



COACHING POLICY AS SET OUT IN THE RULES OF THE PETERBOROUGH GIRLS HOCKEY ASSOCIATION

Coaches are to deal with the players in their charge based on the objectives of the PETERBOROUGH GIRLS HOCKEY ASSOCIATION (PGHA), as set out in the PGHA Constitution;

- 1 To promote and govern girls hockey in Peterborough as a Division of the OWHA.
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- 2 To foster among its members, supporters, and teams a general community spirit.
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- 3 To maintain and increase the interest in the game of hockey.
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- 4 To have and exercise a general care, supervision, and direction over the playing interest of all teams and players.
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In order to facilitate the foregoing and ensure the general care for the players, the following rules are set out for ALL Coaches and their staff. Any violation of the PGHA Rules and Regulations will result in the offender being suspended subject to a hearing by the PGHA as per the Rules and Regulations.

1 SELECTION PROCESS OF COACHES

The PGHA will select each Coach holding him/her responsible for the care and control of all team functions. Only written applications will be considered and should include Coaching level, experience, coaching/team philosophy, expectations, list of team officials, age level and caliber requested and an alternate age level/caliber. All applications will be reviewed by the Coaching Selection Committee and the PGHA Executive. Discussion for approval will include review of application and interview.

Selection of Coaches will be based on experience, time availability, expectations, philosophy, and suitability to age group and concern for the players well being as opposed to the Coach's personal record.

The Coaching Coordinator will select and chair a committee of up to **five** individuals to assist in the fair and objective selection of competitive head coaches as per the PGHA [Competitive Coach Selection Guide](#). The Coaching Coordinator should ensure that all chosen committee members would be available for as many interviews as possible. Once the interviews are completed, the committee will make the final recommendation to the PGHA Executive for ratification. Other team officials will be approved by the PGHA based on their maintaining the necessary Coaching / Trainer levels for their team responsibilities and their being considered responsible, based on the same criteria used for approval of the Coach. A Coach may appeal to the PGHA in writing if they wish on a negative decision regarding a member of their staff reviewed.

No person can coach players of the same birth year for more than three consecutive seasons (E.g. Atom A to Peewee A), unless a suitable candidate does not apply for the position.

2 CONDUCT OF TEAM OFFICIALS / COACHES GUIDELINES

Teams from Novice to Pee wee inclusive are to be developmental and shall carry a roster of at least fifteen players including two goaltenders, if possible. Coaches are to encourage equal ice time, fair play and skill development to ensure players improve and wish to remain in the system. The foregoing will provide for the future of Girls Hockey in Peterborough and improve play at the Bantam and above levels.

Personal conversations with any player MUST be conducted in private, (empty dressing room) on a face to face basis with two members of coaching staff present. No player is to be degraded in front of her peers. Each player's well being must be the first consideration and concern in all communications.

Failure to control players while they are under the Coach's supervision, (on the ice, bench, bus, arena premises, etc.), may result in a PGHA as well as an OWHA suspension. Following any second OWHA suspension of any team official for disciplinary or penalty minute reasons, (in the same season), a further suspension may be levied by the PGHA with the circumstances of each incident reviewed with the subject Coach. All suspensions must be reported to the OWHA Regional Director as well as the PGHA - OWHA Rep Convenor.

No Coach or any other team official will consume alcohol while coaching or traveling to a game involving his/her team. Failure to comply with the foregoing will result in immediate suspension or dismissal after review by the PGHA.

Coaches are responsible for providing each player's parents with conduct guidelines, knowing that they will be ultimately responsible to the PGHA for any complaints received from team members, parents, or officials of any other Hockey Association where their team is involved. The PGHA recognizes that it is not possible to control parent's actions, however, the Coach is expected to provide a positive influence.

Permission must be granted by the PGHA and OWHA for participation in any Exhibition or Tournament Games, with all costs paid for by the team.

A proposed Tournament Schedule for the season should be submitted to the rep convenor by October 30th.

