



Approved – September 10, 2019

Barrie Minor Hockey Association

House League Select Manual

To promote, encourage and further develop player ability by increased ice time and skill development in practice, exhibition game and tournament conditions, while playing organized hockey.

HOUSE LEAGUE SELECT TEAMS

Philosophy Related to House League Select Program. The House League Select Program is a hockey program that is based in the House League and will be considered an extension of that program. Therefore, the focus of a House League Select Program should not be to emulate higher levels of competitive hockey (“MD” and above), but to offer the values of House League programs to a group of House League players participating in an advanced program.

Intent of House League Select Hockey. Teams participating in House League Select programs, while considered more competitive than House League teams, are an extension of the House League and are intended to reflect the same spirit of community-oriented recreational hockey. Therefore, they should seek to be inclusive and provide as much opportunity as possible for House League players to participate.

House League Select Membership. All House League select players must be registered in Barrie Minor Hockey and considered in good standing. In addition to this the following criteria must be met:

- Each player is registered in a House League Select Program and is playing on a bona fide house league team that has separate and distinct practices, games and skill sessions.

Please Note: A player’s first priority is always their house league team and practice/game schedule. Players with a conflict between their house league commitment and house league select commitment will honour their house league team first. If there is a conflict between the house league select game or practice and a rep game or practice the first priority should be to the house league select team. A house league select program player who attends less than two-thirds of their house league games and/or practices will be considered ineligible for further participation in the house league select program. Players who move from house league select to rep, become ill, are injured or are suspended during the house league select season are not eligible for a house league select refund.

Amendment:

HL Coaches should have tournaments planned and committed to by November 15th. If said teams book their tournaments after November 15th or fail to advise the league convener and the ice scheduler of a tournament and the Select coach has booked a conflicting tournament first (dates will be verified as per the signed travel permit) then the Select players may play for the Select team instead of the House League team.

Code of Conduct

This code of conduct identifies the standard of behaviour which is expected of all BMHA (OMHA) members and participants. For the purpose of this policy, it shall include all players, parents, coaches, team officials, committee members and directors involved in any and all activities and events with the BMHA.

The BMHA/OMHA is committed to providing an environment in which all individuals are treated with respect. Members and participants of the BMHA shall conduct themselves at all times in a manner consistent with the values of the BMHA/OMHA, which includes fairness, integrity and mutual respect.

During the course of all BMHA activities and events, members shall avoid behaviour which brings the BMHA/OMHA or the sport of hockey into disrepute. This can include, but is not limited to abusive use of alcohol, use of non-medicinal drugs and the use of alcohol by minors.

All BMHA/OMHA members and participants shall at all times adhere to the Constitution, Bylaws and Operational policies governing BMHA/OMHA events. Members shall not engage in any such activity or behaviour which interferes with a competition or with any player or team that is preparing for a competition, or which endangers the safety of others.

Members of the BMHA shall refrain from comments and behaviour that is disrespectful, offensive, abusive, racist or sexist. In particular behaviour that constitutes harassment or abuse will not be tolerated and will be dealt with under the OMHA Harassment and Abuse Policy.

Failure to comply with this Code of Conduct may result in disciplinary action in accordance with the policy of the OMHA. Such actions may result in the member losing privileges including the opportunity to participate in BMHA/OMHA activities and events, both present and in the future.

For the Good of the Game is an OMHA initiative for players, parents, spectators and coaches. Through your player registration you have agreed to adhere to this code of conduct. These documents are available for viewing on the BMHA website.

Participation Codes

1. To develop individual and team skills to their fullest potential.
2. To encourage everyone to participate.
3. To promote the respect of fellow teammates and competitors through fair play.
4. To ensure that all those who play have fun.

Players' Codes

1. Play for the "fun of it", not just to please your parents or coach.
2. Play by the rules.
3. Never argue with the official's decision. Let your coach ask any necessary questions.
4. Control your temper.

5. Work equally hard for yourself and your team. Your team's performance will benefit and so will your own.
6. Be a good sport.
7. Treat others as you would like to be treated.
8. Cooperate with your coach, teammates, opponents and officials for without them you don't have a game.

