



# **Goulds Minor Hockey Association**

## **Constitution, Bylaws & Regulations**

**Revised April 28, 2024**

## **Table of Contents**

Article 1 - Name

Article 2- Objective

Article 3 - Boundaries

Article 4 – Definitions

Article 5- Amendments

Article 6 - Membership

Article 7 - Terms of Executive Members / Responsibilities

By Law One - Annual General Meeting / Voting

By Law Two - Executive Responsibilities

By Law Three – Fiscal Period

By Law Four - Complaints

By Law Five – Registration Fees

By Law Six - Logo

By Law Seven – Jerseys / Equipment

By Law Eight - MCHL

By Law Nine – DJHL / Provincial Teams

By Law Ten – Changes to Constitution

By Law Eleven – Appeals Process

By Law Twelve – Executive Member reduced registration

By Law Thirteen – Fiscal Accounting

### **Article 1: Name**

This organization shall be known as "Goulds Minor Hockey Association"

### **Article 2: Objectives**

The objectives of the Minor Hockey Association are to promote, govern, and improve Minor Hockey as a division of the governing body by authority of Hockey Newfoundland and Labrador Inc. (HNL). As a member of HNL subject to the Constitution, By-laws, Regulations and Playing Rules of Hockey Canada.

- I. To promote and provide facilities for UNDER 7, UNDER9, UNDER11, UNDER 13, UNDER 15 AND UNDER 18, in both minor and female division of hockey within our boundaries as defined in Article 3.
- II. To organize competitive ice hockey, arrange matches, competitions, manage and administer championship play downs and to grant, receive and contribute towards awards and distinctions.
- III. To teach children good sportsmanship.
- IV. To co-operate and be a partner with HNL, Hockey Canada and to promote hockey development within this Association's boundaries and beyond; along with exemptions approved by HNL

### **Article 3: Boundaries**

The boundaries of the Goulds Minor Hockey Association are those, starting at the Pumping Station of Ruby Line and from that point to the town limits of the Town of Bay Bulls. That would cover all residents located in that area including Maddox Cove and Petty Harbour.

### **ARTICLE 4 - DEFINITIONS**

1. Name "Association" means the Goulds Minor Hockey Association.
2. "GMHA" means the Goulds Minor Hockey Association.
3. "Membership" means individuals who are part of the Association as defined in Article 6.
4. "Annual Meeting of Members (AGM)" means the annual general meeting of members as outlined in article 7.
5. "By-Law" means any by-law of the Association from time to time in force and effect.
6. "Executive" are members of the executive committee as outlined in articles 3, 6 and 7.

7. All terms contained in the By-Laws which are defined in the Act shall have the meanings given to such terms in the Act.
8. Words importing the singular number only shall include the plural and vice versa; words importing the masculine gender shall include the feminine and neutral genders.
9. The Leagues Don Johnson Hockey League will be known also as "All Star" or (DJHL), as well as Metro City Hockey League will be known also as "house League" or (MCHL), Female league shall be know as GMHL (Girls Metro Hockey League).
10. All other Leagues will be named accordingly
11. Technical Director (TD), reports to president and has a non-voting position.

## **ARTICLE 5 – AMENDMENTS**

### Amendments

The constitution of the Association shall not be amended except at an Annual General Meeting. Notice of the proposed amendments shall be given to the Secretary in writing on or before May 1st of each year or 30 days prior date of posted AGM. He or she shall forthwith notify the Executive Committee of the proposed change(s). An amendment to the constitution shall be made only at an AGM and by two thirds majority of the voting members only that are present.

That amendment (s) in which to be a tabled motion be allowed. That is to change a motion for wording or definition and be to the satisfaction of all in attendance and within two thirds majority.

## **ARTICLE 6 – MEMBERSHIP**

The membership and voting rights shall be made up of:

- i. All parents and/or guardians of children who are registered with Goulds Minor Hockey Association.
- ii. Other registered volunteers of the Association.
- iii. Any member as defined in Article 5 may nominate a past member of Goulds Minor Hockey Association to become a lifetime member, with all voting and nominating rights at the Annual General meeting. This nomination must be forwarded to Goulds Minor Hockey Association Executive for consideration as per guidelines in **article 5**.

## **Article 7- EXECUTIVE MEMBERS**

### ***Term of Executive Members***

The executive shall serve, when elected for one (1) term for two (2) years on an alternating basis. That is as follows:

- i. Past President is not elected and maintains full voting privileges.
- ii. President, Treasurer, Scheduler, MCHL representative and DJHL Representative will be elected in even years.
- iii. Vice President, Secretary, Registrar and Female Representative will be elected in uneven years.

If for some reason an Executive Member is unable to complete their term, then By Law Two, 2.4 shall come into effect for the remainder of that term

**EXECUTIVE MEMBERS CONSIST OF THE FOLLOWING:**

**The Executive Officers shall consist of:**

1. Past President
2. President
3. Vice President
4. Secretary
5. Treasurer
6. Registrar
7. Female Representative
8. MCHL Representative
9. DJHL Representative
10. Scheduler
11. U7 & U9 Coordinator

**Duties of Executive Officers**

1. ***Past President***

- i. Shall be present at all meetings of the Association and to assist and advise the Association and the League Executive when called upon.
- ii. Shall be a voting member of the Executive.

2. ***President***

Within the jurisdiction of the Association's constitution and bylaws shall have the power to:

- i. Sign as a signing officer for the Association.
- ii. Preside at all meetings of the Association.
- iii. Exercise the powers of the Executive in case of emergency.
- iv. Be a member of the Finance committee struck to oversee funding of the Association or such fundraising endeavours.
- v. Prepare an agenda for the Annual General Meeting in conjunction with secretary.
- vi. Shall have the power to suspend any registered player of the Association for conduct on or off the ice, or for abusive language to any official in charge of any game. The President may also suspend players, Parent(s), guardian, relative or other spectator in accordance with the current rules and regulations of HNL disciplinary .

- vii. Shall be responsible for organizing and presiding over the annual banquet / year end events in conjunction with organizing committee.
- viii. Oversee technical director position or other technical staff as required.

3. ***Vice President***

- i. In the absence of the President, or in the event of his inability to act, the Vice President shall, at all times, be an ex-officio voting member of all Committees appointed by the President, except nominating committee for the AGM.
- ii. Sign as a signing officer for the GMHA.
- iii. Be responsible for the scheduling of all games in the absence of an appointed scheduler should no vacancy be filled in appropriate timely manner.
- iv. Be responsible for all equipment owned by the Association.
- v. Shall keep an inventory of all equipment from U7 to U18 and be responsible for signing out equipment, including jerseys to coaches, coordinators and or team managers.
- vi. Shall be responsible for any name tags on jerseys and to be sure they are affixed to jerseys as per the Association guidelines (see Jersey policy).
- vii. Shall be responsible for the collection of all equipment including jerseys before May 1, or approved date of each hockey season unless otherwise extenuating circumstances.

4. ***Secretary***

- i. Shall keep an accurate record of all proceedings of all General, Special and AGM.
- ii. Shall notify all persons attending meetings as they relate to Goulds Minor Hockey Association.
- iii. Shall receive and dispatch Association correspondence when necessary.
- iv. Responsible for, and to all legal purposes, be the legal holder of all documents in trust for GMHA.

5. ***Treasurer***

- i. Shall keep an accurate record of all monies received and disbursed.
- ii. Shall provide a financial report at the AGM and upon request via president.
- iii. Shall provide interim financial statements to the executive MONTHLY or as requested.
  - Registration fees collected and outstanding
  - Ice rental fees and owning
  - Major receipts or expenditures for GMHA
  - Bank statement balance
- iv. serve on fundraising committee or any committee dealing with purchasing or budgeting.
- v. One of the signing officers for association
- vi. Collect all fees in full by the final deadline set forth by executive, in conjunction with the said take appropriate action to collect fees.

- vii. Request a financial report from All Star or Travel teams as required by executive.

6. **Register**

- i. Coordination of registration process and plan for dates / times in conjunction with scheduler.
- ii. Post the list to executive of Registered players and coaches as received by HNL.
- iii. Receive and certify all certificates submitted to him/her on behalf of the players, teams and coaching staff applying for registration in the Association and suspend duties in consultation with president for lack of such listed in 6.iii.
- iv. Keep a list register of all players in the Association with the HNL and maintain an updated master list of same.
- v. Coordinate the confirmation of all players date of birth, collecting and sending copies of confirmation of date of birth to HNL and ensuring that the HCR is up to date and suspend duties in consultation with president for lack of such listed in 6.iii & 6. V.
- vi. Provide the head coaches and assistant coaches of each division with a master list of players registered to take part in hockey per division, especially at the beginning of the season.
- vii. Provide the Board with a list of coaching staff for each team plus telephone number, addresses and coaching levels and maintain coaching files.
- viii. Perform such other duties as shall be necessary for the good and welfare of the Association.

7. **Female Representative**

- i. Represent the Association at HNL's Female Committee meetings and submit a written report of each meeting to the Executive;
- ii. Represent the Association at the Female Metro League Committee and be the liaison between the Executive and the Female Metro league, reporting the wishes of the Association to the Female Metro league and vice versa;
- iii. Communicate with coaches, players and parents as applicable, regarding the rules, regulations, policies and procedures governing female hockey for all divisions;
- iv. Be the contact person for issues and concerns related to Female hockey, and bring such issues or concerns to the Executive and/or the Female Metro league, AA & AAA and/or the HNL Female Committee, as applicable;
- vi. Be on the selection committee for the coaches and team managers for female house league and All-star teams;
- vii. Distribute and collect (with the assistance of Vice President) all jerseys and equipment for the Female teams where applicable.

**8. MCHL Representative**

- i. Director of House League Hockey will be responsible for the operation of house league teams representing GMHA in leagues or tournaments.
- ii. He or she will represent Goulds Minor Hockey Association on any committee overseeing the operation of any league in which Goulds Minor Hockey Association house league teams compete with teams from other associations and act as liaison.
- iii. Attend all MCHL meetings and Provide a written or verbal report of each of the MCHL meetings to the executive.
- iv. Be on the selection committee for the coaches and team managers for association based house league teams.
- v. Be required to assist with the planning and organizing of all tournaments in conjunction with the Association's House League program and provide the Host Committee with tournament guidelines.

