

MISSOULA AREA YOUTH HOCKEY ASSOCIATION

Guidebook

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MAYHA OVERVIEW

To maintain a positive and healthy youth hockey experience for our players, all parents and coaches are asked to familiarize themselves with this guidebook to understand the rules and recommendations for our program.

MAYHA Structure

The Missoula Area Youth Hockey Association (MAYHA) is a 501(c)(3) nonprofit corporation formed in 1996. MAYHA operates Glacier Ice Rink and its associated hockey and public programs and rents ice to outside user groups who operate their own programs. These groups include the Missoula Figure Skating Club, the University of Montana Men's Hockey, Missoula Curling Club and the Women's Hockey Association of Montana.

A board of directors provides general oversight of the organization, while the daily operations are carried out by an Executive Director and staff. The youth hockey and adult hockey programs are run by hockey directors who manage all aspects of their respective programs, including budgeting, scheduling, programming, and evaluating activities.

The MAYHA board of directors has established standing committees to support the staff in their roles and provide an avenue for feedback to the board. These committees include a youth hockey committee, an adult hockey committee and a user group committee.

Youth Hockey Committee

The Youth Hockey Committee (YHC) supports the operations of the Missoula Area Youth Hockey Association's (MAYHA) youth hockey programs. This committee provides feedback and makes recommendations to the Youth Hockey Director and the MAYHA board of directors as needed.

Membership on the Youth Hockey Committee consists of at least two MAYHA Board members, both of whom are assigned by the board of directors. One serves as committee chair, another as vice-chair, responsible for meeting minutes. Additional general members include the Youth Hockey Director and other staff as warranted by the Youth Hockey Director. These members are not subject to term limits.

The remainder of the committee consists of age group representatives as voted by the general MAYHA membership. Age group representatives serve one-year terms, beginning in July and running through June the following year. The Youth Hockey Director will annually evaluate age groups based on anticipated program registration numbers.

Volunteer Positions

Fundraising Coordinator

Equipment Coordinator(s)

Scrip Coordinator

Jersey Coordinator

Picture Coordinator

Safesport Coordinator

Mission and Values

MAYHA's mission is to “inspire a lifelong passion for ice sports among people of all ages and abilities. The organization's core values include:

- **Respect:** Treat others better than you expect to be treated.
- **Sportsmanship:** Foster a sense of fair play, humility in victory and graciousness in defeat, as well as friendship with teammates and opponents alike.
- **Integrity:** Demonstrate honest and fair play, beyond simple strict adherence to the rules and regulations of the game.
- **Teamwork:** Learn the value of working together. Hockey is a team sport. Success on the ice, as in many aspects of life, is best achieved working as a team, towards a shared goal.

Following USA Hockey guidelines, MAYHA's youth hockey program strives to:

- Create a safe and healthy environment for all
- Provide qualified adult leadership at all levels
- Give a fair and equal opportunity for all to participate in our sport
- Provide an opportunity for all new players who wish to play hockey
- Provide an opportunity to learn basic skills without an overemphasis on winning
- Encourage fair play, integrity, fairness and respect
- Provide a fair and equal opportunity to participate regardless of ability level for house league play
- Provide opportunity for those who qualify to advance into a more competitive environment through travel teams

Programs Offered

MAYHA offers the following youth hockey programs:

- **Winter House leagues** provide equal opportunity for players to learn and enjoy the game.
- **Winter House Plus** – house players may sign up for “house plus” in addition to the standard house program. House plus includes extra practices and travel tournaments. House plus players must be signed up for house - this is not a stand alone program.
- **Winter Travel teams** allow players to compete at an advanced level across the state
- **Tournaments** bring outside teams to Missoula to compete
- **Learn to Play Hockey** – teaches children, ages 4 to 9, the basics of the sport.
- **Clinics and camps** offered both by MAYHA and by outside organizations help players of all levels to improve their skills
- **Fall and spring programs** - shoulder season programs offered for house and travel players. Oftentimes travel and house players share ice due to limited ice time in the fall and spring. These programs are generally one day per week and run for 4-8 weeks.

USA Hockey and MAHA

MAYHA's hockey programs are sanctioned by USA Hockey, the national governing body for the sport, and the Montana Amateur Hockey Association, the state affiliate of USA Hockey. All MAYHA

programs, except LTP, are subject to the rules and regulations of MAHA. Guide can be found at mthockey.com.

Travel teams will compete in the Treasure State League, offered by MAHA. Players must purchase a USA Hockey membership annually, which is paid directly to USA Hockey. With USA Hockey membership, players, coaches, and officials receive a subscription to USA Hockey Magazine, sanctioned league and tournament play using official playing rules, and insurance coverage. USA Hockey membership also includes the affiliate's commitment to USA Hockey's Safe Sport program, concussion awareness and education plans, and coach education programs.

Of the registration fee \$10 for each adult registration and \$13 of each youth registration goes to MAHA, which helps fund growth initiatives throughout the state. USA Hockey fees vary by age level:

Fees by Birth Year (2022-2023 season)

2016 & Younger - \$15.00

2015-2014 - \$50.00 + \$13 MAHA affiliate fee

2013-2010 - \$61.00 + \$13 MAHA affiliate fee

2009-2004 - \$70.00 + \$13 MAHA affiliate fee

2003 & Older - \$46.00 + \$13 MAHA affiliate fee

REGISTRATION AND FINANCIAL INFORMATION

Registration

- Registration dates will be announced each year by August 1 and registration will be completed by the first week of September for travel hockey and the first week of November for house leagues.
- Registration opening dates and deadlines will be posted on the website each season. Any player registration received after the deadline will be charged a \$50 late fee in addition to the registration fee.
- All registration fees, except Termite, include a volunteer obligation fee. This fee keeps our programs affordable by allowing parents the opportunity to “work off” a portion of their registration. See the Volunteer Obligation section for more information.
- Players must register online through our DaySmart software system. No paper registrations will be accepted.
- Players and coaches must agree to all required registration forms before they will be allowed on the ice. These forms include Codes of Conduct and Concussion Statement Forms. Players and parents sign these forms virtually upon online registration.
- New travel and House plus players will be required to turn in a scanned copy of their birth certificate. The birth certificate will be properly destroyed once submitted and confirmed with the state registrar.
- Payment is due at the time of initial registration, either in full or through a payment plan. Credit card information will be stored and the card on file will be automatically charged on the stated payment plan dates.
- Players will not be allowed to register for the current season until all fees are paid from the previous season(s). Unpaid fees and uncollected checks are subject to collection action.
- All players and coaches will register online with USA Hockey (excluding players only taking part in Learn to Play). The confirmation number will be required with MAYHA registration as proof of USA Hockey registration. The Registrar will not accept registration without this USA Hockey confirmation number.
- All players must register in the age division according to their birth year. The Move Up Policy operates independently of registration. If a player moves to a different division after the season is underway, parents will be responsible for paying any additional registration and/or fundraising fee.
- All coaches, managers, and volunteers who have regular, routine or frequent access to or supervision over minor participants and all persons in a supervisory position of the MAYHA youth hockey program must be SafeSport trained and background screened.