Coach's Code

1. Be reasonable in your demands on the young players' time, energy and enthusiasm. Remember they have other interests as well.
2. Teach your players that rules of the game are mutual agreements, which no one should evade or break.
3. Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
4. Develop team respect for the ability of opponents and for the judgment of the officials and opposing coaches.
5. Follow the advice of a physician when determining an injured player's ability to resume play.
6. Remember that children need a coach they can respect. Be generous with your praise when it is deserved and set a good example.
7. Make a personal commitment to keep yourself informed on sound coaching principals and the principals of growth and development of children.

Parents' Code

1. Do not force an unwilling child to participate in sports.
2. Remember, children are involved in organized sports for their enjoyment, not yours.
3. Encourage your child to always play by the rules.
4. Teach your child that honest effort is as important as victory so that the results of each game are accepted without undue disappointment.
5. Remember that children learn best by example. Applaud good plays and be positive.
6. Do not publicly question the official's judgment and never question their honesty.
7. Remember that children play for fun and enjoyment and that winning is only part of it.
8. Never ridicule or yell at a child for making mistakes or losing a competition.

Job Descriptions

Responsibility of Coaches:

All coaches shall be active participants in the OMHA Coach Mentor Program and ensure the proper observance of the Constitution and By-Laws of BMHA and OMHA Coach Guidelines. Coaches are required to have RIS (Speak Out), Coach 1 for Myte – Atom ages and Coach 2 for Minor Peewee – Midget along with a police check.

Coaches will, in partnership with their managers:

- Exercise control in the conduct of their players and themselves
- Shall endeavor at all times to prevent disorderly conduct before, during and after games or practices on or off the ice or in any arena or while taking part in BMHA activities
- Ensure that the appropriate authorized Travel Permits are obtained for tournaments with a copy to be provided to the office
- Ensure that all required forms are submitted in a timely manner

BMHA will hold coaches responsible for player conduct. As a coach you are responsible for player conduct on the ice, on the bench and in the dressing rooms. As well BMHA will hold the coach responsible for the unacceptable actions of both their staff and the team parents. Emphasis should be placed on fair play between players. Unsportsmanlike conduct will not be tolerated.

Coaches should have a complete understanding of the OHF Insurance Guide as it relates to fund-raising and team events and to obtain the necessary Insurance Certificates and approved request forms from the BMHA Executive/office.

Responsibility of Trainers:

Trainers are required to have the OMHA Trainer certification and PRS/Speak Out/ Respect in Sport Activity Leader certification along with a police check. The team trainer supervises the health and incidents of injury of the players on the team. Please refer to the OMHA Trainer Manual (HDCO) for medical history sheet for all players and medical release requirements for any injured player that has as the result of an injury lost significant playing time prior to the player returning to the team for both games and practices.

He/she ensures that the team parent group is familiar with procedures involving the Emergency Action Plan (EAP) for all games and practices. Ensure that the trainer's kit is available at all games and practices (at the trainer's expense).

The trainer of the team is responsible for forwarding a copy of the OMHA Case Report to the BMHA office and to the OMHA. He/she also ensures that a copy of the completed medical release is received by the team and kept by the team should it be required. Copies of these documents can be located on both the OMHA and Hockey Canada websites. The trainer will keep all player medical history sheets with him/her

for all team events, practices, games.

The trainer will read and understand the Emergency Action Plan.

Responsibility of Managers:

Team Managers, in partnership with their coaches:

- Shall ensure the care, keeping and return of all BMHA equipment used by the team(s) during the season.
- Ensure the efficient operation and image of their teams throughout the season. The manager shall ensure that the By-Laws of BMHA and the Rules and Regulations of the OMHA are strictly adhered to by all.
- Shall ensure that only rostered team officials and players are on the bench during games and practices and shall have the option to remove all people not related to the team from the dressing room.
- Keep and maintain a record and account of the team's financial affairs per the Team Budget Record (this can be found under forms on the BMHA website). A budget must be submitted and approved if the team is fundraising.
- Ensure that no one associated with the team approaches a BMHA sponsor for extra funds over and above the agreed sponsor's fee.
- Ensure all team budgets and fundraising activities are approved by the Director of Finance.
- Provide a completed and signed game sheet to the game timekeeper prior to the commencement of any game. To include all suspended players and officials. Ensure that only BMHA game sheet certified timekeepers are used.
- Collect your team's copy of the game sheet.
- Understand and follow the procedures regarding affiliated player use and permanent player movement.
- Ensure that the appropriate authorized Travel Permits are obtained for tournaments/exhibition games with a copy to be provided to the office and to your convenor.

