

# Clavet Minor Hockey Association

## Regulations and Policies – Revised October 2023

### Non-Executive CMHA Positions

1. Coach(es) & Assistant Coach(es)

All coaches and assistant coaches must be approved by the Executive and by the majority of the Associate Members of the respective team. CMHA Executive will select head coaches based on applications submitted, past coaching evaluations, coaching experience and knowledge, and coach certification history. Assistant coaches will be determined by the head coach in conjunction with the team and CMHA Executive.
2. Team Manager

Each team registered under the CMHA jurisdiction shall appoint a Manager upon the approval of the Coach and the majority of the Associate Members of the respective team.
3. Team Treasurer

It is recommended that each team appoint a Team Treasurer upon approval of the majority of the Associate Members of the respective team; however, should a team treasurer not be appointed, the duties of a treasurer shall be assumed by the team manager.
4. Equipment Manager

An Equipment Manager shall be appointed from the Associate Membership at the Spring General Meeting. The Equipment Manager shall serve a minimum term of one year.
5. Goalie Coordinator

A Goalie Coordinator shall be appointed at the Spring General Meeting
6. Referee Coordinator

A Referee Coordinator shall be appointed at the Spring General Meeting
7. Referee in Chief

A Referee in Chief shall be appointed at the Spring General Meeting. The Referee in Chief must be a qualified Referee.
8. Website Coordinator

A Website Coordinator shall be appointed from the Associate Membership at the Spring General Meeting. The Website Coordinator shall serve a minimum term of one year.
9. Registrar

A Registrar shall be appointed at the Spring General Meeting
10. Female Hockey Coordinator

A Female Hockey Coordinator shall be appointed at the Spring General Meeting

11. Apparel Coordinator  
An Apparel Coordinator shall be appointed at the Spring General Meeting
12. Evaluations Coordinator  
An Evaluations Coordinator shall be appointed at the Spring General Meeting
13. Outdoor Rink (ODR) Coordinator  
An ODR Coordinator shall be appointed at the Spring General Meeting
14. U7 and U9 Coordinators  
U7 and U9 Coordinators shall be appointed at the Spring General Meeting

## **Duties of Non-Executive CMHA Positions**

1. Duties of the Coach(es) & Assistant Coach(es) shall include, but not be limited to the following:
  - i) Attend the appropriate coaching and safety clinics as deemed necessary by the C.M.H.A., applicable league and S.H.A.
  - ii) Instruct players on the fundamentals of hockey
  - iii) Promote appropriate conduct on and off the ice
  - iv) Ensure players are properly supervised in the dressing rooms and on the ice
  - v) Ensure that all dressing rooms are left in a clean and orderly fashion
  - vi) In conjunction with the Team Manager, ensure the scheduling of practices, games and tournaments
  - vii) Ensure the team's first aid kit and player medical information is readily available during all scheduled practices and games
2. Duties of the Team Manager shall include, but not be limited to the following:
  - i) Ensure team fees have been collected in the time allotted
  - ii) In conjunction with the coach, ensure the scheduling of practices, games and tournaments
  - iii) Arrange with the Referee Coordinator for necessary officials
  - iv) Arrange for a second dressing room if needed for co-ed teams
  - v) Ensure responsible individuals are available for scorekeeping and timekeeping as necessary for all games
  - vi) Ensure the teams home tournament has been properly sanctioned
  - vii) Ensure the tournament entry fees and exhibition game fees are collected promptly
  - viii) Ensure the applicable CMHA trophy is engraved with the tournament winner
  - ix) Act as a team liaison for exhibition, league and tournament play
  - x) In the event that a team does not have a qualified person to perform the duties of the Team Treasurer, the Team Manager will assume the duties
  - xi) Ensure all the postdated cheques have been collected on behalf of an Active Member for the CMHA jersey prior to one being assigned a jersey. Have the Team Treasurer keep the postdated cheques until the jersey has been returned in satisfactory condition,
  - xii) In accordance with the Team Treasurer ensure all tournament sanction requests and the applicable fees are forwarded to SHA.

