

RED CIRCLE HOCKEY CLUB

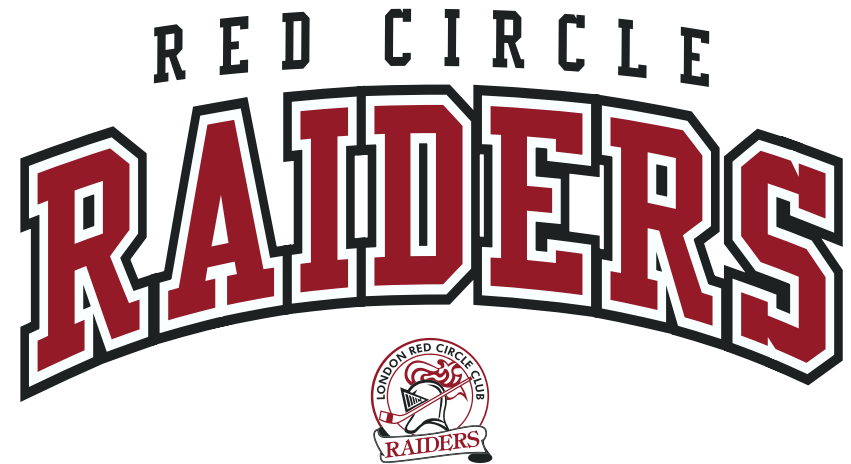
COACHES' HANDBOOK



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HOCKEY CLUB

League Policies & By-Laws

House League Rules

Current Hockey Canada rules are to apply in addition to the rules listed below. A copy of these rules is available in the Red Circle Office and on the Red Circle Hockey Club website.

5.1.1

Except for special circumstances, at the convenor's discretion, the buzzer will sound at two (2) minutes after the start time of game and the clock will start no later than three (3) minutes after scheduled time.

Any team not ready to play at the start of game will receive a delay of game penalty.

Any team not on the ice five (5) minutes after the referee's start the game will forfeit to the non-offending team.

CURFEW:

The game will end no later than ten (10) minutes before the next scheduled start time. (E.g., 7:00 game will end at 7:50, 7:30 game will end at 8:20).

3.0 PENALTIES

3.1

Any player or coach involved in an altercation before or after a game will be suspended from all further games until notification by Hockey Operations.

3.2

Hockey Operations is obligated to review all incidents and penalties brought to its attention.

3.3

Hockey Operations is obligated to review all incidents and penalties more than a double minor.

3.4

If a player's helmet comes off during play, the player must go directly to the bench. Continuing to play will result in a minor penalty. Play shall be stopped at the discretion of the referee if the player without the helmet is at risk of injury. No penalty will be assessed.

3.5

If any three (3) minor penalties or a combination of three (3) penalties (a double minor counts as two (2) penalties) are assessed to the same player in the same game, the player will be suspended for the remainder of that game.

Upon any player's second game ejection, Hockey Operations will review for further possible suspension.

3.6

MINOR PENALTY Shall be two (2) minutes of clock time in the U11 to U21 divisions.

3.6.2

Shall be for the remainder of the shift in the U7 (Mite) and U9 (Novice) divisions.

3.6.3

A minor penalty shall be assessed to any player in the U9 (Novice), U11 (Atom) and U13 (Peewee) divisions whose stick comes in contact with the puck above the shoulders. If the offending player causes the puck to go into their own net, a goal shall be awarded, and the penalty will be cancelled.

3.7

MAJOR PENALTY Shall be five (5) minutes of clock time for the U11 (Atom) to U21 (Juvenile) divisions, shared by players from the ice. The player receiving the major penalty will be suspended for the balance of the game, plus a minimum one (1) game suspension and will be reviewed by Hockey Operations.

3.7.3

Recurring major penalties may lead to further disciplinary action by Hockey Operations.

3.12

COINCIDENTAL PENALTIES - All divisions play five (5) skaters a side when coincidental penalties occur.

3.7

MAJOR PENALTY - During any altercations on the ice, players not involved are to go directly to their team's bench or a misconduct penalty will be assessed.

3.15 CHECKING FROM BEHIND

3.15.1

A player checking from behind will be assessed a major and a game misconduct. This will include but not limited to (Any infraction to the back including and not limited to a punch, elbow, stick or knee).

3.15.2

A player checking from behind who deliberately injures an opponent will be assessed a match penalty. Referees are instructed not to substitute other penalties when a player is checked from behind with significant impact.