Have a complete understanding of the OHF Insurance Guide as it relates to fund-raising and team events and to obtain the necessary Insurance Certificates and provide a copy(s) to the BMHA office.

Coach Selection

Applicants will be interviewed prior to the start of the season and must be part of the current year's house league coaching/staff members. Applications are open to all current rostered team staff that are in good standing. Applicants will be interviewed by the Director of house league select and a selection committee. All house league select coaches must be approved by the executive. Those on the selection committee with children in the same age group must remove themselves from those interviews or be in conflict of interest.

Please note that a coach/staff member can only be rostered to two teams.

Team Composition

There will be teams from each age group (novice to minor midget) made up of seventeen (17) players. This will be comprised of two (2) Goaltenders, nine (9) forwards and six (6) defensemen. As per OMHA rules, AP's are not permitted for house league select teams. A team may roster up to two (2) "additional players" for the purpose of substitute players for when a **"team member" will be absent from a game**. These players will not take part in team fund raising, pay team or registration fees. Teams may only dress 15 players and two goalies per game. "Additional players" cannot replace a team member that is able to attend a game.

Tryouts

All House League players may try out for their own House League Select Program in their own age group (See Player Play Above policy). Requests to play outside a player's age group will not be considered. A player must be registered in BMHA House League prior to participating in any tryouts for that House League Select division and be in good standing. Players must meet OMHA House League Select regulations.

The tryout schedule and fees for the tryout will be posted at the start of the house league season.

- There will be tryouts prior to the selection of the team and player release may occur after each skate. All releases will be made via email.
- The cost for the tryouts must be paid to the BMHA office when registering for tryouts.
- Coaches will be provided a list of registered players prior to the tryout start.
- The try out fee will be posted prior to the start of the season.
- Successful players will show consistent effort in drills and scrimmages, be attentive during instruction by coaches and show respect to the rest of the players.
- Players who successfully try out and make a select team will be required to pay the select registration fee payable to BMHA within the allocated registration period.
- Team selections will be made within 24 hrs of the last tryout via individual emails.

Guidelines for Tryouts

During the tryout ice sessions there should be a minimum of 8 personnel including: 2 qualified on ice instructors, 2 registrars, 3 evaluators and the coach. **A certified trainer must be present at all house league select tryouts.**

The responsibilities of the on-ice staff include:

- Keep up the pace and flow of the drills to finish within the allotted period. In order to accomplish this, it is imperative the instructors are aware of the time for each drill and the order that the drills are in.
- If possible one ice helpers will explain to the players prior to the session the drills and the order which they will go through them.
- Ensure that the players understand the drill; where they can show their skills and not struggle.
- Encourage players to perform to the best of their ability.
- Ensure that all players have the proper protective equipment.
- Ensure that each player has a jersey or pinnie with the correct number corresponding to their tryout number.
- Ensure that all the equipment including pucks, pylons and other equipment are present for the beginning of the session.
- Coordinate dressing rooms supervision during the evaluations.
- Do not share your comments or opinions with any players/parents or other interested observers.
- Refer any questions, comments or complaints that you may receive during the evaluation process to the BMHA off-ice.
- The evaluators should ensure that there is a consistency in the evaluation process for a given age group or division. This continuity ensures that the players are being observed.
- The player evaluation forms are to be turned over to the BMHA off-ice after each tryout and when the selection process is completed. These evaluations are to be retained by BMHA on an ongoing basis.

Tryout Pinnies

The Select Coach will be responsible for signing out, washing and returning all try out pinnies.

Practice/Exhibition Game Ice

- Practice ice will be assigned to the coach or team manager by the BMHA ice scheduler and these will be posted on the BMHA website.
- Each team will be allocated 14 hours of ice time that will be assigned by the BMHA ice scheduler. Every effort will be made to provide a schedule that balances the players and coach commitment to their house league team.

- All ice contracts must be in the name of BMHA and will be paid for through select registration fees. Once the ice has been booked by the ice scheduler, it can't be returned. If you don't use the ice time it will count against your allocation of ice.
- Teams have the option of booking 10 additional hours of ice. These ice times will be at the expense of the team and the cost can be covered through parent fees or team fundraised money. This ice must be booked through the BMHA ice scheduler only.
- Only players and team staff that are on the official team roster may participate in games/practices. Players that are on the roster must play their assigned role (i.e. Player or Goalie) as per the roster and are not eligible to alternate positions.