**9. DJHL Representative**

- i. Keep Board advised of all Don Johnson Hockey League (DJHL) Meetings and Provide a written or verbal report of each of the DJHL meetings to the Board Members.
- iv. Be on the selection committee for the coaches and team managers for association based All-Star/Provincial teams.
- v. Shall provide regular updates on the All Star/Provincial teams for each division and their standings and updates on tournament outcomes. These updates will be posted on the website.
- vi. Be the liaison between the Association and the DJHL and reporting the wishes of the Association to the league and vice versa. vii. Be the liaison with All Star coaching staff for issues relating to the DJHL or Association based All Star / Provincial Teams.
- v. Be required to assist with the planning and organizing of all tournaments in conjunction with the Association's All Star/Provincial Team program and provide the Host Committee with tournament guidelines

**10. Scheduler**

- i. Scheduler is responsible for the procurement of ice time from local facilities to support operation of the association for GMHA and Southern Shore Minor Hockey Association.
- ii. Negotiate and procure ice time from local rinks in support of association activities.
- iii. Has overall responsibility for scheduling team practices and games.
- iv. Review and approve invoices for the use of ice in conjunction with Treasurer for third party use.
- v. Updates scheduled and posts via the association website in conjunction with administrator communicates updates and provide reports to board regarding ice utilization.

- vi. Review all practice/game schedules.
- vii. Report monthly to executive ice time allotment per division.
- viii. Shall be responsible for communicating with division coordinators concerning any tournaments which may be planned scheduled the hockey season and to ensure that there are no conflicts in ice times.

**11. U7 & U9 Coordinator**

- i. Responsible for delivery and application of program as per Hockey Canada Pathway
- ii. Long Term Athlete Development (LTAD) principles for players aged 4 - 9 years of age
- iii. Seasonal Planning, Practice Preparation/Planning and administration to other coaches
- iv. Small area game development and implementation
- v. Liaison between all U7 & U9 coaches

**By Law One**

1.1 The Annual General Meeting shall be held within a reasonable time frame after fiscal year end of May 31<sup>st</sup>.

1.2 At the Annual General Meeting of the Association the Executive Officers shall be elected.

1.3 The order of business at the Annual General Meeting shall be:

1.3.1 Reading of the minutes of the last Annual Meeting and action thereon.

1.3.2 Reception of Credentials.

1.3.3 Correspondence

1.3.4 Treasurer's Report

1.3.5 Reports of Committees

1.3.6 Unfinished / new Business

1.3.7 Election of Officers

1.4 Voting

1.4.1 At the Annual General Meeting and all General Meetings of the Association every member present is entitled to one vote. In the event of a tie, the President shall have the deciding vote. Proxy votes shall not be permitted.

1.4.2 Proxy nominations will be accepted in writing, email or virtual.

1.4.3 At all meetings of the Association, voting shall be decided by a show of hands unless the meeting decides on a secret ballot.

1.4.4 Decisions shall be by majority of votes cast, except as otherwise provided in the by-laws.

1.4.5 Must have 1 year minimum on executive for election to position of President.

**By Law Two**

- 2.1 The Executive Officers shall have control of the affairs of the Association and the responsibility to implement and carry out the rules and regulations of the Association.
- 2.2 The Executive shall have the power to suspend or discipline any coach, manager, player or other official connected with the Association.
- 2.3 A majority of the Executive shall constitute a quorum at any meeting of the Executive.
- 2.4 Should a vacancy occur inside the Executive, the Executive shall have the right to appoint a person at his or her own discretion.
- 2.5 When attending Hockey Newfoundland Labrador meetings, or other required events, the Association will pay for hotel and travel costs as defined by HNL.
- 2.6 The Executive shall have the power to execute suspension of parent, relative, spectator or other as situations require.

**By Law Three**

- 3.1 The fiscal year of the Association shall be from June 1<sup>st</sup> to May 31<sup>st</sup> .
- 3.2 An independent review shall be conducted each year on the financial records of the Association or as required.
- 3.3 Shall provide interim financial statements to the executive MONTHLY or as requested.

**By Law Four**

- 4.1 All complaints or concerns from any member MUST be in writing to the Executive and shall be dealt with in accordance with the Association Constitution. The Executive shall handle anything not covered by the Constitution.

**By Law Five**

- 5.1 The Executive shall as required set annual registration fees and all other fees as deemed necessary to run the business of the Association.
- 5.2 Fundraising will be set by the Executive and maybe deemed MANDATORY.
- 5.3 The Executive must approve any / all FUNDRAISING done by any team or division.
- 5.4 Fundraising policy (appendix)

**By Law Six**

- 6.1 The logos of the Goulds Minor Hockey Association and Goulds Pacers shall not be copied or duplicated for commercial purposes without WRITTEN approval of the Executive of the Goulds Minor Hockey Association.
- 6.2 The logo may for purposes of “swag” may have the old Goulds Pacers logo. This is not for use on jerseys.
- 6.3 The use of GMHA, GMHA logo (s), for purpose of “swag”, clothing, or other must have approval of GMHA executive.

**By Law Seven**

- 7.1 Minor Hockey jerseys are to be worn only at Minor Hockey functions and with respect at all times.
- 7.2 Alterations to minor hockey jerseys will have to be approved by the Executive.
- 7.3 Persons said to be or found to be making unapproved alterations to Goulds Minor Hockey Association's equipment or jerseys will be held responsible for the repair or replacement of equipment and or jerseys of Goulds Minor Hockey Association.
- 7.4 It is the responsibility of the Head Coach to ensure all jerseys are returned in the condition with which they were received, except for normal wear and tear.
- 7.5 Hockey Jersey Policy (Appendix)

**By Law Eight**

- MCHL . 8.1 All players shall play within their age and division as established by HNL.
- 8.2 Exceptions to 8.1 have to be approved by the Executive.
- 8.3 Each team in MCHL shall have an equal number of players where possible.
- 8.4 The Executive will have the authority to determine the number of teams in each division.
- 8.5 GMHA will adhere to the coaching training requirements as outlined by HNL.
- 8.6 The Associations concept on fair play rule in MCHL is that every player from U7 to U18 divisions receive equal ice time regardless of their ability and will honor fair play as a concept of personal and hockey development, so that players may develop to their own potential.
- 8.7 U7 &U9 divisions shall adopt and follow the "Initiation Program" as the structure by the division coaches and coordinators. U11 to U18 divisions shall adopt and follow the "Hockey Canada Development Program" as the structure of instruction by the division coaches and coordinators. The Executive shall oversee that these programs are followed without exception. Failure to endorse the above programs may, at the discretion of the Executive, result in removal of coaches and/or coordinators.
- 8.8 GMHA Executive shall appoint where available each season a Technical Director and or Skills and Drills coordinator to assist the Executive, division coordinators, instructors and coaches in the day to day operation of the Association. Criteria of duties, technical skills program and a season plan for hockey operations to be developed by the technical coordinator in cooperation with the Executive of GMHA. This position shall be filled as quickly as possible prior to the season's start to allow ample time to prepare for the upcoming season.
- 8.9 GMHA will implement the Hockey Canada Development Program, to organize and supply materials to each division coordinator, coaches and players of U11 to U18 divisions.

- By Law Nine**
- All STAR 9.1 The Association All Star teams shall be known as “Goulds Pacers”.
- 9.2 All Star teams will be picked from all registered players in said division as per tryout procedures.
- 9.3 All Star teams should consist of 17 players (15 skaters and 2 goalies) where possible. Other circumstances will have to meet the Executives approval in conjunction with Hockey NL.
- 9.4 All Star Teams are to be finalized by a date that is established by the Executive.
- 9.5 GMHA will adhere to the HNL rules with regard to billeting of players for tournaments.
- 9.6 The Associations concept on the fair play rule in All Star will follow HNL guidelines and any guidelines associated within the league of regular play.
- 9.7 Resumes shall be submitted to the Executive or the selection committee for the position of Head Coach and Assistant Coaches for each team, in conjunction with HCR submissions.
- 9.8 The Executive or a Selection Committee shall choose one (1) Head Coach and up to three (3) Assistant Coaches per team, and or more should reasons acceptable by GMHA executive / SSMHA executives see applicable .
- 9.9 Provincial teams shall be selected in accordance with team selection policy (appendix)
- 9.10 Provincial Teams submitted in each division are in accordance with Hockey NL Provincial Team registration, and Hockey NL team criteria set out

- By Law Ten**
- 10.1 Bylaws made throughout the year will be recorded and brought forth to the next Annual General Meeting and voted on.
- 10.2 Anything not covered by the Constitution and the Bylaws of this Association will be left to the discretionary powers of the Association`s Executive.

- By Law Eleven**
- 11.1 GMHA appeals process will consist of three (3) neutral persons selected by the Executive of Goulds Minor Hockey Association as required.
- 11.2 GMHA appeals process will proceed upon receipt of suspension or disciplinary notice in writing to said person(s) in the following manner:
- i. By notifying the President or Vice President of Goulds Minor Hockey Association of the intended appeal.
  - ii. The appeal must be made in writing, accompanied by a \$25 non- refundable fee to Goulds Minor Hockey Association within forty eight (48) hours from receipt of notification of suspension or disciplinary action.
  - iii. The written appeal and representation will be heard within five (5) days.
  - iv. All decisions made by Goulds Minor Hockey Association Appeals Committee will be final.

v. Further appeals can be made to Hockey Newfoundland Labrador Minor Council Appeals Committee guidelines under C-05-Regulation 5, discipline of the Hockey Newfoundland Labrador regulation book.

**By Law Twelve** 12.1 Executive Members with one year service to the Association will receive 50% discount for 1 child on his / her base registration fee the following season after that said year is complete.

**By Law Thirteen** 13.1 GMHA shall ensure that Financial year end, (by law 3.1) shall have approval every fiscal year by independent accountant of GMHA choice .