Payment of Fees

- A complete breakdown of all fees for all levels will be available before registration begins.
- The MAYHA Fiscal Manager and Youth Hockey Director will establish a payment plan for players who want to pay fees over the course of the hockey season and will make the payment plan terms available before registration begins.

- Players who are interested in trying out for, and playing on, competitive travel teams are required to complete registration by the first week of September (date will vary each season). Registrations for players choosing to take part in a house program will be accepted as long as there is space available in the division they are choosing. The youth hockey director will close registration for house teams when teams are set and/or there is no more room available on the teams.
- Registration late fees will be strictly enforced. If total fees are not received by the due date of the current season, players will not be allowed on the ice until fees (including late charge) are paid, i.e. until payment is secured (e.g. check or credit card charge has cleared). The youth hockey director will notify parents that their player will not be allowed on the ice until fees are paid in full.
- Players wanting to participate in additional programs (i.e. Spring League, Fall League, Conditioning Camp, etc.) must pay the full amount of the program – there are no discounts for registration in multiple programs.
- Half-season registration options are offered for termite through squirt house players. Peewee house and Bantam/HS house players may join a house team mid-season with the approval of the youth hockey director and the house league coach. A pro-rated registration fee will be offered.
- Players in fall or spring house leagues may request a prorated fee from the youth hockey director when registering for either league after the start of the program.
- Players who participate in both house and travel teams will pay the fees applicable to each team.

Refund Policy

- A full refund will be issued if the cancellation occurs before the program begins. A partial refund will be issued if the cancellation occurs before the 3/4 point in the program.
- The refund will be prorated for the remaining weeks based on the fee paid divided by the number of weeks (e.g., fall registration is \$130 for eight weeks, so each remaining session would be prorated at \$16.25 per session).
- No refunds will be given if the cancellation occurs three-quarters or more through the season. Special situations may be considered on a case-by-case basis by the youth hockey director.
- All refund requests must be submitted in writing (email or letter) to the youth hockey director. Volunteer obligation fees that have been paid are included in the total amount of the refund.

Payment of team fees (for travel and plus teams only):

- All travel players and families are expected to split the travel costs evenly throughout the season. Each player/family will pay the same amount whether they travel with the team each weekend or not.
- Exceptions will be made in the case of an extended injury or illness (including concussion) where the player is not medically cleared to participate in games and practices for a period of three or more weeks.
- The parent/guardian must submit a request for a refund or adjustment to the youth hockey director following the refund policy protocol above.

Financial Assistance

- Financial assistance forms are available online for families who may need financial assistance with their registration fees. In order to serve the most families, assistance will cover a maximum of 2/3 of the registration fee.
- The YHD will notify families within two weeks following receipt of the financial assistance form.
- All policies governing payment of fees applies to those fees that remain after a player is credited with a financial assistance amount.
- Financial assistance funds apply only to registration fees and cannot be applied to late fees, team fees, equipment rental, or volunteer obligations, if applicable.

VOLUNTEER OBLIGATION

All players in winter travel and house programs (except termite) must pay a volunteer obligation fee. The intent of the obligation is to keep registration fees reasonable by allowing families to offset their fees through fundraising and/or volunteer activities. Every player/parent is responsible for meeting the set requirements for their volunteer obligation.

Policies

- The volunteer obligation amount is based on the player's age group, and house or travel designation. The registration fees and associated volunteer obligation amounts are determined each year by the youth hockey director and executive director and will be listed on the Glacier Ice Rink website.
- Players/parents must submit their volunteer hours quarterly (monthly is preferred) using the [online form](#) on the Glacier Ice Rink website. Hours are due March 31, June 30, September 30 and December 31.
- Late hours will not be credited at the end of the season when the remaining volunteer obligation amounts are due.
- If an outstanding balance is owed at the end of the season, the parent or guardian's debit or credit card on file will be charged for the remaining amount. Notifications will be sent via email prior to the card being charged.
- The full volunteer obligation amount applies for parents of multiple players. There is no family discount for multiple players in the same family.
- Financial assistance recipients will not be excused from their volunteer obligation.
- The youth hockey director and executive director will annually determine the hourly amount for each volunteer activity. Rink-related activities will be at a higher amount than hockey-related ones.
- The fundraising year runs from April 1 through March 31 of each hockey year. Volunteer hours worked after March 31 will be applied to the following season's obligation.

Fundraising Options

- **Paying the obligation amount.** The parent/guardian pays the entire amount upon registration of the player. ***This method of payment is highly encouraged if the parent/guardian does not plan on participating in any sales or volunteer opportunities.***
- **Selling cookie dough, caramels, coffee, etc.** Various sales (coffee, caramels, etc.) will be offered during the season. Participants will receive credit for the amounts sold, based on a percentage set by the Youth Hockey Director and Fundraising Coordinator. Forms and due dates will be set and sent out via email by the first week of the winter season by the Fundraising Coordinator.
- **Purchasing Scrip:** The parent or guardian may sign up for Scrip – a gift card purchasing website that donates a set percentage back to MAYHA. The participant must set up an account at shopwithscrip.com and use the MAYHA enrollment code. The rebate percentage set by the retailer will be the amount the participant earns. (Example: Safeway rebate is 4%; if the participant buys \$100 they will earn \$4 towards fundraising)

- **Soliciting Sponsorships:** Families may solicit a youth hockey team sponsor and earn 50% of the sponsorship amount. Glacier Ice Rink advertising or adult hockey team sponsorships also count toward volunteer obligation at a rate of 25% of the ad/sponsorship price. This activity must be coordinated with the ED.

Volunteer Options

Youth hockey volunteering: Players/parents can work off their volunteer commitment at a rate of **\$7/hour** by helping with the following youth hockey related activities.

- Scorekeeping, running the clock, staffing the penalty box at non-tournament youth hockey games.
- Acting as a locker room or lobby monitor (must be SafeSport trained and background check cleared)
- Helping during Learn to Play, Try Hockey for Free, or first day of House Hockey Programs (greet parents and players, answer questions, check in and hand out jerseys, etc.)
- Serving or as helping the Equipment Coordinator, Fundraising Coordinator, Jersey Coordinator, SafeSport Coordinator, Scrip Coordinator or Picture Coordinator.
- Coaching a house or travel team. Coaches may only include on-ice or dryland time; travel time does not count.
- Acting as a travel team manager. Managers will have the fundraising fee waived only for their player on the team they manage.
- Fundraising Coordinator - FRC will have the fundraising fee waived.
- The youth hockey director and executive director will determine additional activities as needed.

Rink volunteering: Players/parents can work off their volunteer commitment at a rate of **\$9/hour** by helping with the following rink-related activities.

