

YOUTH HOCKEY COMMITTEE POLICY

PARENT/PLAYER HANDBOOK

CROOKSTON SPORTS CENTER

281-2465

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November 2010

Dear Parents, Players and Patrons:

The Crookston Parks and Recreation Department and Park Board introduce the creation of the Crookston Youth Hockey Committee. The Youth Hockey Committee consists of: 2 Park Board members; 2 Blue Line Club representatives, the CHS Boys Head Hockey Coach, the CHS Girls Head Hockey Coach, the Youth Hockey Coordinator, Parks and Recreation Director, and the Parks Department Superintendent.

This group has met to revise the current policy and help steer it in the direction they feel the program should be headed. It is more condensed and hopefully, will be more user friendly.

We ask for your cooperation in following the policies set forth. This policy will help guide and direct all of those involved with our local hockey program.

Jon Bittner
Youth Hockey Committee Chairman

2010

PARK BOARD MISSION STATEMENT

To provide recreation and leisure time activities for all the citizens of Crookston to plan, develop and maintain a park system that allows the resident and visitors to enjoy the facilities and out door areas. To contribute to the quality of life for the City of Crookston which enables the municipality to prosper and grow.

Recreational Goals

To provide and maintain a well rounded program of recreation activities for pre-school through senior citizens, which includes both active and passive activities.

To keep accurate records of the programs including costs, number of participants, instructors, number of meeting times, and starting and ending dates.

To promote the programs through the media, speaking engagements, flyers and posters.

To constantly evaluate and upgrade the programs and activities so as to broaden the base of the Crookston Parks and Recreation Department.

To develop new programs and activities so as to broaden the base of the Crookston Parks and Recreation Department.

To train and develop recreation employees that direct, supervise, lead and develop leisure time activities for the Crookston residents.

Policy and Procedures

The Park Board and Parks and Recreation Department shall strive as nearly as possible to meet the recreation and leisure need of all its participants, young and old, active and passive, competitive and non-competitive.

All Parks and Recreation employees shall make special efforts to work safely and direct or supervise the participants, programs, and activities in a safe manner.

The Park Board and Parks and Recreation staff shall strive to treat all participants in a fair and reasonable manner.

Competitive Athletic Programs

Though highly competitive programs have great value for some, it is the policy of the Crookston Park Board to strike a balance between managing a highly competitive sports programs and using these programs as a teaching tool for establishing sound fundamentals.

The Park Board, as a publicly funded agency, does not have the ultimate goal for selecting a few talented individuals and grooming them for high school competition.

Though developing highly competitive programs are not the ultimate goal, the Park Board shall, none the less, work within certain parameters to accommodate those participants (to whatever extent is reasonable) with advanced programs and instruction, whenever it is feasible and shall be open to all who wish to participate.

The Parks and Recreation Department shall develop Athletic Programs that meet the needs of both boys and girls, men and women.

CROOKSTON YOUTH HOCKEY COMMITTEE

Summary of Governance Structure:

The CYHC will serve as a subcommittee of the Park Board

Membership appointed annually at the April Park Board meeting. Representatives will include:

Youth Hockey Coordinator

2 Representatives designated by the Blue Line Club

CHS Head Boys Hockey Coach or designee

CHS Head Girls Hockey Coach or designee

2 Park Board Members

Parks and Recreation Director

Park Superintendent

Roles and Functions of the Crookston Youth Hockey Committee will include:

- Provide general oversight and feedback for the Crookston youth hockey program.
- Develop and enforce practices, policies, including, but not necessarily limited to, players moving up; distribution of playing time; number of games; and setting procedures for tryouts and team selection.
- Participate in the process of recruitment and selection of the youth hockey coordinator.
- Participate in the process of the recruitment and selection of youth hockey coaches.
- Consider appeals of any decisions made by the youth hockey coordinator.
- Provide feedback on the position description, roles, and functions for the youth hockey coordinator.
- Work with key stakeholders to ensure that fall, winter, spring and summer programming is integrated to maximize the development of all youth hockey players.
- Consistent with established City of Crookston policies, procedures, and practices, the Crookston Youth Hockey Committee shall serve as the final decision making authority on all matter concerning the administration of the Crookston Youth Hockey Program.
- The Crookston Youth Hockey Committee will elect a chair to preside over monthly meetings. A vice chair will be elected to preside over the month meeting in the chair's absence. The chair and vice chair shall be elected by CYC members at the first meeting following the April Park Board meeting.

