



PAH Manual

2026-2027

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WELCOME PARENTS & PLAYERS!

Whether this is your family's first season with the Prince Albert Hockey Association (PAH) or you have been part of our Association for many years, we are excited to welcome you.

Our mission is to provide every player with a safe, positive, and rewarding hockey experience where they can develop their hockey skills, build confidence, create lifelong friendships, and enjoy being part of a team.

Hockey is about much more than winning games. It is about learning teamwork, respect, sportsmanship, perseverance, and accountability while creating memories that will last a lifetime.

The strength of PAH comes from the dedication of our volunteers, coaches, officials, team managers, sponsors, and parents. Together, we create an environment where every player has the opportunity to learn, improve, compete, and most importantly, enjoy the game.

Regardless of skill level, every player experiences success in different ways throughout the season. Whether it is scoring a goal, making a great pass, learning a new skill, supporting a teammate, or simply enjoying time at the rink, every positive experience contributes to a player's growth both on and off the ice.

Thank you for choosing Prince Albert Hockey Association. We look forward to another exciting hockey season and wish every player, coach, volunteer, and family a fun, safe, and successful year.

Parent Involvement

Parents play an essential role in creating a positive hockey experience. PAH strongly encourages parents to become involved as coaches, assistant coaches, on-ice helpers, team managers, or volunteers. Volunteering not only supports your child's team but also provides valuable insight into the game and creates lasting memories for your entire family.

The relationships developed through volunteering often become one of the most rewarding parts of the minor hockey experience.

AGE DIVISIONS 2026-2027 SEASON

Division	Age Groupings	Year of Birth
Under 7 (U7)	5 and 6	2020, 2021
Under 9 (U9)	7 and 8	2018, 2019
Under 11 (U11)	9 and 10	2016, 2017
Under 13 (U13)	11 and 12	2014, 2015
Under 15 (U15)	13 and 14	2012, 2013
Under 18 (U18)	15, 16 and 17	2009, 2010, 2011

All ages are determined as of December 31 of the current season.

Leagues will be created for team categories known as Division A, Division B and Division C. Where sufficient entries are received, Division D may also be established.

All minor hockey teams in Prince Albert are categorized under the “AA” category as per Hockey Sask Regulations.

REFUNDS

The PAH recognizes that circumstances occasionally require families to withdraw from the hockey season. Refunds will be administered in accordance with the following policy. Players who withdraw from active participation in the Association may do so by notifying the Executive Director. **PLEASE: email with full details to: pahockey1@gmail.com.**

Prior to September 15

Players withdrawing before September 15 are eligible to receive a **50% refund** of their registration fee, less applicable Hockey Saskatchewan insurance and facility fees.

If the player has **not attended** an evaluation, practice, or game, a **100% refund** of the registration fee will be issued.

After September 15

Refund requests received after September 15 will only be considered where:

- the player has never attended an evaluation, practice, or game;
- the family has relocated outside Prince Albert; or
- exceptional circumstances exist, subject to Board approval.

Where approved, a **50% refund** of the registration fee will be issued. Hockey Saskatchewan insurance fees and facility fees are non-refundable once registration has been processed.

After September 30

No refunds will be issued after September 30 except where required by law or under extraordinary circumstances approved by the Board of Directors.

AA Tryouts

AA Tryout Fees are **non-refundable**.

Player Eligibility

A player is eligible to play on teams sponsored by the PAH if they meet residence requirements. Players are eligible to participate with PAH provided they obtain a concession from Hockey Sask allowing them to play on PAH teams. This concession is then submitted to PAH Board of Directors for approval or rejection.

A player is considered a bona fide resident when they reside within the Prince Albert Hockey Association boundaries with their parent(s) or legal guardian(s) on or before September 1 of the current hockey season.

Families relocating into Prince Albert after September 1 may be eligible to participate subject to Hockey Saskatchewan regulations and any required player transfer or concession approvals.

For AAA and AA only – A player who has moved with their parent(s) or legal guardian(s) and have taken up physical residence by July 1st and continues to reside at said residence for the balance of the season.

Female players will normally be placed on female teams where sufficient registration numbers exist.

Parents wishing to have a female player participate on a co-ed team may submit a written concession request for consideration by PAH.

DIVISIONS

Board Support

To support a successful start to the season, PAH will appoint a Board Member to assist with team formation, player placement, and team start-up activities.

Our Board Members and PAH Office staff are always available to answer questions and provide guidance throughout the season. We encourage families to reach out whenever assistance is needed—we are here to help.

First-Year Players

First-year players are normally placed on Division B/C teams. This approach allows new players to develop their skating and hockey fundamentals at an appropriate pace while focusing on proper technique before game speed.

Under 7 (U7) Program

Program Philosophy

The PA Raiders and Beachcomber Hot Tubs Foxes Under 7 (U7) Program is a progressive, learn-to-play hockey program designed to introduce young players to the game in a fun, safe, and supportive environment. The program emphasizes skill development rather than competition, allowing players to build confidence while developing a lifelong love of hockey.

Players learn through age-appropriate practice stations, small-area games, obstacle courses, and modified game play that maximize participation, puck touches, and decision-making opportunities.

Program Objectives

The objectives of the U7 Program are to:

- Teach fundamental hockey skills in a positive and enjoyable environment.
- Develop and refine basic skating, balance, coordination, and motor skills.
- Encourage teamwork, sportsmanship, and respect through both on-ice and off-ice activities.
- Promote physical activity, fair play, and cooperation while ensuring hockey remains fun for every participant.
- Build confidence and foster a lifelong enjoyment of the game.

Team Formation

All U7 teams participate in the Hockey Canada Cross-Ice Hockey Model. U7 players are grouped into two development streams: **Tier A & Tier B**

Ice Schedule

All U7 teams follow the Hockey Canada U7 Program Manual, maintaining a recommended practice-to-game ratio of **2:1**.

Typically:

- Four teams share one city arena ice session.
- Teams receive one scheduled city arena ice session each week.
- Teams also receive one practice session at their Community Club rink each week, subject to ice availability.

A typical 60-minute ice session follows the Hockey Canada **20-20-20** development model:

- **First 20 minutes:** Fundamental skill development
- **Second 20 minutes:** Skill-based stations and drills
- **Final 20 minutes:** Small-area games or modified game play

This format maximizes puck touches, participation, and player development while ensuring every child remains actively engaged throughout the session.

Season Format

There are **no playoffs** in the U7 Division. The focus throughout the season is on player development, confidence, skill acquisition, and enjoyment of the game rather than wins and losses.

A Message to Parents

Parents are encouraged to embrace the Cross-Ice Hockey Model. Research conducted by Hockey Canada consistently demonstrates that younger players develop more quickly when playing on smaller ice surfaces. Cross-ice hockey provides significantly more puck touches, skating opportunities, decision-making situations, and overall involvement than traditional full-ice hockey.

While sharing the ice with other teams may seem different from traditional hockey, it is widely recognized as the most effective environment for young players to develop their skills and confidence.

Under 9 (U9) Division

PA Source for Sports and Beachcomber Hot Tubs Foxes

Program Philosophy

The PA Source for Sports and Beachcomber Hot Tubs Foxes Under 9 (U9) Division builds upon the skills and confidence developed through the U7 Program by introducing league play and tournament participation while continuing to emphasize player development over competition.

The focus remains on developing fundamental hockey skills, increasing game awareness, and fostering a positive team environment where every player has the opportunity to improve and enjoy the game.

Program Highlights

- Two or three teams typically share the ice during practices.
- Players participate in league games and age-appropriate tournaments.
- Coaches are encouraged to rotate players through **all positions**, including forward, defense, and goaltender where appropriate, to promote well-rounded player development.
- Early positional specialization is discouraged, as it may limit long-term player development.

To encourage balanced competition and maximize player participation, PAH limits individual players to **three (3) goals per game** in the U9 Division.

There are **no playoffs** in the U9 Division. The emphasis throughout the season remains on skill development, teamwork, sportsmanship, and enjoyment of the game.

Under 11 (U11) Division

McDonalds and Beachcomber Hot Tubs Foxes

Program Philosophy

The McDonald's and Beachcomber Hot Tubs Foxes Under 11 (U11) Division marks an exciting milestone in a player's development as it introduces **full-ice hockey** for the first time.

Players begin applying the skating, puck-handling, passing, and decision-making skills developed through the U7 Cross-Ice and U9 Cross-Ice programs within a full-ice game environment. The pace of play increases, positional concepts become more advanced, and players begin learning the responsibilities associated with team systems.

Program Highlights

- First full-ice hockey experience.
- Increased emphasis on positional play and team concepts.
- Continued development of individual skills within a team environment.
- Coaches are encouraged to rotate players through **all positions** whenever practical to support long-term player development.