- Rink clean-up (sweeping and mopping locker rooms and common areas, cleaning underneath the bleachers, etc.)
- Set up and or take down of the rink and/or winter wonderland
- Working the concession stand during tournaments and/or Griz games
- Off-ice monitor for public skating
- Volunteering at off-ice events such as concert parking or Fair wristband sales.

HOUSE LEAGUE HOCKEY

Objectives

The overall objective of the house league is to provide all skaters with an equal opportunity to enjoy the game and develop personal and team cooperation skills. Coaches will promote equal playing time for all players.

Team Composition

- The youth hockey director will place each player on a house league team according to the player's age at the time of registration. House age divisions are as follows. The age cutoff date for all USA Hockey programs is December 31.
 - Termite – 6 and under
 - Mite - 8 and under
 - Squirt - 10 and under
 - Peewee House - 13 and under
 - Peewee Plus - 12 and under
 - Bantam/High School - 13 and older (must be in middle school or high school)
- Players will be evaluated during the first two weeks of the season. Players will be divided among the teams by the lead coach and with input, if necessary, from the youth hockey director and assistant coaches. Every attempt will be made to evenly distribute players among teams according to ability.
- Practice time may be shared ice with other teams.
- After an appropriate number of practices, in-house games will be established for squirt, peewee, and bantam/high school players. MAYHA will provide referees for Middle School and above house team games for a maximum of one game per week for middle school and two games per week for high school teams.
- MAYHA will provide jerseys for each team and one set of goalie gear where possible. Players at the Peewee level and below may keep their jerseys. Bantam/HS jerseys must be returned at the end of the season.

Coaches

- The lead house coach for each age division will hold a team meeting within one week after the teams have been selected. Head and assistant coaches will then hold frequent meetings (both formal and informal) with parents to keep them informed of team activities and coaching decisions. Coaches will inform parents and players about specific disciplinary actions that will result from unacceptable actions.
- Parents and players are expected to communicate with the lead house coach if they cannot attend practice or a game.
- The house league teams do not require a team manager. The youth hockey director will fulfill this function, or will assign one if needed.

Player Movement Policy

The following processes will be used when requesting a player change their standard birth year classification:

- A parent/guardian or coach may submit a written request to the youth hockey director that the player be moved to a different age classification.
- The player will undergo an evaluation during their age group's normal weekly practices to determine if their level of play is significantly higher or lower than their current age group classification. The evaluation will be a minimum of two ice sessions. All coaches in the age group will participate in the evaluation and make a recommendation to the youth hockey director.
- The youth hockey director will have final approval of movement between house league age groups.

Communication Chain of Command for House Programs

- Parents should first communicate with the lead coach of the program regarding any common issues that arise throughout the season (attendance, behavior issues, questions or concerns, etc.)
- Complaints regarding officiating should be communicated to the lead coach and the lead coach is expected to communicate directly with the youth hockey director on any matters involving the officials.
- If the issue involves the lead coach, parents should communicate directly with the youth hockey director.
- After the issue has been elevated to the youth hockey director, a parent may request the executive director's involvement if they feel the youth hockey director has not adequately addressed the issue.

TRAVEL LEAGUE HOCKEY

Objectives

- The overall objective of travel team hockey is to field teams of players to compete at an advanced skill level and to enhance team play by integrating each player's progressive abilities.
- Equal ice time for all players is not a requirement; however, the special skills and talents of each player shall be utilized and balanced with the requirement to develop collective team skills to advance team potential.
- Coaches will also concentrate on advancing individual skills and knowledge of the sport for all players, while instilling the virtues of good sportsmanship, respect, integrity, and teamwork.

Team Composition

- Each Travel team at all age levels will consist of a minimum of eleven players (ten skaters and one goaltender, or twelve if two goaltenders are rostered). A maximum of 20 players may be suited up for a game – 18 skaters and two goaltenders.
- Team vacancies created by resignation, dismissal or extended injury (greater than 60 days) can be permanently filled within two weeks, prior to December 31. Final Travel Team rosters will be submitted to MAYHA on December 31 of each year.
- Due to the State deadlines for submitting teams, the deadline to register for a travel hockey team will be within the first week of September of each year. The youth hockey director can consider exceptions to this rule. All changes to team rosters must be submitted in writing to the youth hockey director/Registrar prior to any changes being made

Tryouts and Player Movement Policy

No player seeking to "play up" an age division may displace a player that is playing at their appropriate age level. Program registration numbers will be the primary consideration when approving player move ups. **All move-ups must be requested in writing and approved by the youth hockey director.**

- Exception 1: the player seeking to "play up" is selected to play on the "A" team and they are ranked in the top third of all "A" team player's skill level. For example, if there are 15 players being selected to the "A" team, the player wishing to move up an age division must be ranked within the top 5 players on the "A" team.
- Exception 2: The player is a goaltender and the team is in need of a goaltender.
- Exception 3: There is roster space on the B team and the younger player taking the spot is not displacing another player.
- Exception 4: All freshman that are in high school are entitled to tryout for the varsity team. If the freshman's birth year allows them to be eligible for 14U, they must be selected for the varsity team in order to "play up". No freshman will be allowed to play on a JV team if they are eligible to play 14U. A 14U-aged freshman player wishing to tryout for the varsity team will

participate in both the varsity and bantam tryouts.

Movement Between Teams

A player may be asked to fill a permanent vacancy on a team to replace a player permanently lost due to injury, resignation, or dismissal, only after both the coaches and the youth hockey director have been notified in writing of such intent and have given approval. The impact on the affected teams will weigh heavily in the decision to allow such a move. Fees will be pro-rated and adjusted accordingly.

Tryouts

- Coaches are required to hold a meeting with parents and players prior to the tryout period to explain selection procedures, team/player/parent responsibilities and financial time and equipment requirements for the upcoming season.
- Team tryouts of both A and B teams will be held together. This will enable both head coaches to evaluate all players interested in playing at the travel level and to work together in placing players on teams best suited to their abilities.
- The head and assistant coaches of the A and B teams will conduct the tryouts. The coaches, along with a minimum of two off-ice evaluation personnel will evaluate and rate the players to determine player placement on teams.
- The evaluation personnel shall be individuals with no ties to the players they are evaluating (for example, no parents, siblings, relatives, close friends of the players out on the ice). The head coach will make all final decisions on placement.
- A player must fully participate in a minimum of two thirds of scheduled tryout sessions to be selected for the team, unless extenuating circumstances interfere with such attendance. Such a case should be brought to the attention of the coaches and the youth hockey director for review and discussion prior to the first scheduled tryout.
- Notification of team selections will be done via phone call by the head coach of the team the player has been selected for.
- In cases where there are not enough skaters to field more than one team, a tryout shall still be held. The objectives of these tryouts will be to: (1) evaluate skaters' abilities (just as in a competitive tryout), and (2) to determine if all the skaters have the ability to compete at the specific level. The coaches and evaluation personnel will have the option of assigning a skater to a house program if they deem that skater is not able to compete at the Travel level.
- If a player selected for the A or B team chooses not to accept their spot on the team, MAYHA reserves the right to issue a partial refund with a fee of \$100 withdrawn from the original program cost.

