# [[1]](#endnote-1)Assiniboine Park Hockey Association Handbook Chapter 1. Introduction

## Purpose of this handbook:

## The APHA recognizes that all players should play under the same policies; therefore, we have created the APHA Hockey Handbook for all APHA member centers. These are referred to throughout the Handbook as the *community centers.*

## You must register your children online, at all ages, using your home community center in the drop-down menu. “Players residing on either side of a border line down the middle of their street shall play in the zone in which they reside. A player’s home zone shall be determined by the last place of residence prior to September 1 of the current year in accordance with Hockey Canada/Hockey Manitoba regulations. A player, moving from one zone after September 1 of the current year, shall submit an “Application for Transfer” to the Hockey Winnipeg Registrar if the player wishes to play for the zone into which the player has moved.” (Hockey Winnipeg Handbook Section F, 8-9)

## This Handbook explains most of the things that parents and volunteers need to know about the hockey programs: how programs are administered, how the league is organized, hockey philosophy and policies, equipment requirements, responsibilities of the coaches and managers, contacts, etc. The community centers recognize the importance of communication, and encourage you to call coaches, convenors, or other hockey volunteers any time you need more information or are concerned about any aspect of the hockey program.

## Mission of the hockey program

## The mission of the APHA hockey program is to make sure that our children have fun while learning skills that will help them enjoy a lifetime of hockey and develop into complete individuals. Our reward for taking on this challenge is more children playing and staying in hockey.

# Chapter 2. Organization of Hockey Canada

## Hockey Canada [www.hockeycanada.ca](http://www.hockeycanada.ca)

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| |  |  |  | | --- | --- | --- | | spacer | spacer | spacer | |  | |  | | --- | | **Hockey Canada's Mission Statement**  "Lead, Develop, and Promote Positive Hockey Experiences."  **Hockey Canada believes...**  In a positive hockey experience for all participants, in a safe, sportsmanlike environment.  In the development of life skills which will benefit participants throughout their lives  In the values of fair play and sportsmanship, including the development of respect for all people by all  participants.  In hockey opportunities for all people regardless of age, gender, color, race, ethnic origin, religion, sexual  orientation, or socio-economic status and in both official languages.  In the importance for participants to develop dignity and self- esteem.  To instill the values of honesty and integrity in participants at all times.  In the promotion of teamwork, and the belief that what groups and society can achieve as a whole is greater than that which can be achieved by individuals.  In the country of Canada, its tradition in the game of hockey, and the proud and successful representation  of this tradition around the world.  In the value of hard work, determination, the pursuit of excellence and success in all activities.  In the benefits of personal and physical well- being. | |  | |  |  | |

## Hockey Canada governs hockey in Canada. It is a member of the International Ice Hockey Federation.

## Hockey Winnipeg

Hockey Winnipeg governs all hockey played in Winnipeg. It establishes leagues for teams in the various age groups to conduct competitions and to decide the winners to represent the City in provincial playoffs.

### Divisions

|  |  |
| --- | --- |
| **Divisions 2024-2025** | |
| **Division** | **Year of birth** |
|  |  |
| U18 AAA | 2007-2009 |
| U18 AA | 2007-2009 |
| U18 A | 2007-2009 |
| U18 Non Contact | 2007-2009 |
| U18 Female A and AA | 2007-2009 |
| U15 AAA | 2010-2011 |
| U15 AA | 2010-2011 |
| U15 A | 2010-2011 |
| U15 Non Contact | 2010-2011 |
| U13 Female A and AA | 2012-2013 |
| U13 AA | 2012-2013 |
| U13 A | 2012-2013 |
| U13 Female A and AA | 2012-2013 |
| U11 A | 2014-2015 |
| U11 Female A | 2014-2015 |
| U9 A | 2016-2017 |
| U9 Female A | 2016-2018 |
| U9 HL | 2016-2017 |
| U7 HL | 2018-2019 |

### AAA and AA hockey

AAA is organized into districts, which may combine several area associations. There is a minimum of three districts in each AAA tier, decided each year by the AAA Council.