The primary objective remains player development while preparing athletes for the increasing demands of competitive hockey in future age divisions.

Under 13 (U13) Division

Redhead Equipment and Beachcomber Hot Tubs Foxes

Program Philosophy

The Redhead Equipment and Beachcomber Hot Tubs Foxes Under 13 (U13) Division introduces players to a more competitive stage of minor hockey while maintaining a strong commitment to player development and sportsmanship.

Players selected to AA teams will compete at the provincial level. Players not selected for AA teams will be placed on Division A, B, or C teams based on the annual evaluation process and registration numbers. The number of teams at each level will vary from season to season depending on player registration.

League Participation

- Redhead Equipment teams compete in the **Tri-City Hockey League**.
- Beachcomber Hot Tubs Foxes teams compete in the **Saskatchewan Female Hockey League (SFHL)**.

The focus at this level is on continued skill development, hockey IQ, teamwork, and preparing players for higher levels of competition while maintaining a positive and enjoyable hockey experience.

Under 15 (U15) Division

Liteway Electric and Beachcomber Hot Tubs Foxes

Program Philosophy

The Liteway Electric and Beachcomber Hot Tubs Foxes Under 15 (U15) Division represents an important stage in player development as athletes become stronger, faster, and more physically mature.

Players continue refining their technical skills while developing a greater understanding of team systems, game strategy, decision-making, and personal accountability.

Players not selected to AA teams will be placed on Division A, B, or C teams based on the annual evaluation process and registration numbers. The number of teams at each level will vary from season to season depending on player registration.

League Participation

- Liteway Electric teams compete in the **Tri-City Hockey League**.
- Beachcomber Hot Tubs Foxes teams compete in the **Saskatchewan Female Hockey League (SFHL)**.

The primary objective is to prepare players for higher levels of competition while promoting sportsmanship, teamwork, respect, and personal development.

Under 18 (U18) Division

North Star Trophies and Beachcomber Hot Tubs Foxes

Program Philosophy

The North Star Trophies and Beachcomber Hot Tubs Foxes Under 18 (U18) Division is the final stage of community minor hockey before players transition to Junior hockey, post-secondary hockey, recreational hockey, or lifelong participation in the sport.

The program continues to emphasize player development while encouraging leadership, accountability, teamwork, and respect.

Players not selected to AA teams will be placed on Division A, B, or C teams based on the annual evaluation process and registration numbers. The number of teams at each level will vary from season to season depending on player registration.

League Participation

- North Star Trophies teams compete in the **Tri-City Hockey League**.
- Beachcomber Hot Tubs Foxes teams compete in the **Saskatchewan Female Hockey League (SFHL)**.

The goal of the U18 program is to help players reach their full potential while ensuring they enjoy their final years of minor hockey and leave the Association with a lifelong appreciation for the game.

Development Teams AA Division - U13AA – U15AA – U16AA – U18AA

Sponsors:

U13AA Source for Sports, U15AA Venice House,
U16AA R&W Custom Collision, U18AA Lake Country Co-op,
U13AA, U15AA and U18AA Smitty's Foxes

AA Development teams play in either the SAAHL or the SFHL.

Please refer to the PH SAAHL – SFHL Manual for further details.

U18AAA Mintos and U18AAA Northern Bears play in the AAA League.

GOALTENDER REGULATIONS

Goaltender Equipment

PAH will make every reasonable effort to provide goaltender equipment for as many U9 and U11 teams as possible, allowing players to experience the goaltending position without requiring families to purchase equipment immediately.

Due to the wide range of player sizes within these age groups, it may not always be possible to provide equipment that properly fits every player. When this occurs, parents will be advised of the available options.

Under 9 (U9) Goaltenders

The U9 Division is designed to introduce players to all aspects of the game, including the opportunity to experience both playing goal and skating as a regular player.

Any player interested in trying the goaltender position should advise their coach at the beginning of the season.

Players identified during evaluations as having an interest in goaltending should understand that they will **not** normally play goal on a full-time basis. Instead, they will generally share the position and should expect to play approximately **half of their games in goal** and the remainder skating as a regular player.

PAH believes that exposing young players to multiple positions develops stronger overall hockey skills, improves game awareness, and allows players to make a more informed decision about their preferred position as they continue their hockey journey.

Under 11 (U11) Goaltenders

At the U11 level, players who wish to become regular part-time goaltenders while continuing to skate out will be provided that opportunity whenever possible.

Parents should indicate their child's interest in playing goal during the evaluation process.

Players who evaluate as goaltenders and wish to play the position full-time should expect to play **at least half of their games in goal**. When they are not scheduled to play goal, they will be encouraged to skate as a forward or defenceman whenever practical.

Continuing to play multiple positions helps young goaltenders develop skating, puck-handling, passing, and overall hockey awareness—skills that contribute significantly to their long-term development as successful goaltenders.

TEAM SELECTION & PLAYER EVALUATION

Purpose

The Prince Albert Hockey Association (PAH) is committed to providing a fair, objective, and consistent evaluation process that places players on teams where they can develop, compete, and enjoy the game with players of similar ability.

While no evaluation process is perfect, PAH continually reviews and improves its procedures to ensure every player is provided with the best possible hockey experience.

The evaluation process is designed to promote player development, maintain competitive balance, and support a positive hockey environment for players, coaches, and families.

Parent Expectations

Parents play an important role in ensuring the evaluation process is positive and enjoyable for every participant.

To assist with a successful evaluation process, parents are asked to:

- Ensure players arrive at the arena dressed and ready to take the ice at least **15 minutes** before their scheduled session.
- Register at the evaluation table before each skate and collect the assigned evaluation jersey.
- Bring all equipment required for a normal hockey game, including hockey socks and a water bottle.

- Encourage and support their child throughout the evaluation process.
- Remember that mistakes are a natural part of learning. Every player will have both good and challenging moments during evaluations.
- Allow the evaluation process to run its course before drawing conclusions about team placement.
- Direct any questions or concerns to the Division Leader rather than the evaluators.

Parents and guardians shall not sit with or engage evaluators in conversation during evaluation sessions.

Evaluation Philosophy

PAH utilizes trained member volunteers and potential coaches to conduct player evaluations.

Evaluators are expected to:

- Follow the evaluation procedures established by the PAH Board of Directors.
- Evaluate players objectively and consistently.
- Refrain from evaluating their own children.
- Maintain the confidentiality of all evaluation information.

Potential Head Coaches and Assistant Coaches are strongly encouraged to participate in the evaluation process.

Position Evaluations

Players in the U7, U9 and U11 divisions will not be assigned specific positions during evaluations.

Beginning at the U13 level, players will be evaluated separately as forwards and defencemen.

Separate goaltender evaluations will be conducted whenever registration numbers warrant.

Regardless of the position evaluated, PAH reserves the right to place a player at the division level deemed most appropriate by the evaluators, Division Leader, General Manager, and President.

Evaluation Criteria

Evaluators assess players using game-related skills, including:

- Skating speed and acceleration
- Agility and transitions
- Puck control at game speed
- Passing and shooting ability
- Puck pursuit and competitiveness

- Offensive awareness
- Defensive awareness
- Forechecking and backchecking
- Physical play (U15 and U18 only)
- Hockey sense and decision-making

Evaluation Process

The player evaluation process consists of **three (3) on-ice evaluation sessions**.

Each session normally includes approximately:

- 15–20 skaters
- Two goaltenders

Each evaluation session includes:

- Skating drills
- Passing drills
- Shooting drills
- Small-area drills
- Controlled scrimmages

Following each session, evaluators submit their assessment forms.

The General Manager, in consultation with the PAH Office, reviews the results and assigns players to new skating groups for the next evaluation.

Players may move between skating groups throughout the evaluation process as scores are tabulated.

Skating groups should not be interpreted as an indication of final team placement.

Updated skate times will be posted on the PAH website prior to each evaluation session.

Team Formation

Once evaluations have been completed:

- Players are ranked based on the combined results of all evaluation sessions.
- The PAH Board of Directors determines the number of teams to be formed within each division.
- The General Manager appoints Head Coaches for House League teams.
- Division Leaders and Head Coaches form teams with the primary objective of creating fair, balanced, and competitive teams.

When forming teams, the following factors may be considered:

- Overall evaluation ranking
- Skill level
- Player position
- Age
- Physical maturity
- Commitment level of the player and family
- Team parity

After teams have been finalized, Head Coaches are randomly assigned to teams by draw.

Where a coach's child is assigned to a different team, a player exchange will be completed using a player from the same evaluation grouping to preserve competitive balance.

