

## 7. COACH/BENCH STAFF SELECTION

Being a Head Coach comes with a great deal of responsibility and accountability. You are the person most directly responsible for ensuring that the hockey experience for players is a positive one.

PMHA's coaching philosophy is to create a positive, safe environment that promotes good sportsmanship and focuses on:

1. Player development (individual skills & teamwork).
2. A positive experience for every player.

Prior to the start of the season each Head Coach is required to become familiar with the policies and procedures of the Association. Additionally, all team staff must apply online via the PMHA website: [PMHA Coach Application](#). By applying online, team staff must agree to abide by the [PMHA Coaching Agreement & PMHA Code of Conduct & Ethics](#).

### Representative Hockey / U11 Development Head Coach

- Those wishing to be the Head Coach of a U11 Development or Representative team must submit an online coach application.
- A competitive process will be held to determine the best candidate for a coaching position.
- A Coach Selection Committee will be formed to review coach applicants, conduct interviews (if deemed necessary) and to select Rep / U11 Development coaches.
- The Coach Selection Committee will consist of the Coach Coordinator(s), two Board members and up to two community members as appointed by the President.
- All successful Rep / U11 Development coaches must complete the required coaching certification as outlined by BC Hockey (refer to Appendix A).
- If any Rep / U11 Development Head Coach steps down from their position, the Coach Selection Committee will decide if a new competitive process is necessary to hire a replacement or whether the position will be filled by appointment.
- Should an appropriate candidate not be selected after a competitive process, the Coach Selection Committee reserves the right to re-post the position or appoint an appropriate candidate.

### Recreation Hockey Head Coach

- The division Director, in conjunction with the Coach Coordinator(s) are responsible for recruiting and assessing suitability for coaching staff within the Recreation Divisions.

- All Recreation Head Coaches must complete an online coaching application found on the PMHA website and agree to the PMHA Code of Conduct and Ethics prior to working with a team in any capacity.
- If there are multiple candidates for a Recreation Head Coach position, a competitive process may occur.
- All Recreation Head Coach positions will be appointed by the Coach Selection Committee.
- All Recreation Coaches must have the required Coach Certification or acquire the required certification within the time frame set by BC Hockey (refer to Appendix A).
- PMHA reserves the right to distribute the coaching expertise equally throughout the divisions to ensure quality of coaching for all teams.

### Other Head Coach Responsibilities include:

- To have a strategy with regards to communication with parents and players. Effective and clear communication with your players and parents is essential to a successful season and can make the difference between a positive year and a challenging year.
- Appoint a bench staff that accentuates your strengths and can be relied on to assist with organization, planning and the operations of the team.
- Appoint parent volunteers to delegate coordination of jobs such as fundraising, score and time keeping, jersey collection, etc.
- Come to the arena prepared, whether it is a game or a practice. Have practice plans, line- ups, etc. organized and prepared ahead of time.
- Players are under your care and control when they are in the room. Supervise them and assist them accordingly - ensuring ongoing supervision (remembering the two-deep rule).
- Adhere to game and practice times as scheduled
- Ensure jerseys are collected after each game (or have a delegate responsible for this)
- Teach the meaning of 'Good Sportsmanship' by word and by example
- Give equal attention and opportunity to each player
- If your own son or daughter is on the team, be aware of perceptions around favoritism and act accordingly
- Report any player, official or coaching problem of a serious nature to your Division Director.
- Be familiar with rules and regulations governing the game: PMHA, OMAHA, BC HOCKEY & HOCKEY CANADA.
- Remember you and your team are ambassadors of PMHA
- Work with the Coach Coordinator(s) as appropriate
- Whenever possible, attend and take part in PMHA coaching program initiatives.

## Bench Staff / Team Officials

It is the responsibility of the Head Coach to recommend their bench staff. As per BC Hockey and PMHA policy, each team within the Association will be required to roster the following team staff members:

- Head Coach
- Assistant Coaches (Maximum of 3)
- Safety Person (HCSP)
- Manager
- On-ice Helpers (optional)

All bench staff must complete an online coaching application found on the PMHA website and agree to the PMHA Code of Conduct and Ethics prior to working with a team in any capacity.