3. Duties of the Team Treasurer shall include, but not be limited to the following:
  - i) Oversee all the team finances
  - ii) Receive all the money paid to the team, maintain the financial records and ensure all accounts owing by the team are paid in a timely manner
  - iii) Prepare a detailed financial statement for presentation at the conclusion of the season and throughout the season as deemed necessary
  - iv) Prepare an annual budget for the team and for presentation to the CMHA, as requested
  
4. Duties of the Equipment Manager shall include, but not be limited to the following:
  - i) Conduct an inventory of all equipment, prior to and immediately on the conclusion of the hockey season and as deemed necessary
  - ii) Order equipment required, including jerseys, as deemed necessary by the Executive
  - iii) Present the CMHA Executive with an estimated equipment budget for the up-coming season prior to the Spring General Meeting
  
5. Duties of the Goalie Coordinator shall include, but not be limited to the following:
  - iv) In coordination with the Equipment Manager shall conduct an inventory of all goalie equipment, prior to and immediately on the conclusion of the hockey season and as deemed necessary
  - v) Order equipment required for goaltenders in the U7, U9 and U11 age groups, including goaltender's equipment, as deemed necessary by the Executive
  - vi) Present the Executive with an estimated goaltenders equipment budget for the following season prior to the Spring General Meeting
  - vii) Provide the Executive with a proposed schedule and budget for goal tender training to be presented at the Spring General Meeting.
  - viii) Be responsible for procuring and scheduling goaltender training in accordance with guidelines as established at the Spring General Meeting.
  
6. Duties of the Referee Coordinator shall include, but not be limited to the following:
  - i) Oversee the minor hockey referees and linesmen within CMHA. and the community
  - ii) Upon a receipt of a schedule or individual request assign the necessary qualified officials to CMHA home games and tournaments.
  - iii) With the input of the Referee Mentor, establish the wage schedule for officials and present the wage schedule for approval to the Executive.
  
7. Duties of the Referee in Chief shall include, but are not limited to the following:
  - i) Ensure all referees and linesmen are certified and meet all the requirements of the CMHA, applicable league and SHA.
  - ii) As requested by the Executive, conduct and perform appraisals of the referees and linesmen and file a report on said appraisal as necessary
  - iii) Deal with any complaints for or about referees under the CMHA jurisdiction
  - iv) Work towards implementing and advancing the Officiating Standards of the CMHA
  
8. Duties of the Website Coordinator shall include, but are not limited to the following:
  - i) Ensure that the CMHA website information is accurate and updated at regular intervals in a way that is efficient and cost effective for CMHA
  - ii) Communicate with Executive, Non-Executive Positions whenever possible prior to submitting website updates to facilitate thorough website update coverage
  - iii) Serve as a liaison between the Executive and the website hosting/administration organization

9. Duties of the Registrar shall include, but are not limited to the following:
  - i) Be responsible for assisting the Secretary with the registration of players and ensuring the online system is kept up to date and fees are implemented as approved by the Executive
  - ii) Work with the Treasurer to provide regular reconciliation of registration to ensure all registration receipts are recorded appropriately
  - iii) Report to the Executive on the monthly registration numbers
  - iv) Establish and maintain a convenient registration system and schedule for CMHA Members
  - v) Be responsible to establish team rosters within the Hockey Canada Registry and report to the Executive on any team deficiencies
  - vi) Provide Hockey Canada Registry reports to the Referee Coordinator and Referee Mentor related to Referee Certification
  
10. Duties of the Female Hockey Coordinator shall include, but are not limited to the following:
  - i) Work with the Executive towards the further development of Female Hockey within CMHA to the benefit of all CMHA Members
  - ii) Work with the Executive to assist coaches and teams with solutions and options to support Female Hockey within CMHA
  
11. Duties of the Apparel Coordinator shall include, but are not limited to the following:
  - i) Work with the Executive to provide the Membership with clothing and apparel options that display the Cougar Logo.
  