13.2 GMHA shall recuperate the cost associated with 13.1, with \$2500.00 allotment yearly or as required.

## **APPENDIX**

- 1) Jersey Policy
- 2) Tryout Process
- 3) Tryout Exemption Policy
- 4) AP play guidelines
- 5) Volunteer Letter
- 6) In Province Travel Form (HNL)
- 7) Digital Device in Dressing Room Policy
- 8) Special Request for Player Movement (MCHL)
- 9) Coaching Criteria (HNL, Hockey Canada)
- 10) Fundraising Policy
- 11) Fundraising Booklet Letter
- 12) Jamboree Host Team / Committee Duties
- 13) Discipline Policy
- 14) GMHA, SSMHA Parent Player Agreement
- 15) SSMHA, GMHA Disciplinary Process
- 16) Coach Selection Process
- 17) Dressing Room Policy
- 18) Technical Director Outline
- 19) SSMHA, GMHA Parent Meeting Agenda Template
- 20) GMHA Suspension form
- 21) GMHA General Letter Head
- 22) GMHA Team Donation / Jersey Sponsorship

## Jersey Policy

---

### EQUIPMENT AND JERSEY CARE GUIDELINES

- Jerseys are the property of GMHA and shall only be worn during game times. At no time should assigned league jerseys be worn during practice sessions.
- Name Bars
  - Players participating in league play/competition should wear a name bar.
  - Lettering for a player's name shall not be placed directly on a jersey.
  - The lettering must be placed on a cloth strip (name bar), which must be sewn on the jersey.
  - No Name bars applied by heat or glue shall be used as they cause damage to the jersey.
  - Player name bars shall not cover up the "stop" sign at the top of the jersey
  - Players should aim to have their Name bars sewn on by Sportscraft or another approved vendor
- Players are required to wear Association-approved hockey socks when possible so that the socks match the jerseys.
- Jerseys should be properly cared for. Throwing the jersey in a hockey bag with exposed skate blades and Velcro can cause damage to the jersey. It is suggested to use a garment bag to protect the jersey.
- Team jerseys shall be returned to the Team Manager, vice President or Association Designate upon the completion of the final team function in each respective season.
- ***Any player who causes unnecessary damage to a jersey, or loaned equipment, as decided by the GMHA, shall be responsible for the cost of the replacement of the jersey/equipment at current days cost.***
- Any unused jerseys will be the responsibility of the head coach.
- All jerseys must be returned at the end of the season.
- Washing Instructions (as per the tag on the inside of the jersey)

Regards,

Goulds Minor Hockey Association Executive

# TRYOUT PROCESS

**Southern Shore Minor Hockey Association (SSMHA)**

**and**

**Gould's Minor Hockey Association (GMHA)**

**Tryout Process**

Sept 8, 2024

Southern Shore Minor Hockey Association (SSMHA)

Gould's Minor Hockey Association (GMHA)

## **Tryout Process**

The purpose of this document is to explain the tryout process for the Southern Shore Minor Hockey Association (SSMHA) and Gould's Minor Hockey Association (GMHA).

## **Table of Contents**

Section 1 - Tryout process for selection-based teams

Section 2 - Tryout and Evaluation Code of Conduct

Section 3 - Tryout exemption policy

What to do when sick, injured, or absent during tryouts

**We encourage ALL players to try out at the start of the season as we will not be holding mid-season tryouts as we have done in the past.**

**Note: Eastern Zone associations will no longer select additional teams beyond the initial DJHL All Star (“A”, “B”, or “C”) selection phase for end of season provincial play**

### **Section 1 - Tryout process for selection-based teams**

**The following Tryout Process is applicable to all selection-based teams**

1. All players registered for tryouts prior to the established deadline will be placed on a team. The number of teams will depend on the number of registered players.
2. Each team will have at least 1 skills session and play a minimum of two (2) games. There will be at least one bench coach for each team and the bench coach will try their best to ensure equal ice time for each player. Please note that the bench coach will have no child trying out for an All-Star team on the bench that they are coaching, but they are permitted to be on the opposing teams bench.
3. Our aim is to have each game be evaluated by a minimum of three independent evaluators. SSMHA-GMHA will endeavor to have evaluators who do not have a clear conflict of interest operate any privately owned hockey schools, and they will have no children in the same division in their respective organization as the one in which they are evaluating.
4. The evaluators will each assign an overall ranking rating to each player following the tryouts. There are varying skill sets for forwards, defense, and goalies which will be referenced to come up with the player's overall rating ranking.
5. After each evaluation game, evaluation sheets will be collected by a member of the SSMHA-GMHA executive. At the conclusion of the tryout games, the evaluation sheets will be compiled and the total rating ranking for each child will be recorded calculated. In the situation in which two or more children have an identical ranking, the evaluator's notes will be reviewed by the Technical Director(s) as well as the All-Star Representative(s) to make a decision on how to rank the players. Previous year's coaches may also be consulted for their input in this circumstance.
6. The selection process will be based on the evaluators ratings ranking. The Head Coach of the team may also be asked for input, as outlined below.
7. The “A” or Any DJHL or Tier 1 team will automatically comprise the eight highest-rated rated forwards, five highest- rated defense, and the highest- rated goalie. The Head Coach of the team may be asked for their input when selecting the final forward, defense, and goaltender. At this point, the Coach is invited to the room (if available) to participate in the final player selections. These final selections must be made from the next four highest- rated forwards, three highest- rated defensemen, and two highest-rated goalies.
8. The B team and all All-subsequent teams will be decided in the same manner using the remaining highest-rated players.

Player rankings for Provincial teams will be recorded but not announced until a later date, allowing those players additional time to prove themselves in practices and regular season games.

A. Per the above process, the evaluator rankings will determine the top 8 forward, 5 defense, and 1 goaltender. The Head Coach of the team may be asked for their input when selecting the final forward, defense, and Goaltender.

9. For U11 teams where the top 15 are taken, the Evaluators will select the top 13 skaters and 1 goaltender. The Head Coach of the team may be asked for their input when selecting the final 2 skaters and the second Goaltender. At this point, the Coach is invited to the room (if available) to participate in the final player selections

10. Some of the highest rated players may be selected to the team before the conclusion of tryouts to give players still competing for a spot more ice time during the tryout games.

11. For U9 Selects and U18 teams, no formal tryouts will be held at this time. Eastern zone Metro Presidents are still aligning on a solution for U18 provincial teams. Once final, tryouts for U18 Provincial teams will be announced.

12. For all tryouts, players must be members in good standing. "In good standing" means that they have no infractions for inappropriate behavior, have paid their respective general registration fees, have paid the respective tryout fees, and have no outstanding balance of funds owed from previous years with SSMHA or GMHA. Players must be in good standing prior to the deadline posted on the SSMHA & GMHA shared website - <https://ssmha-gmha.ca/>

13. In the event of illness or unforeseen circumstances during tryouts, players must follow the guidelines set out in the SSMHA-GMHA Tryout Exemption Policy.

14. Final team selections will be posted to the SSMHA-GMHA website. Ratings will not be posted.

## Section 2 - Tryout and Evaluation Code of Conduct

### Purpose:

- To establish guidelines and boundaries to be adhered to during tryout evaluations, to ensure evaluators can assess players without external influence, interference, or bias.
- This policy does not supersede or override the SSMHA/GMHA Tryout and Evaluation policy.

Tryout and evaluation process details can be found within that policy.

### Process:

- Tryout practices and games will be observed by a group of independent evaluators, as mutually agreed by the executives of SSMHA and GMHA.
- Evaluators will observe the on-ice activity from a segregated area, without possible interference or influence from players, parents, coaches, executive members, etc.
- Executive members who have children or relatives trying out are not to have any involvement in any on or off-ice activities regarding the respective tryout. This includes but is not limited to assigning jerseys or tryout teams, acting as bench staff, or participating in player reviews/selections.

**Protocol:**

- Evaluators are to refrain from conversations or communication with players, parents, coaches, or executive members while attending tryout events. Any discussions, even those unrelated to hockey, can be perceived by others as potential opportunity for external influence or interference.
- At no time during the tryout practices or games should any player, parent, coach, or executive member be in the vicinity of the evaluators.
- Upon conclusion of the on-ice sessions, the voting process is used by the evaluators to select the first 13 skaters, and 1 goalie. This process is witnessed by the relevant executive members (Presidents, Vice-Presidents, All-Star/Female Directors) to ensure the process is conducted fairly. The Head Coach (or Head Coach candidates) **is not** to be present for this initial voting/selection process.

**Only** during selection of the final 2 skaters and 1 goalie, is the pre-determined Head Coach (or Head Coach candidates) to be present. He/she will be given the opportunity to pick the final

**Section 3 - Tryout exemption policy**

**The purpose of this policy is to accommodate players who are injured, ill, or absent during the tryout process for a SSMHA or GMHA team.**

- A player who wishes to try out for any team but is unable to try out due to injury, illness, or other absence (i.e. family emergency) must email and notify the SSMHA/GMHA All-star Director before tryouts begin.
- If the injury, illness, or family emergency happens during tryouts, SSMHA/GMHA's All-star Directors must be notified immediately, prior to the player's next tryout session. If proper notification is not given, considerations may not be made.
- Once the proper notification has been given the player will be put on the Injured, Illness, or absent list. A roster spot can be held open for a player on the injured/illness/absent list.
- A roster spot for a player on the injured/illness/absent list may be held for a maximum of 4 weeks past the last tryout skate.
- Players on the injured/illness/absent list will be vetted by the TD(s), Vice Presidents, and All-star Directors to decide if the caliber of the injured player warrants a roster spot being held.
- If any participant becomes sick, injured, or has a family emergency and cannot attend all sessions, the player shall be ranked for the sessions in which they participate, and their score shall be prorated for the session(s) they are unable to attend.
- If a player is sick, injured, or has a family emergency and is unable to attend any portion of the tryout process, the player will be ranked based upon any background information that the evaluators can access such as past performance with prior teams, coaching reports from those teams, and any other pertinent information available to them.

- The Technical Director(s), Vice Presidents, and All-star Directors will have the option of choosing from the Injured/Illness/absent list to complete the roster, based on perceived skill level, past performances, and any other pertinent information available.
- If a player from the Injured/Illness/absent list is chosen, they must have approval from

SSMHA/GMHA's President/Vice-President. Players who are chosen from the

Injured/Illness/absent list must have already been registered and be a member in good standing with the SSMHA/GMHA.

- Players who are chosen from the Injured/Illness/absent list are required to pay all team fees that the rest of the team is required to pay, regardless of when they will begin playing with their team.
- Tryout fee refunds will not be made for injuries/illnesses/absences during tryouts.
- In cases of a significant injury (one that causes the player to miss multiple sessions), a note from the attending physician approving the player's return to play is required before the player can rejoin the process or resume play the SSMHA-GMHA hockey activities.

