



RULES & REGULATIONS 2009 - 2010

A. PLAYER REGISTRATION

1. AGE DIVISIONS *Years of age by December 31st. of the current season.*

TYKES	4 & older
DYNAMITE	5 & 6
NOVICE	7 & 8
ATOM	9 & 10
PEE WEE	11 & 12
BANTAM	13 & 14
MIDGET	15 & 16 & 17

2. REGISTRATION DIVISIONS

INITIATION DIVISION

All beginner players 4 years and older as of December 31 will be registered in the **Tykes** Program (Skill Development) before being allowed to move to Dynamite, Novice, Atom or Girls Division at a later date, if there is room on a team. They do not play scheduled games. They have 2 one-hour practices per week, with the focus on fun and skill development. Coaches must be certified under the C.H.A. Initiation Program. **Children 4 years old will be accepted into the Tykes Program if an evaluation indicates their ability to skate AND their readiness for the program.**

Dynamite and **Novice** players go through player evaluations. Dynamite teams will have 1 shared-ice practice per week and Novice teams will have 2 shared practices per week. Teams play in the WCMHA.

GIRLS' DIVISION

These players **DO NOT** go through player evaluations. All age groups, Atom through Midget will have 1 full-ice practice one week and 1 shared-ice practice the next. Teams will play in leagues, or play exhibition games. Age groups may be combined depending on registration numbers. Female players may register in Minor Hockey or Female Hockey, but they must stay in their chosen program for the whole season. They may **NOT** change during the season.

MINOR DIVISION

These players go through player evaluations. Atoms through Midget will have 1 full-ice practice and one shared-ice practice per week. Teams play in the NCMHA or WCMHA.

- RMHA will accept import players on top tier teams from Pee Wee to Midget. A Hockey Alberta "Permission to Tryout" form is required before players are allowed on the ice for the first session. If players fail to make the top tier team, they will return to their resident association.

4. Players must be at least 4 years old by December 31 of the current hockey season and must register in their proper age division. Players may try out for the top team in a higher age division, but if they are not evaluated as one of the top 3 players, they must return to their own age division, at their evaluated skill level. Parents of players wishing to try out in older age groups must sign a RMHA “Request to Try out Form” at registration. These moves will not be approved if there are fewer than 12 players remaining on the team, or if the players do not want to move. Players may only try out for one team at a time. No more than TWO underage players can be carded to a Tier 1 team. In certain situations, registration numbers may cause variations to this rule. Each case will be evaluated separately.
5. Players are assessed primarily on their skills within the division where they have registered. The goal of evaluations is to evenly distribute players in non-tiered divisions, and to help place players in tiered divisions. Tier 1 & 2 teams will be tiered, from Atom to Midget. If there are more than three teams in a division, the remaining teams will be made as equal as possible. No All-Star teams are allowed.
6. If registration numbers permit, the minimum and maximum number of players on teams shall be:

<i>17 & 19</i>	<i>Bantam & Midget (Tier 1 & 2)</i>
<i>14 & 17</i>	<i>Atom & Pee Wee (Tier 1 & 2)</i>
<i>12 & 17</i>	<i>All Tier 3 (& 4), Novice & Dynamite</i>

Any changes to these numbers must be approved at a meeting of the executive, coaches and parents concerned. If not enough players register for the minimum numbers per team, then alternate arrangements within and/or between divisions may be required.

7. Players cannot register in RMHA after December 10, to allow time for registration with Hockey Alberta by the January 10 deadline, unless their family moves to Rocky Mountain House after December 10.

B. FEES

1. Registration fees are calculated to cover ice rent for the estimated number of teams in the coming season. Fund-raising must cover insurance, league fees, referees, equipment and operating costs.
2. Parents must complete and sign a RMHA registration form.
3. Parents are required to pay a bond amount per player (included in the fees), instead of taking part in fundraising projects, and will receive a partial refund on this amount if they volunteer in RMHA.
4. All fees must be paid in full with registration. Anyone whose cheque is NSF or who had an NSF cheque in previous years will be required to pay cash.
5. Players must register and pay their fees before they will be allowed on the ice. Fees paid by the Registration Smorg are \$50 off the REGULAR RATES.
6. Players trying out for all top tier teams will be charged an additional \$60 for two guaranteed ice-times.
7. People having difficulty paying fees, may apply to a RMHA committee to review for an exception.
8. No refunds will be given unless requested in writing, stating the reason. Pro-rated refunds will be made based on the time remaining in the hockey season. Refunds for less than two weeks played will be subject to a \$10 administration fee.
9. No new teams will be formed after September 7. Late registrations will be accepted at REGULAR RATES (\$50 more than shown on registration forms), only if there is room on a team.
10. Players registering late will be evaluated where they wish to play **if there is room on that team**. The coach may keep the player or release him to the next lower level. A coach cannot choose a late-registered player to replace a player he has already selected to the team; there must be room for that player on the team. **Players who register late, and miss evaluations may find there is no room left where they would like to play.**
11. After four absences from games or practices the coach, manager and a member of the executive must meet with the family to assess the situation and make a decision on whether the player will be suspended. If the player is suspended, he/she will not be allowed to register the following season.