All bench staff must be approved by the Coach Selection Committee prior to finalizing their appointment to the team. It is the responsibility of the Head Coach to get the names of potential bench staff to the Division Director for necessary approval.

All bench staff must have the necessary credentials / clearance to be on the Hockey Canada roster (refer to Appendix A). Further information including training links can be found on the PMHA website.

## 8. REPRESENTATIVE AND U11 DEVELOPMENT TEAM FORMATIONS

### Definitions of 'A' and 'B' Teams within PMHA (U13, U15, U18)

- 'A' level Rep Teams will play at the highest tiering level as outlined by OMAHA guidelines and approved by the Board of Directors. Generally, tiering is based on overall registration numbers or as designated by OMAHA (i.e. Tier 2)
- 'B' level Rep Teams will play at the next highest tiering level available to PMHA or as designated by OMAHA (i.e. Tier 3 or Tier 4).

The principles of a 'B' Rep Program are the same as the 'A' Program. It is considered an intermediate step before the 'A' Rep Program with the main focus being the development of players and coaches and every effort should be made to create an environment similar to the 'A' Program.

Whenever possible, PMHA will field an "A" team in each of the rep divisions. Consideration of the following criteria will determine the viability of forming a "B" Rep team in the U13, U15 and U18 Divisions:

- Division registration numbers
- Overall registration numbers
- Number of players trying out in each respective Division
- Coach availability
- Goalie availability
- Ice availability

### Criteria for Rep Team formation:

The following are recommendations for team formation:

- U13 A, U15 A, and U18 A - 15 skaters and 2 goalies\*
- U13 B, U15 B, and U18 B - 15 skaters and 2 goalies\*

Team formation, however, may be dependent on overall tryout numbers and / or overall registration numbers. The President, applicable Division Director and Coach Coordinator(s) will have the final say on team formation in any given year.

A minimum of twelve (12) players including one (1) goalie are required to assemble a team.

\*Consideration should be given to carrying more players should there not be a “B” team in that division.

### U11 Development Teams:

PMHA will field two “balanced” U11 Development teams provided the overall registration allows a minimum of 2 recreation U11 teams. The final decision on the number of players on each team will be determined by the President, applicable Division Director and Coach Coordinator(s), with the following considerations:

- Total number of U11 players trying out and in the recreation division
- The opportunity to develop more players
- Skill level and talent identification

## 9. REP AND U11 DEVELOPMENT PLAYER SELECTION POLICY

### General Information

The rep player selection process, by its nature, dictates that not all players will be selected. This may be a stressful time, not only for the players and their parents, but also for the coaches and other volunteers. The goal of this policy is to promote fairness and consistency and to educate all participants on the process.

Players wanting to attend the rep tryouts must indicate this on their registration and pay the appropriate tryout fee.

Before participating in the rep tryout sessions, players must be fully registered with PMHA, have paid all required fees and have met all requirements of OMAHA, BC Hockey, and Hockey Canada.

A schedule for Rep tryout sessions will be prepared and posted on the PMHA website. This schedule is subject to change without notice and it's recommended that the schedule posted online is checked regularly.

Inter-association tryout players wishing to try out for PMHA teams must register with their home association, acquire a permission to tryout form and register online for PMHA tryouts.

### Rep Player selection

- There will be a minimum of 3 tryout sessions per Rep Team.
- Independent Evaluators appointed by Coach Coordinator(s) will evaluate all players and will provide the selected 'A' Team Rep Coach with a maximum short list of 24 players including goalies. In the case of ties (players with the same overall score) the short list number of 24 may be increased. Those players remaining will then be divided into either the B tryout group or released to recreation. A list of player's hockey Canada IDs will be posted on the PMHA website at a time decided on by the Division Director, showing what group each player is in and their next ice time.
- The 'A' Team Rep Coach will then, through further evaluation, choose their team and any remaining players from the original short list will be released to try out for the 'B' Rep Team.
- Those originally selected for the short list are not guaranteed a spot on the 'B' Team. They will have to attend 'B' tryouts.
- The 'A' Rep Coach has the option of carrying additional players, however, final decisions on the 'A' Team selection process must be completed within the time frame specified by the Board of Directors and in accordance with the schedule provided by the Coach Coordinator.
- The first step of the 'B' Team tryouts will be held in association with the 'A' Team tryout process however, the week following the 'A' Team tryouts will be used for further 'B' Team evaluation to ensure players are placed on the appropriate team. This selection process must be completed

within the time frame specified by the Board of Directors and in accordance with the schedule provided by the Coach Coordinator.