3.16 HEAD CONTACT

3.16.1

Any player who accidentally contacts an opponent in the head, face or neck with his or her stick or any part of the players' body or equipment, will be assessed a minor penalty.

3.16.2

Any player who intentionally contacts an opponent in the head, face or neck with his or her stick or any part of the player's body or equipment, will be assessed a double minor penalty, a major plus a game misconduct penalty, or a match penalty at the discretion of 2022/23 Red Circle House League Rules 5 the referee and based on the degree of violence of impact.

3.16.3

Any player who injures an opponent under this rule will be assessed a major and a game misconduct penalty.

3.16.4

Any player who deliberately attempts to injure or deliberately injures an opponent under this rule will be assessed a match penalty.

5.2 GAME SHEET

5.2.1

The first team on the schedule is the visiting team and the second team on the schedule is the home team (i.e., 7vs2 - team 7 is visitor and team 2 is home)

5.2.2

The visiting team coach must fill out the game sheet first with the proper names and numbers of each player. The game sheet must be handed over to the home team coach at least fifteen (15) minutes before game start, so that it can be filled out in the same manner.

5.2.3

The convenor or delegate will ensure that the game sheet is filled out accurately.

5.3.1

Coaches need to establish proper dressing room and door use by their team. The intent of this rule is to ensure teams do not cross paths after the game on the ice or in the lobby.

5.5.1

A minor official (timekeeper) shall be provided by the league, unless otherwise informed by the convenor. No persons are to be allowed in the penalty box or the timekeepers box unless authorized by the convenor, Timekeeper in Chief or Hockey Operations. 2022/23 Red Circle House League Rules 8 Timekeepers are instructed to only display a maximum five (5) goal differential on the time clock.

11.0 RULES SPECIFIC TO DIVISIONS

5.1.2

U7 AND U9 (NOVICE) DIVISIONS - The 1st and 2nd period will be fifteen (15) minutes running time. The 3rd period will be fifteen (15) minutes running time or the time remaining on the city clock time, whichever is the least. There will be a three (3) minute buzzer for line changes. No time out will be available in these divisions.

11.1

U9 (NOVICE) - Any player receiving a penalty will serve their penalty for the remainder of their shift only.

11.1.2

U7 (MITE) - The center red line shall be eliminated and there will be no icing. **U9 (Novice)** - Blue line icings will be used. Any puck shot from the neutral zone past the goal line shall not be classified as icing. No free line change is allowed (i.e., No shifting on the fly). The buzzer is to sound at the end of every three (3) minutes of the running time. Line changes are to be made as quickly as possible at the end of every shift. Tardy line changes may result in a penalty. It is the coach's responsibility to ensure each player is evenly rotated through the starting lineup on a game-by-game basis.

11.2

U11 (ATOM) – U21 (JUVENILE) - BLUE LINE ICINGS WILL BE USED. Any puck shot from the neutral zone past the goal line shall not be classified as icing. Line changes are to be made as quickly as possible. Tardy line changes may result in a penalty. Each division is to have free line changes. It is the duty of the coach to ensure that each skater receives as equal ice time as possible during each game. If this rule is abused, it may result in the coach's suspension. All three periods will be twelve (12) minutes stop time. There will be no time outs during regular season play.

Players

1.5

The registrar and treasurer are to ensure that all players are registered and that their registration fees are paid in full prior to the start of the season of each year.

1.6

Only approved registrants can be on any Red Circle ice.

1.7

Late registration (after final registration) will only be accepted by Hockey Operations if a player is needed for that division.

1.8

All players must be evaluated in the division of their own age group. However, Hockey Operations shall have the right to request a player to move up or down a division.

1.9

Players may be brought up one (1) level during the regular season schedule if the team will have less than ten (10) skaters and the number of skaters brought up will bring the team to ten (10) skaters.

COACHES MUST GO THROUGH THEIR OWN DIVISION CONVENOR IN ORDER TO BRING PLAYERS UP. COACHES NOT GOING THROUGH THEIR CONVENOR ARE SUBJECT TO DISCIPLINARY ACTION.

Any player called up will dress, must be played on a regular rotation, and must be on the game sheet. Any one player may only be called up to a maximum of ten (10) games. If at the start of a game a team has fewer than eight (8) skaters, only then can a player from the same division be asked to play, with the approval of the opposing coach and convenor and only to bring the team to eight (8) skaters.

1.9.1

Goalies may be brought up one (1) level during the regular season schedule only if no team goalie is available.