AA hockey is organized into 3 zones, each of which may consist of one association or

combined associations and will now be administered by Hockey Winnipeg.

The female AA program will continue to be represented by APHA.

### Area associations in the Hockey Winnipeg

The Hockey Winnipeg contains the following area associations:

Assiniboine Park

Fort Garry North

South Winnipeg

Lord Selkirk

River EastSt. Boniface

St. James-Assiniboia

St. Vital

Seven Oaks

Transcona

## The Assiniboine Park Hockey Association (APHA)

### Responsibilities

The APHA is an area association within Hockey Winnipeg. Its responsibilities include

* Registering teams and collecting fees for hockey within its area
* Purchasing ice as required—all APHA members are charged a blended fee
* Meeting at least once a month during the hockey season—meetings are open to anyone who wishes to attend

### Community centers in the APHA area

Community centers in the APHA area are

Corydon

Tuxedo

Varsity View

Roblin Park

Westdale

Phoenix

For phone numbers and email addresses, please see the APHA website at [www.aphahockey.ca](http://www.aphahockey.ca)

### AAA and AA hockey

For AAA/AA, Assiniboine Park, Fort Garry and Winnipeg South are represented by the Wild.

### Amalgamation

When you register your son or daughter for hockey you do so as part of the Assiniboine Park Hockey Association (APHA). While you may register as your home community centre, your player could end up playing on a team hosted by another community centre. Teams are made primarily with an eye towards competitive balance. Secondarily, the Team Formation Committee will try to keep players together who either live or go to school in the same area, but sometimes it is not possible. Many times players need to be pooled together from different community centres in order to create balanced teams. Please note, friend requests are not permitted in the HCR, they are deleted and not passed on to the hockey directors. If there are extenuating circumstances, speak to your hockey director but no guarantee the request can be accommodated.

After registration, but prior to tryouts, the member community centres of the APHA meet to determine how many teams there will be at each age group. This decision is based on rules set by Hockey Winnipeg and by the number of children registered at each age group across the entire APHA.

### APHA House League

The APHA organizes a house league for children aged (U7) 5–6 and (U9) 7–8. If enough players register, each community center forms its own teams that then play other APHA teams between November and March. House league hockey starts in October with an Initiation Program followed by one game and up to two practices a week.

### Age Advancement

Currently the Wild (AAA/AA) and the APHA do not allow age advancing. Age advancement requests are considered on a year-to-year basis and are governed by Hockey Winnipeg regulations contained in Section F, 20-22. A desire on the part of any player to be age advanced is not in itself sufficient for the age advancement to be granted. Just because Age Advancement is requested is no guarantee that it will be approved. These situations occur very rarely.

These regulations apply equally to both males and females.

**AA & AAA hockey age advancement is also governed by Hockey Winnipeg rules, there are NO age advancements for AA & AAA, please refer to their rulebook for more information.**

### Winter Hawk U9 A1 Tryouts

The U9A1 Winter Hawk category is open to 7 & 8 year old players.

The Assiniboine Park Hockey Association stipulates the following guideline with regards to players trying out for U9A1.

1. *In order for a player to be selected for an A.P.H.A. U9A1 team, the player must be evaluated independently and must be ranked among the 12 top skaters participating in the evaluation.*
2. *By extension, if the group of participants are forming three U9A1 teams, based on the APHA formation, then the player must rank in the top 36 skaters. NOTE:*

*Number of teams will be finalized by the Team Formation Committee based on registrations in year)*

1. *At no time will the rankings be disclosed to parents or any other non-evaluation official.*
2. *Considering that players are not being evaluated by position at this age category, the position the player prefers will have no bearing on his/her ranking. Rankings will be based on overall hockey skills and ability.*

*This U9A1 policy pertains only to skaters. Goaltenders are frequently hard to find for many age categories. If an underage goaltender is most qualified for the team, the underage player will be given the position.*

**IMPORTANT NOTE: U9A1 registration is $205.00 more than U9 House League (this will**

**be charged to those who make the U9A team after registration)**

# Chapter 3. Policies

This Hockey chapter describes the general philosophy and policies adopted by the APHA.