- All players not selected for the 'B' Team will be assigned to the Rec Division.
- All players choosing to play Rep Hockey must attend the Rep A tryout, they cannot release themselves and go directly to the B team

## U11 Development Player Selection

There will be a minimum of 3 sessions for U11 Development tryouts. Independent Evaluators appointed by Coach Coordinator(s) will evaluate all players and will:

- Provide the selected U11 Development coach(es) with a maximum short list of 40 players including goalies. In the case of ties (players with the same overall score) the short list number of 40 may be increased. Those players remaining will then be released to recreation. A list of player's hockey Canada IDs will be posted on the PMHA website at a time decided on by the Division Director, showing what group each player is in and their next ice time.
- The U11 Development Team Coach(es) will then, through further evaluation (practices and/or exhibition games), choose their team and any remaining players from the original short list will be released to recreation.
- Those originally selected for the short list are not guaranteed a spot on the U11 Development Team(s).

## Rep & U11 Development Evaluation Criteria

The goal of the Rep Selection Policy is to fairly and consistently evaluate players for the purpose of team selection. Players shall be assessed based on their performance in the rep tryout sessions, based on, but noted limited to (in no particular order):

- Skating
- Passing / Receiving
- Puck Control
- Positional Play
- Shooting
- Checking
- Teamwork
- Competitiveness
- Hockey Sense

- Attitude
- Desire and Work Ethic
- Coachability
- Conduct on/off the ice
- Sportsmanship
- Fitness

## Tryout Attendance

It is expected that all players wanting to play Rep or U11 Development Hockey attend tryout sessions.

Under the following circumstances, a Rep Coach or U11 Development Coach may request to hold a position on a team for a player who has shown from his/her past history, they would make that team:

- Injury or Illness (player must provide a Doctor's note that indicates the player will likely return to play within a reasonable timeframe)
- Exceptional personal circumstances (player must request this in writing from the President prior to the tryouts)
- OMAHA Zone / Major U18 / Junior Team tryout releases.

Prior to making the decision, the Division Director and Coach Coordinator must be consulted.

## Assignment

Assigning players to the most appropriate team is a difficult and sometimes stressful task for all involved. The process must be handled with tact and sensitivity. When choosing the best assignment strategy, the age and development of the player must be considered.

- The short-listed players selected by independent evaluators will be notified of their assignment via a posted list on the PMHA website by Hockey Canada ID. Given the coach has no input in the selection of these players, they cannot be expected to provide meaningful and constructive feedback during this initial part of the process. Those players wishing feedback can request this in writing to the Division Director. A meeting will be arranged to go over the feedback from the independent evaluators. This meeting must be requested within one week of the top 24 being posted.

- After the short-listed players have been evaluated, further assignments are the responsibility of the Head Coach.
- At the U11 Development level, parents/players will be given the choice to have their assignment done by telephone or in person. This will allow parents (who know their children best) to determine the most developmentally appropriate and comfortable method for notification. Parents should be given the option of being present during the assignment process if it is being done in person. If parents choose to be present, they must understand ahead of time that they are there in a supportive role only and that any questions would need to be addressed at a later time.
- In U13, U15 and U18 Divisions, assignments should be completed in person. Coaches must be strategic and sensitive during this process and put thought and planning into where, how and when this is going to happen. There may be times the Coach would like the player's parent to be a part of the assignment and this can be requested on a case by case basis (i.e. child with special needs, situation where an issue needs to be addressed, etc.).