CROOKSTON YOUTH HOCKEY COMMITTEE AND AMERICAN DEVELOPMENT MODEL – MINNESOTA HOCKEY GOALS & OBJECTIVES

Create an environment that attracts players, encourages continued participation, fosters players’ learning and development of skills and enjoyment of the game.

Fun and challenging

Reduce cost of participation

Programs which best match players’ physiological and psychological development

Accomplished within the existing local hockey association structure

Improve Coaching Education

Resource for local hockey associations/districts

GENERAL POLICY

Registration

USA Hockey requires annual on-line registration for each participant, peanut/10U and older (www.usahockeyregistration.com). All participants must register with Parks & Recreation, USA/MN Hockey on line, and parents must be members of the Blue Line Club (see page 6).

Scheduled Games, Tournaments and Practices

Bantams/Girls 14U &

Pewees/Girls 12U Games are scheduled according to the following priorities:

1) District Play

2) Geographic Region

3) Natural Hockey Communities

4) Coaches Requests (with team’s agreement)

Squirts/10U

Total number of games not to exceed 35, per Minnesota Hockey mandate. Squirts/10U will have tryouts to divide the teams A and B which will be based on ability. The A and B traveling teams would then play a regular schedule with area communities

Peanuts

Participate in a program with other communities near the Crookston area or within our district.

Dynamites/
Termites

Play regular in-house program.

Length of Program.

The hockey season will open with the youth hockey clinic in October and continue through the month of March.

Zero Tolerance Policy

Parks and Recreation will not tolerate inappropriate behavior of its players, coaches, officials, parents, or fans. To reinforce this fact each of the above is required, to follow the “code of ethics” and its “Zero Tolerance Policy”. Anyone unwilling to follow the policy statement WILL NOT be permitted to be present at any practices or games.

Zero Tolerance Policy, cont.

All players, coaches, officials, parents, and fans are expected to conduct themselves in a sportsman-like manner. CYHC will NOT tolerate threatening language, angry outbursts, or other offensive, unnecessary conduct directed toward game officials, coaches, parents, fans and/or players. An individual's inappropriate behavior may result in immediate ejection from the arena and subsequent investigation. Following the investigation, the individual may be suspended from attending future events sponsored by Parks and Recreation. This includes practices, scrimmages, games and tournaments. A letter to the offending individual will follow this action, with a copy forwarded to the Director of Minnesota Hockey District 16.

COACHES POLICY

The City of Crookston Parks and Recreation Department with approval of the Crookston Park Board declares a no-transportation of players' policy for coaches and supervisors employed in the Crookston Parks and Recreation youth programs.

A coach and/or supervisor shall not transport a player(s) to or from a game(s) and/or practices(s) unless the player(s) is/are a member(s) of the coach's/supervisor's family or the coach/supervisor is accompanied by the player's parent or guardian.

Coaches or players exuding the scent of alcohol or using tobacco products shall not be allowed within the players' locker room, bench or penalty box area.

Coaches shall adhere to Minnesota and USA Hockey code of conduct. Coaches are required to be certified as per Minnesota Hockey Requirements.

Responsibilities for Coaches

- You are the most important member of our hockey program. Make your teaching and influence be POSITIVELY felt.
- Conduct training and game experiences in such a manner that the welfare of each participant is always of paramount consideration.
- Become knowledgeable of the rules and regulations of Minnesota Hockey, USA Hockey, and the Parks and Recreation Department.
- Assist the hockey coordinator in developing programs and in selecting coaches to carry out our program.
- Furnish the hockey coordinator with equipment needs for the coming year(s) within their level.
- Be responsible for the conduct and welfare of their team at all practices and games.
- Should report promptly for all practices and games.
- Should be loyal to our hockey program, players and fellow coaches. Any criticism should be constructive and should never go beyond the departmental ears.
- Should be a role model for players. **Proper conduct and language is always expected!**

PLAYERS POLICY

Team Selection/Composition

The "A" teams will be picked after a minimum of 5 tryout sessions with the cuts being made after the final session. If more time is needed, the final selection date will be given to the coordinator by the Team Selection Committee. The teams will be selected by a committee of at least three people and current coaches.

There can be player movement from team to team within a level until December 31st in accordance with USA Hockey rules.

