

Pickering Hockey Association
June 2009

RULES AND BYLAWS

Definitions & Short Forms

“PHA” means the Pickering Hockey Association

“BOD” means the PHA Board of Directors

“HL” means House League

“Select” means Select House League

“AE” means Alternate Entry in the Representative Level

“Rep” means Representative Program

The following rules apply to the teams, players and members of the Pickering Hockey Association (PHA).

10.0 GENERAL RULES HOUSE LEAGUE, REP, SELECT

10.01 All members must sign a Member Acknowledgement form as described in Appendix Three.

10.02 Only persons whom reside within the boundaries of the City of Pickering are eligible to play in the PHA, unless approved by the Board of Directors.

10.03 Only players registered with the PHA may be carded to a PHA team.

10.04 Players must keep off the ice until the ice cleaning staff and equipment have left the ice and the gate is closed.

10.05 All teams shall obey the rules of the Canadian Hockey Association (CHA), Ontario Hockey Federation (OHF), Ontario Minor Hockey Association (OMHA), and the PHA.

11.0 REGISTRATION

11.01 No registrations for the current season shall be accepted after November 1st, unless approved by the Board of Directors.

11.02 Any player registering with the PHA who has not played organized hockey or has not had Hockey School training must first attend the PHA Hockey School Program.

11.03 Players must be a minimum of 4 years old for hockey school and a maximum age of 19 years old before December 31st within the year of registration.

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12.0 REGISTRATION

12.01 No fundraising by any team or teams is allowed unless approval has been obtained from the Board of Directors. No fundraising is allowed prior to August 1st without Board approval.

13.0 TOURNAMENTS

13.01 No team may enter a tournament without approval from the PHA.

13.02 Teams may enter up to 5 tournaments per season. Teams wishing to enter more than 5 tournaments may apply to the Board of Directors for permission to do so, providing they have a letter signed by all team parents stipulating that they support the extra tournament.

13.03 Regular season and play off games take precedence over any tournament or exhibition game.

13.04 During PHA tournaments, teams may not engage in outside tournaments or exhibition games without prior BOD approval.

13.05 All tournaments outside the Province of Ontario must be approved by the BOD.

13.06 Coaches will provide a copy of the tournament application form to the 2nd VP Ice and the VP responsible for their team.

14.0 EQUIPMENT

14.01 Players and Goaltenders will wear while on the ice, bench or penalty box, full hockey equipment approved by Hockey Canada.

14.02 Coaches are responsible for the return of any equipment loaned by the PHA.

14.03 Players using PHA equipment will be responsible for any loss or damage beyond normal wear.

14.04 The PHA will supply goalie equipment when requested, up to Novice on a Rep team and up to Atom in House League. House League will take precedence.

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15.0 ALLOCATION OF ICE

- 15.01 Assigned ice time may be re-scheduled or cancelled by the 2nd VP – Ice throughout the season to accommodate tournaments, playoffs or other required events.
- 15.02 Teams are responsible for trading unwanted ice to another team. The team originally assigned ice time is responsible for payment. Any allotted ice not used will incur the cost of the ice to the team it was originally allotted to.
- 15.03 Any cancellations or changes must be done through the 2nd V.P. Ice.

16.0 REFEREES

- 16.01 Referees for league games are assigned by the head referee.
- 16.02 Teams needing referees for exhibition games must arrange through the Head Referee 72 hours in advance.
- 16.03 House league shall be assigned a 2-man system for Initiation, Novice and Atom house league games. There shall be a 3-man system for Peewee, Bantam, and Midget house league games where available.

17.0 TEAM STAFF

- 17.01 All coaches must have their a Coaching Certificate Level.
- 17.02 A member of the coaching staff must have Trainers Level One.
- 17.03 Coaches must reside in the City of Pickering except with Board approval.
- 17.04 Coaches must attend coaches training.
- 17.05 Coaches must familiarize themselves with CHA, OHF, OMHA and PHA rules.
- 17.06 Coaches are responsible for training, development of players.
- 17.07 Coaches are responsible for the actions of the players on their team.
- 17.08 The coach will be the last person out of the dressing room
- 17.09 The coach may appoint another adult to be the designate in the dressing room.
- 17.10 Coaches are responsible for their team discipline on and off the ice.
- 17.11 Coaches must give equitable ice times to all players.
- 17.12 All coaches must have their teams leave the ice immediately upon completion of their game. All teams must clean and vacate their dressing room within twenty minutes of the end of their game.
- 17.13 Coaches must make sure players and parents are kept informed of schedules and changes in general and playing rules.
- 17.14 Coaches are responsible for checking their team mailbox in the PHA mailroom on a regular basis.