### Feedback Requests Regarding U11 Development and Rep Team Selections

- The purpose of a feedback meeting is to provide the player with information which may assist them in their future development as a player. Specifically, this entails feedback on how the player did during their tryout and what the selection committee and/or Head Coach considered during the process. This is not the venue to discuss historical issues, other player's performance, coaching issues, fairness of the process, perceived biases or any other issues.
- All requests for feedback should be put in writing to the Division Director.
- PMHA representation at feedback sessions may include the Coach Coordinator(s), Head Coach, Independent Evaluators, Division Director or any other Board member deemed appropriate.
- The feedback meeting should occur in a timely manner.
- Players are welcome to have their parent's join them in this feedback meeting, although the feedback and discussion will be directly with the player.

### Appeal Procedure

- Appeals regarding player selection must be put in writing to the PMHA President
- Appeals must clearly outline the reason and rationale for appeal
- Appeals will only be granted under the following circumstances:
  1. The decision was influenced by bias.
  2. Irregularities in the process leading up to the original decision are such that an unjust result may have occurred.
  3. The decision was patently unreasonable.

- The President will decide if an appeal meets the criteria above. If criteria are not met, there will be no further action on the matter.
- If there are grounds for an appeal, the President will appoint three people to constitute a Conflict Resolution Committee (Panel). Persons appointed to the panel should have no significant relationship with the appellant, should not have been involved in the decision being reviewed and should be free from conflict and bias.
- The three-member panel will consist of former association members.
- The panel will, through thorough investigation, determine if grounds for appeal have been satisfactorily met. If grounds for appeal have been met, the panel will recommend what an appropriate remedy might be.
- The panel's decision will be final.

## 10. RECREATION TEAM SELECTION

The purpose of the recreational team selection process is to ensure that all teams within a division are balanced and that all players regardless of ability have the opportunity to play on a team that is competitive.

PMHA has mandated that recreational teams within a division must be balanced. A fair selection process is an important step in achieving this goal.

Recreation player evaluations will begin immediately after rep tryouts have been completed. This ensures players released from the rep tryout process can participate in the Rec evaluation skates.

Players are only allowed to participate on one team, with the exception of female players (see the Female Program Policy).

### Rec Team Selection Process

- An Evaluation Committee will be established. This will include independent evaluators, the Coach Coordinator(s) and Division Director. The Committee will hold evaluations prior to the start of the regular season.
- Players will be evaluated by committee (or designate) and ranked for purposes of a draft process.
- The designated Head Coaches with the guidance of the Committee will hold a draft. The draft will be completed in numerical order based on the player ratings as established by the Evaluation Committee. In the absence of a Head Coach, the Committee will select players for team assignment.
- The Division Director will schedule balancing games to assist in determining the balance and competitiveness of each PMHA team and player movement will occur during this time.

- ❑ The Committee's decision will be final at the time the teams are established. Teams will not be considered established until OMAHA League Play begins. Player movement can occur during this time.
- ❑ Players may be reassigned to other teams/Divisions at the discretion of the Risk Committee at any time for reasons based on player development, safety or skill level, team balance/ competitiveness or any combination thereof.
- ❑ Player movement after teams are established will be done in consultation with the affected player, parents, coaches and Division Director(s).
- ❑ No team is to be assigned more than two goalies and if the situation arises, the last goalie registration received will be offered a skater position or placed on the wait list for an opening to occur.
- ❑ Head Coach may request one assistant coach prior to the draft.

### Recreation Team Draft Example:

1. Discuss the list of players and come to a consensus of a rating for each player (5 being the highest and 1 being the lowest). ".5" increments are acceptable. If coaches can't decide then split the difference and go with the middle.
2. Identify 1 assistant coach request for each team.
3. If they have a child playing on the team you must then balance out the coaches first. Start a list for each team and the rating assigned for that player.