**VOLUNTEER LETTER**

---

GOULDS MINOR HOCKEY ASSOCIATION

P.O. Box 39

Goulds NL

A1S 1G3

To whom it may concern,

Please accept this letter as proof that will be \_\_\_\_\_

Volunteering with Goulds Minor Hockey Association, Goulds NL, for the 2023-2024 minor hockey season. As required by Hockey Newfoundland and Labrador, he/she is applying for a Code of Conduct and the completion of a Vulnerable Persons Check in order to fulfill the regulations to act as a volunteer in the capacity of Coach, Trainer, Manager, or other volunteer, as needed by Goulds Minor Hockey. This letter is valid when signed by the president or registrar of Goulds Minor Hockey.

Thank you in advance for your cooperation in this matter,

President: \_\_\_\_\_ and or,

Registrar : \_\_\_\_\_

Goulds Minor Hockey Association



## HOCKEY NL IN-PROVINCE TRAVEL NOTICE FORM

All Minor Hockey Association with teams travelling within the Province, but outside their Association or sanctioned League, must complete and file this Travel Notice form with their respective Member. **Forms may be submitted on a daily or weekly basis. Weekly forms must be received by the Member before 3:00 pm on Friday of each week.** Failure to comply with this requirement shall result in a \$250 sanction to the Minor Hockey Association.

Minor Hockey Associations who host games and/or tournaments with teams from outside their Association are required to request a copy of the completed Travel Notice Form from each Team. Failure to comply with this shall result in a \$250 fine to the Host Association.

Steele Hotels are the Title Sponsor for all Provincial Minor Hockey Tournaments and the Hockey NL preferred hotel. All teams travelling to Corner Brook, Gander and St. John's are encouraged to contact Mr. Garry Stamp, General Sales Manager, for availability. Mr. Stamp may be reached at 1-800-503-1603, 1-709-738-4480 (office), 709-727-1767 (cell) or email [gstamp@steelehotels.com](mailto:gstamp@steelehotels.com).

**Minor Member Email:**

Central Member – Dean Ralph, Email: [dralph@hockeynl.ca](mailto:dralph@hockeynl.ca)  
 Eastern Member – Kirby Shannahan, Email: [kshannahan@hockeynl.ca](mailto:kshannahan@hockeynl.ca)  
 Northern Member – Shawn Brown, Email: [sbrown@hockeynl.ca](mailto:sbrown@hockeynl.ca)  
 Tri Pen Member – Wendy Penney, Email: [wpenney@hockeynl.ca](mailto:wpenney@hockeynl.ca)  
 Western Member – Brock Seaward, Email: [bseaward@hockeynl.ca](mailto:bseaward@hockeynl.ca)

**Female Member Email:**

Central Member – Heidi Hefford, Email: [hhefford@hockeynl.ca](mailto:hhefford@hockeynl.ca)  
 Eastern Member – Christa Skinner, Email: [cskinner@hockeynl.ca](mailto:cskinner@hockeynl.ca)  
 Northern Member – Tina Martin, Email: [tmartin@hockeynl.ca](mailto:tmartin@hockeynl.ca)  
 Tri Pen Member – Lisa Gambin, Email: [lgambin@hockeynl.ca](mailto:lgambin@hockeynl.ca)  
 Western Member – Chasity Gould, Email: [cgould@hockeynl.ca](mailto:cgould@hockeynl.ca)

**Minor Hockey Association:** \_\_\_\_\_

**President Name and Signature:** \_\_\_\_\_

DATE OF TOURNAMENT / GAME	DIVISION	TEAM NAME	Number of Players Traveling	Host Association

Traveling Head Coach	Traveling Assist. Coach 1	Traveling Assist. Coach 2	Traveling Team Trainer	Team Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Approved By Member (Please Print)  
Date

## Digital Device in Dressing Room Policy

---

### 1. Purpose

Technology advances have made the ability to use digital devices in many scenarios. While these advances have had a significant positive impact on lives, as well as the game of hockey, unfortunately situations have arisen where technology has been used inappropriately and in violation of the privacy rights of other individuals. This policy has been set down to clearly define the use of ANY digital device in dressing room area.

- 1.1 Hockey NL believes some uses of technology constitute an invasion of an individual's personal privacy. This will not be tolerated by Hockey NL.
- 1.2 A large proportion of devices are manufactured with cameras that can take photographs and video, while further allowing their sharing electronically, without permission during regular hockey activities in change rooms, shower areas and/or bathrooms. If someone uses a device this way and captures a photo or video image, this may constitute a violation of personal privacy but may also be a criminal offence.
- 1.3 Hockey NL prohibits the use of any form of Camera, Video Camera, Camera Phone, or other portable digital device in any recreational facility change rooms for the purposes of taking photographs or videos unless permission has been granted by the respective Division Chair or designate.
- 1.4 These devices may be used for personal music or playing team music.
- 1.5 It is the responsibility of league/team officials and Associations to monitor and control the uses of such devices. Any complaints with respect to failure to comply with this policy shall be investigated under the Complaints and or Maltreatment procedures.
- 1.6 For more information please contact the Hockey NL Branch Office

## SPECIAL REQUEST FOR PLAYER PLACEMENT (MCHL)

---

The SSMHA and GMHA will attempt to accommodate requests from players for special placement in house league divisions (IHL) based upon the following criteria:

1. Members of the same family (Siblings or parent/coach and child).
2. Travel requirements (maximum of two families per request).
3. Players who did not try out or were not selected to an All Star team.

Please provide the following information:

Player 1 \_\_\_\_\_

Division \_\_\_\_\_

Player 2 \_\_\_\_\_

Division \_\_\_\_\_

Reason for making the request

\_\_\_\_\_

\_\_\_\_\_

If requesting 2 players be placed together, all requests must be supported by the parents of both players.

Please sign below to acknowledge your support of the request on behalf of your child.

Signature of Player 1 Parent \_\_\_\_\_

Date \_\_\_\_\_

Signature of Player 2 Parent \_\_\_\_\_

Date \_\_\_\_\_

Notes

1. All attempts to honor requests will be made but cannot be guaranteed.
2. Submitted requests will be held in strict confidence.
3. Completed forms to be sent directly to the president of the home association of the player requesting the accommodation.

# COACHING CRITERIA AS PER HNL

## HOCKEY NL COACH AND VOLUNTEER REQUIREMENT CHART



Minor/ Female	Requirements	Head Coach	Assistant Coach	Trainer	Manager	Goalie Coach
	Coach 1	X	X	NA	X	NA
U7	Hockey Canada Safety Program	ONE TEAM STAFF/MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
U9	Criminal Record Check/ Vulnerable Sector Check	X	X	NA	X	NA
	HNL Screening	X	X	NA	X	NA
	Respect in Sport for Activity Leaders	X	X	NA	X	NA
<b>U11 House &amp; Rep Teams</b>						
	Coach 2	X	X			
	Hockey Canada Safety Program	ONE TEAM STAFF/MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
U11- House & Rep	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X
<b>U13-U18 (A-D Level Teams) &amp; Junior/High School</b>						
	NCCP Development 1 (Certified)	X				
	NCCP Development 1 (Trained)					
U13- A to D	Coach 2		X			
U15- A to D	Goaltending 1					X
U18- A to D	Hockey Canada Safety Program	ONE TEAM STAFF/ MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
Junior High & High School Teams	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X
<b>U13-U18 (Below D Level Teams)</b>						
	NCCP Development 1 (Certified)					
	NCCP Development 1 (Trained)	X				
U13 - House & Rep	Coach 2		X			
U15 - House & Rep	Goaltending 1					X
U18 - House & Rep	Hockey Canada Safety Program	ONE TEAM STAFF/ MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X
<b>AAA/AA</b>						
	NCCP Development 1 (Certified)	X	X			
Minor/Female U13 - AAA, AA	Goaltending 1					X
Minor/Female U15 - AAA, AA	Hockey Canada Checking Program	X	X			
Female U18 - AAA, AA	Hockey Canada Safety Program	ONE TEAM STAFF/ MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
Minor U16- AAA	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X
<b>Major U18 &amp; HPP</b>						
	High Performance 1	X				
	NCCP Development 1 (Certified)		X			
	Goaltending 1					X
Major U18	Hockey Canada Checking Program	X	X			
High Performance Program	Hockey Canada Safety Program	ONE TEAM STAFF/ MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X
<b>Junior B</b>						
	NCCP Development 1 (Certified)	X				
**3 Year Window**	Coach 2		X			
Junior B	Goaltending 1					X
	Hockey Canada Safety Program	ONE TEAM STAFF/ MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X
<b>Senior</b>						
	NCCP Development 1 (Certified)	X				
**3 Year Window**	Coach 2		X			
Senior	Goaltending 1					X
	Hockey Canada Safety Program	ONE TEAM STAFF/ MANAGER REQUIRE HOCKEY CANADA SAFETY PROGRAM				
	Criminal Record Check/ Vulnerable Sector Check	X	X	X	X	X
	HNL Screening	X	X	X	X	X
	Respect in Sport for Activity Leaders	X	X	X	X	X

Coaching Age Requirements	Additional Information
Coach Level 1 = 16 Years of Age Coach Level 2 = 18 Years of Age Development 1 = 19 Years of Age RIS/Speak Out = 16 years of Age Goaltending 1 Clinic: 16 Years of Age HC Checking: 16 Years of Age	<p><b>U11- All coaches will need to be C2 trained at any level.</b></p> <p><b>U13-U18 (A-D Teams) &amp; Junior/High School- HC will need to be D1 Certified and AC's will need to be C2 Trained.</b></p> <p><b>U13-U18 (Below D Teams)- HC will need to be D1 Trained, they will only need to attend the clinic. AC's will need to be C2 Trained.</b></p> <p><b>AAA/AA- HC &amp; AC's will need to be D1 Certified.</b></p> <p><b>Major U18 &amp; HPP- HC will need to be HP1 Certified and AC's D1 Certified.</b></p> <p><b>Junior B/Senior- HC's will have a 3 year window to become D1 Certified, and AC's will have the same window to be C2 Trained.</b></p> <p><b>Certification Completion Deadline for 2024/25 Season- February 28th.</b></p> <p><b>All Clinics will be completed by January 31st.</b></p>

**Note:**

You need Coach 1 for U7/U9 (having Coach 2 or D1 certification does not exempt you from this requirement)

# FUNDRAISING POLICY

---

## GOULDS MINOR HOCKEY ASSOCIATION

(GMHA) Fundraising Policy

### 1. PREAMBLE

The Goulds Minor Hockey Association (GMHA) has a responsibility to our members, athletes, coaches, and the community to ensure that any funds raised are spent in a manner consistent with the purpose for which it was raised.