Where siblings are evaluated within the same division and the same competitive tier, reasonable accommodations may be made to place them on the same team.

Injured or Absent Players

Players are strongly encouraged to attend all evaluation sessions.

When a player is unable to attend because of injury or illness:

- The Division Leader must be notified as soon as possible.
- The Hockey Office should also be informed.

Players who miss part or all of the evaluation process may be placed using previous coach evaluations, historical information, and the recommendations of the Division Leader and General Manager.

Each situation will be reviewed individually to ensure the fairest possible placement.

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- The Hockey Office should also be informed.

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Each situation will be reviewed individually to ensure the fairest possible placement.

Conflict Resolution

Questions regarding evaluations should first be directed to the Division Leader.

Evaluation records remain confidential and are used solely for the purpose of forming balanced teams. Individual evaluation scores, rankings, and evaluator comments will not be released to players, parents, or the general membership.

Only the General Manager and President may review individual evaluation records when necessary to support the team formation process.

Final Authority

The PAH Board of Directors is ultimately responsible for ensuring the evaluation process is fair, organized, objective, and conducted with integrity.

The evaluation results provide important guidance during team formation; however, PAH reserves the right to adjust player placement when it is in the best interests of the player, the team, or the Association.

Throughout the evaluation process, the Division Leader, General Manager, and President work together to resolve issues and ensure all players are placed in an environment that supports both their development and enjoyment of the game.

PARENTS MEETING UPON TEAM FORMATION

Purpose

The initial parent meeting is one of the most important meetings of the hockey season. It establishes expectations, promotes open communication, encourages volunteer involvement, and ensures that players, parents, coaches, and team officials understand their respective roles and responsibilities.

The meeting should be held as soon as reasonably possible following team formation.

Attendance is mandatory. A minimum of **one parent or legal guardian from each player's family** is required to attend.

Suggested Meeting Agenda

The following topics should be discussed during the initial parent meeting:

Team Introduction

- Introduce the coaching staff, team manager, and team officials.
- Allow parents to introduce themselves.
- Share the coaching philosophy, experience, and season plan objectives.

PAH Expectations

- Review the PAH Code of Conduct.
- Review the Parent, Player, and Coach Expectations.
- Review the Conflict Resolution Process, including the 24-Hour Rule.

Team Operations

- Review the proposed team budget and startup fees.
- Discuss fundraising plans and volunteer expectations.

- Explain financial reporting requirements in accordance with the PAH Team Finance Package.
- Discuss team apparel, if applicable.
- Explain jersey care, collection procedures, and jersey deposit requirements.

Hockey Program

- Review practice schedules and expectations.
- Discuss league games, exhibition games, tournaments, and team goals.
- Outline attendance expectations for practices and games.
- Discuss communication methods throughout the season.

Volunteer Responsibilities

Every family is expected to contribute to the successful operation of the team.

Volunteer responsibilities may include:

- Timekeeper
- Scorekeeper
- Penalty box attendant
- Tournament volunteer
- Fundraising activities
- Jersey parent
- Other team duties as required

Volunteer schedules should be established early in the season and distributed to all families.

Medical Information

Parents should advise the coaching staff of any medical conditions, allergies, injuries, or other concerns that may affect their child's participation.

Parents should also notify the coaching staff of any planned absences, vacations, or scheduling conflicts whenever possible.

Team Rules

Each team is encouraged to establish team-specific rules at the beginning of the season.

These rules should be developed collaboratively with input from coaches, players, and parents to encourage accountability and commitment from everyone involved.

Team rules should be documented and distributed to every family.

Topics commonly addressed include:

- Attendance expectations
- Practice and game arrival times
- Player conduct
- Parent conduct
- Communication procedures

- Dress code, where applicable
- Respect for teammates, coaches, officials, and opponents

These team rules are intended to complement—not replace—the policies contained within the PAH Operations Manual.

Sportsmanship and Parent Conduct

The Head Coach should clearly communicate the standard of behavior expected from both players and parents throughout the season.

Respect for teammates, opponents, officials, volunteers, and spectators is expected at all times.

The coaching staff should also explain behaviors that will not be tolerated, and the potential consequences should expectations not be met.

Dressing Room Expectations

Teams should review dressing room expectations at the beginning of the season, including:

- Supervision requirements.
- Appropriate access for parents and guardians.
- Procedures regarding siblings.
- Dressing room privacy.
- Hockey Saskatchewan and PAH dressing room policies.

Communication and the 24-Hour Rule

Open, respectful communication is essential to a successful hockey season.

PAH strongly encourages teams to adopt the **24-Hour Rule**.

Should a concern arise between a player, parent, and coach, a minimum **24-hour cooling-off period** should be observed before discussing the matter.

All concerns should first be directed to the **Team Manager**, who will determine the most appropriate course of action.

Parents and players shall not confront coaches immediately following practices or games, nor shall they approach game officials or members of opposing teams regarding concerns.

Should a matter remain unresolved after discussion with the coaching staff, families are encouraged to follow the PAH Conflict Resolution Process outlined within this manual.

Failure to follow these communication procedures may result in disciplinary action by the Association.

Each family should acknowledge that they have read and understand the PAH Code of Conduct, Team Rules, Conflict Resolution Process, and all applicable Association policies before the season begins.

Team Budget

The proposed team budget should be reviewed with parents at the beginning of the season to ensure expectations are clearly understood.

All budgeting, startup fees, fundraising, financial reporting, and year-end financial requirements are governed by the **PAH Team Finance Package**.

The Team Coach, Team Manager, and Team Treasurer are responsible for administering team finances in accordance with those policies.

Fundraising

All fundraising activities must comply with the **PAH Team Finance Package**, applicable licensing requirements, and any policies established by the Prince Albert Hockey Association.

Teams are encouraged to conduct fundraising activities responsibly while maintaining positive relationships within the community and avoiding unnecessary pressure on individuals or businesses for donations.

TOURNAMENTS

Purpose

Tournaments are an important part of the minor hockey experience. They provide players with the opportunity to compete against new opponents, build team camaraderie, and create lasting memories while representing the Prince Albert Hockey Association (PAH).

In addition to providing a positive hockey experience, tournaments are an important fundraising opportunity for teams and Community Clubs.

At the beginning of each season, the PAH Tournament Coordinator will meet with team representatives to review tournament procedures, discuss tournament schedules, and answer any questions.

HOSTING A TOURNAMENT

Each PAH division is assigned a tournament weekend during the season. All teams within that division are expected to work together to organize and operate a successful tournament.

Tournament dates are published annually on the PAH website, and tournament registration fees are established by PAH.

Participation in the assigned division tournament is mandatory. Teams may not opt out, and all teams within the division share equal financial responsibility for tournament expenses.

Each team must appoint a **Tournament Coordinator** who will work with the PAH Tournament Coordinator and the coordinators from the other teams within the division.

Responsibilities include:

- Recruiting visiting teams.
- Assisting with tournament scheduling.
- Coordinating volunteers.
- Organizing tournament operations.
- Attending planning meetings prior to the tournament.
- Working cooperatively with the other teams within the division.

Each player's family is expected to volunteer during the tournament to help ensure a successful event.

Tournament fundraising opportunities may include admissions, sponsorships, raffles, and Community Club canteen operations where applicable.

ATTENDING TOURNAMENTS

Teams are encouraged to register for tournaments as early as possible, as many tournaments reach capacity quickly.

The Head Coach and Team Manager are responsible for:

- Completing tournament registrations.
- Submitting registration fees.
- Booking hotel accommodations when required.
- Communicating tournament information to families.
- Reviewing tournament rules with players and parents prior to departure.

Tournament schedules are typically released approximately one week before the event. Teams should be prepared to play as early as Friday morning or afternoon, depending on the tournament schedule.

Team Expectations While Travelling

When attending tournaments, every player, coach, parent, and volunteer represents the Prince Albert Hockey Association.

All PAH policies, Codes of Conduct, and team rules remain in effect throughout the tournament.

Players, parents, and team officials are expected to:

- Demonstrate respect for opponents, officials, volunteers, hotel staff, and members of the public.
- Display good sportsmanship both on and off the ice.
- Respect hotel property and all tournament facilities.
- Supervise players appropriately at all times.
- Follow curfews, meeting times, and team expectations established by the coaching staff.
- Remember that their behavior reflects on their team and the Prince Albert Hockey Association.

Parents and guardians remain responsible for the supervision and conduct of their child at all times unless other arrangements have been made and communicated to the coaching staff.

Any damage to hotel property, arena facilities, or other venues is the sole responsibility of the individual(s) responsible.