#### Recreation Team Selection Example

<u>TEAM 1</u>		<u>TEAM 2</u>		<u>TEAM 3</u>	
Head Coach's player	5	Head Coach's player	3	Head Coach's player	5
Asst. Coach's player	4	Asst. Coach's player	3	Asst. Coach's player	3
Player	3	Player	5	Player	4
Player	3	Player	4	Player	3
<b>Coach balance Total</b>	<b>15</b>	<b>Coach balance Total</b>	<b>15</b>	<b>Coach balance Total</b>	<b>15</b>
Draft pick 1	5	Draft pick 2	5	Draft pick 3	4.5
Draft pick 6	4	Draft pick 5	4.5	Draft pick 4	4.5
Draft pick 7	4	Draft pick 8	4	Draft pick 9	4
Draft pick 12	3.5	Draft pick 11	3.5	Draft pick 10	3.5
Draft pick 13	3.5	Draft pick 14	3	Draft pick 15	3
<b>Team total</b>	<b>35</b>	<b>Team total</b>	<b>35</b>	<b>Team total</b>	<b>34.5</b>

In this example, Team 1 would need to select (2) players that were rated as 3's, Team 2 would need to select a 5 & 4, Team 3 would need to select a 4 & 3. This balances all the teams before the draft begins. Coaches MUST choose players from that rating and cannot go lower or higher. If teams are

selecting from the same rating pool then flip a coin or draw a number from a hat to determine who gets to select first.

4. At this point there is an option of seeing if everyone has a 2nd coach in mind. The Division Director can follow the same process as above to balance out a 2nd coach for each team or proceed to the draft and the coaches will take their chances on finding enough helpers.
5. Once coaches are balanced, draw from a hat and determine the selection order. Whoever chooses #1 will make 1 selection from the top player(s) still available (typically 5s). You then go through selections of all the players from the top down by rating (5, 4.5, 4, 3.5, 3, 2.5, 2, 1.5, 1, .5). Please note, once team 3 picks, they then have the 4th pick, team 2 has 5th, team 1 has 6th, etc.
6. Keep a running total for each team and if there are any glaring issues, correct them at this time rather than waiting until the season starts. Your totals should be within 1 point at the end of the process unless there is an odd number of players, which could affect totals. Keep in mind that you want to balance out the most beginner players so the Division Director may choose to assign a player to a team at the end of the process if a team has 1 more 5 on their roster for example. It wouldn't be fair to have a team with one 5 and then also two 1s if other teams have two 5s and only one 1.

## 11. PLAYER MOVEMENT

Player movement is to be in compliance with OMAHA and BC Hockey regulations. Any approved player movement is valid only for the current season and must be applied for and approved each subsequent season.

Player movement may occur:

- To allow an elite/exceptional player the opportunity to play in a higher division which better suits their skill level
- To allow for optimal team formations and sizes depending on registration numbers
- To allow a Rec player the opportunity to play down a division if that is deemed in the best interest of the player and the division.
- To allow flexibility in goaltender movement in order to maximize goaltender development and meet the Association's needs regarding team configurations

## Rep Hockey Player Movement

Player movement from a lower division to a higher division Rep A team is approved only in rare situations to allow an exceptional or elite player the opportunity to play in an environment which is best suited to their ability. It is not something that will be considered on a regular basis and is carefully assessed and evaluated given the ongoing ramifications it can have on individuals, teams and divisions. Placement in a higher division will be based on factors including, but not limited to:

- hockey skills
- age
- physical and mental maturity

Given the philosophy that player movement is only for rare occasions with exceptional or elite players, requests for player movement will only be considered when a player is requesting to move from a lower division team to the Rep A team in the higher division. Player movement will not be considered for movement from a lower division team to a higher division B team. This type of player would be expected to try out for the Rep A or B team in their own division.

## Process for Rep player movement

- Players are to be placed into the various divisions according to their age first. This is in keeping with BC Hockey and Hockey Canada practices.
- Written requests received by the President from a parent or guardian requesting their child change divisions will be given consideration on an individual basis.
- All players must remain in their age appropriate division until the request has been approved.
- Player movement will be based on the following guidelines:
  1. The request will be assessed by the President and/or any other appointed person or persons. This evaluation may include information and assessments from the previous year as well as an on-ice risk assessment for both the player in question and his or her peers.
  2. A request to move up a Division will only be considered if the player is in the top 10% of their current Division (i.e. if there are 40 players in a Division the requesting player would have to be assessed as one of the top 4). The player's level of maturity, size and other factors may also be taken into consideration before this decision is approved. The President's decision on this is final.
  3. If the player has been assessed in the top 10% of their current Division and their maturity, size and other factors are such that it is believed they would be suitable to move up, they may then be granted permission to try out for the A Rep team in the higher Division.