All charitable lotteries and gaming events must be licensed to operate in Newfoundland and Labrador and must be conducted in accordance with the Lottery Licence Regulations under the Criminal Code of Canada. Anyone not adhering to the requirements would be guilty of an offense under the Criminal Code of Canada.

### 2. POLICY STATEMENT

This policy was implemented by the GMHA Executive to ensure that money raised is spent in a manner consistent with the purpose for which it was raised and accounted for in a manner prescribed by the GMHA. Fundraising shall be limited to hotel costs, meals, vehicle transportation expenses (i.e., fuel costs), tournament registration, or airfare, in cases where out-of-province travel has been approved (non-essential items such as swag are not permitted fundraising expenses).

### 3. APPROVAL

- a) To be eligible for fundraising, a tournament must require a minimum of 1 overnight stay and be off the Avalon Peninsula.
- b) Applications to fundraise must be received by the GMHA Treasurer a minimum of 30 days prior to the event. At the discretion of the GMHA Executive, this clause may be waived.
- c) All fundraising undertaken by teams, team members, or coaches affiliated with Goulds Minor Hockey Association must receive approval from the Goulds Minor Hockey Association executive prior to proceeding.
- d) Approval shall be sought by submitting a Fundraising Request Form to the GMHA Executive and after receiving written approval from the same prior to commencing any fundraising efforts. The approval form is attached in Appendix A to this policy.
- e) Upon approval, all funds raised by teams shall be carried out in the name of Goulds Minor Hockey Association (referenced as GMHA) and must be submitted to the GMHA Treasurer for tracking and dispersal.
- f) Approval to fundraise will be restricted to the maximum dollar amount by geographic region as follows:
  - i. Avalon - \$0 (unless you are a hosting provincial tournament).
  - ii. Clarenville, Burin Peninsula, Bonavista Peninsula - \$5,000.
  - iii. Central (west of Clarenville to Deer Lake) - \$7,000.
  - iv. Western (Including Port aux Basques, Corner Brook, Stephenville) - \$8,500.
  - v. Northern Peninsula (north of and including Rocky Harbour) - \$10,000.
  - vi. The maximum dollar amount for travel off the island is \$25,000 per team.
  - vii. Approved funds will be distributed to the teams via cheque drawn on the bank account of GMHA (or EMT) and accounted for by the GMHA.

Priority will be given to those teams that are fundraising for regular tournament travel / host within the province under the sanctioning of Hockey NL

Approval to fundraise must be authorized by the Goulds Minor Hockey Association, approval is granted on the basis of demand, team requirements, and club priorities. All travel must be first approved by Hockey NL prior to the GMHA sanctioning a fundraising activity.

No team will be approved for travel outside of May 1st – October 30th of any year except in special circumstances and approved by the GMHA Executive.

#### **4. PARTICIPATION & DISPERSAL OF FUNDS**

A minimum of 75% of a team must be in agreement to fundraise. All community-based fundraised money must be spent on approved travel to tournaments. To ensure fairness and to encourage participation in fundraising initiatives, funds shall be allocated and subsequently dispersed equally to players who participated in each fundraising event.

Along with team members, coaching staff with no children on the team are eligible to receive funds toward expenses provided no other funds have been provided by GMHA.

**Any team who withdraws from a tournament and does not travel will relinquish any fundraising money to the GMHA.**

#### **5. ELIGIBLE EXPENDITURES**

Hotel Cost: Up to a maximum of \$150 per night for players and coaching staff with no children on the team.

Meals: \$50 per day for players and coaching staff with no children on the team.

Tournament Registration Fees: maximum of \$1000 per team.

Transportation (vehicle/mileage/bus rental): maximum of \$2000 per team.

Airfare: up to \$2000 per player and coaching staff with no children on the team. Tickets obtained via points will have No Cash Value.

Proof of all eligible expenses (Expenditure Report Appendix B) shall be provided and submitted to the GMHA Treasurer no longer than 10 business days after the conclusion of the respective tournament. Receipts for eligible expenses shall be attached to the expenditure report.

All fundraised money must be spent consistent with Article 2 by team members and coaching staff with no children on the team.

Any teams with money remaining after player and coach costs have been met will be retained by the GMHA.

#### **6. HOSTING OF TOURNAMENTS**

All player Registration fees for the season must be paid in full prior to submitting a request to fundraise to the Executive Board.

Teams must submit a Fundraising Request Form to GMHA Executive and receive written approval from the same prior to commencing any fundraising efforts.

Participating teams are required to raise a minimum of 75% of the costs associated with Hosting a Provincial Tournament.

All funds raised and/or received via sponsorship are done so in the name of the GMHA. As such, all funds must be submitted to GMHA for accounting and dispersal.

Funds will be distributed to the team via cheque drawn from the bank account of GMHA or via EMT. Proof of the eligible expense must be provided.

Eligible expenditures include:

- a) Medals & awards for participating teams.
- b) Tournament Registration Fees – Maximum of \$1100 for the host team.
- c) Any other associated fees with hosting a provincial tournament that is approved by the GMHA Executive.

#### **8. LOTTERY FUNDRAISING**

a. The Government of Newfoundland and Labrador, Service NL regulates lottery licenses.

b. The GMHA reserves the right to retain 10% of funds raised over and above the prizes attributed.

- c. Lottery Licenses require officers of the Association to sign the application and assume all legal responsibilities for the execution of the lottery.
- d. In addition to the reputation of GMHA being placed at risk, the individual obtaining license who sign on behalf of the TEAM assume the personal risk associated with proper adherence to the rules and regulations established by Service NL, as laid forth in Newfoundland and Labrador Regulation 1/02 ("Lottery Licensing Regulations") under the Criminal Code (M.C. 1081-82).
- e. All rules and regulations as established by Service NL must be followed. Please visit the Service NL website for full rules and regulations prior to completing an application for a lottery license.
- f. The Association does not assume financial responsibility for the ticket lottery.
- g. If there is insufficient revenue to provide the prizes as stated on the ticket, the team, and by extension, the player's parents, will assume financial liability.
- h. The following guidelines are meant to provide due diligence around the process of obtaining a Lottery Licence and to establish control over the execution of the lottery to meet the requirements of the Lottery Licensing Regulations.
- i. Obtaining a Lottery Licence:
- i. The Team Managers with the approval of the GMHA Executive must complete a Lottery License Application form and submit it to the GMHA Executive Treasurer a minimum of 4 weeks before the lottery license is required.
- ii. The GMHA logo will appear on the sample ticket proof submitted with the application form.
- iii. The application must include information on how the money raised through the lottery will be spent. (Acceptable use for money raised through the lottery must adhere to GMHA's Fundraising policies).
- iv. Once approved by the GMHA Executive, the President or Vice President and Treasurer will oversee the signing of the lottery license application and forward it to Service NL.
- v. The Treasurer will notify the Team Representative or Manager when the Lottery License has been received.
- j. Managing a Ticket Lottery
- i. The Team Representative or Manager will proceed and have the tickets printed, if required.
- ii. The Team Representative or Manager will prepare a ticket ledger/log identifying who is assigned blocks of tickets for sale.
- iii. All sold and unsold tickets must be accounted for at all times.
- iv. A full report along with all proceeds must be submitted to the treasurer of the Goulds Minor Hockey Association upon conclusion of the ticket drive.
- v. GMHA will provide a receipt for all proceeds and account for funds, accordingly, providing the winner his/her prize along with the funds due to the participating team.

## **7. OTHER**

All rules governing a GMHA lottery license must be strictly adhered to. Please refer to the lottery license section for full details. Failure to follow these rules may constitute illegal activity and/or result in approval for fundraising being revoked.

Any team who withdraws from a tournament and does not travel will turn over any fundraising money to GMHA. Any teams with money remaining after player and coaching costs have been met will be retained by GMHA.

A team wishing to fundraise through the use of a lottery license must receive approval a minimum of 4 weeks in advance of the fundraising activity.

## FUNDRAISING BOOKLET LETTER

---

Goulds Minor Hockey Association

P.O. Box 39

Goulds NL

A1S1G3

\_\_\_\_\_, 20\_\_.

To whom it may concern:

The \_\_\_\_\_ Tournament will be hosted by Goulds Minor Hockey this year on \_\_\_\_\_, 20\_\_. It is an honor to host teams from across the province and extend our warm hospitality. However, this comes with added expenses. In order to meet the financial obligations of conducting this tournament Goulds Minor Hockey Association has granted authorization to the \_\_\_\_\_ Organizing Committee to conduct fundraising initiatives to offset expenses. As there are many expenses associated with hosting this type of tournament, we are seeking additional funding for our team. As one of these fundraising initiatives we are producing a booklet that will be distributed during the tournament to all visitors and participants. We would appreciate any support you can give by placing your advertisement in our booklet.

**The following is a price list for the ads: ¼ page ad \$ 50.00**

**½ page ad \$ 75.00**

**Full page ad \$100.00**

**Center page ad \$200**

Your Company's ad will serve to directly benefit Minor Hockey and also offer you an opportunity for exposure, in the promotion of your business.

If you are unable to contribute a monetary donation we also are in need of hospitality items such as \_\_\_\_\_.

If you would like to support our team or would like further information, please contact the tournament coordinator authorized by GMHA, \_\_\_\_\_.

Thank you for your support.

Yours in hockey,

---

**Darrell Chubbs**

*President*

*Goulds Minor Hockey Association*

[pacerspresident@outlook.com](mailto:pacerspresident@outlook.com)

## **JAMBOREE HOST TEAM / COMMITTEE DUTIES**

---

Goulds Minor Hockey Association Jamboree Hosting:

### Jamboree Organizing

The following Steps will help local divisions organize their individual Jamboree's. There are typically three different roles or groups that will be involved to make it a successful

Tournament/ Jamboree.