Team Rules During Tournaments

Prior to departure, teams are encouraged to review:

- Tournament rules.
- Team expectations.
- Hotel expectations.
- Curfews.
- Dress code, if applicable.
- Arrival times for games.
- Transportation arrangements.
- Emergency contact procedures.

Providing this information before travelling helps ensure a positive tournament experience for everyone involved.

Submission of Game Sheets

All official game sheets from out-of-town tournaments must be submitted to the PAH Office within **24 hours** of returning home.

Game sheets may be:

- Dropped off at the PAH Office (after-hours mail slot available), or
- Emailed to **pahgamesheets@gmail.com**.

Prompt submission of game sheets ensures league records remain accurate and current.

EXHIBITION GAMES AND TOURNAMENTS

Purpose

Exhibition games and tournaments provide valuable opportunities for player development, team building, and competition outside of regular league play. All Prince Albert Hockey Association (PAH) teams are encouraged to participate in these events while ensuring they comply with PAH, Hockey Saskatchewan, and league regulations.

Exhibition Games and Tournament Approval

PAH teams may participate in exhibition games and tournaments provided they do not conflict with scheduled league games, Hockey Saskatchewan playoff games, or other Association commitments.

Hosting a Tournament

Teams wishing to host a tournament that is **not part of the PAH tournament schedule** must receive prior approval from the PAH Board of Directors.

Requests will only be considered at regularly scheduled Board meetings. Late requests or requests outside of scheduled meetings will not be considered.

Tournament and Exhibition Game Requests

Before participating in any exhibition game or tournament, teams must:

- Complete the **Tournament and Exhibition Game Request Form**.
- Submit the completed form to the PAH Office at **pahockey1@gmail.com**.
- Obtain any required Hockey Saskatchewan exhibition or travel permits through the PAH Office.

Failure to obtain the required approvals before participating may result in disciplinary action.

Game Sheets and Reporting

All official game sheets from exhibition games and tournaments must be submitted to the PAH Office within **24 hours** following the team's final game.

Game sheets may be:

- Emailed to **pahgamesheets@gmail.com**, or
- Delivered to the PAH Office (after-hours mail slot available).

Failure to submit game sheets within the required timeframe will result in:

- Forfeiture of the team's **\$400 Performance Bond**.

- Submission of a replacement **\$400 Performance Bond** before the team is permitted to continue participating.

Coach Responsibilities

Head Coaches are responsible for ensuring all tournament and exhibition game requirements have been completed, including:

- Obtaining all required approvals and permits.
- Submitting Tournament and Exhibition Game Request Forms.
- Submitting all game sheets within the required timelines.
- Reporting serious game misconducts or suspensions to the PAH Office.

Disciplinary matters arising during exhibition games or tournaments are administered by Hockey Saskatchewan. PAH reserves the right to impose additional disciplinary action where appropriate.

Failure to comply with these responsibilities will result in the following minimum disciplinary action:

Offence	Minimum Suspension
First Offence	One (1) game suspension
Second Offence	Three (3) game suspension
Third Offence	Indefinite suspension pending review by the General Manager and President

RESCHEDULING AND CANCELLATION OF LEAGUE GAMES

Teams requesting to reschedule a league game must:

- Complete a **Change of Game Request Form**.
- Obtain agreement from all affected teams.
- Submit the completed request to the PAH Office **at least ten (10) days** before the scheduled game.

It is the responsibility of the Team Manager or Head Coach to submit the request by email or deliver it directly to the PAH Office.

League games always take precedence over tournaments and exhibition games.

All league ice allocated by PAH must be used for league games unless otherwise approved.

Failure to Attend a Scheduled League Game

Teams that cancel or fail to attend a scheduled league game without approval will be subject to the following minimum disciplinary action:

First Offence

- Forfeiture of the team's **\$400 Performance Bond**.
- Submission of a replacement **\$400 Performance Bond** before further participation.

Second Offence

- Head Coach suspended for **three (3) games**.

Third Offence

- Head Coach suspended pending review by the PAH Board of Directors.

TOURNAMENT PARTICIPATION LIMITS

To promote player development while maintaining a balanced hockey season, PAH has established the following maximum tournament participation guidelines.

Unless otherwise approved:

Division	Maximum Tournament Participation
U7	U7 Fun Day plus up to three (3) additional tournaments, with no more than two (2) multi-day tournaments. Teams must also comply with the Hockey Saskatchewan 35-game maximum.
U9	PAH Team Tournament plus up to four (4) additional tournaments, with no more than three (3) multi-day tournaments. Teams must also comply with the Hockey Saskatchewan 45-game maximum.
U11	City Tournament, PAH Team Tournament, plus up to four (4) additional tournaments, with no more than three (3) multi-day tournaments. Teams must also comply with the Hockey Saskatchewan 45-game maximum.
U13	City Tournament, PAH Team Tournament, plus up to four (4) additional tournaments, with no more than three (3) multi-day tournaments.
U15 / U18	PAH Team Tournament (where applicable) plus up to four (4) additional tournaments, with no more than three (3) multi-day tournaments.
Female Teams	City Female Tournament plus up to four (4) additional tournaments, with no more than three (3) multi-day tournaments.
AA Teams	Tournament participation is governed by the applicable AA League Manual.

Participation in PAH Tournaments

All PAH teams competing within the PAH League are required to actively participate in Association-hosted tournaments.

Participation includes providing volunteers for duties such as:

- Timekeepers
- Scorekeepers
- Gate attendants
- Tournament operations
- Other assigned volunteer responsibilities

Failure to fulfill these responsibilities will result in forfeiture of the team's **\$400 Performance Bond**. A replacement Performance Bond must be submitted before the team will be considered in good standing.

Out-of-Province Travel

Teams wishing to participate in tournaments or exhibition games outside Saskatchewan must obtain approval through the PAH Office.

The PAH Office will apply to Hockey Saskatchewan for the required travel permit on behalf of the team.

Depending on the destination and travel distance, approval from the PAH Board of Directors may also be required before Hockey Saskatchewan approval can be requested.

Teams are encouraged to plan well in advance, as last-minute travel requests may not be approved.

DUTIES AND RESPONSIBILITIES OF COACH/MANAGER

Duties and Responsibilities of the Head Coach

Role Summary

The Head Coach is responsible for creating a safe, positive, and development-focused hockey environment where players can improve their skills, compete at an appropriate level, and enjoy the game.

The Head Coach provides leadership for the coaching staff and works closely with the Team Manager, parents, and PAH to ensure the team operates in accordance with Association policies.

Player Development

The Head Coach is responsible for the long-term development of every player on the team by:

- Planning age-appropriate practices that maximize skill development.
- Teaching individual and team hockey skills.
- Promoting Hockey Canada's Long-Term Player Development (LTPD) principles.
- Providing constructive feedback that builds confidence and encourages improvement.
- Ensuring players receive meaningful opportunities to develop throughout the season.

Practice Planning

The Head Coach is responsible for planning organized, purposeful, and enjoyable practices that:

- Maximize player participation.
- Balance skill development with game-related situations.
- Incorporate skating, puck skills, positional play, and team concepts.
- Utilize station-based instruction where appropriate.
- Make effective use of available ice time.

Game Management

The Head Coach is responsible for:

- Preparing the team for games.
- Managing the bench during games.
- Promoting fair and appropriate player participation.
- Teaching sportsmanship and respect for officials.
- Making decisions that support both player development and team success.

Team Culture

The Head Coach sets the standard for team culture by:

- Creating a respectful, inclusive, and positive environment.
- Promoting teamwork, accountability, and sportsmanship.
- Encouraging open communication with players and parents.
- Supporting the PAH Code of Conduct and the 24-Hour Rule.
- Addressing concerns professionally and respectfully.

Communication

The Head Coach works closely with the Team Manager to ensure parents remain informed regarding team expectations, schedules, player development, and team activities.

Administration

The Head Coach shall:

- Attend required PAH meetings.
- Ensure all Hockey Saskatchewan coaching certifications remain current.
- Support evaluation and team formation activities when requested.
- Comply with all PAH and Hockey Saskatchewan policies.
- Work cooperatively with the Team Manager throughout the season.

Duties and Responsibilities of the Team Manager

Role Summary

The Team Manager is responsible for the administrative and organizational operation of the team, allowing the coaching staff to focus on player development and coaching.

The Team Manager serves as the primary administrative contact between the team, parents, the coaching staff, and the Prince Albert Hockey Association.

Team Administration

The Team Manager is responsible for:

- Organizing the initial parent meeting.
- Preparing meeting agendas and distributing information to families.
- Maintaining team contact lists and emergency information.
- Maintaining player medical information in a confidential manner.
- Maintaining team records, schedules, permits, and required forms.
- Maintaining a Team Binder or electronic filing system containing all required team documents.