4. As noted earlier, an underage player must be considered exceptional and elite. Given this, underage players must place in the top 20% of the top 24 players selected in the first round of try outs. This means that the player must be one of the top 5 players selected out of the top 24.
- Player movement will be by one division only.
  - It is the Division Director's responsibility to ensure the Registrar is aware of the player movement from one team to another.
  - Any disagreement regarding player movement can be appealed (see REP AND U11 DEVELOPMENT TEAM FORMATIONS section of this policy under the heading Appeals).
  - If a player succeeds in making the 'A' team and at any time chooses not to, that player will go directly to Recreation Division for the remainder of that season. (Per OMAHA and CAHA rules). Any player quitting 'A' or 'B' Rep teams after December 31 of the playing season is not guaranteed a spot on a Recreation team.
  - If a carded player is asked by the 'A' coaching staff to step down from the 'A' team, that player will be placed by the Division Director to the most appropriate lower division team.
  - No player can be released after October 20<sup>th</sup> of the playing year without approval from the Evaluation Committee.
  - Failure to follow these guidelines may result in sanctions or disciplinary action.

## Rec Hockey Player Movement

- It is expected that all Rec Players will play in their age appropriate division, however, there may be occasions when it is necessary for a player to move up a division or down a division due to PMHA registration numbers and team configurations. Player size, skill, maturity and development will be considered in this process.
- Parents and players would be consulted prior to any movement occurring.
- PMHA also acknowledges that there may be times a Rec player is better suited playing in a lower division (due to size, maturity, skill, special need or other factors). Requests for a player to move down a division are approved by OMAHA. Process is as follows:
  1. Put request in writing to the President.
  2. The request will be assessed by the President and/or designate. This assessment may include information and assessments from the previous year as well as an on-ice risk assessment for both the player in question and his or her peers.
  3. Player size, skill, maturity, development and any other special needs will be considered when assessing the request.

4. Upon receiving approval from OMAHA, the President will have the final say on Rec player movement to a lower division.
5. Any player approved to move down a division must be listed on recreation team game sheets as an Overage Player 'OA' Player.
6. All players must remain in their age appropriate division until the request has been approved.

## Player Movement from U9 to U11 Development

Player movement from U9 to U11 has some inherent differences from player movement in other divisions. In U11, U13, and U15, there are Development or Rep teams for skilled players to play on. Those elite players who do not fit the criteria to move up a division still have a place to play competitive hockey in their own divisions.

In U9 there are no Development or Rep teams, so when elite players do not fit the criteria to move up to U11 Development, they have no options in their own division for a more competitive environment that better suits their needs.

Keeping in mind the developmental needs of elite players as well as the needs of the U9 division as a whole, the following process will be applied to requests for player movement from U9 to U11 Development:

- At the end of each season, U9 coaches and the U9 Division Director will be asked to put forth the names of the top 10% of the U9 players for the year. This top 10% list will be used to determine if movement requests the following year will be approved or not.
- Should players new to the community request to move up, they will be assessed on a case by case basis. This assessment may include discussions with their former Association and/or an on-ice assessment.
- A request to move from U9 to U11 Development will only be considered if the player is in the top 10% of the U9 Division. The player's level of maturity, size and other factors may also be taken into consideration before this decision is approved. Once approved by the President, PMHA will make a recommendation for approval to OMAHA. OMAHA's decision on the suitability will be final.
- Once permission is granted to tryout, the U9 player will compete in tryouts as if they are an U11 player. Unlike the Rep Player Movement Policy, the U9 player does not need to make a top 5 ranking out of the top 24 (or 40 if 2 teams). If the U9 player makes the top 24 (or 40 if 2 teams), they will be evaluated as an U11 player and will have the same chance of making the team as all the other players.
- Those U9 players that do not make either of the development teams, will be re-assigned to U9 or considered for movement to U11 recreation under the recreation player movement process.
- Player movement will be by one division only.