12. Duties of the Evaluations Coordinator shall include, but are not limited to the following:
  - i) Be responsible for assisting the Executive with the coordination of the evaluations for CMHA
  - ii) Recommend a suitable evaluation team to the Executive for review and approval
  - iii) Establish a schedule for evaluations
  - iv) Determine how groups will be split for the evaluation process
  - v) Appoint volunteers to assist with evaluation scrimmages and general requirements of the evaluation process
  
13. Duties of the ODR Coordinator shall include, but are not limited to the following:
  - i) Be responsible for the coordination of maintaining the ODR
  - ii) Appoint volunteers to assist with flooding and maintenance from within CMHA teams and the broader community
  - iii) Present the Executive with an estimated budget for the repair and maintenance of the ODR for the following season prior to the Spring General Meeting
  - iv) Responsible for procuring the necessary equipment and maintenance requirements within the approved budget for the operation of the ODR
  - v) Responsible for coordinating initial floods with the Village of Clavet and the Clavet Fire Department
  
14. Duties of the U7 and U9 Coordinators shall include, but are not limited to the following:
  - i) Assist U7 and U9 teams with season start up procedures and general assistance throughout the season
  - ii) Assist with appropriate scheduling options for the teams as needed
  - iii) Work with surrounding MHA's to determine options for game play and tiering that the other MHA's are considering so we can be competitive
  - iv) Review league/exhibition game options prior to the season
  - v) Review team size/composition and potential coaching candidates with CMHA Executive

## CMHA Regulations and Policies

### 1. Expenditures

All major expenditures of the Clavet Minor Hockey Association (CMHA), over \$5000.00 to be presented at a General Meeting for approval by the Associated Members. (with the exception of the following normal course expenditures)

- Clavet Arena Board Ice Fees
- Clavet Arena Board Bingo Fees
- Saskatoon Minor Hockey Association Interlock Fees
- SHA Registration Fees
- Team fees

### 2. Fundraising

Fundraising endeavors to be presented in writing to the CMHA Executive (the “Executive”) as information prior to commencement of the fundraiser. This is to ensure we do not have overlap and conflicting fundraising activities.

### 3. Game and Tournament Fees

Fees for CMHA tournaments and/or gate fees shall be established by each team. If a CMHA team has invited a team for an exhibition game, the other team shall either give a return game or, if unable to do provide a return game, pay the CMHA team half the cost of the regular ice rental for an outside team for the time the ice is used.

### 4. Colours

CMHA. colours shall be green, white and black (U of S Huskies Colours). Items including but not limited to jerseys, sweaters, jackets and or hats that are identified as CMHA. and/or bearing the CMHA. logo shall be these colours. For clarity, the green color pantone is 349c.

### 5. Jackets, T-Shirts, Hats, etc.

All purchases of jackets, items of clothing, bags, etc. bearing the CMHA logo must be approved by the Executive and Apparel Coordinator, all teams must be notified to ensure everyone has equal opportunity to order such items if required and to ensure appropriate branding is used.

### 6. Jerseys and Pant Shells

A postdated cheque is required (dated March 31st of the upcoming year) in the amount of \$150.00 per jersey and \$50 per pant shell on behalf of each Active Member prior to being assigned a jersey or pantshell. The postdated cheque shall be retained by the Team Manager and returned once the Active Member has returned the jersey and/or pant shell in satisfactory condition, washed, and free of damage

The Equipment Manager shall control all the jerseys and pant shells owned by the CMHA.

All CMHA jerseys shall bear the standard CMHA cresting on the front and the required number on the back. In the event of a sponsorship any advertising shall be in the form of a sleeve cresting and requires approval of the Executive prior to Crests being applied. No jersey cresting will be allowed unless the full set of jerseys is paid for through the sponsorship.

## 7. Equipment

The CMHA shall be responsible to provide one complete set of goaltender equipment (pads, arm pads, gloves, and chest protector) per team for the U7, U9 and U11 age groups. The goaltender's equipment shall remain the property of the CMHA and shall only be used by the goaltenders representing CMHA, during CMHA sanctioned events, unless prior approval from the Executive has been received.

## 8. On-Ice Officials

All on—ice officials shall meet the requirements of CMHA applicable leagues and SHA.