C. FUNDRAISING BOND

1. Parents have the option of earning a partial rebate on fundraising bonds paid by volunteering as a carded team official (5 per team), manager, director or executive member in RMHA or in a league executive position.
2. To receive rebates, parents must be willing to devote the necessary time required for the ENTIRE HOCKEY SEASON.
3. The executive and directors will determine all volunteer positions and rebates allotted.
4. A RMHA Team Volunteer Form must be signed by the team coach AND manager and given to the office manager by December 1.
5. Rebates cannot be carried forward to the next year.
6. Rebate cheques will be issued by March 31.
7. Parents and students 14 years of age or older may work in the concession for wages as set by RMHA.
8. Anyone who signs up to work in the concession and does not show up, or give 24 hours notice, will not be allowed to sign up for the rest of the season.
9. Paid managers will oversee the operation of the concession, at rates set by the executive committee.
10. There will be at least one manager in the concession at all times to supervise parents & casual workers.

D. COACHES, MANAGERS AND SAFETY PERSONS

1. A committee of the coach co-ordinator, president, vice president, referee-in-chief and director will select coaches from those who fill out an application form, on the basis of qualifications and past performance. The committee will have final approval on coach selections.
2. All persons assuming these positions shall strive to maintain a high standard of sportsmanship as an example to the players.
3. All RMHA volunteers are required to have a criminal record check annually.
4. All Articles, Bylaws, Rules and Regulations must be adhered to at all times.
5. Coaches, managers and safety persons are subject to replacement should the executive decide they are not acting in the best interests of the players or the Association.
6. Every coach shall choose (or have appointed) a manager, safety person and assistant to help enforce the following rules:
 - (a) Have a coach, manager or other registered person in the players' box at games.
 - (b) Keep dressing rooms, (both sides) locked during practices and games.
 - (c) Make sure all gates are kept closed and latched during practices.
 - (d) Don't allow players on the ice until the tractor is completely off and the doors shut.
 - (e) Have ADULTS who know how to run the time clock and keep score, in the box during games.
 - (f) See that all players wear ALL the approved protective equipment AT ALL TIMES.
 - (g) Don't allow players to have keys to lockers, dressing rooms, or the minor hockey room.
 - (h) Make sure that equipment is returned to the locker after each practice or game.
 - (i) Make sure your team has adult supervision on the ice in your absence.
7. Coaches shall sign out equipment and pay a \$100 team deposit to the equipment manager (vice president), which will be refunded when ALL the equipment is returned, with jerseys washed.
8. Coaches or managers must have a vote in favor by a majority of all parents on their team before attending out-of-town tournaments.
9. RMHA will hold clinics annually. Rocky coaches and managers will be charged fees and will be reimbursed if they attend clinics.
10. If no Initiation, Coach or Intermediate Level Clinic is held in Rocky Mountain House, coaches attending out-of-town clinics will be reimbursed for fees, meals and travel, paid at H. A. rates.
11. Tykes, and Dynamite coaches must have the Initiation or Coach Level 1 Certificate by Dec. 31.
12. Jr. coaches must take the Initiation Program Clinic before Dec. 31.
13. Novice and older teams, including female, must have minimum of Coach Level 1 by Dec. 31.

14. Pee Wee to Midget teams must attend a H. A. Checking Clinic during the season.
15. All registered team officials must attend a Hockey Alberta Speak-Out Clinic.
16. Safety persons MUST attend a Canadian Hockey Safety Program clinic every three years. Coaches and Managers should also attend this clinic.
17. Managers shall not be the spouse of any of that team's coaches.
18. Managers must attend a RMHA Manager's Clinic during the season.
19. Managers must make sure that the referee-in-chief and the ice co-ordinator have a schedule of all their league home games at the beginning of the season, and give at least 48 hours notice of other games.
20. Managers must notify the referee in-chief and the office manager of cancelled games or practices in writing at least 30 days in advance, or the team will be charged \$250, and forfeit ALL practice times until payment is received in full.
- 21. Managers of each team will be responsible for their own ice times after the RMHA office manager has initially given each team their home ice times. Changes or trades between teams MUST be reported to the office manager and the referee-in-chief.**
22. Managers must have their team parents sign a RMHA FOIP form for insurance purposes.
23. All players shall be given equal ice opportunity in each game regardless of skill level, in Dynamite, Novice and Atom divisions. In Pee Wee and higher divisions, players should be given equal opportunity to play throughout the season.
24. No smoking, drugs or alcohol is allowed in the Arena Facility by players, parents or coaches during minor hockey games or practices.