- It is the Division Director's responsibility to ensure the Registrar is aware of the player movement from one team to another.
- Any disagreement regarding player movement can be appealed (see REP AND U11 DEVELOPMENT TEAM FORMATIONS section of this policy under the heading Appeals).
- Failure to follow these guidelines may result in sanctions or disciplinary action.

## Movement of Goalies

It is expected that all goalies will play in their age appropriate Division.

There may be occasions when it is necessary for a goalie to move up a division or down a division due to PMHA registration numbers and team configurations. Player size, skill, maturity and development will be considered in this process.

There may also be times that a goalie requests to move up a division to play Rep hockey. Permission to try out for a higher division Rep team may be considered if the goalie fits the 'elite or exceptional' player profile. These goalies will be assessed by the President and/or any other appointed person or persons prior to the tryout process. Overall goalie registration numbers in each division may be a factor in whether permission to tryout is granted or not.

Goalies who are permitted to try-out for a higher division Rep team will be rated on the same basis as all other goalies in the tryout process.

The PMHA President will have the final say on goalie movement.

## Affiliate Players

Affiliating players allows opportunity for lower level players to experience hockey at a higher level. This may assist with their skill development, knowledge of the game, and confidence. It also allows higher category teams to complement their rosters when there are absences due to injury, health or other reasons.

A higher category team may affiliate a maximum of nineteen (19) players, 2 of which must be goalies, from lower category teams. A player is only permitted to participate as an affiliate player (AP) with one team of a higher category during a playing season. Teams are encouraged to AP a minimum of (2) players prior to December 15 to establish their team affiliation list. Players can then be added to their list until January 15 of each season and each team should have a minimum of (4) APs.

As per BC Hockey policy, affiliate players are limited to a maximum of 10 games over the course of a season. The purpose of this limitation is to prevent the use of "permanent affiliates". Affiliate players may not play an eleventh game until their carded team has completed their season. Any affiliate player who does participate in more than 10 games will be deemed to be an ineligible player. If a player's registered team completes its regular season and playoffs before the player's affiliated team, the player may thereafter affiliate an unlimited number of times. There are exceptions to this BC Hockey policy for

goalkeepers. Appearance of an affiliate player's name on the official game report of a game shall be considered participation in the game except in the case of an alternate goalkeeper, in which case actual participation only will be considered as taking part in the game, and such participation will be specially noted on the official game report.

Affiliation within recreation teams will be limited to allow for a fair distribution of APs and players will be assigned to teams with a priority of keeping teams balanced.

Coaches are encouraged to have AP players participate regularly at practices when it does not conflict with their primary team's sessions. Practicing promotes development, confidence and familiarization with the players and coaches of the higher-level team that they could participate with and should provide an easier transition should the player be needed for games.

## AP Process

To initiate the Affiliate Player (AP) process, prospective players will be identified by the division director according to their tryout ratings and coaches of the affected teams will be contacted.

Should a player progress through the season faster than expected and stand out as a potential AP candidate, approval must be received from the Division Director prior to AP'ing said player. Once the directors and coaches are in agreement, parents will be contacted for approval to AP their player.

If the parents and player agree to participate in the AP program, it is up to the higher division coach to determine the schedule for practice and games. The coach of the higher level must communicate directly with the player and the primary coach to ensure that there is no conflict with the primary team.

There should be consensus among the two coaches as to whether the player can play up or not. This decision should take into consideration:

1. The development of the player.
2. The needs and circumstances of the higher division team.
3. The needs and circumstances of the lower division team.

Where consensus cannot be reached, the Division Director shall become involved to assist with reaching a resolution. Should the Division Director not be able to resolve the issue, the Coach Coordinator(s) will be advised, and his decision shall stand. Under no circumstances should coaches be approaching a prospective AP or their parents prior to receiving approval from the Division Director.

Prior to participation as an affiliate player, the player's name must appear on the team's Official HC Team Roster as an affiliate.

Failure to adhere to the AP policy may result in sanctions and/or disciplinary action.