#### **Role 1: GMHA Division Director/Coordinator (Member of Executive)**

1. Order Loot bags
2. Order Medals
3. Tournament Invites
4. Tournament Schedule
5. Advise Head Coach of Times and dates
6. Drop off Medals and Loot bags to Coordinators
7. Provide Player of the Game Certificates to Head Coach/ Coordinator

#### **Role 2: Volunteer Coach(s) from Local Division**

1. Advise parents of dates and timing of events
2. Deal directly with Executive
3. Coaches, or designate, will need to give the Head Coach of every team an envelope with Player of the Game certificates or applicable
4. Organize initial Parent Meeting to determine Tournament Coordinators

#### **Role 3: Volunteer Parent(s) from Local Division**

1. Nominate Tournament Coordinators (typically 3)
2. Develop Schedule for Warm-room and tables (Coordinators),
3. Pass out Loot bags to each team
4. Volunteers to help answer questions from Visitors etc.
5. Pass out medals to each team at end of Tournament for that Team
6. Posters/ Signage etc.
7. Tidy warm room after day is over
8. Arrange with appropriate companies and /or Goulds Lions Arena Canteen
9. Ticket Table
10. Any other task required that is not covered in Role 1, 2 OR 3

## DISCIPLINE POLICY

---

### Goulds Minor Hockey Association (GMHA) Discipline Policy

- 1: The GMHA Executive may, by a majority vote, expel from the GMHA or suspend or otherwise discipline any member or member of the Executive; or expel, suspend or otherwise discipline teams, players, coaches and managers who have committed any act(s) prejudicial to or in violation of the GMHA Constitution and/or By-Laws or its purpose or to the well-being of any ice hockey league promoted, arranged or conducted.
- 2: Allegations that a member or member of the Executive, team, coach, player or manager has committed an act(s) prejudicial to or in violation of the GMHA Constitution, and/or By-Laws or policies, or its purpose, or of any ice hockey league promoted, arranged, conducted or controlled by the GMHA, must be made in writing by the complainant to the Executive to be tabled for consideration by the Executive.
- 3: Before a member of the GMHA is expelled or suspended or otherwise disciplined, the following procedures shall be followed.
  - i. The act or conduct complained of shall be inquired into by a disciplinary committee of at least three members appointed by the Executive for that purpose ("the Committee").
  - ii. Such member or member of the Executive, team, player, coach or manager against whom an allegation is made shall be notified in writing stating:
    - a. the specific allegations made against him/her;
    - b. the material information as provided by the complainant;
    - c. the names of members appointed by the Executive to the Committee.
  - iii. Such member or member of the Executive, team, player, coach or manager shall be entitled to be present at the hearing and to be represented by legal counsel or some other spokesman of his/her choice and shall be given full opportunity to defend himself/herself.
  - iv. The Committee shall report its decision and a recommendation for action to the Executive.
  - v. The Executive shall accept the Committee's findings in relation to the allegation.
  - vi. The Executive, by majority vote and adhering to quorum, shall choose to accept, modify or reject the Committee's recommendation for action.
- 4: The Executive shall provide a report in writing, outlining the decision with respect to any expulsion, suspension or other discipline, to both the complainant and the individual against whom the allegation was made.
- 5: When a member is disciplined there shall be no further right of appeal within the GMHA.
- 6: ALL DISCIPLINE WILL BE IN ACCORDANCE WITH HOCKEY CANADA CODE OF CONDUCT POLICY(S)

## GMHA, SSMHA Parent Player Agreement



### SSMHA GMHA Parent-Player Agreement

The following are the terms by which the undersigned player and their parent/guardian agree to upon their acceptance of a position on a hockey team with the Southern Shore Minor Hockey Association (SSMHA) or Goulds Minor Hockey Association (GMHA).

Forms are to be signed or digitally acknowledged by a parent or guardian and submitted during the registration process.

#### **1. Expected Conduct of Players, Coaches, and Parents**

A. Players must be well-behaved during any activities with or caused by their participation in SSMHA, GMHA or Affiliated League. It is a coach's right to discipline a player for behavior, which is judged to be unacceptable (see appendix A – Disciplinary Procedure). Should there be future instances of such behavior, the player in question may be further disciplined by the SSMHA, GMHA Discipline Committee.

B. Players, Coaches, Parents, or Volunteers will not use or be under the influence of alcohol, illegal drugs, or banned substances or smoke while involved with activities associated with or caused by their participation in SSMHA, GMHA.

C. Players, Coaching staff, or Association members shall treat each other, opposing players, coaches, game officials, and fans and players of other teams with respect and show good sportsmanship at all times.

D. Zero tolerance for bullying.

E. Players, Coaching staff members, players, or Association members will not damage rink property or the property of any other player.

F. Players and Coaching staff shall not gamble for money during any activities associated with or caused by their participation in SSMHA or GMHA. Please note: Fundraising events are not considered to be a form of gambling.

G. A player's, parent's, or spectators' behavior, which is judged by the Discipline Committee to be abusive or intimidating toward a player, coaching staff members, another parent, executive member associated with SSMHA or any other hockey association, or any game official shall be dealt with severely and will result in the parent being banned from all activities with the SSMHA or GMHA.

If this does not resolve the problem the next level may result in the members of the parent's family being suspended from all activity with SSMHA or GMHA and the future refusal to register any members of that family.

H. Parents/Guardians are responsible for ensuring 100% supervision of their players until a coach or team representative can ensure 100% supervision is present in the dressing room.



## **SSMHA, GMHA Parent-Player Agreement**

I. If there is an issue, all parents, players, and coaches are to use the 24-hour email rule and think about the situation for 24 hours before sending an email or bringing the issue forward. All issues should be brought to the coach's attention first and if not resolved, then the respective Executive member should be made aware of the situation in writing (for example, an All-star team issue is reported to the All-star Director. A Girl's team or player issue is reported to the Female Director (s)).

J. All appeal requests will have to be made in writing and submitted to the Executive along with a \$200.00 processing fee. If the appeal is won, the \$200.00 will be refunded.

### **2. Equipment and Uniforms (*Jersey Policy*)**

A. Players shall wear all the equipment as specified and required by Hockey Canada while on the ice or the bench.

B. Equipment worn must be certified by the Canadian Standards Association (CSA) if there is an applicable CSA equipment standard.

C. All neck guards must be certified.

D. SSMHA, GMHA will provide appropriate jerseys with crests and numbers for all teams.

E. Jerseys are the property of SSMHA or GMHA and shall only be worn during games. At no time are assigned league jerseys to be worn during practice sessions or other hockey activities.

F. Players must wear their assigned jersey during competition.

G. Lettering for a player's name shall not be placed directly on a jersey. The lettering must be placed on a cloth strip (name bar), which must be sewn on the jersey (not glued or heat applied).

H. Team jerseys shall be returned to the Team Manager/Coach or Association Designate upon the completion of the final team function in each respective season.

I. Any unreturned jerseys will be subject to a fee that will be used to replace the jersey.

J. Any player who causes unnecessary damages to a jersey, or loaned equipment, as decided by the Executive, could be suspended from all activities until the cost of the replacement has been paid. Replacement costs for jerseys that are damaged due to players or parents not adhering to the SSMHA or GMHA Equipment and Jersey Care Guidelines shall be added to the player's registration

k. fees for the following season. These fees must be paid before a player can complete their registration



## **SSMHA, GMHA Parent-Player Agreement**

### **3. Rules Regarding Player's Status on all Hockey Teams**

- A. If a player's Competitive Fee is deemed to be outstanding by the Treasurer at the November 21st deadline of the current season, he/she may be dropped from the team and may not be allowed to play in the Minor Hockey Program for the remainder of the year.
- B. No player may be a member of more than one SSMHA Competitive Program unless approved by the SSMHA or GMHA Executive.
- C. If a player is asked to be a member of a team and refuses to be a member, he/she shall not be allowed to be a member of any Competitive team for that year. The player will not be allowed to change his/her decision as the refusal is considered final.
- D. Players shall participate with their respective teams in the All-Newfoundland Tournaments during Easter.
- I. If at any time during the current season, it is determined that a player will not be attending the All-Newfoundland Tournament, he/she will be immediately removed from the team and a replacement player found as soon as possible.
  - II. If a player fails to fulfill this requirement, he/she will not be selected for a competitive team in the following season unless he/she has written permission from the President or All-star Director for the absence.
  - III. If a U18 player in their second year fails to fulfill this requirement, he/she will not be in good standing with SSMHA or GMHA and therefore will not be eligible for selection to a competitive team in the following season unless he/she has written permission from the President or All-star Director for the absence.
- E. Final selections and team rosters will be completed and received at the SSMHA office prior to the commencement of the Don Johnson Hockey League (DJHL) Ice Breaker Tournament in the U11 Division, or a date set by the SSMHA Executive. During the selection process the selection committee, in conjunction with the coaching staff and the technical director, may determine whether exhibition games against other associations are required to allow for real gameplay situations during the evaluation and selection process.
- I. Should a player be deemed unable to try out during the regular try-out period due to an injury, illness, or other suitable reason (i.e.. Travel), the process outlined in the SSMHA Tryout Exception Policy shall be followed.
- F. As part of the player's commitment to their competitive team, players are required to attend all SSMHA practices, games, and regularly scheduled team functions, unless excused prior by the coaching staff. For a player to be excused there must be contact with the coach giving the coach at least 24 hours' notice where possible. If the child is sick on the day of the game or practice, then the coach should be called right away to let them know.
- I. Should a player not be excused as a result of not providing adequate notice, refer to Appendix A for the SSMHA, GMHA disciplinary procedure.



## **SSMHA,GMHA Parent-Player Agreement**

G. The coach reserves the right to ask why the player will be absent. It will be the sole discretion of the coach to determine if the reason given is acceptable or not.

H. Ice time Players must be treated as fairly as possible in terms of ice time. SSMHA coaches will follow the Hockey NL Ice Time Allocation Policy with respect to fair play in all games and tournaments.

### **4. SSMHA, GMHA Uniforms/Jerseys (Jersey Policy)**

A. Players during competition will wear a name bar. Lettering for a player's name shall not be placed directly on a jersey. The lettering must be placed on a cloth strip (name bar), which must be sewn on the jersey (not glued or heat applied).

B. Players are required to wear Association-approved hockey socks so that the socks match the jerseys.

C. Jerseys are the property of SSMHA and shall only be worn during game times. At no time are assigned league jerseys to be worn during practice sessions. Coaches or Team managers or their designate shall collect all jerseys at the end of the season and return them to a member of the SSMHA or GMHA executive.