Should play within their age classification. Minnesota Hockey prohibits playing below their appropriate age classification. "Petitions requests shall be made to the hockey coordinator." Player movement will be considered by CYHC based on the following criteria:

- 1) **Grade Level Issues** - Letting players participate with school age classmates.
- 2) **Team Alignment Issues** -When players are needed to provide adequate team numbers to fill team rosters.
- 3) **Ability**

Players wishing to make the jump to the high school team do not have to petition the Crookston Youth Hockey Committee and will be accepted back into the Bantam/Girls program should they not make the high school teams, provided they have not exceeded an initial 3 week period of participation or played a game at the high school level.

If insufficient numbers of girls at the peanut level prevent Parks and Recreation from having an 8U girls team, those players will automatically be eligible for participating in either the peanut program or 10U girls program pending parental/guardian approval.

The Crookston Youth Hockey Committee highly recommends that girls participate in the girls program when separate boys and girls programs exist.

Valid excuses for missed practices and games

Always consult your coach if you are to miss a practice or game. Missing without good reason may result in disciplinary action.

1. Family (weddings, funerals, special occasions)
- 2 Religion (all church activities)
3. School (band, choir, school work)
4. Remember you've committed to a team. It should be a high priority to make it to all games and practices.

Player Code of Conduct

Refer to Minnesota Hockey Handbook

Any criminal act may result in disciplinary action.

Accept seriously the responsibility and privilege of representing Crookston's hockey program.

Procedure for Player Discipline

- 1) Player > Coach
- 2) Player>Coach>Parent
- 3) Coach>Hockey Coordinator
- 4) Crookston Youth Hockey Committee

PARENT POLICY

Registration

USA Hockey requires annual on-line registration for each participant, peanut/10U and older (www.usahockeyregistration.com). All participants must register with Parks & Recreation, USA/MN Hockey on line, and parents must be members of the Blue Line Club.

Financial support for individual equipment necessary to play. Additional support may come from the Park Board and Blue Line Club. You are financially responsible for all equipment checked out to you. Treat all equipment as if it is your personal property. Do not abuse it.

Parents Conduct

1. Responsible for supporting team discipline plan.
2. Squirt and older no parents in the locker room before or after the practice or game unless invited by coaching staff.

Questions and Concerns – Parents

Be supportive of coaches. For problems, questions, and concerns, parents are required to follow these rules:

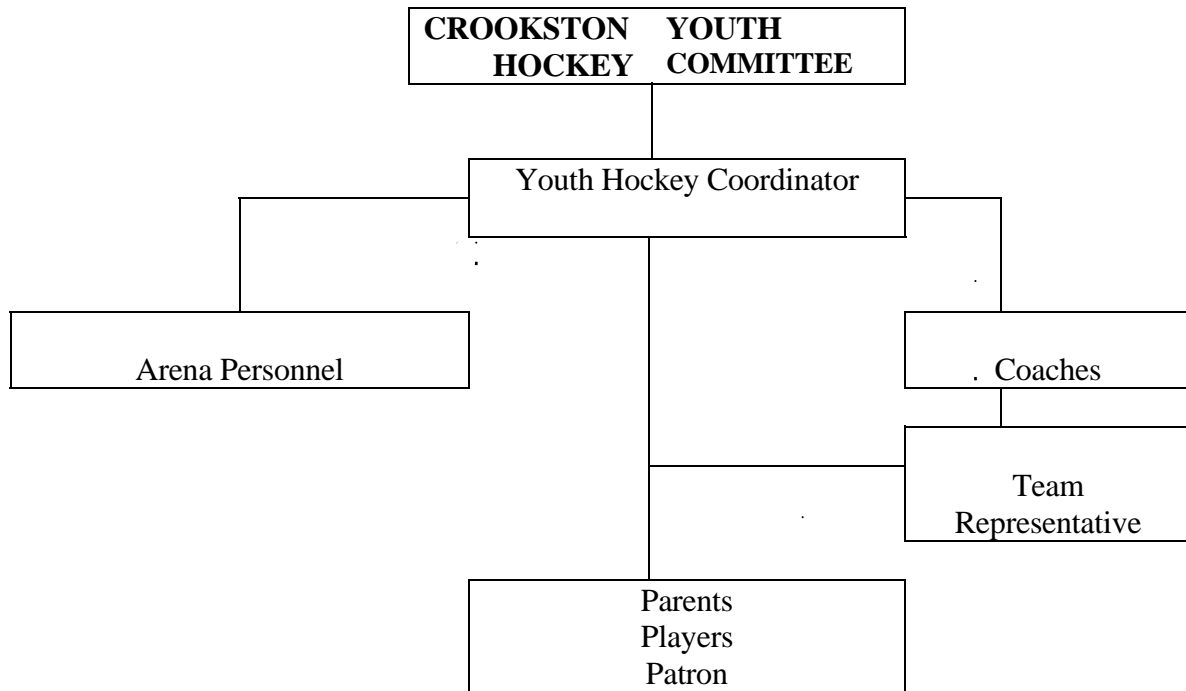
1. 24 hour cooling off period. DO NOT approach an official, coach or team member with a complaint until after this period. **IF THIS POLICY IS IGNORED, AN IMMEDIATE 7 DAY SUSPENSION FROM ANY EVENT COULD BE ISSUED TO THE OFFENDER.**
2. Take the concern to the coach of the team in a calm and mature fashion after the 24 hour cooling off period.
3. If unable to resolve, bring concern to the Hockey Coordinator in writing. Appropriate meetings will be held and concerns will be acted upon immediately. The coordinator will then channel solutions to proper parties.