Team Accounts

- Each team will be required to use the assigned team bank account at the Scotiabank on Mapleview Drive.
- The team coach and manager will be the signing authorities for this account and will receive cheques, a deposit book and bank card for the account from the BMHA office.
- All teams are required to submit a budget and monthly financial statement to the team parents, Director of Finance, BMHA off-ice by the 5th of each month.
- No fundraising can occur prior to the team budget being submitted and approved.
- See fundraising policy and team account policy.

Team Fees

- The house league select team's registration is not covered by house league registration fees.
- Team fees may be collected from each player family by the team prior to the start of the select program. These team fees will cover the costs of tournaments and other BMHA approved incidentals.
- All costs incurred by teams will be the responsibility of the team.
- The maximum team fee to be charged per player is \$400.
- Team may fundraise a maximum of \$6,800.00. Please see the house league select fundraising policy for details.

Dress Code

The BMHA approved dress code for all games, home and away as well as tournaments is as follows:

Coaches and Managers:

Dress shirt, tie, dress sweater, dark dress pants and appropriate jacket (dress or leather or approved BMHA jacket) or full suit, dark dress shoes or boots.

Trainer:

Approved BMHA wind suit or the same apparel as the coaches and managers

Players: Tyke – Minor Peewee

BMHA approved wind suits with a BMHA approved golf/mock shirt, BMHA approved hoodie or shirt and tie with the appropriate foot wear.

Peewee – Minor Midget

Dress shirt and tie with dark dress pants and appropriate footwear.

The players are required to conform to one or the other of these dress codes and all players are required to be consistent in their dress. Ball caps and/or toques must have the BMHA approved Colts or 50th logo.

Team Meetings

Every BMHA coach will hold a parent meeting prior to the start of the season to explain their philosophy in regard to ice time and other issues which govern the team's operation. BMHA policies and procedures as outlined in the House League and House League Select Manual will be reviewed and discussed. Individual team rules will be distributed which will include ice time, player position rotation, discipline, costs, extra practices, tournaments, fundraising and communication.

Tournaments and Exhibition Games

- Under OMHA guidelines each house league select team is permitted to attend a maximum of 3 House League Select tournaments during the hockey season.
- Travel permits are required for all house league select tournaments.
- If the tournament is hosted by a centre outside the OMHA, a \$20 fee is applied to cover the cost of the travel permit.
- Only tournaments hosted by OHF centres can be applied to.
- Exhibition games: The OMHA allows 3 exhibition games per month total, travel permits are needed for both home and away games. The ice times allocated for the home games will count toward the allocated ice of hours.

Equipment

It is mandatory that all players in the BMHA wear approved hockey equipment as stated in the CHA and OMHA Manual of Operations. This rule shall be in effect at all times when involved in any game or practice, including tournaments and exhibition play. Failure to comply with this rule may result in a player suspended from participation until the approved equipment rule has been satisfied. Further failure to comply with this rule may result in suspension of the player and team officials by the Division Convenor. This rule will also be in effect for all team officials assisting or participating in any on-ice activity (must wear C.H.A. approved helmet with chin strap done up).

Team Jerseys

Each team will be provided with a jersey for the season along with a set of socks. At the end of the season these can be kept by the players.

BMHA Website and Scheduling

The BMHA website is the official scheduling software for the BMHA. This is a web based program that the ice scheduler will load with house league select ice. Coaches, players and fans can access the program to view game schedules, statistics and standings. Special events can be added to the team webpage portion of the site.

Resources

BMHA now has numerous resources available to teams and coaches.

The electronic classroom located in the BMHA office is equipped with a Smartboard, laptop, projector, TV and DVD player for team or coach meetings. Camcorders can also be signed out by team staff members. This room and equipment can be booked through the BMHA office.

Team Picture and Team Stats

Each house league select team will be responsible for providing a photo and stats on the team to possibly be used in the yearbook at the end of the season.

Fundraising

The fundraising application form and policy is located on the BMHA website. This form must be completed and approved before teams can begin to fundraise. Each year the BMHA office receives lots of great fundraising programs and ideas. These fundraising programs are available to teams in the office. If your team chooses to fundraise over the course of the hockey season a team budget will need to be submitted to the Director of Finance with a mid-season financial statement in December and a final financial statement at the end of March.