Typical documents include:

- Team roster
- Parent contact list
- Medical forms
- Practice schedule

- Game schedule
- Volunteer schedule
- Financial reports
- Tournament information

Communication

The Team Manager is the primary administrative contact for the team and is responsible for:

- Communicating schedules and schedule changes.
- Distributing team information.
- Coordinating parent volunteers.
- Communicating tournament information.
- Serving as the first point of contact for administrative questions.

Team Operations

The Team Manager coordinates:

- Parent volunteers
- Tournaments
- Exhibition games
- Travel arrangements
- Hotel accommodations
- Team apparel
- Team events
- Wind-up activities
- Jersey distribution and return

The Team Manager also ensures game volunteers receive appropriate instruction regarding scorekeeping, timekeeping, and game sheet procedures.

Financial Administration

Working with the Team Treasurer(s), the Team Manager shall:

- Prepare the team budget.
- Monitor team finances.
- Ensure all reporting deadlines are met.
- Coordinate fundraising activities.
- Ensure compliance with the PAH Team Finance Package.

Tournament Administration

The Team Manager is responsible for:

- Registering for tournaments.
- Completing Tournament and Exhibition Game Request Forms.
- Arranging referees for exhibition games.
- Obtaining travel permits when required.
- Submitting game sheets within required timelines.

Conflict Resolution

The Team Manager supports the PAH Conflict Resolution Process by:

- Encouraging the use of the 24-Hour Rule.
- Acting as the first point of contact for concerns.
- Assisting coaches and families in resolving issues appropriately.
- Referring unresolved matters through the PAH complaint process.

Delegation

An effective Team Manager delegates responsibilities throughout the season.

Every family is encouraged to contribute by volunteering in at least one area, such as:

- Timekeeper
- Scorekeeper
- Jersey Parent
- Tournament Committee
- Fundraising
- Team Apparel
- Social Activities
- Website or TeamSnap Administrator
- Photographer
- Wind-up Coordinator

A strong volunteer group creates a stronger team experience for everyone.

GAME DAY RESPONSIBILITIES

Purpose

Game days require teamwork, preparation, and organization. The following responsibilities help ensure games are conducted safely, efficiently, and in accordance with PAH and Hockey Saskatchewan requirements.

Pre-Game Responsibilities

Prior to each game, the Team Manager or designated team official shall:

- Unlock and prepare the dressing room for the team.
- Supervise the dressing room until a member of the coaching staff is present.
- Confirm volunteers are available for the score clock, game sheet, and other required game-day duties.
- Confirm that on-ice officials have arrived.
- Complete the official game sheet, ensuring all absent, affiliated, suspended, or replacement players are accurately recorded.
- Verify that only properly rostered players appear on the game sheet.
- Confirm jersey colors do not conflict with the opposing team.
- Secure the dressing room once players have gone onto the ice.

Post-Game Responsibilities

Following each game, the Team Manager or designated team official shall:

- Obtain a copy of the official game sheet before leaving the arena.
- Submit the game sheet to PAH by emailing it to **pahgamesheets@gmail.com**.
- Inspect the dressing room to ensure it has been left clean and free of damage.
- Report any facility damage to the arena staff and the PAH Office as soon as possible.

Inclement Weather

Player safety is the Association's highest priority.

Teams shall follow the cancellation procedures established by the league in which they participate.

When severe weather creates unsafe travel conditions, teams should make every reasonable effort to communicate promptly with:

- The opposing team.

- Arena staff.
- The league or Hockey Coordinator.
- Assigned game officials.

Whenever possible, games should proceed as scheduled; however, travel should never be undertaken when conditions are considered unsafe.

TEAM ADMINISTRATION

Each team is responsible for maintaining compliance with PAH administrative requirements throughout the season.

These include:

- Submission of Team Certification Forms by **October 15**.
- Submission of the required **\$400 Performance Bond**.
- Compliance with all financial reporting requirements contained within the PAH Team Finance Package.
- Submission of player evaluations and other year-end documents as required by PAH.

PAH reserves the right to withhold all or part of a team's Performance Bond where Association policies have not been followed.

Team Jerseys

Game jerseys are the property of Prince Albert Hockey Association and are to be cared for accordingly.

To protect Association equipment:

- Jerseys shall be worn for games only and shall not be worn during practices.
- Jerseys may be worn for approved fundraising activities where no risk of damage exists.
- Jerseys shall remain together in the assigned garment bag whenever not in use.
- Jerseys shall **never** be distributed to individual players to take home.
- A designated **Jersey Parent** is strongly recommended for every team.
- The Head Coach and Team Manager remain ultimately responsible for the care and return of all jerseys.

At the conclusion of every game:

- Jerseys should be collected immediately before players leave the arena.
- Jerseys must be returned clean, repaired if necessary, and as a complete set at the end of the season.

Failure to properly return jerseys may result in forfeiture of the team's Performance Bond.

Name Bars

Teams wishing to install player name bars on jerseys must obtain prior approval from the PAH Office.

Where approved, installation and removal must comply with all PAH jersey policies.

Safety stop signs shall not be removed, relocated, or covered to accommodate name bars.

Team Uniforms

Teams shall wear Association-approved uniforms consisting of numbered jerseys in colors approved by PAH and their respective league.

Division-sponsored jerseys remain the property of Prince Albert Hockey Association and must be returned at the conclusion of each season.

The PAH Board of Directors has final approval regarding:

- Uniform colors.
- Team logos.
- Team nicknames.
- Any significant changes to team appearance.

Exhibition Games

Teams are responsible for arranging and paying for referees for all exhibition games.

TEAM OFFICIALS (BENCH STAFF)

Team Officials are responsible for providing a safe, respectful, and positive hockey environment while representing Prince Albert Hockey Association.

Team Officials shall:

- Conduct themselves in a professional and respectful manner.
- Maintain control and supervision of players on and off the ice.
- Promote sportsmanship and respect for officials, opponents, teammates, and spectators.
- Ensure all players receive fair opportunities for participation, except where disciplinary action, injury, or league-specific playing rules apply. (AA teams may follow different participation expectations as outlined in their league regulations.)
- Be familiar with the PAH Operations Manual, Hockey Saskatchewan regulations, and all applicable league rules.

- Ensure game sheets and all required documentation are completed accurately.

Team Officials are expected to lead by example and demonstrate the values of the Prince Albert Hockey Association at all times.

COACHING REQUIREMENTS

All coaches and team officials are responsible for ensuring they meet the certification, registration, and screening requirements established by Prince Albert Hockey Association (PAH), Hockey Saskatchewan, and Hockey Canada before participating in team activities.

Criminal Record Check (CRC)

All coaches and registered team officials are required to obtain a **Criminal Record Check (CRC)** through the Prince Albert Police Service or the RCMP.

A valid Criminal Record Check must be renewed every **three (3) years**, or more frequently if required by Hockey Saskatchewan or applicable legislation.

Coaching Certification Requirements

All Team Officials (Bench Staff) must obtain the required Hockey Saskatchewan and Hockey Canada certifications appropriate to their role.

December 15 is the final date for all Team Officials to complete their required certifications.

Teams will be assessed a **\$50 fine for each missing certification**, in accordance with Hockey Saskatchewan Regulation **8.01.01**.

In addition, **any Team Official who has not obtained the required certification by the deadline will be suspended from all team activities, including the bench and on-ice participation, until all required certifications have been successfully completed.**

Team Officials are responsible for ensuring their certifications remain current, regardless of personal circumstances that may temporarily prevent them from participating with the team.

Registration and Insurance

Any individual who will be:

- On the ice with the team,
- On the players' bench during games, or
- Acting in any official team capacity,

must be properly registered with Hockey Canada through Hockey Sask.

Registration is required to ensure the individual is covered under Hockey Canada's insurance program.

Individuals who are not properly registered are **not insured** and shall not participate in any on-ice or bench activities.

Bench Staff

A maximum of **five (5)** registered Team Officials may occupy the team bench during games.

Team Officials may include:

- Head Coach
- Assistant Coach(es)
- Team Manager
- Trainer

All Team Officials occupying the bench must:

- Be listed on the official Hockey Saskatchewan Team Registration Form.
- Hold all required certifications.
- Be properly registered with Hockey Canada.
- Meet all Hockey Saskatchewan eligibility requirements.

Female Teams

All female registered teams must have a minimum of **one (1) registered female coach** in accordance with Hockey Saskatchewan regulations.