## Philosophy

The APHA hockey program provides high quality recreation for young people in our community. The program is committed to giving as many young people as possible the opportunity to play and benefit from the development of character, high ideals of fair play and individual and team skills. The focus is on participation and fun, not on winning or losing.

The priorities of the APHA are as follows:

1. Every player plays and enjoys a similar environment.

2. Children should play with others of the same skill level.

3. Coaches are expected to complete a child abuse registry form prior to being selected as a coach.

## Fair Play Codes

McDonald’s restaurants, with the General Council of Winnipeg Community Centres and the Coaches Association of Manitoba, have developed a Fair Play program that works toward putting Fair Play and fun back into sports for our young athletes. This program establishes a solid model for coaches, parents and players and officials.

APHA endorses the Fair Play program, and recommends that all athletes, coaches, spectators, and parents take time to review the following Fair Play Codes.

### For the player

* I will participate because I want to, not because my parents or coaches want me to.
* I will play by the rules, and in the spirit of the game.
* I will control my temper. Fighting and disrespectful language or behavior can spoil the activities for everybody.
* I will respect my opponents.
* I will do my best to be a true team player.
* I will remember that winning is not everything; having fun, improving skills, making friends and doing my best are also important.
* I will acknowledge all good players and performances, those of my team and of my opponents.
* I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.

### For parents

* I will not force my child to participate in sports.
* I will remember that our children play sports for their enjoyment, not for mine.
* I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
* I will not condone, permit, defend or engage in actions, on or off the ice, which are not consistent with good sportsmanship
* I will teach my child that doing one’s best is as important as winning, so that my child will never feel defeated by the outcome of a game or event.
* I will make my child feel like a winner every time by offering praise for competing fairly and trying hard.
* I will never ridicule or yell at my child for making a mistake or losing a competition.
* I will remember that children learn best by example. I will applaud good plays and performances by both my child’s team and their opponents.
* I will encourage my child to remember that he/she is part of a team and to work for the good of the team.
* I will never question the officials’ judgment or honesty in public.
* I will support all efforts to remove verbal and physical abuse from children’s sporting activities.
* I will respect and show appreciation for the volunteer coaches who give their time to provide sport activities for my child.

### For coaches

* I will be reasonable when scheduling games and practices, remembering that young athletes have other interests and obligations.
* I will teach my athletes to play fairly and to respect the rules, officials, teammates and opponents.
* I will not condone, permit, defend or engage in actions, on or off the ice, which are not consistent with good sportsmanship.
* I will ensure that all athletes get equal instruction, support and playing time.
* I will not ridicule or yell at my athletes for making mistakes or for performing poorly.
* I will remember that children play to have fun and must be encouraged to have confidence in themselves.
* I will make sure that equipment and facilities are safe and match the athletes ages and abilities.
* I will remember that children need a coach they can respect. I will be generous with praise and set a good example.
* I will obtain proper training and continue to upgrade my coaching skills through the NCCP and NCMP and/or other means of professional development.
* I will work in cooperation with officials for the benefit of the game.

### For officials

* I will make sure that all athletes have a reasonable opportunity to perform to the best of their abilities within the limits of the rules.
* I will avoid or stop any situation that threatens the safety of the athletes.
* I will maintain a healthy atmosphere and environment for competition.
* I will not permit the intimidation of any athlete either by word or by action. I will not tolerate unacceptable conduct toward myself, other officials, athletes or spectators.
* I will be consistent and objective in calling all infractions, regardless of my personal feelings toward a team or individual athlete.
* I will handle all conflicts firmly but with dignity.
* I will accept my role as a teacher and role model for fair play, especially with young participants.
* I will be open to discussion and contact with the athletes before and after the game.
* I will remain open to constructive criticism and show respect and consideration for different points of view.
* I will obtain proper training and continue to upgrade my officiating skills.