Coaches must go through their own convenor in order to bring a goalie up. If at the start of a game a team has no goalie, only then can a goalie from the same division be asked to play, with the approval of the opposing coach and convenor.

1.10

All players will be placed individually. The number of players per team is subject to registration and availability of ice. Teams with two (2) goalies will assign each goalie 50% of the goaltending duties per game. (See Rule 6.4)

1.11

The allotment of players and balancing of teams in each division will be supervised by Hockey Operations.

1.12

All players are required to attend all scheduled Red Circle House League games and practices. Players must notify the coach or team manager if they are not able to attend any games or practices. At the discretion of the convenor, failure to notify may result in suspension for one period, one game or more. Failure to attend House League ice time will affect Select eligibility.

1.13

All house league rules pertaining to players will be reviewed with the players by coaching staff throughout the season

Equipment

2.1

All players must be fully equipped to play or practice hockey with CSA approved hockey equipment. BNQ approved neck protectors must be worn. CSA approved helmets must have all straps always fastened. [i.e., 1 for helmet under chin and 2 for face mask (left and right side)] Failure to do this may result in a minor penalty.

2.2

All equipment must be worn properly from the time the player enters and until the player exits the ice surface. The player and the coach can be given a one (1) game suspension. Any player intentionally removing their equipment can be given a one (1) game suspension in addition to any other suspensions that may result.

2.3

Mouth Guards are highly recommended for all players. Mouth guards, if used, must be always worn properly while on the ice surface.

2.4

Any team representing Red Circle, in House League, Select or Tournament must wear a Red Circle approved jersey.

***** Fees may apply for any late returned, lost, or stolen RCHC equipment, jerseys or training aids *****

Coaches and Assistant Coaches

4.1

Hockey Operations must approve all coaches and assistant coaches. No person shall be permitted on the ice at any time without Hockey Operations approval.

4.1.1

All coaches must complete a Vulnerable Sector Check dated no earlier than April 1st for the upcoming season for new checks. Police checks will be valid for ONE (1) year. If a volunteer requires finger printing for their VSC, their VSC will be valid for three (3) years with a signed Offence Declaration Form indicating no change for years two (2) and three (3). All forms must be submitted by November 15. Temporary authorization may be granted by completing a Screening Disclosure Form prior to going on the bench. Refer to Vulnerable Sector Screening Policy and Forms.

4.2

All coaches and assistant coaches must be fourteen (14) years of age or older.

4.3

All coaches and assistant coaches, while on the ice running a practice, must wear an approved CSA helmet. Helmets must be fastened properly. Face guards are not required.

4.4

All coaches and assistant coaches under the age of 18 must wear a CSA approved helmet with face guard on the bench for games.

4.5

There must be a coach or an assistant coach available to attend all meetings called by the convenor and/or Hockey Operations.

Dressing Rooms

4.6

All coaches and assistant coaches shall be responsible for the conduct of their players during the game and in the dressing room. Coaches may be held responsible for any damages to the dressing room while occupied by their team.

5.4.1

An assistant coach must always accompany a coach or an adult (if coach not available) in the dressing room. No one adult or coach shall be permitted in the dressing room alone with an unrelated child without another adult.

5.4.3

Dressing Etiquette U7 (Mite), U9 (Novice) and U11 (Atom) Divisions:

All players are required to come to the arena dressed in suitable undergarments so that there is no need to expose any sensitive areas of their body while they don their hockey equipment and garments. Under no circumstances should any player undress past their undergarments while in the main dressing area and/or within the immediate presence of teammates, coaches, or parents. Parents/Guardians are welcome to enter team dressing rooms to assist their children in donning/doffing their hockey equipment and garments.

U13 (Peewee), U15 (Bantam), U17 (Midget) and U21 (Juvenile) Divisions:

Any player who needs to undress past their undergarments should do so in a private toilet stall or discreetly at the enclosed shower area of the change rooms. Players are prohibited from undressing past their undergarments in the main dressing room area and should be mindful and conscientious of how their undressing may impact those around them. **PARENTS/GUARDIANS ARE PROHIBITED FROM ENTERING TEAM DRESSING ROOMS.**

5.4.4

Gender equity change rooms are available. Children in the minority gender within their team in the U13 (Peewee), U15 (Bantam), U17 (Midget) or U21 (Juvenile) age classification groups must dress in RCHC's designated gender equity change rooms. Each team must designate a 'gender chaperone' to supervise any children who require the use of the gender equity change rooms. **PARENTS/GUARDIANS ARE PROHIBITED FROM ENTERING GENDER EQUITY CHANGE ROOMS TO ENSURE WE MAINTAIN A PRIVATE AND RESPECTFUL ENVIRONMENT FOR ALL PLAYERS TO DRESS IN.**

5.4.7

For U7 (Mite), U9 (Novice) and U11 (Atom) divisions, all parents must leave the dressing room ten (10) minutes prior to game time unless the coach is not accompanied by an assistant coach. Children using the gender equity room should join their team by ten (10) minutes prior to game time.