After Team Formation

- The head travel coach will hold a team meeting within a week after the travel team has been selected. Head and assistant coaches will then hold frequent meetings (both formal and informal) with parents to keep them informed of team activities and coaching decisions. Coaches will inform parents and players about specific disciplinary actions that will result from unacceptable actions.
- Parents will keep the coaches apprised of player problems or commitments that will interfere

with player's attendance at practices and games. Parents will keep their attendance, transportation and equipment commitments and their financial obligations to the team current. Such commitments are obligations to be met even if the player is injured or suspended, unless waived by the coach with approval of the other team parents.

- Each coach will designate an assistant coach or coaches to assist him/her in team practices, in whatever capacity is deemed necessary and to act as coach in his absence during practices and games. The assistant coach will be subject to the same requirements as the head coach – USA Hockey certified, MAYHA approved, subject to background check and, SafeSport certified.
- Each travel team will have a designated team manager who will be selected by the head coach and approved by the youth hockey director

Travel Jerseys and Socks

MAYHA will provide home and away jerseys to each travel team at the beginning of the season. Players must return their jersey at the end of the season. Failure to return jerseys in good condition will result in a \$125 fee charged to the player's account. Players must purchase their own socks through the team manager.

Treasure State League Home Game Structure

- Home teams shall provide off-ice officials (clock operator, scorekeeper, penalty box operator), as prescribed by USA Hockey and MAHA guidelines.
- The guidelines for league games shall be determined by the MAHA League scheduler as set forth in the annual MAHA Guidebook.

Tournament Home Game Structure

- MAYHA provides paid scorekeepers for tournaments. The home team shall provide a penalty box operator.
- The rules for tournament games shall be determined by the tournament director and will be sent out in the tournament rules at least one week prior to the tournament date.

Practice Structure

- Travel team practice schedules shall be determined at the beginning of the hockey season by the youth hockey director and shall be posted on the GIR website.
- Teams may share practice time with other travel teams to maximize ice usage.
- Teams may be scheduled for morning practices (before school), but not more than once per week.

Communication Chain of Command for Travel Programs

- Parents should communicate with the team manager and/or head coach of the program regarding any common issues that arise throughout the season (attendance, behavior issues, questions or concerns, etc.) The head coach and/or manager are the primary team contacts who will communicate each team's needs and/or concerns to the youth hockey director

throughout the season.

- Complaints regarding officiating should be communicated to the head coach and the head coach is expected to communicate directly with the youth hockey director on any matters involving the officials.
- If the issue involves the head coach, parents should communicate directly with the youth hockey director.
- After the issue has been elevated to the youth hockey director, a parent may request the executive director's involvement if they feel the youth hockey director has not adequately addressed the issue.

COACHING GUIDELINES

Coach Selection

- The youth hockey director will solicit coaches for all levels beginning in early summer, and final coaching decisions for Bantam and High School travel teams will be made prior to the registration deadline.
- Persons interested in serving as a coach shall submit an electronic coaching application form to the youth hockey director. All applicants are subject to a background check and must be SafeSport trained. All coaches must maintain current USA Hockey CEP certifications (coaching clinic and online module).
- For all levels, the most highly qualified coaches will be hired based on past coaching experience, ability to exemplify MAYHA's core values, experience working with teams of young people, and commitment and availability to the program. If possible, non-parent coaches will be selected at the upper age levels.

Coaches' Duties

All individuals interested in a coaching position should display good communication skills, an understanding of hockey fundamentals and good teaching skills. All coaches are required to attend a pre-season coaches meeting and USA Hockey coaching clinic (if expired), and complete online age-level modules as needed. Coaches are also required to pass a background check and complete SafeSport training. All coaches must register online with USA Hockey and pay appropriate fees.

Responsibilities of all coaches include, but may not be limited to:

- Meet current USA Hockey coaching criteria and be familiar with all rules and regulations of USA Hockey and MAYHA.
- Complete annual Positive Coaching Alliance training, offered online prior to the season start.
- Attend First-Aid and CPR classes offered at Glacier Ice Rink in the fall (not mandatory, but highly encouraged).
- Submit travel team rosters to the youth hockey director/Registrar after team selections have been made. Any changes to the roster must be made immediately known to the Registrar, who will update the roster as soon as possible. The youth hockey director must approve all roster changes. If a roster has not been submitted and approved, the team will not be allowed on the ice for any games.

- Submit approved electronic rosters to league commissioners and tournament directors prior to the first league or tournament game.
- Final rosters must be set by December 31st. Roster changes must be submitted to the Registrar with ample time to make the necessary changes and gain approval from the state registrar. Last minute changes made at the final hour have no guarantee of being approved.
- Head coaches or travel team managers must always retain a verified USA Hockey team roster.
- The following documents/information can be found online and should be consulted as needed by coaches/managers:
 - a. USA Hockey rules
 - b. MAYHA discipline guidelines
 - c. MAHA player code of conduct
 - d. MAHA coach code of conduct
 - e. Proof of coaching certification - CEP #s can be found on the USA Hockey website
- All coaches must have a clear understanding of USA Hockey and MAYHA rules, including Zero Tolerance. The coaches must read and sign the Coach's Code of Conduct. Any violation of USA Hockey's Zero Tolerance policy constitutes a breach of the Coach's Code of Conduct and warrants appropriate action by the disciplinary committee, including the possibility of dismissal from their coaching position. Coaches must enforce MAYHA's SafeSport policy.
- All coaches must ensure that there is always a coach with proper credentials on the ice with players. All coaches must attend mandatory coaches' meetings called by the youth hockey director.
- Travel coaches must adhere to MAHA guidelines for turning in scoresheets and must provide copies of all league games and tournaments to the MAYHA office if documentation for player discipline is required. Payment of any fines levied for late scoresheets by any organization of which MAYHA is affiliated will be the ultimate responsibility of the team in violation.
- Coaches must promptly notify the youth hockey director of any Major or Match penalties against players or coaches by the end of the next business day, and assure that said player or coach not attend any team activities until a disciplinary hearing is held.
- Coaches must report game misconduct penalties to the youth hockey director and ensure that game suspensions incurred by a player or coach be served accordingly at the next scheduled game(s).
- Coaches will make every effort to structure practices to maximize ice usage.
- Coaches must notify the youth hockey director or Executive Director no less than seven days in advance if scheduled ice time will not be used to allow the scheduler the opportunity to sell the ice.
- Coaches must hold a player/parent meeting at the beginning of the season and additional meetings as needed.
- Travel team coaches will work directly with the travel team manager to ensure the organizational and logistical needs of the team are being met. Travel team managers can only manage one team at a time. A travel coach cannot also serve as the team manager.
- A non-parent coach who registers with USA Hockey to play in GHL will not be reimbursed for his/her USA Hockey fee. If a coach does not play in GHL and is required to register with USA Hockey to coach a team, he/she will be reimbursed for their USA Hockey fee.
- House teams are not required to select team managers. The youth hockey director will

assign team managers to house teams as needed.