### **5. Hockey NL Codes of Conduct, Policies, and Other Governing Documents**

Here is a list of Hockey NL Codes of Conduct, Policies, and Other Governing Documents that parents, players, volunteers, and association members also need to adhere to. In the event of a discrepancy between a SSMHA and a Hockey NL document, the SSMHA executive will decide which takes precedence.

- Abusive Fan Protocol & Incident Report
- Digital Device in Dressing Room Policy
- Hockey NL Maltreatment Policy
- Hockey NL Regulations
- Hockey NL Social Media Policy
- Hockey NL Trans Inclusion Policy

Note: This list is not exhaustive. For a full list of Hockey NL governing documents visit this link.

### **Appendix A**

New Document – The SSMHA, GMHA Disciplinary Procedure (see attached)



## Payment of Fees

The fees for the hockey program are set by the SSMHA and or GMHA Executive annually. Payment of fees is to be made in a timely fashion as established by the Treasurer, but in no case shall be outstanding past November 21st of the appropriate season.

Acceptance of this agreement shall mean that acceptable arrangements for payment have been made with the Treasurer.

I have read and fully understand all pages of this agreement and agree to and will adhere to the terms in their entirety

\_\_\_\_\_

Player's Name (Please Print Clearly)

\_\_\_\_\_

Parent's/Guardian's Name (Please Print Clearly)

\_\_\_\_\_

Parent's/Guardian's Signature

\_\_\_\_\_

Parent's/Guardian's Name (Please Print Clearly)

\_\_\_\_\_

Parent's/Guardian's Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Date .....



### Website/Publication Photo Permission

I, \_\_\_\_\_, REFUSE to grant permission to the SSMHA, GMHA to use my child's photo on the SSMHA, GMHA website or any other publication of the SSMHA or GMHA.

I, \_\_\_\_\_, GRANT permission to the SSMHA or GMHA to use my child's photo on the SSMHA or GMHA website or any other publication of the SSMHA or GMHA.

\_\_\_\_\_  
Parent/Guardian 's Signature

\_\_\_\_\_  
Parent/Guardian 's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_



All,

Each season there are a very small minority of parents who negatively affect the experience of our kids, volunteers, and parents in our minor hockey programming year after year, and it casts a shadow on all the good work being done.

These are mostly repeat offenders who have gone too long without being put in check, or hockey parents who act out in the heat of the moment.

The purpose of this letter is to make them and everyone else aware of our revised Parent-Player Agreement and newly created Disciplinary Process. Both documents have been uploaded to the League info section of our website. Similar to the [Hockey Canada Automatic Minimum Suspension Guidelines](#), this new process will serve as an Automatic Minimum Suspension Guideline for association members, family members, and anyone else who is involved with SSMHA and/or GMHA activities as a volunteer or spectator. I encourage you to become familiar with these documents as you will have to acknowledge both when registering your player in hockey this season.


If you get into a heated argument in the stands or outside of the dressing room in our rink or any other rink, hurl insults at a volunteer, a visiting team, a referee, or anyone else, etc....., you will feel the full weight of this disciplinary process.


*A player's, parent's, or spectators' behavior, which is judged by the Discipline Committee to be abusive or intimidating toward a player, coaching staff members, another parent, an executive member associated with SSMHA or any other hockey association, or any game official shall be dealt with severely and will result in the parent being banned from all activities with the SSMHA. If this does not resolve the issue, members of the parent's family may be suspended from all activity with SSMHA and/or GMHA. In addition, SSMHA/GMHA have the right to refuse future registration for any members of that family.*

I encourage everyone to be good role models for our kids, good representatives for our associations, and good ambassadors for the sport we all love.


Be involved but not over involved and make the sport fun for all.

On behalf of the Southern Shore and Gould's Minor Hockey Associations,

  
**Mark Sullivan**  
President  
SSMHA

  
**Darrell Chubbs**  
President  
GMHA

## GMHA, SSMHA Disciplinary Process



### SSMHA Disciplinary Process

Documents Referenced

Types of Behavior	Use of profanity, fighting, intent to injure, etc.....)	Poor Sportsmanship towards other players, coaches, volunteers, game officials, other fans	Bullying Damaging Rink Property	Gambling Intimidating or abusive behavior	Not using 24-Rule rule Drugs and/or Alcohol involved
					<div style="display: flex; justify-content: space-around; margin: 0;"> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; text-align: center; width: 30%;">SSMHA Player/Parent Agreement</div> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; text-align: center; width: 30%;">SSMHA Constitution &amp; Bylaws</div> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; text-align: center; width: 30%;">Hockey NL Governing Documents</div> </div>

#### Level 3 Suspendable Offences

**Level 1 Discipline**

For a first or minor offence the Player/Parent/other may be issued a verbal warning by the coach or SSMHA Executive (to be documented and filed). Prompt reporting of inappropriate behavior to the Coaching staff and Executive is important to help address and curb these behaviors.

**Level 2 Discipline**

For a second or more serious offence the Player/Parent/other may be suspended for a maximum of two events by the coach or 2 weeks by the association President (to be documented and filed).

**Level 3 Discipline**

This Level is intended for infractions deemed more serious in nature.

Player/Parent/other is suspended until further notice and the matter is referred to the Discipline Committee (to be documented and filed).

All situations will aim to be resolved within 7 days of the infraction.

All infractions at this level will enter an additional discipline process and will remain on file to reference when dealing with any future infractions. In following seasons, the new players/parent's coach may be briefed on the details surrounding the previous disciplinary action.

This briefing is to act as a historical base line in considering any disciplinary processes going forward.


**Note 1:** A single event can result in the same person getting separate suspensions for all three of these receptors

Inappropriate behavior toward another person

Inappropriate behavior in the presence of kids

Inappropriate behavior damaging the reputation of the SSMHA

**Note 2:** All Level 3 Discipline events shall follow the **Disciplinary Scoring Checklist** on the following slide



### SSMHA Disciplinary Scoring Checklist

**Note 3:** The **Disciplinary Scoring Checklist** should be followed for each of these 3 receptors

Inappropriate behavior toward another person

Inappropriate behavior in the presence of kids

Inappropriate behavior damaging SSMHA Reputation

#	Description of Inappropriate Behavior	Major or Repeat Offence	Minor Offence
1	Inappropriate, intimidating, or Unsportsmanlike behavior toward an SSMHA member, volunteer, executive member, league official, referee, or players/parents/fans/volunteers of other teams or associations.	20	10
2	Implicit or implied threats of death or serious bodily harm Indefinite Suspension, Referral to HOCKEY NL for investigation and punishment (also refer to police).	50	-
3	Encouraging someone to do themselves serious harm Indefinite suspension, referral to HOCKEY NL for investigation.	50	-
4	Posting pictures/videos of a threatening nature Indefinite suspension, referral to HOCKEY NL for investigation and punishment (also may refer to police).	50	-
5	Slurs against someone's race, religion, sex, or sexual orientation	20	10
6	Slurs against another member or their family.	20	5
7	Posting comments and/or pictures of self of an implied sexual nature Referral to HOCKEY NL (also refer to police).	50	10
8	Posting comments and/or pictures of someone else of an implied sexual nature Indefinite suspension, referral to HOCKEY NL for investigation and punishment (also referred to police).	50	-
9	Gossip - Posting or sending cruel gossip to damage a person's reputation and relationships with friends, family, and/or acquaintances.	20	10
10	Breaking into someone's email or other online account and sending messages that cause embarrassment or damage to the person's reputation and affect his or her relationship with others Indefinite suspension, referral to HOCKEY NL for investigation and punishment (also refer to police).	20	10
11	Tricking someone into revealing secrets or embarrassing information, which is then shared online.	10	5
12	Posting or sending unwanted or intimidating messages	10	5
13	Inappropriate Behavior that may damage the reputation of the SSMHA or its members, including negative or derogatory comments.	10	5
<b>TOTAL SCORE</b>			

**Note 4:** Major vs Minor offences are at the discretion of the SSMHA disciplinary committee

**Note 5:** Take the total score from this checklist and reference the **Suspension Scoring Table** on the next slide to determine the length of suspension



# SSMHA Suspension Scoring Table

## SUSPENSION SCORING TABLE

Point Total	Suspension term	Comments
0	No suspension	The person may be given a verbal or written warning
5	2-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
10	4-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
15	6-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
20	8-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
25	10-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
30	12-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
35	14- week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
40	16-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
45	20-week suspension	Additional Suspension may be added upon review by the Disciplinary Committee and Executive
50 or more total points	Indefinite Suspension	Requires a formal review and input from Hockey NL and/or Police



# SSMHA Suspension Log

Name of Person Disciplined	Date and place of of Infraction	Date of Suspension and Suspension length	Reason for suspension/comments

## Goulds Minor Hockey Association (GMHA) – Coach

---

### Selection Policy

- 1: A volunteer application form, to be completed online, must be submitted to GMHA.
- 2: Upon receipt of the application, **WHETEHER IN WRITING OR HCR specifying Head Coach or Assistant Coach**, a review will be completed to verify that all requirements have been met and any deficiencies will be communicated to the applicant. All training and certificates as per HNL and GMHA guidelines must be completed prior to the beginning of the season. These include a RNC background check, and the completion of the "Respect in Sport – Speak Out Program".

All first-time coaches must also complete the HNL volunteer screening application. No individuals will be permitted on the ice until ALL criteria has been met.

- 3: A Committee comprised of three members of the GMHA Executive as well as the Technical Directors (**if applicable**) will review each application and decide who the coaches shall be.

Should a Committee member have a child in a particular division, they will not be permitted to evaluate coaches for that division.

- 4: Each candidate for the head coach of an all-star or development team within the GMHA will undergo an interview which will include at least two members of the Executive, should selection process be unattainable or difficult.
- 5: Coaches will be selected using the following criteria:

- Interpersonal skills
- Ability to teach, relate and work positively with the children
- Previous coaching and playing experience
- Certification
- Past performance
- Hockey knowledge

- 6: Once a decision has been made, all applicants will be notified. The coaching decision will be final with the exception of a coach who is no longer able to commit to the role, or is unable to complete the required training prior to the beginning of the season.