Promoting camaraderie and team-bonding are important elements of the hockey experience. As such, it is vital that all players be given an equal opportunity to engage in all team related activities while having their safety, privacy and modesty protected. In all instances, coaches must ensure that each gender of players have equal access to team related activities.

Injuries

When an on-ice injury occurs, the player must exit the ice on their own and review the injury with their coaching staff.

- 1. If the injury is minor and can be addressed on the bench, the player may return to the ice when it is safe to do so. Please be aware that players are prohibited from returning to the ice if they have open wounds or blood on their jersey.
Under no circumstances should an injured player be forced to continue playing. Players should only return to the ice if they feel safe and comfortable doing so and have the approval of their coaching staff.**
- 2. When an on-ice injury occurs and the player cannot exit the ice on their own, the coaching staff or officials must notify the arena staff of the injury.
The player must remain on the ice until the arena staff arrive to address the injury. Where the injury is major or severe, the arena staff should call an ambulance as soon as possible.**

No parent or spectator is allowed on the ice surface at any time. During games, coaching staff are allowed on the ice only at the request of an official and are not permitted to attempt to assist the player in leaving the ice or standing or sitting up.

Concussions

When the coaching staff of a team suspects that a player may have sustained a concussion, the player must immediately stop participating in the hockey activity.

- If there is doubt as to whether a concussion has occurred, it is to be assumed that a concussion HAS occurred. The player will not be permitted to return to hockey activities until they can provide the coaching staff with written permission from a medical doctor.**

Coaching staff must forward the medical documentation on to the convenor who will forward it to the Risk Management Committee for review.

RCHC encourages any player who has been diagnosed with a concussion by a medical doctor to follow any treatment plan provided to them by their doctor.

Code of Conduct

Coaches

All coaches and assistant coaches must adhere to the following:

- I will not condone, permit, defend, or engage in actions which are not consistent with good sportsmanship. This means I will treat all players fairly and equitably; providing equal opportunity regardless of ability and adhering to all fair play rotations.
- I will communicate with players, parents, officials, coaches, volunteers, and board members in an open and honest manner that is fair and equitable for everyone.
- I will, at all times, protect the safety of all players, whether they are on my team or the opposing team, as well as, promote a 'safety culture' in my coaching instructions and directives.
- I will lead by example by respecting the rules of the game while striving to provide the highest standard of training appropriate to each players' ages, strength, and skills.
- I will set attainable goals for the team and individual players while encouraging a fun and engaging environment where players can learn and expand their skills.
- I will work continuously to learn more about the game of hockey and to improve my coaching skills.
- I will respect the rights and feelings of officials, coaches, players, and board members. I will work to support, not undermine, their efforts.

Duty to Report

It is the policy of RCHC that any member who has reasonable grounds to suspect that a participant is or may have suffered from emotional, physical abuse, sexual abuse or neglect shall immediately report the suspicion and the information on which it is based to the local child protection agency and local police department.

Fair Play

It is the convenor or delegate's duty to police double shifting. Intentional infractions will be reviewed by Hockey Operations, with a possible forfeiture of the game and or potential suspension of the coach.

Coaches in the U7 (Mite) and U9 (Novice) divisions must complete and turn in a rotation sheet to the timekeeper at the end of each game. Failure to comply may result in a minimum one (1) game suspension.

EQUAL OPPORTUNITY ROTATIONS

LINE-UPS		
# of players	F	D
9	5	4
11	6	5
	7	4
12	7	5
13	7	6
	8	5
14	8	6
	9	5
15	9	6
16	9	7
	10	6