## 9. Trophies

All trophies awarded annually for tournament competition hosted by a CMHA team shall remain the property of the CMHA. The hosting team is responsible for having the winning team name engraved on the trophy.

## 10. Schedule

The Executive shall present a proposed ice schedule annually to the Clavet Arena Board in consideration of all age division under CMHA jurisdiction.

Teams are encouraged to engage the CMHA Executive in regards to Schedule conflicts between CMHA teams throughout the season. In general, CMHA will encourage teams to work together to resolve conflicts. However for clarity, it is CMHA's preference to have all home games played in the Clavet Arena, and precedence will be as follows:

- Provincial Games
- League Games
- Exhibition Games (previously scheduled)
- Practices

## 11. Permission to Attend

CMHA Active Members may attend a hockey camp or tryout that may benefit the Active Member, Active Members intending to try out elsewhere shall notify the CMHA Executive, a letter of permission shall be provided by CMHA upon written request.

## 12. Releases

Upon written request, written permission may be granted to any eligible CMHA Active Member to register with an elite level program that is not offered in Clavet, or to register on a non-contact or female team (unless a female team is formed in Clavet) granted by either the President or Secretary, as per SHA Constitution, Bylaws and Regulations.

Releases will be automatically issued to all players that, due to insufficient numbers at registration, cannot be registered on a team in their age division with CMHA.

## 13. Registration

Every reasonable effort must be made to have one team of any given age group based in Clavet before a Satellite team is approved in any other location. When two teams are required in any age group all efforts must be made to arrange for ice time for both teams at the Clavet Community Arena before a satellite team is approved

If any age division fails to form a CMHA team, due to insufficient numbers, the registered players may have the option of being registered in a higher age division or being released.

a. Evaluations

If more than one team will be formed in Clavet in any of the age groups, the CMHA will hold evaluations. Levels for each age group will be determined by the Saskatoon Minor Hockey Association grids, i.e. A, B, C and D tiers. Saskatoon Minor Hockey may grant CMHA a concession to adjust tiers from the grid if an application is made in advance of the evaluation process.

Each Member will be given the opportunity to have up to four tune up skates provided by CMHA prior to the evaluation process. Evaluations will be three sessions over one weekend, (time and ice availability permitting) with a combination of skills evaluations and scrimmages. Random teams will be created for scrimmages based on players preferred positions from the registration forms.

CMHA will hire independent evaluators that will rank the players skill level in each age group by forward, defense and goaltender positions if applicable. The evaluators will have the ability to remove players from the evaluation process if they are deemed to be suited to the higher caliber team, or lower caliber team through any of the sessions in order for the evaluators to more adequately review the players in the middle group. Players will be placed on the appropriate team once evaluations have been completed, and any roster adjustments have been determined by the head coaches of players in the mid-range of the evaluation process.

b. Player Advancement

A player may be allowed to be a full-time member to a team in a higher age division, when it is in the best interest of the player due to physical ability and mental wellbeing pending approval by the coaches and CMHA. Registration numbers in each age division will be a factor in decision making by CMHA Executive in player advancement.

Players wishing to tryout in a higher age division due to physical ability and mental wellbeing may be considered up to and including U11 players trying out in the U13 age group. Beyond the U13 age group the player has opportunity to try out in AA and this path would be appropriate.

The following conditions will apply for players trying out in a higher age group:

- i. There are sufficient numbers in each age groups to field a team
- ii. The player trying out in the higher age group must evaluate in both the higher and lower age groups
- iii. In order to be considered to play in the upper age group the player must evaluate in the top 3 forward or top 2 defense for the higher age group or top 5 in age groups that don't evaluate by position.

c. Affiliations

- i. Recommendations for the use of affiliated players shall be made by the coaches and managers of the teams involved.
- ii. CMHA Executive will approve all AP's for use and update the HCR accordingly.

d. Refunds

Refunds will not be issued for withdrawal of a player from the CMHA hockey program without sufficient reasoning. All refunds are at the discretion of the CMHA Executive and will be considered in instances where a player is unable to complete their season for one of the following reasons:

1. Injury
2. Relocation of the player's primary residence that would impede their ability to continue to play under CMHA
3. Circumstances as deemed reasonable by CMHA Executive

In the event of injury, the legal parent or guardian must make the application stating the reasoning for withdrawal and the application must be accompanied by a note/letter from a medical doctor identifying the injury with a confirmation that the player is unable to resume play prior to completion of the season or a projected date whereby the player may resume sports activities.