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17.15 Police record checks are required from the following people for each and every season and are due on the following dates:

- REP PROGRAM/Select/AE Coaching Staff September 1st
(Head coach, assistant. Coaches, manager, trainer & on ice helpers)
- House League Head Coach September 1st
- House League Coaching Staff October 15th
(Assist. Coaches, trainers, managers & on ice helpers)

Failure to submit a Police Record Check (PRC) as required will be brought to the attention of the VP of Complaints and Discipline and could result in suspension from the PHA until the appropriate documentation has been received by the VP of Discipline. PRC's are to be deposited in the marked secure box in the PHA mailroom at Don Beer Arena.

18.0 PENALTIES / SUSPENSIONS

NOTE: ALL CHA AND REP PROGRAM PLAYING RULES APPLY TO PHA TEAMS

- 18.01 Any decision, penalty or suspension levied by a PHA official or member of the BOD can be appealed in writing to the BOD. (This does not include referee decisions)
- 18.02 A minimum one year suspension from the PHA will be automatically assessed any Member who intentionally strikes or in any way manhandles any Director, team personal, refereeing staff, game official staff or any other volunteer of the association.
- 18.03 Any person who uses verbal abuse towards any PHA member, official or participant shall be reported to the VP of Discipline to be dealt with as warranted.
- 18.04 Anyone who fails to comply with any rule of the PHA may be subject to disciplinary action.
- 18.05 There will be no drinking of alcoholic beverages on the bench, in the dressing rooms or on the ice at anytime.
- 18.06 A coach or manager may discipline player(s) and must report disciplinary action to the Vice President for Discipline.
- 18.07 The player can appeal to the Vice President of Discipline.
- 18.08 Copies of all game sheets, (league, exhibition and tournaments) must go to the V.P. Complaints & Discipline
- 18.09 Anyone suspended by the PHA Discipline Committee has the right to appeal the suspension to the Board of Directors.

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18.10 HOUSE LEAGUE (ONLY)

It should be noted that game misconduct's or suspensions incurred during House League and/or Select play will be served in the league in which they occurred.

- 18.11 The record of any HL player accumulating a total of 20 or more minutes in penalties in one game may be reviewed by the Director of Complaints & Discipline and further sanctions may be levied.

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19.0 PENALTIES / SUSPENSIONS

- 19.01 No body checking will be allowed in any division.
- 19.02 Each team is permitted one 30 second time-out in all round robin and playoff games.
- 19.03 The Initiation division will have no icings.
- 19.04 When a penalty shot is called, the referee will call for time to stop until play resumes.
- 19.05 Hand shaking shall be done prior to the start of each game. Teams are required to leave the ice immediately following the conclusion of the game.
- 19.06 Games will not start until the timekeeper has the game sheets. Time lost due to a late or incomplete game sheet will be deducted from the game.
- 19.07 No late player will be added to the game sheet or allowed to play in the game after the 3rd shift of a game has started.
- 19.08 Any coach protesting a game must bring it to the attention of the VP Houseleague and the VP Discipline.
- 19.09 In the case of a defaulted game, no scoring statistics will be recorded and goals against averages will not be affected.
- 19.10 Any point ties in final league standings will be settled in the following order:
- The team that wins the head to head game(s) will be awarded the higher position
 - The team with the least number of losses is awarded the higher position
 - Decision by the 5th V.P. House League will be made to break the tie
- 19.11 Initiation and Novice division coaches may be on the ice during any House League game up to November 30 to assist in face-off set up. On-ice Coaches must stay out of the play in progress and are not to interfere with the play in any way, and they must stay in the neutral zone (between the blue lines) after set-up.
- 19.12 PLAY-OFF RULES Play off rules will be created each season by the VP of House League.
- 19.13 If there is a goal differential of 5 or more goals in any house league game, the scoreboard is not to show a difference of more than 5 goals.

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20.0 PENALTIES / SUSPENSIONS

20.01 The Initiation Division will play 3 fifteen minute run time periods. The exception is in the last 3 minutes of the third period where the goal differential is 2 or less. In this event the last 3 minutes would be stop time.

19.02 All other divisions will play 3 ten-minute stop time periods.

21.0 PROTESTS

21.01 All protests must be in writing within 48 hours to the Convenor VP of House League and the VP Discipline

21.02 The VP of House League will advise of a ruling in writing

22.0 PRIORITY OF PLAY

22.01 House League games take precedence over any exhibition, league or play-off game in the Select or REP PROGRAM.

22.02 Exceptions to rules in this section may be granted by written permission from the V.P. House League after consultation with the respective house league coach,.

23.0 HOUSE LEAGUE DRAFT RULES

23.01 It is the purpose of the House League draft to create well balanced and competitive play in all divisions.

23.02 The VP House League shall create the rules for the player draft of all House League Divisions. Upon approval from the BOD, these rules will be conveyed to all House League Coaches in preparation for the draft.