Submitting and Updating Rosters

- The head coach of each travel team will be responsible for submitting complete player names to the Registrar within one week of team selection. The coach may, at his or her discretion, give the assistant coach or team manager the above responsibility.
- It is the responsibility of the head coach to send any changes (additions/deletions) to the registrar at least 5 working days prior to the game for which the change is being requested. The coach may, at his or her discretion, give the assistant coach or team manager the above responsibility.
- If players are not appropriately rostered with a team, they will not be allowed to play with the team.
- Any coach who has players play with their team without being properly rostered through the MAYHA registrar will be subject to discipline by the coaching committee.

Coaching Reimbursement

- Non-parent travel coaches will receive travel reimbursement as stated below for all league and tournament travel games when not held in Missoula. Head coaches and assistant coaches of the same gender shall travel together and share a hotel room and one coach will receive reimbursement for mileage and lodging.
- Reimbursement rates will be as follows:
 - Lodging will be reimbursed at the rate negotiated for the group.
 - Mileage will be reimbursed at \$.30 per mile if a coach drives.
 - Meals will be reimbursed at \$40 per twenty-four hour period.
- MAYHA will also reimburse non-parent coaches for the entire price of their coaching clinic. Receipts must be submitted to the MAYHA youth hockey director and checks will be cut by January 1st of each year to ensure commitments levels of all interested coaches.

Coaching Stipends

- Paid coaches are considered seasonal employees of MAYHA and are released at the end of the season. Continued employment the following season is not guaranteed.
- MAYHA will try to employ non-parent coaches with rich hockey backgrounds whenever possible. In some cases, highly qualified parent coaches may also be considered for a stipend.
- MAYHA's coaching stipend pay scale is based on coaching experience and years with the program.
- Preferably, and if numbers allow, all first-year coaches will serve as an assistant to learn from current MAYHA coaching staff. It will be the MAYHA youth hockey director's job to oversee, consult with and evaluate all first-year coaches. Coaches' evaluations will be based on one's ability to follow MAYHA's Codes of Conduct, Responsibilities, and Behavior Expectations.

- All coaches will be reviewed by the youth hockey director, and other MAYHA officials after every season.
- MAYHA will only pay one lead (or head coach) for each In-House age group.
- Goalie coaches will be provided for all age levels, if possible. Compensation for goalie coaches will be based on experience and availability.

Student Coaching Guidelines

Student coaches are a valuable part of our youth organization. To ensure a quality experience for student coaches, players, volunteers, and coaches, we have developed the following guidelines for student coaches:

A student coach is defined as a MAYHA player under the age of 18 who wishes to gain experience coaching and learning from certified and experienced adult coaches.

- The minimum age for a student coach is 12U. However, players that are 8U and older may coach during the Learn to Play program.
- The student coach must coach a minimum of two age levels below their current age level. For example, a peewee (12U) player may only coach mites (8U) or younger. Goalies may coach one age level below their current age.
- Student coaches must wear a mask with a full cage during practices and games. With the head coach's permission, they may be on the bench during games.

Student Coaching Responsibilities

Student coaches will:

- Arrive at the rink early to assist with coaching duties.
- Report directly to the head or lead coach of the team or age group they are coaching. The student coach is expected to communicate their availability with the head coach.
- Lead by example.
- Assist in set up and clean up of practices.
- Be in communication with the head coach to be informed on practice plans, drills, and other duties that may be assigned to the student coach.

TEAM MANAGER RESPONSIBILITIES

The travel team manager has an important role within MAYHA, including a fiduciary duty to the organization. The responsibilities of the travel team manager include, but are not limited to the following:

- Maintain and update all documents required by USA Hockey, MAHA and/or MAYHA in a team manager notebook. The notebook should be available at all games and must be turned into the youth hockey director at the end of the season.
- Participate in all team meetings and in all MAYHA team manager meetings. Coordinate with the head coach to set a team meeting date with parents within two weeks of the season beginning.
- Team managers will use Team Snap as the primary communication method for their team. Team Snap access will be provided to the team manager after team selections have been made.
- Provide players, coaches and parents with timely information on a regular basis concerning team contact information, game schedules, tournaments, practice times, other team events, the team picture schedule, and fundraising opportunities.
- Act as the liaison between parents and other family members and any coach (NOT between players and coaches). The team manager will strive to resolve any matters involving parents and coaches in a professional and respectful manner by following the procedures outlined in the parent code of conduct.
- Attend all home games or arrange for another person to handle team manager duties during the game – take team manager notebook to rink, obtain score sheets and fill out rosters, collect score sheets at the end of the game to send to the MAHA Commissioner and arrange for parents to help with the scorekeeping, running of the clocks (training to be provided by MAYHA) and penalty boxes.
- Make travel arrangements for both league games and non-league away games, including, but not limited to, making hotel reservations, handling the coach's reimbursement for travel expenses, and facilitating team activities (e.g., team dinners, off-ice study sessions, etc.). Except under exceptional circumstances, the team manager shall travel to all away games.
- Register the team for tournaments, including but not limited to, completing registration forms, arranging for tournament fee payment, making travel arrangements (in the same manner as away game arrangements).
- Manage the team's finances, including income and expenses, and collect money from parents as necessary to cover expenses.
 - a. Managers are responsible for a team bank account and debit card set up by MAYHA. The account balance begins at \$125. Once teams are selected, the MAYHA Fiscal Manager will transfer \$75 per rostered player into the team account to fund initial travel expenses.
 - b. Managers must keep detailed, itemized accounting of team expenses and maintain receipts for expenditures out of the account. The manager will provide this information if requested by parents, coaches, the youth hockey director or the fiscal manager.
 - c. The team account will revert to the \$125 base amount at the end of the season. Any excess funds in the account will be transferred to the MAYHA financial

assistance fund.

- d. Teams may fundraise through their home tournament raffle to obtain additional funds to cover the costs of travel.
 - e. Money that is raised through any fundraising activity (raffle, donations, etc.) may NOT be returned to parents at the end of the season. Fundraising funds must be used for team expenses and not reimbursed to individual players/families.
- Prepare rosters for the scorekeepers for all games and arrange for parent volunteers to staff the team penalty box at all games. The team manager will send home game score sheets to the MAHA team commissioner immediately following the home games.
 - Obtain and distribute all team equipment and gear, jerseys, team jackets, team hockey bags, and team sweat suits.
 - Act as the liaison between the MAYHA photographer and the team during team pictures.
 - Assist in enforcing USA Hockey, MAHA and MAYHA policies. Team managers must be SafeSport trained and background screened.