14. Injuries

A Hockey Canada Injury Report shall be completed on each injury sustained by an Active Member, whereas a direct result of the injury medical attention is required. When an injury requiring medical attention has occurred, the Active Member may not return to active play without a medical release.



## 15. Officiating Standards

Minimum Standard	Gold Standard
<ul style="list-style-type: none"> <li>• Named Referee-in-chief that is part of the hockey association – potential to be shared within a region?</li> <li>• Centralized assignor of officials (not each team specific)</li> <li>• Officials mentor and coaches provided and developed               <ul style="list-style-type: none"> <li>○ Provide transportation to training and information sessions.</li> </ul> </li> <li>• Officials clinic provided within a specified distance, travel arranged if not in the community</li> <li>• Community specific plan for recruitment of officials.               <ul style="list-style-type: none"> <li>○ Using SHA, Hockey Canada, and local resources to promote</li> </ul> </li> <li>• Community specific plan for retention of officials (ie. Payment of fees, mentorship, equipment provided, payment after the game, competitive game fees, emotional supports, etc)</li> <li>• Promotion of officials to the Sask First and SODM programs</li> </ul>	<ul style="list-style-type: none"> <li>• Create a retention and recruitment plan for the RIC position</li> <li>• Encourage parents and coaches to attend Officials Clinics.</li> <li>• On ice clinic instruction provided.</li> <li>• Power skating promotion</li> <li>• Fitness promotion</li> <li>• Individualized official’s recognition plan</li> <li>• Each official is provided coaching and feedback at a minimum of 3 times per year.</li> <li>• Communication strategy, relating to officiating, with leagues and Grassroots Committee Members.               <ul style="list-style-type: none"> <li>○ Monthly communication with Grassroots Committee Members</li> <li>○ Attend zone meetings yearly</li> <li>○ Mid-year and year end reviews with Grassroots Committee Members</li> </ul> </li> <li>• Monitor the completion of pre-clinic certification including payment, online programming, criminal record checks.</li> <li>• Organize officials’ meetings on a regular basis to share development strategies as well as retention and recruitment (pizza, high level hockey game, team building, etc)</li> <li>• Coach/mentor for officials at each tournament.</li> </ul>

## 16. Official Registration Fee Reimbursement

CMHA will reimburse registered members for expenses related to official certification courses with a receipt provided and proof of completion of the required training. Reimbursement for officiating courses will be provided after January 1<sup>st</sup>, to ensure the official is committed to contributing to CMHA.

## 17. Dressing Room Policy

CMHA adheres to Hockey Canada's policy on Dressing Rooms. We seek to provide an environment where all genders have a chance to participate in and enjoy playing hockey. We further believe in balancing this goal with the safety, privacy, modesty and wishes of ALL our members without compromising the aspects of camaraderie, social integration and bonding inherent in a team sport.

## 18. Code of Conduct

### General

All Members of CMHA will be held accountable for their behavior. Set a positive example by displaying respect for players, coaches, opponents, officials, fans, and the game of hockey. Negative or abusive behavior or language including harassment or bullying is not tolerated.

No player, parent, coach or fan shall be verbally abusive to others. No player, parent, coach, official or fan shall contact or attempt to contact any other member, on-ice official, fan or volunteer for the purpose of verbally abusing them or “post” any verbally abusive message or content towards them. For the purpose of this policy, “posting” includes; but is not limited to, any method in which to distribute information publicly. Example... Facebook, Twitter, Instagram, paper brochures and handouts...