### For spectators

* I will remember that children play sport for their enjoyment; they are not playing to entertain me.
* I will not have unrealistic expectations. I will remember that child athletes are not miniature professionals and cannot be judged by professional standards.
* I will respect the official’s decisions and I will encourage participants to do the same.
* I will never ridicule an athlete for making a mistake during a competition. I will give positive comments that motivate and encourage continued effort.
* I will condemn the use of violence in any form and will express my disapproval in an appropriate manner to coaches and league officials.
* I will show respect for my team’s opponent, because without them there would be no game.
* I will not use bad language, nor will I harass athletes, coaches, officials or other spectators.

## General policies

### Discipline

Coaches may apply equal discipline when players do not attend practices and games, especially when the player has not given notice or provided a reason, or when players fail to make an effort, refuse to follow instructions, or do not conduct themselves according to the principles of fair play.

All players are to be treated equally. Normally, discipline means having a player sit out a shift or shifts after due process.

In extreme circumstances, a coach may dismiss a player from a team, with the approval of the Hockey Director or Convenor where the team is based. Prior to this step being taken, the situation should be referred, in writing, to the APHA Discipline Committee.

### Games

Teams are not to play one another across skill levels or age groups.

### Insurance

All coaches, referees and other volunteer workers have comprehensive insurance coverage under Hockey Canada while volunteering for community centres. All players are insured under Hockey Canada. For more information about areas of liability that are covered, see *Safety Requires Teamwork*, available from the Hockey Manitoba office at 145 Pacific Ave., or by telephone at 204-985-4242.

You must have accident report forms in your team’s community centre office within 90 days after an accident. If you need to report an accident, get a form from the office as soon as possible.

### Jerseys & uniforms

Jerseys are provided by the six community clubs for all house league teams and the APHA for all Polar Bear & Winter Hawks teams. The preferred color for hockey pants, helmets and gloves is black or navy blue. The expectation is that all APHA players during the winter season will refrain from wearing non APHA logo equipment during games (ie. logo pants, helmets or gloves from Spring or other hockey teams). AA & AAA teams provide their own jerseys.

### Late registration

Late registrants are not guaranteed playing spots unless they are newcomers to the area soon after regular registration is complete. There will be a late registration fee for all

registrations after August 23rd. **Late registration is discouraged.**

### Parents

Parents are expected to

* Get players to scheduled games and practices dressed and on time.
* Let coaches know when players can‘t be at games or practices.
* Follow the Fair Play Codes.
* Help when asked.

### Participation fees

Participation fees are payable online during registration and then forwarded to the home community centre.

### Playing time

Coaches will use their best efforts to give every player equal playing time, except in disciplinary situations (discussed on previous page).

### Registration

Players may participate in a tryout, practice, or game only after they have completed registration online and paid the required fees. Coaches cannot allow anyone to play who is not on their list of registered players. Players must register online and leave a post dated cheque at their home community centre (if a volunteer bond is required).

**REGISTRATION FEES COVER** the following expenses:

* Ice time for team selection (tryouts)
* Fees of the hockey associations, which include administration expenses, ice for league games, referees, timekeeper for league and playoff games, awards and insurance
* Jerseys, house league goalie equipment, cleaning and repair
* Team socks, helmet decals and name bars (U9A- U18A)
* Rob West Tournament fees (U11/U13 teams only)
* Pathway Skates (U9 & U11 teams only)
* Development Skates (U11 teams only)
* Other expenditures such as clinics and coaching materials

**REGISTRATION FEES DO NOT COVER** these expenses:

* The cost of extra indoor ice for practices, exhibition games or tournaments
* Jackets, sweats etc
* Team socks, helmet decals and name bars (U7/U9 HL)
* Team windups, team photos, etc.
* Tournaments, exhibition games and trips

#### Extra team fees

U9-U13 teams are allowed to collect a maximum of $12,000.00 for each team in extra fees within the amalgamation. U15-U18 teams are allowed to collect a maximum of

$13,000 (or $875/max per player whichever is larger). The basic registration fee covers practice ice in addition to competitive ice costs. The CHA suggests a ratio of maximum two practice ice times for every game played.