Under 7 (U7) Coach Requirements

Head coaches – must have Hockey Canada Coach 1 & Respect in Sport (Shift Forward)

Assistant coaches - must have Hockey Canada Coach 1 & Respect in Sport (Shift Forward)

Trainer – must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

Under 9 (U9) Coach Requirements

Head coaches – must have Hockey Canada Coach 1, Respect in Sport (Shift Forward) & Checking

Assistant coaches – must have Hockey Canada Coach 1 & Respect in Sport (Shift Forward)

Goalie Coach Certification– must have 1 registered coach with this certification
Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)
Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

Under 11 (U11) Coach Requirements

Head coaches – must have Hockey Canada Coach 2, Respect in Sport (Shift Forward) & Checking

Assistant coaches – must have Hockey Canada Coach 2 & Respect in Sport (Shift Forward)

Goalie Coach Certification– must have 1 registered coach with this certification

Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

Under 13 (U13)/Under 15 (U15)/Under 18 (U18) Coach Requirements

Head coaches – must have Hockey Canada Coach 2, Respect in Sport (Shift Forward) & Checking

Assistant coaches - must have Hockey Canada Coach 2 & Respect in Sport (Shift Forward)

Goalie Coach Certification– must have 1 registered coach with this certification

Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

U13 AA (male & female teams) Coach Requirements

Head coaches - must have Development 1 or High Performance 1(certified), Respect in Sport (Shift Forward) & Checking

Assistant coaches - must have Hockey Canada Coach 2 & Respect in Sport (Shift Forward).

Goalie Coach Certification– must have 1 registered coach with this certification

Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

U15 AA (male & female teams)/U18 AAA (male & female teams) Coach Requirements

Head coaches - must have High Performance 1(certified), Respect in Sport (Shift Forward) & Checking

Assistant coaches - must have Development 1 or High Performance 1(certified), & Respect in Sport (Shift Forward)

Goalie Coach Certification – must have 1 registered coach with this certification

Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

U16 AA (male teams) Coach Requirements

Head coaches - must have High Performance 1(certified), certified, Respect in Sport (Shift Forward) & Checking

Assistant coaches - must have Development 1 or High Performance 1(certified), & Respect in Sport (Shift Forward)

Goalie Coach Certification – must have 1 registered coach with this certification

Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

U18 AA (male & female teams) Coach Requirements

Head coaches - must have Development 1or High Performance 1(certified), Respect in Sport (Shift Forward) & Checking

Assistant coaches - must have Development 1 or High Performance 1(certified) & Respect in Sport (Shift Forward)

Goalie Coach Certification– must have 1 registered coach with this certification

Trainer –must have Hockey Canada Safety Program & Respect in Sport (Shift Forward)

Manager – must have Respect in Sport (Shift Forward) if you are going on the bench and are added to the roster.

SUSPENDED PLAYERS OR TEAM OFFICIALS

Suspended Players and Team Officials

The Prince Albert Hockey Association (PAH) expects all teams to comply with Hockey Saskatchewan suspension regulations.

If a player or Team Official receives a major penalty, game misconduct, match penalty, or any other infraction that may result in a suspension, **the individual shall not participate in any further games until their eligibility has been confirmed by the PAH Office or Hockey Saskatchewan.**

When in doubt, do not allow the player or Team Official to participate.

It is the responsibility of the Head Coach and Team Manager to ensure that all players and Team Officials are eligible to participate before every game.

Using an ineligible player or Team Official may result in disciplinary action by Hockey Saskatchewan and/or PAH, including but not limited to:

- Forfeiture of games.
- Additional suspensions.
- Further disciplinary action against the player, Head Coach, Team Manager, or Team Officials.

Serving a Suspension

While serving a suspension, a player or Team Official shall not participate in any team activities associated with the suspended game(s).

Suspended Players

A suspended player:

- Shall not participate in the game.
- Shall not be on the players' bench.
- Shall not wear a team uniform during the suspended game.

Suspended Team Officials

A suspended Team Official:

- Shall not be on the players' bench.
- Shall not enter the team dressing room immediately before, during, or immediately following the suspended game(s).
- Shall not perform any coaching or bench-related duties during the suspension.

Failure to comply with these requirements may result in additional disciplinary action by Hockey Saskatchewan and/or the Prince Albert Hockey Association.

Questions Regarding Suspensions

If there is any uncertainty regarding a player's or Team Official's eligibility, the Head Coach or Team Manager must contact the PAH Office **before** permitting that individual to participate.

Player safety, compliance with Hockey Saskatchewan regulations, and the integrity of the game must always take precedence.

If eligibility cannot be confirmed prior to the game, the individual shall not participate until confirmation has been received.

COMPETITION

Teams shall operate in accordance with the rules and regulations of the league in which they are participating.

Under 9 (U9) Competition

Games played in the U9 Division shall follow the maximum **three (3) goal rule** per player, per game. Any additional goals scored by that player shall not be counted. League standings shall not be maintained in the U9 Division.

PAH League Competition

Teams participating in the PAH League shall compete under the following point system:

- Two (2) points for a win.
- One (1) point for a tie.
- Zero (0) points for a loss.

PAH League playoff standings shall be determined by **winning percentage**, with ties in the standings decided in accordance with the current Hockey Saskatchewan tie-breaking procedures.

Division winners shall be recognized as **PAH Division Category Champions**. Only teams officially designated as champions may use the terms **“Champion,” “Champions,” “Champ,”** or **“Champs”** when referring to their team achievement, unless otherwise designated by Hockey Saskatchewan.

PAH League Playoff Format

Where a two-game playoff series is used, the following procedures shall apply:

- If Game 1 ends in a tie, the game shall remain recorded as a tie.
- If both games end in a tie, a **Mini Game** shall be played immediately following Game 2 to determine the series winner.
- If Game 1 ends in a tie, the winner of Game 2 shall win the series.
- If one team wins Game 1 and Game 2 ends in a tie, the team winning Game 1 shall win the series.
- If each team wins one game, regardless of the score of either game, a **Mini Game** shall be played immediately following Game 2 to determine the series winner.

The scores from Games 1 and 2 shall not be combined when determining whether a Mini Game is required.

When a Mini Game is required to determine the winner of a playoff series, the following procedures shall apply:

- Teams shall receive a two (2) minute break at their benches.
- Teams shall then play one ten (10) minute **stop-time** period at full strength (five skaters and one goaltender). The entire ten-minute period shall be played; sudden victory shall not apply.
- If the score remains tied, the clock shall be reset to twenty (20) minutes running time and teams shall play **three skaters and one goaltender** in sudden-victory overtime until the winning goal is scored.
- Penalties shall be timed in accordance with normal league play for both running time and stop time.
- During overtime, a team shall never play more than **one player short**. If two penalties are assessed simultaneously, the second penalty shall not begin until the first penalty has expired.
- PAH Affiliated Player rules shall apply. Teams shall not expand their roster unless prior approval has been granted by PAH.

RULE SOURCES

Except where amended, modified, or supplemented by Hockey Saskatchewan or the Prince Albert Hockey Association, all games shall be played in accordance with the current **Hockey Canada Official Playing Rules**.

PENALTIES AND INFRACTIONS

Penalty times shall be as follows:

Penalty	Running Time	Stop Time
Minor Penalty	3 minutes	2 minutes
Major Penalty	7 minutes	5 minutes
Misconduct Penalty	15 minutes	10 minutes

Penalty time shall begin when the puck is dropped to resume play following the assessment of the penalty.

If a penalty is assessed during the running-time portion of the game but play does not resume until the stop-time portion begins, the penalty shall be served using **stop-time** rules.

The PAH General Manager is responsible for administering any disciplinary action arising from game infractions reported by the on-ice officials during scheduled PAH games.

Coaches are reminded that players and Team Officials assessed **Gross Misconducts** or **Match Penalties** are automatically subject to the minimum suspensions established by Hockey Saskatchewan. Additional suspensions may be imposed when circumstances warrant.

It remains the responsibility of the Head Coach and Team Officials to verify that a suspended player or Team Official is eligible before allowing them to return to competition.

APPLICATION OF HOCKEY SASKATCHEWAN SUSPENSIONS

Suspensions shall be administered in accordance with Hockey Saskatchewan regulations.