Team parent fee maximum is \$400.

Please ensure that the fund-raising event planned does not conflict with the guidelines as outlined by the OHF Insurance Guide and that the proper Insurance Certificate Request(s) are obtained from the OHF and a copy is provided to the BMHA office.

Under no circumstance will a fund-raising event be approved if it conflicts with BMHA policy and procedures or any BMHA run events. Teams are cautioned not to make any commitments until their event has been duly authorized.

Some fundraising ideas:

- meat sales
- Bottle drives
- Chocolate, calendar, poinsettia sales
- Event theme nights
- Team Banner

Please refer to the Fundraising Policy for more information. Raffles, 50/50 draws etc. are not permitted because these require a lottery license and currently BMHA holds a license for the Barrie Colts 50/50 draws.

Select Team Season

House league select practices can begin in early November and be concluded in late April. No games may be held prior to December 1st.

The house league select season begins in mid November and runs to approximately April 15th each year.

Tryout times and locations for house league select will be posted on the BMHA website each year.

Player/Coach Suspensions

Players/coaches who are under suspension are not permitted in or near the dressing room area pre, during or post game. Players can practice with their teams during this time. The coach must list the suspended player on the game sheet under suspensions and the number of games e.g. 1st game of 2 etc. If an affiliated player is suspended this will carry over to their house league team. Coaches under suspension must also be listed on the game sheet. Should a coach be rostered to more than one team the suspension will apply to all teams but must be counted toward the team that he/she was suspended from. Ensure that team labels do not extend into the suspension area of the game sheets. This will result in said player/players being suspended. House league Select suspensions apply to house league as well.

Serving Suspensions

With regards to serving suspensions here is the official ruling from the OMHA on the subject as it applies to House League select players.

"A player on a rostered select team receiving any suspension, as a result of penalties incurred with either their registered team or their rostered select team will serve the suspension with the team to which he is registered and will not be allowed to play for any team until the suspension has been served.

Exception: A rostered select player suspended in a tournament game shall commence serving the suspension in the next following tournament game. If the suspension is fully served before the tournament is over, the rostered select player may participate in any remaining tournament games and there will be no carryover of the suspension. Any remaining unserved game suspensions shall be carried over from the tournament and served with the team to which the player is registered. The suspended rostered select player will not be allowed to play for any team until the suspension has been served."

In the event that the season for house league has ended and the player has not fully served their suspension with their primary team the suspension must be served in the next house league season. They are not eligible to participate in any house league select games or tournaments but they are eligible to participate in practices.

Please note that the BMHA policy on suspended players is that they are ineligible for refunds due to suspension.

Changing Rosters

If a player is suspended the roster for the house league select team will not be altered so that the suspended player can be replaced. If a player chooses to withdraw from a select team due to injury, illness or other reasons during the house league select season they are not eligible for a house league select refund.

This player can be replaced as long as this occurs prior to OMHA cut-off date listed in the OMHA manual, which is the final date that the OMHA will allow for a player can be added to the roster.

Complaint Procedure

BMHA uses the 24 hour rule. Persons making the complaint must wait 24 hours before addressing a problem with the team coach/manager. This will ensure that the person voicing their complaint has had time to consider their point of view.

- The player, parent or other involved person shall direct the complaint to the team coach/manager.
- The coach/manager shall attempt to resolve the complaint at the team level.
- If unable to resolve the complaint to all parties' satisfaction, the matter shall be referred to the Director of House League select. At this stage, a formal written complaint will be required to be submitted.
- If the complaint is still unresolved to the satisfaction of either party involved, the matter can be appealed in writing to the BMHA executive.

Note: the nature and type of complaint will be considered at each step of the procedure.

The coach should provide a copy of the Complaint Procedure to each player and their parent at the beginning of the season and upon request thereafter. There may be exceptions when the complaint is of such a serious nature that to delay investigation of the complaint might put a player or other person(s) in a position where their health, safety and well-being are being placed at risk. In these cases the person(s) involved in making the complaint should notify the coach, team official, Division Convenor of the BMHA immediately. This should be included in the team rules/discipline guidelines provided to each player and their parent at the beginning of the year.