The team fees maximum is calculated as follows:

U9-U13 U15-U18

Up to 32 hours of indoor practice ice

@ $250.00 an hour (avg.) ½ or full $6,500.00 $8,000.00

Tournaments (3-U9-U13 & 2 for U15-U18) $4,500.00 $4,000.00

Misc (team building/coach gifts) $1,000.00 $1,000.00

**Team total (up to a maximum)** **$12,000.00** **$13,000.00**

These amounts are the **maximums** allowed. **It cannot be exceeded.** Teams may find they can enjoy the season for considerably less than this maximum.

Teams may reach the maximum by fundraising, by fundraising and equal levies for each player, or through an equal levy for each player without fundraising. **Fundraising is not to be used to exceed the team maximum.**

**Documents**

Copies of birth certificates or provincial health cards are required at the following times:

* When a player registers with Hockey Winnipeg the first time
* When a player first is carded on a Hockey Canada player registration certificate

Other documents are occasionally needed for the following. Parents are informed when these are required, usually involving

* Inter-branch transfers
* Hockey Winnipeg transfers
* Age advancements
* Certification as to residency

### Resolving disputes

1. Parents with a dispute should contact the Parent Liaison for the team first
2. If the dispute cannot be resolved, parents should contact their community center Hockey Director
3. If the dispute is still not resolved through the normal procedures, parents should

contact the APHA President, APHA VP (Male or Female Hockey) and the Chair of the Discipline Committee

### Roster size

Hockey Winnipeg rules say that the minimum number of players on a team is 12. The number of players on a team depends on the availability of players in each age group and the number of teams being formed. Normally the number of players varies from 13 to 17; that is, from two complete lines, one goalie and an extra player, to three full lines plus two goalies.

At older ages, typical roster size is from 15 to 19 players, because of the expanded outside interests of the older players. Players can temporarily play a maximum of ten games in a season as call ups to higher age or division teams. Therefore, it is often best for A2 and A3 teams to have slightly larger rosters.

### Temperature

Outdoor games cannot be played if wind-chill exceeds -28C or if the temperature exceeds -25C, 2 hours up to and including game time. The temperature used is the “Forks” temperature. It is more sheltered like our community centres and more indicative of the actual temperature as compare to the “Airport” temperature.

### Temporary players

The Convenor or hockey director (U7 & U9HL) and the Hockey Winnipeg Division Director (A Hockey) may give permission for temporary players on the team. This permission is subject to the requirements for Association teams playing under Hockey Winnipeg rules (Section G)

### Transfers

Transfers of players in and out of any community center are governed by the regulations of Hockey Winnipeg, which are all players must register at their home community centers by the initial registration date. Transfers are granted only under exceptional circumstances.

Transfers are granted for only one year. After that year, players must again register at their home community centers.

A community center cannot transfer a player in while transferring a player out in the same age category.

Transfers are not normally granted at the same time as age advancement.

A transfer cannot be granted after December 1st .

A player wishing to transfer must complete an Application for Transfer. The application must be approved by both the community center and the APHA President, for transfers within the APHA. Transfers to or from another association must also be approved by the other association president and Hockey Winnipeg. See Section F, Hockey Winnipeg Handbook.

# Chapter 4. Team administration

This Hockey Canada chapter provides information on

* Coaching
* Selecting players
* Responsibilities of hockey volunteers
* Equipment required by players
* Team photographs
* Ice time

## Coaching

This section provides information on coaching certification and coaches’ responsibilities.

### General

Coaches are expected to accept as many players as possible and still allow equal participation of all players. Coaches must display responsible leadership and instill attitudes of fair play and pride of achievement. Coaches not following APHA expectations may be removed as a coach.

### Coaching certification

All coaches and assistant coaches at all levels must be certified by Hockey Canada. All coaches on the bench must be certified and have completed the Respect in Sport course. Each level of certification must be achieved by December 1st of the current season. If a coach does not get certified, Hockey Winnipeg will remove the coach from the roster and the coach will not be allowed on the bench for the remainder of the season. Parents without certification are not allowed either on the bench during games or to assist on the ice during practice. Certification must be obtained by the Hockey Manitoba deadline for the current season.