PLAYER ROTATION ORDER		
3 PLAYERS <ul style="list-style-type: none"> • 1-2 • 3-1 • 2-3 	8 PLAYERS <ul style="list-style-type: none"> • 1-2-3 • 4-5-6 • 7-8-1 • 2-3-4 • 5-6-7 • 8-1-2 • 3-4-5 • 6-7-8 	
5 PLAYERS <ul style="list-style-type: none"> • 1-2 • 3-4 • 5-1 • 2-3 • 4-5 • 1-2-3 • 4-5-1 • 2-3-4 • 5-1-2 • 3-4-5 		
7 PLAYERS <ul style="list-style-type: none"> • 1-2-3 • 4-5-6 • 7-1-2 • 3-4-5 • 6-7-1 • 2-3-4 • 5-6-7 		10 PLAYERS <ul style="list-style-type: none"> • 1-2-3 • 4-5-6 • 7-8-9 • 10-1-2 • 3-4-5 • 6-7-8 • 9-10-1 • 2-3-4 • 5-6-7 • 8-9-10

Parent Code of Conduct

All parents/guardians must adhere to the following:

- I will not condone, permit, defend, or engage in actions which are not consistent with good sportsmanship. This means I will not yell at, ridicule or embarrass any child or referee participating in the game.
- I will encourage my child to do his or her best, have fun and demonstrate good sportsmanship. I will teach my child how to win and lose gracefully.
- I will assist my child in understanding and respecting the rules of the game. I will encourage my child to remember that he or she is part of a team and to work for the good of the team.
- I will respect the rights and feelings of officials, coaches, players, volunteers and board members. I will work to support, not undermine, their efforts.
- I will cheer on all good plays by both teams

Player Code of Conduct

All players must adhere to the following:

- I will demonstrate good sportsmanship in all my actions on and off the ice with my own team and with opposing teams.

This means I will not:

- Get angry or lose my temper on other individuals or in a way that is detrimental to their ability to enjoy the game;
 - Slam, throw, damage or destroy my own or other player's equipment or belongings; and
 - Show-off or insult other players.
- I will play and compete for fun and my own enjoyment of the game.
 - I will act as a good team player by supporting and encouraging my fellow teammates and striving to be the best player I can be.
 - I will play the game safely and strive to protect the safety of other players, coaches and referees.
 - I will learn, understand and respect the rules of the game, as well as the decisions of the referee. I understand that arguing with the referee is not going to change their decision. If unsure about a refereeing decision, I will ask my coach to provide further clarification.
 - I will cheer on all good plays and congratulate my team and the opposing team on their achievements in the game.

Disciplinary Procedures

Code of Conduct Violations

1. Any violation of this Code of Conduct by a member of RCHC will result in an immediate and indefinite suspension or expulsion of the member from the club depending on the severity of the situation.
2. Where the matter pertains to a player or parent, the entire member's family may face the same suspension/expulsion.

In the event of an alleged violation of the Code of Conduct, Hockey Operations will be notified immediately and a hearing on the matter will take place as soon as practical. Decisions stemming from a Hockey Operations meeting will be communicated in writing to the member as soon as possible.

Policy 4.9

Any coaches or assistant coaches, whose attitude or demeanor is detrimental to their team or the Red Circle Club, will be dealt with on an individual basis by Hockey Operations with a possible indefinite suspension.

Fair Play Violations

1. Intentional infractions will be reviewed by Hockey Operations, with a possible forfeiture of the game and or potential suspension of the coach.
2. Coaches in the U7 (Mite) and U9 (Novice) divisions must complete and turn in a rotation sheet to the timekeeper at the end of each game. Failure to comply may result in a minimum one (1) game suspension.
3. Repeat violators may be removed from the bench for the remainder of the season upon review by Hockey Operations.

Player Policy Violations

4.7

All coaches have the right to fairly discipline players in consultation and agreement with the convenor before, during or after a game.

3.7 MAJOR PENALTY

The player receiving the major penalty will be suspended for the balance of the game, plus a minimum one (1) game suspension and will be reviewed by Hockey Operations.

3.7.2

During any altercations on the ice, players not involved are to go directly to their team's bench or a misconduct penalty will be assessed.

3.7.3

Recurring major penalties may lead to further disciplinary action by Hockey Operations.

3.17.1

Any multiple penalty suspensions will be reviewed by Hockey Operations and may result in an ejection from the Red Circle Hockey Club organization. Ejected players are not eligible for a refund.

1.12

All players are required to attend all scheduled Red Circle House League games and practices. Players must notify the coach or team manager if they are not able to attend any games or practices. At the discretion of the convenor, failure to notify may result in suspension for one period, one game or more. Failure to attend House League ice time will affect Select eligibility.

Parent Meetings

All coaches will be required to hold a meeting with all parents of the team at the first practice/game after evaluations.

This meeting is to set expectations for your team from the league and yourself as a coach. Use this handbook as a guide for the important league information to share! Please sure to share an email reminder to parents leading up to the meeting, any players without a guardian present should be followed up with at your earliest convenience.