24.0 PLAYER MOVEMENT

24.01 Any player in the House League with exceptional ability such that the balance of the House League is disrupted, at the discretion of the Board of Directors, will have to play in the next higher age division providing there is written parental approval, and will be eligible to play Selects in his own age group.

24.02 A player going from an REP PROGRAM team to a House League team and no player goes from House League to REP PROGRAM, the REP PROGRAM player goes to the bottom team in the House League, providing there is room.

24.03 Borrowing of players for House League games is not allowed. However, at the discretion of the Executive through the Convenor, borrowing of a goalie may take place if the Convenor is sure in his own mind it is necessary.

24.04 The goalie must be borrowed from the same age group and where possible from one of the teams playing in the game immediately preceding that of the borrowing team.

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25.0 HOUSE LEAGUE BALANCING

- 25.01 Balancing will take place sometime early in the season as determined by the Board of Directors and will be kept to a minimum where possible.
- 25.02 Balancing in any division will be supervised by **THE V.P. HOUSE LEAGUE, V.P. CONVENORS.**
- 25.03 The VP House League and the VP Conveners shall create the rules for the balancing of all House League Divisions. Upon approval from the BOD, these rules will be conveyed to all House League Coaches in preparation for the balancing of the teams.

26.0 HOUSE LEAGUE WHEEL SYSTEM

- 26.01 The wheel system ensures equitable ice time for all players. This is done by rotating the players in order as listed on the game sheet.
- 26.02 In the Initiation division a modified wheel system will be used based on the number of players at the game. Players will be ranked in order of ability from 1 to 16 and put in the appropriate spot on the wheel sheet. This will ensure that the A, B and C lines from both teams will play against each other as often as possible.
- 26.03 If a coach is not following the wheel, a 2 minute penalty can be assessed by the referee
- 26.04 During a shift in which a penalty is assessed under 25.03, any score by the penalized team, i.e. goal(s) and/or assist(s), involving the out of sequence player will be stricken from the record.
- 26.05 Prior to the last two minutes of the game, if there is no penalty called, the goalie cannot be pulled out for an extra attacker.
- 26.06 During the last 2 minutes of a game, the goalie can be substituted by another player. The substitute player must be one of the next 5 players in line to go out, as listed on the game sheet.
- 26.07 An injured player can only be replaced by the next player in the rotation.
- 26.08 An injured player may return to complete his shift at the next or subsequent stoppage in play. The substitute player will return to his own normal position in the wheel.
- 26.09 An injured player may only return to play during a stoppage in play and must resume within their normal rotation.
- 26.10 All line for divisions:
INITIATION - every 2 Minutes on the Buzzer
NOVICE – every 3 Minutes on the Buzzer
ATOM - every 3 Minutes on the Buzzer
PEEWEE - every 3 Minutes on the Buzzer
BANTAM - at any time during the game.
MINOR MIDGET - at any time during the game.
MIDGET JUVENILE - at any time during the game.

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27.0 HOUSE LEAGUE PENALTIES

- 27.01 Minor two- (2) minute penalty time from the time the puck is dropped. The penalized player will serve the penalty time in the shift in which the penalty was assessed. In the event that a two (2) minute penalty carries over into the next shift, the player assessed the penalty will stay in the penalty box until his/her next shift on the ice at which time he/she will serve the remainder of his/her penalty. In the interim shifts, the five- (5) players on the shift as given on the game sheet will play their full shift.
- 27.02 If a two (2) minute penalty occurs in the last four (4) minutes of the game, the fifth player on the next shift as given on the game sheet will sit off the time required to complete the assessed penalty.
- 27.03 During the last four (4) minutes of the game, when a second penalty is called from players on the same shift as the first penalty, then the 4th person in the next shift as given on the game sheet sits out the balance of the penalty on the team bench, in the event the penalty is carried into the next shift. This would continue to the 3rd person in the event of a third penalty, etc.

28.0 REPRESENTATIVE (REP) GENERAL INFO

- 28.01 Only carded players may play in a league game.
- 28.02 The coach is in charge of team rosters, try-outs, practices, releasing players and player movement.
- 28.03 Coaches for the Representative and Select teams must be announced by the VP – Head Coach by March 31 for the following year
- 28.04 The term of a coach with any team will be in 1 year. The position will be evaluated at the end of each season.
- 28.05 No assistant coach, manager or trainer will be selected for a team until completion of player selection.
- 28.06 All PHA teams must file a financial statement twice during the regular season, one before December 31st and the second by March 31st.
- 28.08 Coaching staff and players selected for any PHA Representative or Select teams will be required to wear the dress code as outlined in the PHA Constitution.
- 28.09 A provision will be made to allow Representative players, who have been released after December 15th to ensure that they have a place to play in the PHA House League.
- 2810 There will be a minimum of 2 signatures required on all team cheques and bank accounts with both parties to sign, one being a member of the team staff and one being a non-coaching staff parent, unrelated to any member of the coaching staff.