Hockey Canada certification courses are offered several times during the first few months of the hockey season. Schedules are available at the Hockey Winnipeg and Hockey Manitoba offices.

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| DIVISION/CATEGORY | HEAD COACH | ASSISTANT COACH |
| U7 | Coach 1 – Intro to Coach (IP) | Coach 1 – Intro to Coach (IP) |
| U9 | Coach 1 – Intro to Coach (IP)  or Coach 2 – Coach Level | Coach 1 – Intro to Coach (IP) or Coach 2 -Coach Level |
| U11 | Coach 2 – Coach Level + Checking 1 | Coach 2 – Coach Level |
| U13 | Coach 2 – Coach Level + Checking 1 | Coach 2 – Coach Level |
| U15 Female AA | High Performance 1 + Checking 1 | Development 1 |
| U15 AA, A | Coach 2 – Coach Level + Checking 1 | Coach 2 – Coach Level |
| U18 AA, A | Coach 2 – Coach Level | Coach 2 – Coach Level |

For more information about coaching certification, call the Hockey Program Director at Hockey Manitoba, 204-925-5755. You can also visit their website at <http://www.hockeymanitoba.mb.ca/clinics.php>.

### Becoming a coach

* Indicate your interest for coaching positions during registration for the upcoming season. The Hockey Canada database will be used for all Coach Applications.
* Coaching assignments for parent coaches are confirmed after the tryouts are completed and the teams are selected. Coaches who are not parents may be confirmed before tryouts begin.
* Certifications must be obtained, based on the above chart, by December 1 of each year. Coaches who are not certified by the December 1 deadline will face penalties from Hockey Winnipeg including fines and potential removal from the roster.
* Each coach’s performance is reviewed at the end of each season before coaching status is approved for the next season.

### Selecting team coaches

The APHA Team Formation Committee select the coaches after reviewing the coaching applications. A head coach may stay with the same team for two seasons. After two seasons, it is suggested that the players be exposed to new coaches and to different coaching techniques to enhance their experience.

### Responsibilities

The coach is responsible for the following:

* Selects (and searches out if necessary) assistant coaches
* Selects (and searches out if necessary) a team manager and parent liaison
* Understands the rules of hockey
* Prepares for practices
* Holds meetings with parents at least three times: at the beginning and the middle of the season, and the end of the season before playoffs
* Displays appropriate behavior at all times
* Determines the positions of the players

### Captains

The APHA recommends that if used, the captain’s and assistant captains’ badges be rotated equally among players so that each player is exposed to the roles and responsibilities of each position. A coach may assign permanent captains, but under NO circumstances are parent coaches to select their own children as permanent captains or co-captains.

### Expenses

From the team budget, pucks, cones, whiteboards, etc. may be purchased. APHA will pay for coaching clinic registration fees of any coach entered onto a current season’s roster.

## Selecting players

This section outlines procedures for selecting players.

### Player Evaluations

In the process of forming teams, players are to be provided with an opportunity to attend a minimum of 3 evaluation sessions or 2 sessions for U9A1 hockey. (Hockey Winnipeg Rulebook Section D, 11). **Independent paid evaluators are used for both the female & male tryouts.** There are typically five-six evaluators for each age group, U9-U18, (formerly Novice to Midget). The evaluators are recruited for their hockey qualifications and their fairness. An evaluator must have substantial hockey knowledge and experience.

**Program declaration**

A player can choose to register for male or female hockey, **not** both. Once a female tries out for a male team she cannot come back to female hockey. Consequently, if a female player tries out for a female team, she cannot switch back to a male program. By stepping on the ice in a tryout, that player is declaring which program they are entering, male or female.

Evaluators cannot have either children or relatives involved in the age group they are evaluating. On ice drill leaders are not involved in evaluation of participants. They are there to ensure the evaluation session is conducted in a standard fashion. Parent coaches are not involved in team selection.