Parent Team Representative

Each team will have a Parent/Team Representative. The team representative is a communication link between the coach and the parents.

Duties

- ⇒ Organize team functions
- ⇒ Arrange for rides to out of town games when needed
- ⇒ Assist coach in making decision regarding inclement weather and travel
- ⇒ Locate motel rooms
- ⇒ Keep game book
- ⇒ Information source for their respective team
- ⇒ Serve on tournament organizing committee
- ⇒ Help resolve minor team problems
- ⇒ Liaison between coach and parents
- ⇒ Assist coach in coordinating locker room supervision
- ⇒ Assists parents in recognizing commitment in completing all scheduled games
- ⇒ Submit all game scores to BLC communication representative and Parks & Rec Dept



In conclusion we would like to thank all of you for participating in our program. With a little help from all of you we can help our program develop into one of the best in the area.

Members of the Youth Hockey Committee

2 Representatives/Blue Line Club

P&R Director

CHS Head Boys Hockey Coach or designee

2 Park Board Members

Park Superintendent

CHS Head Girls Hockey Coach or designee

Youth Hockey Coordinator

We urge all participants to follow the rules posted in the arena and help prevent damage. Parents, children, teams or others will be billed for damages in the arena. They will not be allowed in the arena until they have paid their bill for the destruction.

Athletic Eligibility Statement

Statement to be signed by the participant
and by the participant's parent or guardian.

* I have read, understand, acknowledge receiving, and agree to be bound by the rules of the Crookston Youth Hockey Committee and Discipline Plan which contain the eligibility rules of USA/MnHockey and Crookston Parks & Recreation.

* As a student participating in the Crookston Parks & Recreation program, I understand and accept the following responsibilities:

- ◇ I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- ◇ I will be fully responsible for my actions and the consequences of my actions.
- ◇ I will respect the property of others.
- ◇ I will respect and obey the rules set up by the Park Board, my school and the laws of my community, state and country.
- ◇ I will show respect of those who are responsible for enforcing the rules for my sports, my school and the laws of my community, state and country.

* Informed Consent: By its nature, participation in Parks & Recreation programs includes risk of injury which may range in severity. Although serious injuries are not common in supervised park board programs, it is impossible to eliminate the risk. PARENTS OR GUARDIANS WHO MAY NOT WISH TO ACCEPT THE RISK DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM. STUDENTS MAY NOT PARTICIPATE IN THIS PARK BOARD SPONSORED ACTIVITY WITHOUT THE STUDENTS AND PARENTS/GUARDIAN'S SIGNATURE. Participation can and have the responsibility to help reduce the chance of injury. Players must obey all safety rules, report all physical problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily.

* By signing this we acknowledge that we have read the above information.

Student's Printed Name			
_____	__/__/20__	_____	_____
Student's Signature	Birth Date	Grade	Date

Parent or Guardian's Printed Name

Parent or Guardian's Signature

RETURN THIS FORM TO YOUR COACH/INSTRUCTOR PRIOR TO PARTICIPATION

Coaches Policy Addendum

I agree to the Crookston Parks & Recreation Policy that declares no transportation of players for coaches and supervisors employed in the Crookston Parks & Recreation youth programs.

A coach and/or supervisor shall not transport a player(s) to or from a game(s) and/or practice(s) unless the player(s) is/are a member(s) of the coach's/supervisor's family or the coach/supervisor is accompanied by the player's parent or guardian.

Coach/Supervisor Signature _____ Date _____