Scores from Exhibition and Tournament games must be submitted to the OWHA Regional Director on the provided forms (form "A" and "B") by certain dates. The Coach is responsible for scheduling parents for the time keeper duties for all league, exhibition and play-off games.

Coaches are responsible for the safekeeping and return of any PGHA equipment and arena property. Sweaters are to be cleaned before being returned at the end of the season.

3 PLAYER SELECTION AND MOVEMENT

Every player of Bantam age and younger shall register and play for the team in her own age group, except a player with outstanding ability who may play for a team in an older age category subject to the Constitutions of the PGHA and OWHA with approval by the PGHA, her parents and the respective Coach. No Coach or other team official will approach or have discussions with any player or her parents in a lower age category, without the prior consent of the PGHA.

Tryout guidelines will be provided by the PGHA to all successful coaches.

3. PLAYER SELECTION AND MOVEMENT (continued)

The final roster of any team may not consist of more than three players that are trying out on a Permission To Skate/Release Form as outlined by the OWHA. It is the responsibility of the coach to inform the OWHA representative of any player that arrives at a tryout with a Permission To Skate/Release Form. A player that arrives at a tryout with a Permission To Skate/Release Form due to a change of the player's family domicile will not be considered as a released player when determining the final roster. A player who arrived at tryouts with a Permission To Skate/Release form and is released from the 1st team, is not eligible to tryout for a 2nd team unless her home centre is unavailable to provide a team in the players division. Any variation or exception to the coaching policy must be made in writing and presented to the OWHA Representative and President for consideration.

A list of players released during tryouts is to be provided to the Registrar of the PGHA and these players are to be advised of any other PGHA teams that they would be eligible to play for. The coach of this other team will be advised in writing of the players that were released immediately after the original team is chosen. All players released during tryouts are to be advised on a face to face basis by two members of the coaching staff.

4. FINANCES

The Coach is responsible for all the team funds and shall ensure that an account is set up. All team funds including fundraising income shall be passed through this account, with two signatures being required on all cheques.

All teams must submit two (2) - \$150.00 cheques to act as security bonds for ice time rental costs. The details of this bonding will be discussed with the successful coaching applicant.

Budgets for team expenses must be provided to the parents at the beginning of the season with one copy signed, acknowledging agreement by two team parents, to be submitted to the rep convenor by Oct. 30th. Budgets are to be based on six monthly payments by each player's parents.

Monthly Team statements of Income and Expenses, signed by two parents are to be submitted to the rep convenor by the 15th of each month commencing Nov. 15th.

Statements are to provide full details of the income and expenses and are not to include excessive unsubstantiated miscellaneous expenses. Copies of the statements should be made available to the parents and a year-end statement is to be provided to the rep convenor and the parents by the 15th of April. This deadline is to be extended for teams involved in an extended playoff series.

All fundraising projects must receive PGHA approval prior to being commenced by any team.

4. FINANCES (continued)

All grants or other funds applied for, or requested from any Government Agency or other source, must be reviewed, and funds cleared through the PGHA to ensure equal distribution to all team participants.

Team Parents may wish to pay for a maximum of two rooms for the coaching staff at out of town tournaments. Coaches and other team officials are expected to double up (2 per room), to cut down on parent expenses as much as possible. This expense would be determined by the parents of each individual team at the start of the season.

The foregoing is subject to the availability of funds, and will not be paid if it places any financial burden on the rest of the system.

5. RULINGS AND APPEALS

Any failure to comply with the rules of the PGHA will be dealt with by the PGHA as expediently as possible, and parties disciplined will have the right to appeal to the PGHA in writing within 5 calendar days of the ruling. The PGHA ruling upon reviewing an appeal will be considered final.

I hereby acknowledge that I have read and understood this Coaching Policy as set out in the Rules of the PGHA, and agree to abide by the Policies as they are stated.

COACH

**TEAM DIVISION &
CATEGORY**

DATE

PGHA PRESIDENT

DATE