Agenda

1. **Welcome and Introductions** - Introduce all coaching staff and welcome parents.
2. **Coach's Background** - Explain your coaching style, expectations and goals for the season.
3. **Team Logistics** - Discuss schedules (arrival times) and briefly discuss RCAT
4. **Team Rules and Expectations** - Cover behavior expectations for players and parents. Discuss attendance, punctuality, and sportsmanship.
5. **League Rules and Expectations** – Cover the parent and player code of conducts, disciplinary procedures, complaint procedures, and fair play guidelines.
6. **Communication Channels** - Explain how you'll communicate with parents or players (email, app, etc.).
7. **Volunteer Opportunities** - Mention any volunteer roles (team manager, convenor etc.).
8. **Q&A Session** - Open the floor for questions and address any concerns or clarifications.
9. **Closing Remarks** - Thank parents for attending.

Development

Practices

Recommended Practice Timing:

1. 10 min warm-up
2. 30 min skill stations OR drill progression
(10 minutes at each station or progression for total of 3 stations or drill progressions)
3. ~10 min wrap-up game/ cool-down

Skill stations are a valuable tool for time management during practices – allows players the most repetitions and small group learning. This also allows game scenarios to be broken down into specific skills players can practice.

- Account for time needed for water breaks, explanations, demonstrations, transitions - This may take longer for younger age groups.

“Demonstrate, Describe, Do” Method:

This teaching methods acknowledges many learning types to best connect with your players.

1. DEMONSTRATE THE SKILL/DRILL – make sure all players can see the entire drill or skill being demonstrated. Emphasize the key elements or movements needed to be successful.
2. DESCRIBE THE SKILL/DRILL – Provide a thorough explanation of what is expected with as little room for misunderstanding as possible.
3. NOW DO IT – Now let players try it for themselves, ideally allowing each player a minimum of 3 repetitions

Important to Remember:

- When teaching a new skill remember to start at the basics and outline the key learnings.
- If multiple coaches are available, alternatively you can have one coach demonstrate while another describes.
- Kids learn best while playing – be creative in ways to make practices fun and competitive.
- Be prepared – Having a well thought out practice plan can assist with the flow to practices. Save time during practice by discussing plans with coaching staff beforehand.
- Be Adaptable – have drill adaptations prepared for if players need an increased or reduced difficulty.

Players

Post Season Recommendations

Encouraging athletes to participate in other sports post season can assist them in developing the fundamental movement skills needed for ice hockey without training for ice hockey year-round.

- **Soccer:** Enhances footwork, agility, and cardiovascular fitness.
- **Basketball:** Improves coordination, lateral movement, and spatial awareness.
- **Track and Field:** Develops speed, explosiveness, and endurance.
- **Swimming:** Enhances overall fitness and strengthens core muscles.
- **Gymnastics:** Builds balance, flexibility, and body control.
- **Baseball/Softball:** Improves hand-eye coordination and rotational movements.

But why encourage children to play other sports during the off season?

- Focusing solely on ice hockey can lead to burnout and overuse injuries, ultimately lengthening their athletic Journey and hockey Career.
- Multi-sport participation contributes to the all-around athleticism of an athlete and helps to develop balance, agility and coordination (ABC's) and better motor development
- Many sports also have transferable skills which contribute to the athletes 10,000 hours of practice such as footwork, conditioning, explosiveness, etc.
- Building Emotionally Intelligent Athletes – Opportunity to fail or thrive.

Coaches

All coaches are required to attend an online Coaches Orientation prior to the start of every season. At this meeting all Coaches provided with virtual coaching package and must complete the online Code of Conduct form & quiz prior to season.

U7 & U9 Coaches only:

- All U7/9 (Skill Introduction stages) coaches must attend an in-person season development preparation meeting prior to the start of the season to understand the expectations for this division. This includes joint team practices utilizing the full ice surface with a plan provided by hockey development.

Resources

- Red Circle Hockey Club Coaches' Handbook
- Red Circle Hockey Club Rules, Regulations and by-Laws
- Coaches Corner – Red Circle Hockey Club website
- Hockey Development Coordinator – Doug Miller Jr.
- Hockey Canada – Drill Hub
- Ice Hockey Systems
- Long-Term Player Development Manual

Recommended Training

- Creating a Positive Sport Environment
- Respect in Sport for Activity Leaders
- SafeSport Training
- NCCP Coach Initiation in Spor
- NCCP Coach ½



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