A hockey group will be contracted to provide on-ice organization of drills, scrimmages and tryout activities for each age group. On-ice staff may be consulted on evaluation of goalies, but the selection of goalies rests with the Team Formation Committees. The on-ice staff will provide a well-balanced tryout to allow for proper evaluation of all attending the tryout. If there are four or more goalies trying out for one age group, an independent goalie evaluator will be included in the off ice evaluation staff for each session.

The evaluations consist of a minimum of three hours and a maximum of five separate hours of on-ice evaluation. At least one of these hours is devoted to scrimmage evaluation and a minimum of two hours is devoted to drill evaluation.

Evaluators use the system for team selection outlined in the Hockey Canada Coach’s Manual, developmental level, where possible. Each skill assessed is graded, using a system similar to the one in the Hockey Canada manual. As outlined in the Hockey Canada Manual, equal attention is paid to defensive and offensive skills. Checking, playing at the blue line, and taking a player away from the net have a value equal to shooting, puck handling and scoring. Basic skills common to all aspects of the game, such as skating, puck handling and hockey sense, are evaluated. Skating includes skating forward and backward, crossovers, speed, agility, balance, and strength players’ show on their feet.

Players trying out as goalies are evaluated for the complete tryout as goalies and are not permitted to switch to try out for a skating position.

### Important procedures

* During and immediately following each tryout, independent evaluators are left to themselves to carry out their job. They are not to be approached by anyone, including coaches, and on-ice help.
* After the final evaluation, the Team Formation Committees will convene and review the independent evaluations and form teams. This meeting, its discussions and the data used to comprise the team are strictly confidential and may not be disclosed to any parent, coach, volunteer our outside party. APHA will notify players to tell them the team they will play with and the name of the coach, if that is known at the time.

## Responsibilities of hockey volunteers

This section outlines the responsibilities of volunteers involved with administering the hockey program: the team managers and trainers, the convenors, and parent representatives.

### The team manager

The team manager is selected by the coach, and has the following responsibilities:

* Secures ice time required for practices
* Maintains and administers the finances of the team and issues a statement to all parents at the end of the year
* It is recommended that they organize a team windup where there are no individual awards given
* Secures the team’s equipment from APHA; supplied equipment includes jerseys. House League teams receive jerseys /goal equipment from home community centre
* Notifies players of games changed or cancelled, practices, etc.
* Organizes exhibition games as determined by the coach; this includes getting referees, time keepers, and ice
* Enters the team into tournaments as determined by the coach
* Organizes team photographs if the parents request them

### Safety Person

All Teams require a safety person. This person utilizes a proactive, preventative approach while being prepared to react in the event of accidents, injuries and medical emergencies.

### Hockey Directors and Age Convenors

* Determines the number of players on each team, at the Team Formation Committee meetings, using the Hockey Winnipeg guidelines, which set a minimum and maximum number of players a team may carry
* After team formation, provides the coach a full roster of all players
* Helps the coach when called upon to clarify league rules

### The parent representative/

### liaison

Parents for each team select parent representatives who act as a liaison with the coaches and parents.

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## Required equipment

Equipment needs change as your child grows and develops. For example, when players reach the age at which body checking is permitted; they may need bulkier shoulder and elbow pads. However, injuries can happen at any age. Accidents happen and children fall. Every player must wear protective equipment that fits properly. Do not buy equipment too large with the idea that it will last several seasons. If budget is a consideration, it’s better to get something second hand that fits and is still in good condition.

All house league and travelling players must have the following equipment.

### Elbow pads

When secured beneath the sweater, elbow pads should be fairly snug and must not slide up and down the arm. Material outside over the elbow should be a hard enough to prevent damage when falling to the ice. Beyond five- and six-year-old hockey it is advisable to have an elbow pad with padding that wraps over the inside the forearm as well. This area of the arm may sometimes receive a blow from another player’s stick.

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### Gloves

Select a glove that allows enough flexibility to manipulate the hockey stick and that has adequate padding to protect every area of the hand and wrist.

