outer door should be left open. People of different genders should not share rooms. No one other than the occupants of a given room will be permitted in the room unless the door is left open for visual access to outsiders. No guests outside of the team members will be permitted in the rooms at any time. Guests must only be met in common areas including hotel lobbies, restaurants, etc. Team and small group meetings should be held in common areas such as a conference room. No sexual contact will be permitted by players who are minors while traveling with the team.

Legal Decision - Patterson Palmer Law:

“The standard of care owed by a teacher to students who are under his supervision is that of a “careful and prudent parent”, depending on the circumstances. While courts have held that volunteer non-profit organizations should be held to a lower standard, the only cases I was able to locate on this topic dealt with injuries sustained in the context of a sporting event, not while the minor was under the general care and supervision of the coach. Given that the supervising coach and his staff on road trips are responsible for the supervision and well-being of the minors in their charge 24 hours a day, it seems likely that the courts would revert to the careful and prudent parent standard in such circumstances, even in the case of volunteer non-profit organizations.”