- A player is suspended from all hockey activities until the suspension has been served with the team where the infraction occurred (registered or affiliated). If that team's season has concluded, the suspension may be completed with the player's other team. The player and suspension must be identified on the game sheet.
- While serving a suspension, neither players nor Team Officials may participate in any team activities associated with the suspended game(s).
 - A suspended player shall not be on the players' bench.
 - A suspended Team Official shall not be in the dressing room immediately before, during, or immediately after the game(s), nor shall they be on the players' bench.
- Suspensions may only be served during scheduled league games, league playoffs, Hockey Saskatchewan playoffs, or Hockey Saskatchewan sanctioned tournaments that were scheduled prior to the suspension. Suspensions may **not** be served during exhibition games.
- Infractions occurring during tournaments or exhibition games shall be recorded, and all resulting suspensions shall be administered in accordance with Hockey Saskatchewan Minimum Suspension Guidelines.
- Affiliated Players (APs) must be clearly identified on all game sheets to ensure suspensions are properly tracked.
- Only properly certified and Hockey Saskatchewan registered coaches are permitted on the players' bench. The presence of an unregistered coach on the bench may result in suspension of the Head Coach.
- PAH will make every reasonable effort to notify coaches of upcoming Hockey Saskatchewan certification clinics. However, it remains the responsibility of each Team Official to obtain and maintain all required certifications. Team Officials who fail to obtain the required certifications by the established deadline shall be suspended from team activities until all certification requirements have been met.
- Anyone participating in on-ice team activities, including practices, must wear a properly fitted CSA-approved hockey helmet with the chin strap securely fastened.

- All suspensions shall comply with Hockey Saskatchewan Minimum Suspension Guidelines. PAH reserves the right to impose additional disciplinary action where warranted.

PLAYERS DRESSED AND ELIGIBLE TO PLAY

To be eligible to compete for league points, a team must have a minimum of **six (6) registered players**, properly dressed and recorded on the official game sheet, ready to play at the scheduled game time.

A team dressing fewer than six (6) eligible players shall be declared in default, and league points shall be awarded to the opposing team. The game shall be considered played.

If both teams dress fewer than six (6) eligible players, no league points shall be awarded. The remaining ice time may be used as a practice session.

Injured players may not remain on the players' bench unless they are fully dressed in all required CSA-approved protective equipment.

EQUIPMENT

All players must wear:

- CSA-approved hockey helmet with CSA certification sticker.
- CSA-approved full facial protection.
- CSA/BNQ-approved throat protector.

These requirements apply during both games and practices.

The use of mouthguards is strongly recommended but is not mandatory.

Any altered or illegal equipment shall be removed from play in accordance with Hockey Canada rules. Players shall not participate until the equipment has been repaired or replaced with legal equipment.

Helmets requiring separate chin straps for both the helmet and face mask must have **both straps properly fastened** whenever the player is on the ice.

Players who deliberately remove their helmet during an altercation shall be assessed a **Gross Misconduct Penalty** in accordance with Hockey Canada Playing Rules.

All other equipment regulations shall be governed by the current Hockey Canada Rule Book, together with any Hockey Saskatchewan modifications.

GAME TIMING PROCEDURES – PAH LEAGUE PLAY

Teams participating in other leagues shall follow the game timing procedures established by their respective league.

One-Hour Ice Allocations (U7 and U9)

Under 7 (U7)

- One (1) hour ice allocation.
- First thirty (30) minutes dedicated to practice.
- Final thirty (30) minutes dedicated to scrimmage or game play.

Under 9 (U9)

- Five (5) minute warm-up.
- Two (2) twenty-five (25) minute straight-time periods.
- Rest break between periods.
- Continuous play with line changes every two (2) minutes, signaled by the buzzer or whistle.
- Teams must vacate the ice at the conclusion of their scheduled ice time.

One-and-One-Half Hour Ice Allocations

Games shall consist of three (3) periods under the following format:

- Games shall begin five (5) minutes after the scheduled start of the ice allocation.
- Teams shall change ends after the first period without leaving the ice.
- A five (5) minute rest break shall be taken following the second period, with teams remaining on the ice.
- The first and second periods shall each be twenty (20) minutes running time.
- The final five (5) minutes of the third period shall be stop time unless one team leads by five (5) or more goals, in which case running time shall continue.
- Teams must leave the ice immediately at the conclusion of their allotted ice time.
- Timekeepers shall sound the horn or buzzer when the allotted ice time has expired.
- Time-outs shall not be permitted during the running-time portion of the game. Each team shall be permitted one (1) time-out during the stop-time portion only, in accordance with Hockey Canada Rule 10.17(f).
- At the conclusion of each period and at the end of the game, teams shall remain at their respective benches until directed by the Referee to leave the ice. Failure to comply may result in penalties.

APPOINTMENT OF OFF-ICE OFFICIALS

Appointment of Off-Ice Officials

Off-ice officials play an important role in ensuring games are conducted safely, fairly, and in accordance with Hockey Canada, Hockey Saskatchewan, league, and Prince Albert Hockey Association (PAH) regulations.

PAH League Games

For PAH League games, the following appointments shall be made:

- The home team shall appoint an adult Official Timekeeper.
- The visiting team shall appoint an adult Official Scorer.

Other League Games

For all other league games hosted in Prince Albert:

- PAH teams shall provide both Penalty Box Officials, unless otherwise directed by the governing league.

Official Scorer Responsibilities

The Official Scorer is responsible for ensuring the official game sheet is completed accurately, legibly, and in accordance with the directions of the Referee.

Responsibilities include:

- Recording all game events as directed by the Referee.
- Ensuring the names and officiating numbers of all on-ice officials are recorded on the game sheet.
- Confirming the completed game sheet is signed by both the Referee and the Official Scorer before leaving the arena.

Official Timekeeper Responsibilities

The Official Timekeeper is responsible for operating the game clock and timing all periods, penalties, and stoppages in accordance with Hockey Canada, Hockey Saskatchewan, league, and PAH playing rules.

Penalty Box Officials

Only appointed Penalty Box Officials are permitted inside the penalty box during a game.

Referee Safety

The appointed off-ice officials, or the Home Team Rink Monitor where applicable, are responsible for ensuring that game officials are able to safely enter and leave their dressing room before and after each game.

Ice Surface Access

Head Coaches, Team Managers, and Team Officials are reminded that players and team personnel shall not enter the ice surface until arena staff have completed all required ice maintenance and have confirmed that it is safe to do so.

REFEREE – PAH LEAGUE PLAY

Game officials are an essential part of hockey and play a vital role in ensuring games are conducted safely, fairly, and in accordance with Hockey Canada, Hockey Saskatchewan, league, and Prince Albert Hockey Association (PAH) regulations. All players, parents, coaches, Team Officials, and spectators are expected to always treat game officials with courtesy and respect.

Games with No Officials

If none of the scheduled game officials arrive, and suitable replacement officials cannot be secured within **fifteen (15) minutes** of the scheduled game time, the scheduled game shall be converted to a practice session.

The Team Officials are responsible for notifying both the PAH Office and the Referee-in-Chief of the situation.

Where possible, PAH will make every reasonable effort to reschedule the game; however, a replacement game is **not guaranteed**.

Games with One Official

If only one scheduled game official is present and a replacement official cannot be secured prior to the scheduled game time, the attending Referee and the Head Coaches shall jointly determine whether the game will proceed with a single official.

Game officials are **not obligated** to officiate games by themselves.

If a mutual agreement cannot be reached, the scheduled game shall be converted to a practice session.

Where possible, PAH will attempt to reschedule the game; however, a replacement game is **not guaranteed**.

Emergency Replacement Officials

When no certified replacement official is available, a Coach, Assistant Coach, Team Manager, Trainer, parent, sibling, or player may officiate **only** when:

- A qualified replacement official cannot be obtained;
- Both Head Coaches mutually agree; and
- The individual is officiating a game within the same division in which their child or sibling participates.

This provision is intended solely as an emergency measure to allow the game to proceed.

Communication with Officials

Referees are responsible for interpreting and applying the rules of Hockey Canada and Hockey Saskatchewan.

Referees are **not obligated** to explain or justify their decisions to coaches during a game and may end a discussion at any time.

Coaches and Team Officials should communicate with officials respectfully and professionally. If clarification is appropriate, it should be requested in a calm and respectful manner during an intermission or an extended stoppage in play. Coaches should remember that game officials are **not required** to engage in these discussions.

Coaches and Team Officials shall **not** discuss disputed calls or non-calls during the post-game handshake.

Respect for Officials

The behavior of coaches and Team Officials has a direct impact on players and spectators.

Demonstrating frustration toward officials often leads to increased frustration among players, poor sportsmanship, and unnecessary penalties.

Coaches and Team Officials shall never attempt to “coach,” instruct, or intimidate young officials during a game. Young officials are developing their skills just as players and coaches are, and they deserve encouragement, patience, and respect.

Contacting Officials After the Game

Under no circumstances shall a player, parent, Team Official, or spectator approach a game official once they have left the ice surface or attempt to enter or confront officials at or near the officials’ dressing room.

Failure to comply with this policy may result in an **immediate suspension pending review by the PAH Board of Directors.**

Coaches should also remember that misconduct occurring after the final buzzer may still be reported by the officials. Suspensions assessed after the conclusion of a game remain valid and shall be served in accordance with Hockey Saskatchewan regulations.