SAFESPORT AND LOCKER ROOM POLICIES

Locker Room Policies

- Locker room monitors must be in the locker room or within earshot of the locker room when players are in the locker room.
- Cell phones are not allowed in locker rooms. It is recommended that teams use a “phone bag” to collect cell phones when players arrive in the locker room.
- Each player is responsible for removing his/her own garbage and belongings.
- Players may not enter the locker room until there is a locker room monitor present (a SafeSport certified coach, manager, or parent/guardian). This rule will be communicated with all players and parents at the beginning of the season.
- Coaches are expected to be in the locker rooms 30 minutes prior to the ice time, or earlier if communicated with the players. If a coach cannot act as the locker room monitor for any reason, it is their responsibility to arrange for another certified locker room monitor to take their place.
- Termite, Mite, Squirt, and Peewee players may dress in the locker rooms with mixed genders. Players are expected to wear a base layer when changing. The base layer is defined as follows:
 - a. Shorts with no more than 5”, measured from the top of the knee cap of fabric leg coverage.
 - b. Jock shorts or pants with no more than 5” measured from the top of the knee cap of fabric leg coverage (compression or loose fitting)
 - c. Compression shirt with a minimum of 2” sleeve length
 - d. T-shirt of any fabric with minimum of body trunk coverage
 - e. Materials must not be see-through
 - f. Sleeveless is acceptable ONLY if shirt has not been modified from manufacturer with cuts to open arm holes larger which further exposed player’s undergarments or body parts.
- Bantam players and older, playing on mixed-gender teams, must change in separate locker rooms. If separate locker rooms are not available, players of different genders will take turns using the locker room.

Locker Room Monitor Role

Per SafeSport guidelines (see <https://www.usahockey.com/SafeSportprogram>), MAYHA requires each team to have at least one locker room monitor (LRM) per locker room. Having a LRM on duty is an effort to ensure a safe, enjoyable and inclusive environment for all players and to prevent and eliminate misconduct and harmful, alienating behaviors.

Each team is responsible for securing a locker room monitor. MAYHA travel team managers or house league coaches will communicate and delegate assignments. If a LRM is not available after attempts are made to secure one, the coach or assistant coach will be required to serve as LRM.

Locker Room Monitor Requirements

- All LRM must complete USA Hockey Safe Sport training and provide the youth hockey director with their current USA Hockey number for verification purposes.
- LRMs will review this document and be given the opportunity to ask questions of the youth hockey director, coach, SafeSport coordinator, and/or team manager.
- LRMs must be SafeSport trained and background checked cleared prior to serving as the LRM.
- LRMs must be at least 18 years old and not a member of a MAYHA team.

Duties & Responsibilities

- LRMs will either be in the locker room or able to hear and monitor events in the locker room from outside the door, enter intermittently, and be immediately available to assist or intervene.
- LRMs will be available 30 minutes prior to and 30 minutes after all practices and one hour prior to and 30 minutes after all games, when coaches are not in the locker room. It is the responsibility of the coaches to communicate to the LRMs when they arrive and leave. Coaches may alter these times as needed.
- LRMs ensure that their roles are strictly to supervise the locker rooms, enforce the rules, and report violations. No coaching, please.
- LRMs will restrict access to locker rooms and allow in only team members, coaches, and other authorized people.
- LRMs will secure the locker room during ice time and may hold the key or give it to the coaches during practices and games.
- LRMs may collect cell phones and other recording devices and secure or give them to the coach for keeping until exiting the locker room after practices and games.
- LRMs will remain in the locker room with a coach or other adult and a single player

Rules & Prohibited Behaviors

The following behaviors are considered misconduct and require action by the LRM:

- Physical abuse-intentionally injuring, threatening to injure or attempting to injure another person. This may include, but is not limited to shoving, hitting, kicking, biting, spitting at, throwing objects at, tripping, slashing, blocking someone from leaving or entering a room; sexual contact; or otherwise acting physically aggressive.
- Emotional abuse-deliberate behavior intended to cause emotional harm or upset to another person. This may include, but is not limited teasing or taunting that is visibly causing upset or that continues after being asked to stop by the person being teased, the LRM, coach, manager, or other adult; taking, grabbing or throwing a player's personal items; name calling; making inappropriate or upsetting gestures; shouting at a player; disrespectfully criticizing another player's skills; making sexual comments or gestures; or any other behavior that is causing obvious upset to a player.
- Bullying-intimidating, being cruel or using coercion to gain control over another person, cause harm or alienation to another person, or to raise the status of the bully at the bullied's expense. Bullying often, but not always, is a repetitive pattern. This may include but is not limited to

physical or emotional abuse; spreading rumors about another person; excluding someone on purpose or encouraging others not to be friends with him/her; purposefully embarrassing someone; showing or posting pictures or comments on the internet, social media or by texting; threatening to carry out an undesired action if the person does not do as the bully wishes; any other behavior that causes great upset to a player or causes them to not want to play. (see <https://www.stopbullying.gov/what-is-bullying/index.html>)

- Harassment-physical or non-physical behaviors intended to cause fear, humiliation, offend, degrade another person or cause a hostile environment or discrimination. It can include, but is not limited to, physical or emotional abuse, bullying, stalking, following, blocking one's path, using age, positions (captain, referee, etc.) or status to intimidate or try to force submission.
- Sexual harassment-unwelcome sexual advances, requests for sexual favors, verbal or non-verbal, or any conduct of a sexual nature, including sexual gestures, jokes, songs, videos, etc.
- Hazing-imposing strenuous requirements, either official or unofficial, as part of a program of rigorous physical training, or humiliating or dangerous initiation rituals
- Swearing or any abusive language
- Defacing, destructing, vandalizing, altering, or writing in the locker room.

Consequences/Actions

- When action and/or intervention is required, the LRM will approach the player calmly, attempting to avoid disruption or embarrassment, if possible, and redirect or tell them to stop the behavior; A strong verbal command may be necessary in some situations.
- A player breaking any of the rules that does not involve physical harm will be given a warning by the LRM immediately. The player's parents and coach will be notified within 24 hours in person or via email, text or phone call. The incident will be documented in writing by the LRM.
- A second violation will result in the player being asked to remove his/her gear, dress, and leave the locker room to meet with the coach and parents as soon as possible. The incident will be documented in writing by the LRM.
- The coach may opt to involve the youth hockey director for second violations.
- A third or more violation will be treated like a second, with the youth hockey director always being notified.
- All violations involving physical or severe emotional harm will be treated like a second violation. Severe emotional harm may be indicated by crying, not wanting to play, withdrawing, not talking, yelling or other displays of being distraught.
- If an attempt to intervene is ignored or the issue persists and there is no immediate threat of harm, the LRM will seek assistance from another adult to remove the player from the locker room. If the parents are present, they are to be notified immediately.
- In situations where harm is possible (i.e. fighting, etc.), separate the involved players if possible. If unable or uncomfortable doing so, the LRM must send someone for help, protect other players and contain the situation as much as is possible. These situations are extremely rare.

Documenting SafeSport Violations

LRMs should use the following questions for properly documenting SafeSport violations. The written report shall be sent via email to the youth hockey director.