In these cases, the Committee will review the remaining applications using the process set out above to identify an alternative coach

# DRESSING ROOM POLICY

## PURPOSE

Hockey Canada firmly believes all participants (athletes, officials, coaches, team staff, etc.) have a right to access safe, inclusive, and equitable dressing spaces. In this regard, all participants have the right to utilize the dressing room or appropriate and equivalent dressing environment based on their gender identity, religious beliefs, body image concerns and/or other reasons related to their individual needs.

Hockey Canada believes in balancing the safety, privacy, modesty and wishes of our participants without compromising the aspects of camaraderie, social integration and bonding inherent in a team sport. This Policy attempts to meet these goals while providing a safe and respectful environment for participants. This Policy represents a shift in philosophy from previous dressing room regulations. As will be further explained below, this new model is based upon creating safe, inclusive and equitable dressing room environments that are designated team spaces for everyone, while providing proper supervision.

## SCOPE

The Dressing Room Policy applies to all minor hockey teams sanctioned by Hockey Canada and its Members.

## DEFINITIONS

- “Dressing rooms” – officially designated spaces for changing in and out of gear. Mostly, these are men’s and women’s, multi-stall spaces and occasionally can be all-gender, multi-stall spaces.
- “Dressing environments” – spaces beyond dressing rooms (in close proximity to them) that can be temporarily repurposed to provide a space for a small number of participants to change in and out of their gear (e.g., official’s room, multi-purpose room, meeting rooms, single-unit washrooms).
- “Policy” – means this Dressing Room Policy.

## PROCEDURE

### ***The Minimum Attire Rule***

To best promote inclusion and to respect the privacy of all participants on a team, Hockey Canada requires all participants to wear ‘minimum attire’ at all times in a dressing room or in dressing environments where more than one participant is present. This means that participants should arrive at the rink wearing a base layer (e.g., shorts and t-shirt, compression shorts and shirt or sports bra). A participant not arriving at the rink wearing their base layer can use an appropriate private space (e.g., private restroom stalls or empty/unused dressing rooms) to change into the base layer and then enter the team dressing room with the other participants.

It is the responsibility of all coaches and team staff to instruct players regarding the minimum attire rule and ensure that players are complying with this Policy. Hockey Canada recognizes the physical limitations of some facilities and encourages associations to work creatively and proactively, using an athlete-focused, ethical, and values-based approach, with local facility management to ensure that appropriate and equivalent dressing environments are available to all participants who would prefer not to get dressed in the team dressing room.

### ***Team Talks***

Hockey Canada stresses the importance that all participants are treated as valued members of a team. Therefore, coaches and team staff should only engage in pre- and post-game talks when all athletes are present in the dressing room.

### ***Use of Showers***

Use of showers (especially when showers are not separate from the dressing room or private stall) shall be permitted in a manner that respects the privacy of all participants and requires 'minimum attire' standards of bathing suits to be worn. Participants should use a private restroom stall to change out of their base layer and into a bathing suit prior to using the shower. Similarly, they should dress themselves in a private restroom stall after they have completed their shower. Coaches and/or team staff should ensure they are able to supervise the dressing room while participants are showering, following

### ***Officials Dressing Rooms***

Given that dressing room spaces for officials and officiating teams are often shared by officials of a wide variety of ages and genders and may be used by different sports at the same time, safety and privacy are of the utmost importance. To create a safe and welcoming environment for everyone who uses an officials dressing room space, the minimum attire and shower rules described above also apply.

### ***Applicable Laws***

Hockey Canada Members that have mediated human rights settlements within their Province/Territory with respect to specific dressing room parameters are exempted from this Policy within their jurisdictions, but solely to the extent required so that they may continue to adhere to such settlements.

### ***Rule of Two***

To best ensure safety for all participants, all minor hockey programs sanctioned by Hockey Canada and its Members are required to implement the 'Rule of Two' for all dressing rooms. The 'Rule of Two' requires two trained and screened adults to be present in the dressing room or immediately outside the dressing room with the door propped open to monitor the environment and ensure it is free of any discrimination, harassment, bullying, or other forms of maltreatment. The Rule of Two remains in place when showers are in use.



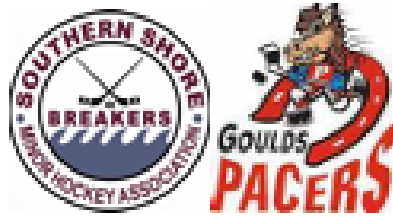
## Technical Director (TD)

---

### **Technical Director**

- I. (Non-Board, Non-Voting, but may be invited to attend board meetings to give updates and for discussion purposes).
- II. The Technical Director will be responsible for all aspects of player and coach development in the Goulds Minor Hockey program. Reporting to the President, and or Vice President taking direction from the Executive.
- III. With support from Divisional Technical leads, administrative and coaching staff, the immediate goals for the job is to include but not limited to:
  - Designing and developing an on/off ice program that reflects Hockey Canada guidelines that meets and exceeds player and Coach Development for GMHA.
  - Assist the Executive in evaluating and selecting suitable candidates for coaching positions, both for house and for all-star.
  - Make all arrangements to provide the necessary training clinics for all-star and house league coaches and managers; coordinate delivery of the programs with the President and or Vice President;
  - distribute any information concerning technical skills, development and/or items of interest to the team managers and/or coordinators of all-star and house league.
  - Responsible for overseeing technical staff and ensuring that the technical support delivery is appropriate per division and distributed evenly across teams.
  - Development and support junior coaches, with an eye to their continuing involvement and succession planning in the association and progression to higher levels. Monitor the performance of the coaches in all divisions and make recommendations for corrective action where required.
  - Implement a hockey skills/development program for all levels of play and to report to the President and or Vice President, necessary procedures and program updates. Increasing player skill development at the house league and all star levels

The Technical Director's schedule should be planned to ensure the best possible level of support is given to each division and team, including house league, in the Association. This should be spread evenly among all divisions and teams.



## SSMHA-GMHA PARENT MEETING AGENDA TEMPLATE

Meeting Date, Time, and Location: \_\_\_\_\_

**The Head Coach (in consultation with the Team Manager) shall organize a mandatory parent meeting within the first two weeks of the team being formed. The meeting is held to introduce everyone to each other and to the team management group. Teams are encouraged to invite a member of their Executive to attend the meeting.**

1. Introduction of yourself as Head Coach, Assistant Coaches and Team Manager
2. Coaching Philosophy (ex. Objectives and Goals for the season, Fair Play, etc.)
3. Coach Expectations
  - Arrival time prior to practices and games
  - Expectations of Parents (i.e. dressing room and absence notifications)
  - 24-hour rule
  - Expectations of Players (i.e. respect, dressing room and bench conduct, Team Discipline, Team Rules, etc.)
4. Parent and Player Agreement and Fair Play
5. No cell phones/pictures in dressing room
6. Player Medical Forms if any (to be submitted to the player's home executive)
7. Team Roles Needed
8. Tournaments, Exhibition games, and Team/Parent Events
9. Other Items
10. Open Floor for Questions and Answers

---

Head Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Team Manager: \_\_\_\_\_

*Please sign, take a picture of form, and submit to your executive when meeting is completed.*





GOULDS MINOR HOCKEY ASSOCIATION

P.O. Box 39

Goulds NL

A1S 1G3

## Goulds Minor Hockey Association

### Suspension Notification

#### Reference Incident:

<b>Date:</b>	February 30 <sup>th</sup> , 2025
<b>To:</b>	Goulds Pacers (NAME)

It is your responsibility to advise the individual listed in the box below that:

1. They will not be permitted to participate in any capacity whatsoever in exhibition, jamboree, tournament, league or play-off games until midnight on the Date of Expiry listed below or for the number of games listed below, whichever expires first.
2. They may not act in any capacity within the confines of our Association or Affiliated Organizations until midnight on the Date of Expiry listed below or for the number of games listed below, whichever expires first.
3. Unless under an indefinite suspension, players and coaches, may continue to practice.
4. Parents, Guardians, spectators shall follow all suspension guidelines including the above unless otherwise noted.

#### This suspension is issued as a result of an incident as noted:

<b>Name:</b>	Pacers Breakers Pacers				
<b>Team:</b>	Goulds Breakers U13 B				
<b>Date of Expiry:</b>	February 30 <sup>th</sup> , 2025	<b>Number of Games:</b>	5	<b>Number of Minutes:</b>	0
<b>Date of Incident:</b>	February 30 <sup>th</sup> , 2025	<b>Return Date:</b>	March 1st, 2025		
<b>Policy / Procedure Infraction:</b>					

Appeal Procedures are in accordance with the Goulds Minor Hockey Association Constitution, By Laws and Regulations. Please note that all suspensions are set out in the GMHA / SSMHA Discipline Policy and in conjunction with Hockey NL policies and procedures and those of Hockey Canada.

**Darrell Chubbs**

*President*

*Goulds Minor Hockey Association*

[pacerspresident@outlook.com](mailto:pacerspresident@outlook.com)



GOULDS MINOR HOCKEY ASSOCIATION

P.O. Box 39

Goulds NL

A1S 1G3

Date: Feb 30<sup>th</sup>, 2020

Dear, To whom it may concern:

Body of topic:

Closing :

Once again, the coaches, parents and ultimately players thank you for your support!

Sincerely,

**Darrell Chubbs**

*President*

*Goulds Minor Hockey Association*

[pacerspresident@outlook.com](mailto:pacerspresident@outlook.com)

---



GOULDS MINOR HOCKEY ASSOCIATION

P.O. Box 39

Goulds NL

A1S 1G3

## **Team Donation / Jersey Sponsorship**

Thank you for taking an interest in sponsoring a Goulds Minor Hockey Association Team or Jersey. This association represents players from the communities of Goulds, Kilbride, Petty Hr. and Maddox Cove; along with combined teams on the Southern Shore. Our players will be involved in a busy season, continuing to develop individual hockey skills as well as striving to become a strong and competitive association, representing our towns.

We are approaching you to become a part of our team by becoming a sponsor to assist our players in further developing their skills. Your sponsorship will be used to secure extra ice-time for practices and exhibition games as well as specific power skating/skill development sessions along with the equipment required for practices, furthermore assisting towards travel or provincial tournaments. Our association is heavily dependent upon registration and fundraising, plus the time and efforts of dedicated volunteers.

Once again, the coaches, parents and ultimately players thank you for your support!

Sincerely,

**Darrell Chubbs**

*President*

*Goulds Minor Hockey Association*

[pacerspresident@outlook.com](mailto:pacerspresident@outlook.com)