Harassment is a form of discrimination and is prohibited by human rights legislation. In its most extreme forms, harassment can be an offence under the Criminal Code of Canada. Harassment is defined as conduct, which is disrespectful, insulting, intimidating, humiliating, offensive or physically harmful. Types of behavior which constitute harassment include, but not limited to:

- a. Unwelcome jokes, innuendo or teasing about a person’s looks, body, attire, age, race, religion, sex or sexual orientation
- b. Condescending, patronizing, threatening or punishing actions which undermine self-esteem or diminish performance
- c. Practical jokes that cause awkwardness or embarrassment, endanger a person’s safety, or negatively affect performance
- d. Unwanted or unnecessary physical contact including touching, patting or pinching
- e. Any form of hazing
- f. Any form of physical assault or abuse
- g. Any sexual offence
- h. Behavior such as those described above which are not directed towards individuals or groups, but which have the effect of creating a negative, hostile or uncomfortable environment
- i. Calling out, yelling, or name calling by coaches, parents, or players towards ref officials, coaches, fans and fellow players will be considered harassment
- j. Continually calling, approaching, posting on social media, or e-mailing regarding team play, team practices will be considered harassment

Bullying involves a person expressing their power through the humiliation of another person. Bullying describes behaviors that are like harassment, but occur between children under the age of twelve, or behaviors between youth or between adults that are not addressed under human rights laws. Bullies are typically cruel, demeaning and hostile towards the targets of their bullying. Bullying behavior is like harassment in that it is defined as hurtful interpersonal mistreatment of a person. Bullying can be broken down into four types:

- a. Physical (hit or kick victims; take/damage personal property)
- b. Verbal (name calling; insults; constant teasing)
- c. Relational (try to cut off victims from social connection by convincing peers to exclude or reject a certain person)
- d. Reactive (engage in bullying as well as provoke bullies to attack by taunting them)

The following is a non-exhaustive list of tactics used by bullies to control their targets:

- a. Unwarranted yelling and screaming directed at the target
- b. Criticizing the target's abilities
- c. Blaming the target of the bullying for mistakes
- d. Making unreasonable demands related to performance
- e. Insults or put downs of the target
- f. Threats to remove or restrict opportunities or privileges
- g. Denying or discounting the targets accomplishments
- h. Threats of and actual physical violence

### Coaches

All CMHA coaches must demonstrate respect for the principles of Fair Play/Equal Development.

Coaches will demonstrate a commitment to promoting healthy lifestyles. They will accept the extended responsibility of recognition and education of the harmful effects of unhealthy choices such as alcohol/drug/ physical or mental abuse.

No coach or member of a team's coaching staff shall verbally abuse any player. For the purpose of this policy, any player refers to any member of the team they are coaching and any player of an opposing team.

No coach or member of a team's coaching staff shall verbally abuse any game official.

No coach or member of a team's coaching staff shall verbally abuse or threaten physical violence against any parent, fan, volunteer or member of an opposing team's coaching staff.

### Parents

Parents agree to support and encourage their child, attend games and cheer for all players, including the opposition. Agree to practice good sportsmanship and avoid yelling at their child or any child about their performance prior to during or after the game. Parents will ensure their child arrives at practices and games on time and will contact one of the coaches if their child cannot attend or will be late for a practice or game. Agree to not coach their child or any other players from the stands. Issues with a coach or team official, will be address in private after a 24-hour cooling period through the team Manager or the designated team contact or CMHA Executive member. Be mindful that adults must set the example for the kids. Agree to respect and show appreciation for the volunteer coaches who give their time to coach hockey. Agree to be respectful of all evaluators, volunteers and on-ice coaches during the pre-season evaluation process and will not contact these people during the evaluation process. Officials are to be respected at all times. Criticism from the stands will not be tolerated.

All Players, Parents, Coaches, Team Staff and Executive Members agree to abide by the principles of this Code of Conduct Agreement and the rules, regulations, policies and decisions as set by and for the Clavet Minor Hockey Association. Any breach of this Code of Conduct or Association Bylaws and Policies may result in disciplinary action up to or including removal from the Association without refund at the discretion of the CMHA Executive.