- Date, time, location of incident
- Names of involved players
- Were there any physical injuries? If yes, please describe injury, any treatment administered, interventions, and if medical treatment was necessary.
- Describe the incident, including what each player's role and behavior was in the event and who was affected.
- List any witnesses to the incident.
- Describe the action taken by the LRM, including if other staff, coaches, parents or others were summoned.
- Was the coach notified?
- Was the youth hockey director notified?

CODES OF CONDUCT

Coaches and parents should set a positive example of sportsmanship and good conduct and, in general, be a credit to MAYHA and our community. The head coach is the person responsible for the team. The coach is not required to bend to parental pressure, but shall be available to discuss any situation with players and/or parents. The coach's responsibility is to coach the whole team, not any one individual.

The coach has the flexibility to reduce a player's ice time to solve a disciplinary problem if it is in the best interest of the team. To have a uniform expectation of all participants in MAYHA, each player, parent, and coach will be required to agree to a specific Code of Conduct document at the time of registration for each season. The Code of Conduct forms can be found in this document and on the Glacier Ice Rink website.

Player Guidelines

- Play for FUN.
- Work hard to improve your skills.
- Be a team player – get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time for practices and games.
- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, and your parents, opponents and officials.
- Never argue with an official or a coach's decision.
- Lead by example - demonstrate MAYHA core values on and off the ice; Respect, Integrity, Sportsmanship, and Teamwork.

Following these guidelines, all players are required to agree to the Player Code of Conduct at the time of registration for each new season the player is part of MAYHA.

Parent Responsibilities

- Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment, make it fun.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.

- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and volunteer.
- Don't compare your child with other players. Be honest with yourself when it comes to your child's capabilities.
- Take care of your financial responsibilities.
- Lead by example - demonstrate MAYHA's core values; Respect, Integrity, Sportsmanship, and Teamwork.
- Volunteer.
- Complete annual online [Positive Coaching Alliance](#) training.

Parent Rights

- Have the player treated fairly and with respect.
- Have the player playing and practicing in a safe and healthy environment.
- Have the player coached by an effective and qualified adult leader.
- Have the player engaged in playing and practicing activity that increases his/her skill and enjoyment of the sport.
- Know what is expected of your player from the coach.

Coaches' Responsibilities

The Coaches' Code of Conduct shall be consistent with MAYHA's core values. Personal growth and development of the hockey player should be the focus, along with improving individual skills and building a competitive team.

MAYHA's coaches' responsibilities include:

- Be a role model to players, other coaches and officials. Lead by example and demonstrate MAYHA core values; Respect, Integrity, Sportsmanship, and Teamwork.
- Be prepared and present at all practices and games. Make arrangements for assistant coaches to run practices when it's not possible to attend.
- Create a positive atmosphere and treat players fairly. Strive to provide each player with positive and constructive feedback.
- Teach the rules of hockey to make it a safe game for all players on the ice.
- Teach "each player to compete to win" instead trying to "coach a win at the expense of a few players." The goal of a coach is to develop all your players without focusing on wins and losses.
- Create opportunities for the team's weakest player(s) to not be the weakest player(s) by the end of the season. Coaches shall have the flexibility to reduce a player's ice time if the player is not meeting the work ethic required during practices or to solve a disciplinary problem, if it is in the best interest of the team. The coach must discuss the issue(s) with the player prior to any ice time reduction. The following are level-specific guidelines:
 - a. Termite/Mite/Squirt/Peewe/Bantam/High School House - all players will receive approximately even playing time throughout every game.
 - b. Squirt/Peewee Travel - all players will receive approximately even playing time throughout games and scrimmages during the regular season in both even strength and special team situations. Coaches will have the latitude to deviate from equal play guidelines in the last five minutes of the third period.
 - c. Bantam/14U girls/16U/19U girls/High School Travel - players are not guaranteed even playing time throughout games and scrimmages during the regular season. Coaches will have the latitude to deviate from equal play guidelines.
 - d. Goalies - Termite/Mite/Squirt/Peewee MAYHA goalies will play approximately the same amount of games/scrimmage time over the course of the year. 14U and older goalies may not receive equal playing time throughout the course of the season.
- Complete annual online [Positive Coaching Alliance](#) training.

Coaches' Rights

- Be treated with respect by players, parents, officials and MAYHA staff.
- Be provided with access to necessary safety and practice equipment.

All MAYHA coaches are required to sign Code of Conduct, Responsibilities and Rights at the beginning of each season.

Code of Conduct Consequences

All players, parents, coaches and team managers shall read and sign the appropriate Code of Conduct and Responsibilities forms and shall fulfill all responsibilities as outlined in the MAYHA, MAHA, and USA Hockey guidelines/policies. All code of conduct forms shall be maintained at Glacier Ice Rink by the youth hockey director.

Note: parents and players must read the code of conduct during online registration and check a box that they've read and agree to comply.

Player Consequences

- Failure to comply with the player code of conduct is detrimental to the team and will not be tolerated.
- Parents are encouraged to work with the coach and/or team manager first regarding a violation(s) by a player. If the problem cannot be resolved at this level, the youth hockey director should be contacted.
- If needed, after discussion with their coach and/or team manager, a hearing with a discipline committee will be held for a violation of the player code of conduct as outlined in Bylaw 10 of USA Hockey's Annual Guide.
- After this meeting, the discipline committee may determine that the situation be handled by the player's coach or MAYHA may set forth a penalty ranging from a one-game suspension to player removal from the team.
- Continual abuse of conduct may result in permanent removal from MAYHA. Discipline could also include: written warning, suspension from practice or games, community service, removal from the team or program, permanent banning from Glacier Ice Rink, etc.

Parent Consequences

- Violation of the Parent Code of Conduct is detrimental to the team and may be brought forward to the youth hockey director by either the team's coach, manager or a parent on the same team.
- A meeting with the discipline committee will occur as soon as possible as outlined in Bylaw 10 of USA Hockey's Annual Guide.
- The discipline committee may set forth a penalty ranging from a verbal warning up to suspending a parent from all team functions for one week to the duration of the season. Discipline could also include: written warning, suspension from practice or games, community service, removal from the team or program, permanent banning from Glacier Ice Rink, etc.
- Continual abuse of conduct may result in permanent removal from MAYHA.
- During the sanction, the parent will not be allowed in any facility during a USA Hockey-sanctioned youth hockey event, regardless if that parent has another child on a different team.

Coaches Consequences

- Complaints of a coach violating the Coaches' Code of Conduct may be brought to the youth hockey director to be dealt with on an individual basis. Coaches that cannot abide by these rules or violate them will be subject to disciplinary action up to and including termination.
- Discipline could also include: verbal warning, written warning, suspension from practice or games, community service, removal from the team or program, permanent banning from Glacier Ice Rink, etc.
- A meeting with the discipline committee will occur as soon as possible as outlined in Bylaw 10 of USA Hockey's Annual Guide. The penalty could range from a verbal warning to permanent removal.
- MAYHA has a zero-tolerance policy on drug and alcohol use while working with players. If a coach has consumed alcohol or drugs before a game or practice, MAYHA has the right to terminate the coach. If a coach has been arrested for a drug or alcohol related offense, MAYHA has the right to terminate the coach.