Disciplinary and Ethical Issues

If the complaint falls under the definition of Harassment and Abuse it must be referred to the Director of Risk Management and the Good of the Game Committee.

Upon receipt of the complaint the Director of Risk Management shall pick a date to have the hearing that all parties can attend. Ask them to bring any relative information or witnesses that they feel are necessary to substantiate their complaint.

The Director of Risk Management will conduct separate interviews with each party allowing enough time between presentations so there is no possible contact between parties. The process is explained and then the party is asked to chronologically list the events, with details leading up to this hearing. If the complainant has a written summary then that can be used as the guide or the agenda. At the end of the interview the Director of Risk Management will summarize, by point, the nature of the complaint and will ask them what they would like to see as a resolution to the complaint.

The Risk Management Director will provide a ruling on how the Association is going to deal with the situation based on the OMHA and BMHA policies and will send a written report after the committee has ruled, to all parties.

Alcohol and Drugs

The use of alcohol or drugs at any game or practice by a player affiliated with BMHA will not be tolerated and may lead to suspension, without refund (where applicable) for the balance of the season.

Any Board Member, Committee Member, Coach, Assistant Coach, Manager and/or Trainer under the influence of alcohol or drugs during a game or practice will be subject to disciplinary action by the Board.

Coaching Certification and Team Rosters

All coaching staff are required to meet the minimum certification requirements for each division coached. Requirements are listed in the job description section. Once registered into a certification clinic, coaches can submit their receipt to the BMHA office for a 50% reimbursement at the completion of the 1st season coached with this certification. Coaches who return for a second consecutive year of coaching are eligible for a further 40% refund for their certification course if they are rostered to a team in their 2nd year. Re-certification and PRS courses are not currently covered for reimbursement. Coaches and Assistant Coaches must be fully certified. All rostered coaching staff must also submit a criminal records check to the office. Form letters for this are available at the BMHA office. Coaches can bring these to the appropriate police station and receive their check free of charge. On ice helpers need OMHA insurance which can be purchased at the OMHA office.

Each team must have an approved OMHA roster in order to attend any tournaments. An approved roster includes a properly certified trainer, team manager and head coach at minimum. Assistant coaches with the proper certification can also be listed on a team roster. Players will also be listed on the roster. Once the coach has their coaching staff with the certifications and players he/she will submit this information to the BMHA office and this will be submitted to the OMHA for proper approval. The approved copy will be returned to the coach. This paperwork is required for registration in all tournaments.

BMHA Guidelines for Facility Rentals:

The BMHA follows the rules and guidelines that have been developed by Hockey Canada in regards to dressing room procedures when dealing with minor hockey players. Team officials can refer to the OMHA certification programs for coaches and trainers and the PRS certification for rules regarding this conduct.

All teams must also follow rules established between the BMHA and the City of Barrie for conduct while participating in a BMHA game or practice.

- During each rental the facility staff will assign rooms for each team for both games and practices. No other rooms will be available unless the team has requested special needs that must be done in writing before the event. There will be rooms available for teams with female players.
- Team officials must inspect all dressing room before players arrive to ensure that the room is in proper order and ready for the players. Any damage or concerns about the room need to be brought to the attention of the on duty staff to ensure it is reported and corrected.
- Team officials can obtain a key for the room so that the door can be locked while the team is on the ice as it is their responsibility for the room and the contents during the rental.
- After the conclusion of each ice rental, teams must leave the dressing rooms in the proper condition and ensure all garbage is placed in the proper containers and the showers have been turned off after use. Team officials must be the last ones to leave the rooms after a final inspection and ensure these guidelines are met.

- Each facility will have a designated area for pre-game off ice preparation and teams must check with staff for these areas. All off ice prep must be done in a fashion as not to interfere with any on ice activities by unacceptable noise levels.

The BMHA will accept all responsibility for any damages that occur during an ice rental and will deal with the team officials/players internally to resolve the issue and collect funds for these damages.

BMHA Social Media Policy

According to its Code of Conduct Policies and Procedures ("the Code of Conduct"), the OMHA has defined the infractions which violate the Code of Conduct and sets out the general procedure for handling same (see: <http://www.omha.net/page/show/885511-code-of-conduct>).

Social media is defined as communicating through online communities of people such as but not limited to Facebook, twitter, YouTube, blogging, Network 54 etc.

The BMHA is governed by the OMHA's Code of Conduct and continues to enforce it for the good of the game and all BMHA members.