## 19. Privacy Policy

All Members consent to the collection and use of any photographic images or video recordings that include the registered player, and acknowledge these may be used on the Clavet Minor Hockey Association website, in newsletters and publications as well as distributed to the Clavet Arena Board for use in refunding bingo fees, and other members of CMHA. No personal information, such as full names, will be used in any publications unless express consent is given. Consent can be withdrawn at any time in writing to: Clavet Minor Hockey Association, Box 74 Clavet, SK, S0K 0Y0 or by email to [info@clavetminorhockey.ca](mailto:info@clavetminorhockey.ca)

## 20. Social Media Policy

Social networking is defined as using the Internet to send messages, videos, images, writing blog entries, etc. Social networks focus on building communities online with others of similar interests. CMHA understands and appreciates the importance of social networking as it relates to the personal lives of its members. Some common sense rules should guide CMHA members when using social media. Failure to follow these guidelines may result in disciplinary action from CMHA.

Members should not make statements that are demeaning to CMHA volunteers, its programs, on-ice or off-ice officials, players, members, coaches, or any other persons associated with CMHA. Members should not communicate confidential information that may include medical history (injuries or other), family situations, game plans or strategies and any other information that is deemed confidential. Members should not share photos, videos or comments that promote negative influences or criminal behavior, including but not limited to: physical violence, drug use, alcohol abuse, public intoxication, etc. (Example, posting a fight online would be considered inappropriate). Members should not post inappropriate, derogatory, racist or sexist comments of any kind that contradict the policies outlined by CMHA and SHA.

Members should not contact other players, coaches, team officials or referees via any form of social media. The use of cameras of any type is prohibited within team dressing rooms, washrooms and shower areas or other areas where privacy should be expected (i.e. hotel rooms).

## 21. Criminal Record Check Policy

All registered team officials (registered by CMHA in the Hockey Canada Database) are responsible for providing a current Criminal Record Check (CRC) that will provide the consent to do a search within the vulnerable sector. All team officials will be required to provide a CRC upon entry into volunteering with CMHA teams, and every three years ongoing.

All registered team officials must submit the ORIGINAL CRC letter they will receive back from the RCMP or Police Service to the CMHA mailbox in the Clavet Arena no later than December 1 of the current hockey season. If you are a team official on another CMHA team, only one CRC must be completed.

Registered team officials who do not submit their original completed CRC letter to CMHA by December 1, will be IMMEDIATELY INELIGIBLE TO BE AN ACTIVE TEAM OFFICIAL until a CRC letter is submitted. Each team official will also be subject to a \$100.00 fine for non-compliance, CMHA will collect these fines from the offending officials' team Manager/Treasurer prior to the end of the season for each team as required.

CMHA will destroy all CRC correspondence and letters at the conclusion of each season - please keep a copy of your letter for your own records or for use with another organization.

#### 22. Coaching Certification Policy

Each hockey season, all registered team officials (registered by CMHA in the Hockey Canada Database) are responsible for obtaining all required certifications for their respective positions by the deadlines as per SHA Guidelines.

CMHA is fined by SHA for each required certification that a registered team official has not completed. CMHA will collect these fines from the offending officials' team Manager/Treasurer prior to the end of the season for each team as required.

CMHA will reimburse it's volunteer coaches for course registration expenses with a receipt provided and proof of completion of the required training.

#### 23. Waiver

I understand that it is my responsibility to keep the team management advised of any change in the players medical information as soon as possible and that in the event no one can be contacted, team management will take my child to hospital/M.D. if deemed necessary.

I hereby authorize the physician and nursing staff to undertake examination investigation and necessary treatment of my child. I also authorize release of information to appropriate people (coach, physician) as deemed necessary.

The player parents and/or guardians agree that the players skates at his or her own risk and agree that the Clavet Minor Hockey Association, the instructors, the Clavet Arena Association, and the Village of Clavet are not liable nor will be held responsible for any accident to the player or other players, or loss or damage to personal property, however caused, and agree to release the above Associations from all claims and damages.

#### 24. Amendments

An amendment to the Regulations and Policies may be made by the CMHA Executive via a majority vote at any meeting of the CMHA Executive. Upon any amendment being made to the CMHA Regulations, the CMHA Membership must be notified within fourteen (14) days.