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29.0 REP TEAM COMPOSITION

- 29.01 The recommended number of players for Rep 'A' and 'AA' is to be 17, however 15 is the minimum. Rosters with less than 15 or more than 17 require approval from the Board of Directors.
- 29.02 All teams must declare their player roster and provide it to the VP, OMHA, immediately following the last tryout.
- 29.03 After declaring their roster a team complement can only be increased with the approval of the PHA Board of Directors.

30.0 REP TEAM AFFILIATE PLAYERS

- 30.01 The process for Affiliating players will be available to all team managers in the PHA Manual of Operations at the Spring Managers Meeting.
- 30.02 It is expected that the coach would allow the player to play up unless:
- it interferes with a game or practice
 - he/she has played too many successive games
 - he/she is involved in a team event
- 30.03 Because our goal is to develop players, a coach is not to discourage a player from playing as an affiliate player. It is expected that coaches will work together to promote our organization by helping teams in need of players.
- 30.04 In the event that there is a dispute between the two coaches involved, the coach making the request has the option of contacting the V.P. OMHA. The decision of the V.P. OMHA is final.

31.0 REP AND SELECT TRYOUTS

- 31.01 REP team try-outs will take place during the month of April.
- 31.02 A fee set by the Treasurer will be collected from each player attending a try-out session. The PHA will be responsible for collecting all monies.
- 31.03 A player of exceptional talent may apply to the Board of Directors to try out for an Rep Team one age category higher (i.e. Bantam to Minor Midget) providing the following is adhered to: A letter of intention of a player wishing to try-out in the higher category, including Midget and Juvenile, must be submitted in writing to the Board of Directors at least two weeks prior to the beginning of all spring tryouts. Exceptional meaning the top 1 or 2 player on the team as determined by the BOD.

32.0 REP PLAYER MOVEMENT

- 32.01 All Player movement must be co-ordinated through the VP,
- 32.02 All player movement after the rosters are set and prior to November 15th must be on a one to one basis.
- 32.03 Rosters will be Frozen of November 15th. Exceptions to this must first be approved by the Board of Directors.

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33.0 SELECT PROGRAM

33.01 Rostered Select tryouts (Mite and Tyke) will be held in the spring.

33.02 The VP, SELECT must be notified of all Tournaments and Exhibition games.

33.03 House League Select tryouts will be held in September.

34.0 SELECT PROGRAM

34.01 Players must be 5 years old or over to be accepted into the hockey school.

Four-year-olds will be accepted if approved by the VP Hockey School. Four-year-olds will remain in the program for 2 years unless approved by the VP Hockey School.

34.02 The VP Hockey School shall advise the VP House League when a player is ready to be assigned to a House League team. Such movement will only be done after balancing.

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APPENDIX ONE

POLICY ON VOLUNTEERS AND MEMBERS WITH CRIMINAL RECORDS

The Pickering Hockey Association accepts its significant responsibilities with respect to its vulnerable clients members. The Association owes a duty of care to its members and to the community. Acceptance of this duty will be reflected in all of the organization's programs, services and activities as well as in its policies and procedures.

The Association recognizes that some of the positions in the organization are of significant trust.

This Association will not discriminate against any person on the basis of : age, race, sex, marital status.

For certain positions in the Association, a Police Record Check will be required as one element of the screening process.

Individuals with outstanding Criminal Code convictions, ten years old or more recent, or charges pending for certain offences will not be accepted for a position with vulnerable members. These offences include, but are not limited to the following:

- Physical or sexual assault
 - Current prohibitions or probation orders forbidding contact with children under the age of 14
 - Indictable criminal offences for child abuse
 - Outstanding convictions or charges pending for any violent offence, where or not it involved weapons
 - Outstanding convictions or charges pending for criminal driving offences, including, but not limited to, impaired driving
- of trust, depending on the circumstances
- Applicants may be rejected as a result of other information gained during the police record check process, or through the screening process as a whole, or as a consequence of other factors information. The applicant has a right to know why he or she is being refused, and may appeal to the Board of Directors in writing.
 - Every volunteer or member, is expected to inform the PHA, if he or she is charged, or convicted, of any offence under the Criminal Code or any other Provincial or Federal Statute, if that offence is related to offences of violence, sex crimes or as determined by the Board. Failure to do so may result in removal by the PHA Board. There is no right of appeal to the Board.