The BMHA encourages all members to familiarize themselves with the Code of Conduct to ensure that all requirements of proper behaviour and protocol are satisfied.

The relatively recent phenomenon's of Social Media forums create a new challenge in dealing with Code of Conduct infractions.

Facebook, Twitter, Myspace, Network 54 (and the like) offer an opportunity for individuals to communicate in manners like never before.

IT IS THE POSITION OF THE BMHA THAT THE CODE OF CONDUCT GOVERNS OVER ALL SOCIAL MEDIA FORUMS AND ALL BMHA MEMBERS MUST CONTINUE TO ABIDE BY THE CODE OF CONDUCT WHEN PARTICIPATING IN SOCIAL MEDIA EXCHANGES.

MEMBERS ARE NOT PERMITTED TO USE SOCIAL MEDIA FORUMS TO DO WHAT THEY ARE OTHERWISE NOT PERMITTED TO DO ELSEWHERE VIS A VIS THE CODE OF CONDUCT.

Further and more specifically, it is the policy of the BMHA that harassment and bullying in any form will not be tolerated and be subject to disciplinary action. All BMHA members must refrain from such action and follow the Code of Conduct guidelines to report such incidents.

Social Media forums have extended the definition of such infractions and have created a new term known as "cyberbullying" (www.cyberbullying.ca).

The Code of Conduct defines the terms "Harassment", "Abuse" and "Bullying". Cyberbullying is the use of information and communication technology and websites in a manner that satisfies these definitions.

It is incumbent on all BMHA members to adhere to the Code of Conduct in all situations, including during the use of all Social Media forums and technology. Otherwise, the appropriate measures will be taken and Code of Conduct guidelines will be followed to address such infractions.

BMHA holds the entire BMHA community, including members, managers, staff, coaching staff, players, on/off ice officials and player families and others who participate in social networking to the same standards as it would with all forms of media.

SAMPLE OF SOCIAL MEDIA WARNING TO PARENTS

Hi Everyone,

It has recently come to our attention that players from other teams may have started "adding" themselves to our son's Instagram or other accounts, as followers. If you son's account is not private, these individuals do not have to request access and can just start following them and thus have visibility to any posts/conversations they are having. For safety reasons, we are asking that you talk to your son about this and actively review their follower list with them and ensure that they know everyone that is following them and are accepting of those individuals. You can easily block those individuals that you do not know or do not want to communicate with, stopping them from seeing any further posts.

Regarding social media, it is both our and our son's responsibility to not post negative comments or inappropriately discuss other players or other teams. As always, we need to ensure that we are all abiding by BMHA's "For the Good of the Game" guidelines - respect for opponents and teammates - both on and off the ice. If you would like to review, additional information on BMHA codes of conduct can be found at:

http://barrieminorhockey.net/Libraries/2996/Code_of_Conduct/

The following site has some great tips for Instagram that we encourage you all to review with your son: <https://help.instagram.com/>

At the link above, you can find information on blocking people and safety tips (including a parent's guide) - just look at the legend on the left hand side to navigate to the areas that you want to review. For other social media, a quick search on those sites will provide similar overviews.

Thanks in advance for your attention to this and thanks to those parents for bringing this forward.

BMHA Emergency Action Plan

EMERGENCY ACTION PLAN (EAP)

The coach, manager and safety person should initiate a meeting at the beginning of the season to ensure they have the volunteers required for their Emergency Action Plan.

The coach/assistant coach/manager should not be in a role where they are part of the Emergency Action Plan as the call person or the control person.

In the case of a serious injury, the coach has the responsibility to ensure all other players on the team are kept at the bench or are taken to the dressing room if instructed to do so by the game official.

The assistant coach will assist the coach as necessary with this process. If the coach is acting as the safety person, they should pre-determine who on the team will take on the supervision role if he or she is attending to an injured player.

The manager should make themselves available to the safety person to assist in any way possible. This could include accessing the medical history form, speaking with the parents and assisting the control person.

Time is of critical importance when it comes to dealing with a severe injury. The following EAP will provide the trainers and team staff with the steps and plans to deal with an emergency in an organized and efficient manner.