PAH is committed to providing a safe, respectful, and supportive environment for all officials and expects every participant to contribute to a positive game experience.

AFFILIATED PLAYERS (AP)

Affiliated Players (APs) provide teams with the opportunity to replace unavailable players while ensuring games can proceed without unnecessarily increasing roster sizes. The use of Affiliated Players shall comply with the applicable Hockey Saskatchewan, league, and Prince Albert Hockey Association (PAH) regulations.

League Rules

Teams participating in leagues other than the PAH League shall follow the Affiliated Player rules established by their respective league.

Female teams may affiliate **only** players who are registered on female teams.

Establishing Affiliated Player Lists

Not all players wish to participate as Affiliated Players. At the beginning of each season, each Head Coach shall discuss affiliation with players and their parents or guardians.

Teams will receive an **Affiliated Player Form**, which must be completed and submitted to the PAH Office.

Players who agree to affiliate will be assigned to teams based on the player ranking process established by PAH to promote fairness and balance.

Affiliated Player Deadlines

Completed Affiliated Player Lists must be submitted to the PAH Office no later than **November 1.**

Changes, additions, or deletions to Affiliated Player Lists may be made until **January 10.**

Teams that fail to submit their lists by the required deadlines will not be permitted to affiliate players.

The General Manager shall assign Affiliated Players as equally as possible among eligible teams within each division.

Use of Affiliated Players

For PAH League teams:

- Affiliated Players may participate in an **unlimited number of league games prior to January 10.**
- After January 10, an Affiliated Player may participate in a combined total of **three (3) league and league playoff games.**
- Upon participating in a third game after January 10, the player becomes ineligible to continue as an Affiliated Player for that team.

Affiliated Players may participate in an **unlimited number of exhibition games and tournaments**, provided such participation does not interfere with games or commitments of their certified team.

Purpose of Affiliated Players

Affiliated Players are intended to replace rostered players who are unavailable.

They shall **not** be used to increase a team's roster size for league play or for tournaments.

For out-of-town tournaments, teams may affiliate players above their normal roster size where permitted by applicable league or tournament rules.

Goaltender Affiliation

A player may not be affiliated as a skater to replace an absent goaltender.

Only an **Affiliated Goaltender** may replace a missing goaltender.

Where necessary, the affiliation of goaltenders is unlimited, provided all applicable affiliation rules are followed. Special consideration may also be granted by PAH when exceptional goaltending circumstances exist.

Coach Approval

Each time an Affiliated Player is requested, the receiving team's coach must first obtain permission from the player's certified team Head Coach **before contacting the player or their family.**

Game Sheet Requirements

Only players who are dressed and participating in the game shall be listed on the official game sheet.

Suspended players shall be identified in the suspension section of the game sheet.

Affiliated Players must be clearly identified by placing the letters **“AP”** immediately following the player’s name on the game sheet.

Players participating with any team other than the team on which they are officially registered must always be identified as an Affiliated Player.

Players are eligible to participate as Affiliated Players in accordance with the following affiliation regulations:

U7 Division B	U7 Division A
U7 Division A	U9 Division C or U9 Division B
U9 Division C	1st Year Division C to U9 Division B 2nd Year Division C to U9 Division A
U9 Division B	1st Year Division B to U9 Division A 2nd Year Division B to U9 Division A or U11 Division C
U9 Division A	1st Year Division A to U11 Division C or U11 Division B 2nd Year Division A to U11 Division B or U11 Division A
U11 Division C	1st Year Division C to U11 Division B 2nd Year Division C to U11 Division B or U11 Division A
U11 Division B	1st Year Division B to U11 Division A 2nd Year Division B to U11 Division A or U13 Division B
U11 Division A	1st Year Division A to U13 Division B 2nd Year Division A to U13 Division B or U13 Division A
U13 Division B	1st Year Division B to U13 Division A 2nd Year Division B to U13 Division A or U15 Division B
U13 Division A	1st Year Division A to U15 Division B 2nd Year Division A to U15 Division B or U15 Division A
U15 Division B	1st Year Division B to U15 Division A 2nd Year Division B to U15 Division A or U18 Division B
U15 Division A	1st Year Division A to U18 Division B or U18 Division A 2nd Year Division A to U18 Division B or U18 Division A

U18 Division B	U18 Division A
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****Note: At all times a player may only be affiliated with one team as per Hockey Sask Rules.**

HOCKEY SASK REPRESENTATIVES

Prince Albert Hockey Association (PAH) teams may earn the opportunity to represent the Association in Hockey Saskatchewan Provincial Championships.

AA Teams

AA teams shall represent PAH in their respective divisions in accordance with the Hockey Saskatchewan playoff structure and regulations.

U13, U15, and U18 Division A/B Representatives

PAH shall register one (1) Division A or Division B team in each of the U13, U15, and U18 divisions with Hockey Saskatchewan as the Association’s Provincial Representative.

Provincial Representative registrations must be submitted to Hockey Saskatchewan by **December 1**.

Selection of the Provincial Representative

The PAH league standings shall be used to determine the two (2) teams that will compete to become the Association’s Hockey Saskatchewan Provincial Representative.

The two teams with the highest point totals in the regular season standings shall compete in a **modified best-of-three series** to determine the Provincial Representative.

If two or more teams are tied in the standings, eligibility for the playoff series shall be determined in accordance with **Hockey Saskatchewan Regulation 3.08.01**.

Provincial Representative Playoff Series

The Provincial Representative playoff series shall be scheduled by the PAH Office.

Games must be played as scheduled. Any request to change a scheduled game must be approved through the PAH Office.

Games will **not** be rescheduled to accommodate team tournament participation.

Financial Assistance

To assist with travel and playoff expenses, PAH will provide each Provincial Representative team with a **\$250.00 donation for each Hockey Saskatchewan playoff round** in which the team participates.

INSURANCE AND INJURY CLAIMS

All players who are properly registered with Prince Albert Hockey Association (PAH) are covered by the Hockey Canada Insurance Program, subject to the terms, conditions, limitations, and exclusions of the policy.

Information regarding coverage, eligibility, and claim procedures is available through the Hockey Saskatchewan website.

Reporting an Injury

The safety and well-being of players is the highest priority of PAH.

In the event of an injury requiring medical attention, the Head Coach or designated Team Official should ensure that:

- The player receives appropriate medical attention.
- The parent or guardian is notified as soon as reasonably possible.
- Details of the incident are documented for future reference.
- Any required injury or incident reports are completed promptly.

Where emergency medical assistance is required, emergency services (911) should be contacted immediately.

Insurance Claims

Responsibility for initiating an insurance claim rests with the injured player or, in the case of a minor, the player's parent or guardian.

Head Coaches and Team Officials are encouraged to assist families by providing information regarding the Hockey Canada Insurance Program and directing them to the appropriate claim forms and procedures.

Insurance claim forms may be obtained through the Hockey Saskatchewan website.

Completed claim forms shall be submitted directly to the Hockey Saskatchewan Office once all required information has been completed by the claimant.

Insurance claims must be submitted within **sixty (60) days** of the date of the injury.

Coach and Team Official Responsibilities

Head Coaches and Team Officials are expected to promote a safe hockey environment at all times.

This includes:

- Conducting practices and games in a safe and organized manner.
- Ensuring players use properly fitted and approved protective equipment.
- Promoting respect, sportsmanship, and safe play.
- Taking reasonable steps to reduce the risk of injury during all team activities.

While every effort should be made to prevent injuries, participation in hockey involves inherent risks. Players, parents, coaches, and Team Officials are encouraged to work together to promote a safe, respectful, and positive hockey experience for everyone.

INTERPRETATION OF POLICIES

Questions regarding the interpretation or application of this Operations Manual should be directed to the PAH General Manager.

Where a conflict exists between this Operations Manual and the Constitution, Bylaws, Hockey Canada, Hockey Saskatchewan, or governing league regulations, the higher governing document shall take precedence.

The PAH Association Board of Directors reserves the right to interpret, amend, and apply these policies in the best interests of the Association, while remaining consistent with Hockey Canada and Hockey Saskatchewan regulations.

COMMITMENT TO RESPECT

PAH is committed to providing a safe, welcoming, and inclusive environment for all participants.

Players, coaches, Team Officials, volunteers, parents, officials, and spectators are expected to demonstrate respect, integrity, sportsmanship, and good character at all times.

By working together and supporting one another, we create a positive hockey experience that allows every participant to develop, compete, and enjoy the game.

Thank you for being a valued member of Prince Albert Hockey Association. We wish you a safe, successful, and enjoyable hockey season.