Select the longer cuffed glove to provide the proper wrist protection. Increasingly, older players and pros are using short-cuffed gloves. However, they allow damage to wrists from sticks and skates and are not a good choice for minor hockey players of any age.

### Groin protection

Girls and boys must wear a "jill" or "jock" athletic protector. Many are designed to help support socks with snap or velcro connectors.

### Helmet

Proper fit is critical. The player should try the helmet on before purchasing.

* **The helmet must bear the CSA label.**
* The face mask must fit so that when installed the chin cup fits directly over the chin. Otherwise the risk of injury to head or face is greater.

### Mouthguard

A properly fitting mouth guard is mandatory for all players.

### Pants

Most community centres wear black or dark blue pants.

Pants should be large enough to allow freedom of movement, but not so large as to have pads in the pants positioned improperly. The length of the pants should be to the top of the shin pads, slightly above the knee. Select pants that have good kidney and tail-bone protective pads, and thigh pads.

### Shin pads

These should be well padded inside, with the outer hard area in good condition, that is, free of cracks, etc. Padding that wraps around the calf is important. When the cap portion is centred over the knee cap the bottom of the shin pad should be at the top of the skate.

### Shoulder pads

For any player, size the shoulder pads to centre the protection directly over the shoulder joint. For players eight and over there should be pads that protect the chest and back.

### Skates

Skates must offer a good, firm fit, with some ankle flexibility when the laces are done up. Boots should fit well with a single pair of sports socks. There should be a little room behind the heel with the foot in the boot (an average sized index finger width).

Crisscross laces, pulling them tight over the toes, and snug over the instep. When tying at the top of the boot avoid wrapping the excess around the ankle. This may impair blood circulation, causing a variety of problems, including cold feet. Size the laces to the skate.

Test new or used skates before purchasing by squeezing the area around the heel and instep. It should be fairly stiff. Good blades are important to hold a sharp edge. Keep blades sharp and wipe well after every outing.

### Socks

Size socks properly to the player. They can be held in place with sock tape and garter belt (or equivalent). Ensure players wear clean dry socks for each practice and game.

### Stick

A variety of stick sizes are available including junior, intermediate and senior. The shaft size should fit the hand’s grip properly. It also flexes properly to allow the player to learn to shoot the puck. Either a wooden or composite stick is fine. For young players the blade should curve only slightly.

Tape the stick to allow the player to handle the puck more easily. Tape from the heel toward the toe of the blade. Tape the top of the shaft for better grip. A ball at the end will make the stick easier to pick up, but don’t make it too large. Use black tape on the blade (to hide the puck) and white tape on the shaft (so not to stain the gloves).

To cut the length of the shaft, first have your child put skates on. Put the tip of the blade on the ice just in front of the player’s skates. Hold the shaft up against the player’s chin, with the player standing up straight. Mark the shaft at the point where it meets the chin. Cut the shaft at this mark. If it proves to be a little long you can always trim off another inch or so. The ideal stick length varies slightly according to the lie of the blade and the player’s skating stance.

### Jerseys

Community centres supply hockey sweaters for all house league teams and the APHA supplies jerseys for all the older teams, male & female.

**These are only for wearing at games.** Players should have their own practice jerseys.

### Throat protector

Throat protectors must bear the CSA insignia. Adjust the strap at the back so that the neck is fully protected.

## Team Photographs

Each team should have team photographs. However, this is an additional expense and is not covered by registration fees. The team manager coordinates team pictures if the parents agree to this expense.

## Ice time

A hockey program must provide enough ice hours in a season to give players fun and skill development. There should not be so much hockey that it interferes with family and school activities, keeps children from participating in other personal development programs, or causes hockey burnout. In addition, each player’s season must have a balance between league, playoff, and exhibition games, practices, and free play time. Coaches need to have an understanding that players may not be able to attend every ice time.

**Resources:**

Hockey Canada

Hockey Manitoba

Hockey Winnipeg

1. [↑](#endnote-ref-1)