“24-HOUR RULE” POLICY

- No parent in a fit of frustration or anger over their player’s playing time, position, coaching, or officiating will contact the coach or administrative official in any manner until 24 hours has passed.
- There shall be no contact with any member of the coaching staff or MAYHA administration regarding a complaint or issue of concern (whether it is about a coach, official, player’s conduct, language, playing time, position played, etc...) for a 24-hour period following the occurrence of the issue or concern.
- If there is still an issue of concern after the 24-hour period has passed, the parent shall contact the team manager or coach and schedule a meeting which shall be documented and attended by the manager and coaching staff. The meeting shall be confidential, and should the coaching staff feel the manager’s attendance improper, they shall utilize the assistant coach to document the meeting. The report of the meeting shall be provided to the youth hockey director for future reference should the need arise.
- Should satisfaction not be accomplished by the meeting, the youth hockey director shall be notified and will determine further course of action.
- Violation of this rule is a violation of the code of conduct and will be subject to consequences.

DISCIPLINARY GUIDELINES FOR COACHES AND MANAGERS

The following guidelines are recommended for dealing with discipline problems:

- A coach will explain how he/she plans on dealing with discipline problems at the beginning of the season so both players and parents know beforehand.
- A player should be given a warning, when possible, before action is taken. Disciplinary action for minor offenses should be left up to the coach.
- The coach should be responsible for leaving the locker room clean after practices and games. Cooperation by all players is mandatory.
- There are in general two types of violations. They will be classified as follows:
 - MINOR: Offenses that typically involve only the player such as inappropriate language, or behavioral issues that a coach can handle to their discretion. Minor offences can be common when working in youth sports. Coaches and parents are trusted to use their best judgement when determining appropriate discipline measures for the player. Repeated minor offences by the same player could warrant appearance before the discipline committee.
 - MAJOR: Offenses that are more serious in nature could involve other persons and/or their property, such as: theft, destruction of property, Match Penalties, fighting or attempts to injure, marijuana, alcohol and illegal substance use or possession, and weapon violations will result in an appearance before the disciplinary committee. Long-term suspension or expulsion may be considered. All restitution for damages must be paid in full prior to any player being allowed to re-enter the program.
- The coach of the team should first handle minor disciplinary issues. Major discipline infractions should be reported in writing to the Youth Hockey Director and will follow the procedures as outlined in this document.

Discipline Committee

- Code of conduct violations by a coach, player, parent or manager must be submitted in writing and returned to the youth hockey director, adult hockey director, or executive director.
- Violations of the Code of Conduct will be determined by a discipline committee that consists of at least three individuals appointed by the youth hockey director.
- Suspensions for violating the Code ordered by the discipline committee may include suspensions from practices, from one or more games, from all practices and games for a specific period of time, from travel, and/or from MAYHA membership and its activities.
- In the event of a suspension for a period greater than four weeks from MAYHA membership, the player, parent, manager or coach may request, in writing, a review of such suspension by the Board of Directors of MAYHA, or by a Review Committee appointed by the Board, and that the decision of the Board or its Committee shall be binding.

CODES OF CONDUCT

Parents and players must read the codes of conduct at time of online registration and check the box that they've read and agree to the terms

Player's Code of Conduct

I, a registered Missoula Area Youth Hockey Association (MAYHA) player, acknowledge that in my conduct and character, I also represent my parents/guardians, team, coaches, MAYHA, and the Missoula community. I will abide by the USA Hockey Code of Conduct and this document. I also acknowledge that membership and play in MAYHA is a privilege, not a right.

I understand and agree to the following Player Code of Conduct:

- I will not swear or use abusive language on the bench, in the locker room, in the arena, and/or at any team function.
- I will not throw equipment.
- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, volunteers and referees at every game.
- I will treat teammates, coaches, opponents, facilities, fans and referees with respect.
- I will not drink alcohol, use marijuana, smoke/chew tobacco, vape or use any other illegal substance at the rink or any team function.
- I will respect and adhere to all rules and Code of Conduct of MAYHA, MAHA, and USA Hockey.
- I will express any concern through proper channels in a respectful manner.
- If I cannot abide by these rules or I violate any of them, I will be subject to disciplinary action as outlined in the MAYHA Guidebook.

Parent's Code of Conduct

I/we, the parents/guardians of a registered MAYHA player, I understand that:

- It is a privilege, not a right, for my child to play youth hockey.
- Sportsmanship and fair play are essential to the sport of hockey and are important skills that our children learn from youth hockey.
- Our children learn from our example, and we as parents need to exemplify the highest level of sportsmanship by supporting all players, coaches, team managers, referees and parents.

Therefore, I understand and agree to the following Parent/Guardian Code of Conduct:

- I will never use abusive behavior towards anyone involved in youth hockey. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, volunteers and referees at every game.
- This commitment to good sportsmanship includes the use of social media before, during and after the game. If filming/ streaming a game, any commentary shall be in-line with MAYHA's Core Values and the Parent Code of Conduct, Responsibilities and Rights.
- I will not create a public display of anger toward coaches, players, and/or spectators in any arena or via e-mail, letter, and/or phone calls to the team.

- I agree to the 24-hour rule which states “no parent in a fit of frustration or anger over their player’s playing time, position, coaching, or officiating will contact the coach or administrative official in any manner until 24 hours has passed”.
- I will respect and adhere to all rules and Code of Conduct of MAYHA, MAHA and USA Hockey.
- I will express any concern through proper channels in a respectful manner.
- I will not drink alcohol, use marijuana, smoke/chew tobacco, vape or use any other illegal substance at the rink.
- If I cannot abide by these rules or I violate any of them, I will be subject to disciplinary action as outlined in the MAYHA Guidebook.

Coach’s Code of Conduct

The Missoula Area Youth Hockey Association takes pride in our coaches. As the highest representative of MAYHA at any game and/or team function, it is important that our coaches set the example for the team and the community.

Therefore, I understand and agree to the following Coach’s Code of Conduct:

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, volunteers and referees at any youth hockey event.
- I will treat players, fellow coaches, opponents, facilities, fans and referees with respect.
- I will refrain from the use of any inappropriate language within the presence of players.
- I will not consume alcohol or marijuana before practices or games.
- I will not consume any illegal substance at the rink or at any other team function.
- I will not use tobacco around players before, during or after games.
- I will respect and adhere to all rules and Code of Conduct, Responsibilities and Rights of MAYHA, MAHA, and USA Hockey.
- If I cannot abide by these rules or I violate any of them, I will be subject to disciplinary action as outlined in the MAYHA Guidebook.
- Paid coaches only:
- I understand that paid coaches are considered employees for a set period each season and then released at the end of the season. Coaches may be recalled each year based on seniority and work performance. Seasonal employees are not eligible for employment benefits unless stated otherwise. _____ (initial)