ROLES

The Emergency Action Plan includes three main areas of concentration:

- 1) Charge Person
- 2) Call Person
- 3) Control Person

Charge Person / Safety Person

- Initially takes control of the situation.
- Most qualified person available with training in first aid and emergency control.
- Instructs player to lay still and bystanders, such as other players, not to move player.
- Do not move the athlete.
- Assess injury status of player; decide if an ambulance/medical care is required.
- If the injury is serious and warrants immediate attention that you are not qualified to provide, make your pre-determined signal to your call person, control person and your pre-determined first aid/medical person.

Call Person

- Makes call when emergency assistance is required.
- Know location of alternate phones in the facility being played in.
- Ideally at all games and practices and not involved on the bench.
- Has a list of emergency phone numbers in the area of the facility.
- Has a diagram displaying specific directions and best route to the arena facility.

Information the Call Person Must Give the Dispatcher:

- 1) State that it is a medical emergency.
- 2) Give the location.
- 3) State what the emergency is: whether the athlete is conscious, bleeding, breathing normally, etc.
- 4) Give the telephone number from which you are calling.
- 5) Give the dispatcher the best route into the arena.
- 6) Ask for the estimated time of arrival of the ambulance to the arena.

* Report back to the Charge Person and confirm that you have made the call and give the estimated time of arrival.

Control Person

- Pre-determine the location of the AED and other emergency equipment in the facility.
- Retrieving the AED and/or First aid kit and bringing to the injured player if requested.
- Seek highly-trained medical personnel in the facility if requested by the Charge Person.
- Ensure teammates, other participants and spectators are not in the way of the Charge Person.
- Advise opponents, on-ice officials, arena staff and parents of the steps being taken.
- Ensure the quickest and best route for the ambulance crew to the ice surface is clear and accessible.
- Meet the ambulance on its arrival and direct EMS to the injured player.

IMPORTANT REMINDERS

The game official continues to assume the role of being in charge of the overall environment. It is important for officials to note that if the Charge Person makes the signal for assistance that there may be a number of pre-determined people who will respond and will require access to the ice. Once the ambulance is called, the officials should send both teams to their dressing rooms.

AED INFORMATION

An Automated External Defibrillator (AED) is a portable, self-contained device that has the ability to check for a heart rhythm. If needed, it allows the operator to send an electric shock to a casualty's heart to try and restore a normal rhythm.

All AED's use voice prompts to guide the user through the required steps in its use. The device can be used by anyone; however, AED's used in combination with properly executed CPR, dramatically increases a person's chance of survival. Hockey Canada recommends that all Safety Person/Trainers take a CPR/AED course, or identify someone who is trained that can assist in these situations.

As the team Charge Person / Safety Person:

- Familiarize yourself with the location of the nearest AED in every arena that you play or practice in.
- Designate a member of your team to be a part of your EAP (possibly the Control Person) that will retrieve the AED and bring it to you promptly when an applicable emergency occurs.
- If required, activate your EAP, start CPR and as soon as the AED arrives, turn it on and follow the prompts.
- Take a CPR/AED course and keep your knowledge and skills current.

EMERGENCY NUMBER: 911

FACILITY INFORMATION:

Allandale Recreation Centre
190 Bayview Dr.
Barrie, ON L5N 9B4
(705) 728-5141

Eastview Arena
453 Grove St. E
Barrie, ON L4M 5S1
(705) 739-4223

Barrie Molson Centre
555 Bayview Dr.
Barrie, ON L4N 8Y2
(705) 737-6850

Holly Recreation Centre
171 Mapleton Ave.
Barrie, ON L4N 8T6
(705) 792-7925

East Bayfield Arena
80 Livingstone St. E
Barrie, ON L4M 6V6
(705) 739-4225

National Training Rinks
120 Big Bay Point Rd.
Barrie, ON L5N 9B4
(705) 722-5752

EMERGENCY ACTION PLAN

CHEAT SHEET

Trainer: keeps completed player medical forms with him/her at all times

1. Appoint a:
Charge person – team trainer
Call person – team parent
Control person – team parent

The Call and Charge person should NOT be members of the coaching staff.

2. Determine the signal that the coach will use from the bench in the event of an emergency.
3. The Control person notifies the facility staff of the emergency and confirms if the AED is needed and if an ambulance has been called.
4. The Control person appoints a team parent to wait for the ambulance and direct it to the proper location.
5. The Team Trainer/Charge person completes the OMHA injury report and submits this to the BMHA office and the OMHA.