E. LEAGUE AND TOURNAMENT PLAY

1. The Association shall operate under the rules of the CHA, Hockey Alberta, NCMHA and WCMHA, some of which are:
 - (a) All teams must register at least 12 players prior to their first league game. ONLY THOSE PLAYERS WHO ARE REGISTERED are allowed to play in scheduled league games.
 - (b) Liability insurance is MANDATORY for all Hockey Alberta players, coaches, managers, referees, minor officials and administrators. Participants are insured when fees and names are received in the H.A. office.
 - (c) Players wishing to try out in another association must have a Hockey Alberta "Letter of Permission" form signed by the RMHA president for EACH team for which they try out.
 - (d) No player shall be permitted on the ice unless he/she is wearing the ALL of the approved protective equipment, including throat protector and ear protectors AT ALL TIMES.
 - (e) Players must play only on the team for which they are registered or affiliated. No coach may use a player from another team in the Association unless the teams are affiliated according to H.A. rules, AND unless he/she has the approval of that player's coach EACH TIME the player is used. The player or the parents MUST NOT be approached until the approval from his/her coach is obtained. Players who have been pulled up to their affiliated team, (using the proper procedure), shall be allowed one practice with that team before they actually play in a game with them. This will be permissible only if the director, both coaches and coach co-ordinator are all in agreement.
 - (f) No intentional body contact is allowed in Atom and younger divisions (minor penalty).
 - (g) Travel permits are required for ALL exhibition and tournament games OUTSIDE of Zone 4. Telephone the RMHA office manager 2 weeks in advance to obtain a permit number.
 - (h) In the Atom and higher divisions, the first teams will be registered "A" according to last year's registration numbers. If a team has imports, the registration numbers from the imported player(s) association(s) will be added only to that age division. If the added import numbers move the team to the next higher Provincial category, ALL teams in that age division must then play one level higher in Provincial Playoffs.
 - (i) All game records shall be kept on official gamesheets. All exhibition and tournament game sheets must be sent to the Zone 4 Discipline Co-ordinator. League game sheets must be faxed to the

league governor, within the time specified by NCMHA or WCMHA Regulations.

- (j) All teams must fulfill league, playoff and provincial commitments before playing tournament or exhibition games. In default, the entire Association could be expelled from the league and be forced to forfeit their performance bond and/or pay a fine.
 - (k) Coaches must wear CSA approved hockey helmets when skating with their teams, or they may face suspensions.
2. The regular season will consist of about 20 - 30 league games and 20 - 40 practices. The RHMA recommended maximum season game limits including exhibition and tournaments for each age group are:

Midget	50games
Bantam	50 games
Pee Wee	50 games
Atom	45 games
Novice	35 games
Dynamite	30 games
Female	45 games

- 3. All RMHA teams shall have one tournament per year in Rocky Mountain House, if they want one. Tournament dates are booked in June for the following season. The vice president, office manager and the division director are responsible for co-ordinating the tournaments, including the bank account(s), which will be reconciled and emptied after each tournament.
- 4. RMHA will set tournament entry fees to cover ice time and referees costs plus \$500 to RMHA. Any other tournament fund-raising must be done through raffles, ticket sales, etc., NOT through “door-to-door” solicitation. Any cheques received must be written to the individual tournament committee, not RMHA. Make sure the donor knows the money is going to a specific tournament, not RMHA as a whole. Only the Fund-raising Committee is authorized to solicit donations for RMHA.
- 5. Each team must open a team account for the season and empty it at season’s end. An executive member must have signing authority on all team accounts. Teams must pay for their own fax and phone costs; they cannot use the office fax and telephone.
- 6. Directors will be responsible for their tournament funds and will provide a tournament statement and a cheque to the vice president and the treasurer within one week of the tournament.
- 7. Teams wishing to attend an out-of-town tournament must notify the RMHA ice coordinator in writing at least 30 days in advance. Any team failing to do so will be charged \$250 for EACH allotted ice slot during that time period, and forfeit ALL practice times until payment is received in full.
- 8. RMHA will enter top category teams in Provincial Play-offs, if the teams wish to enter, but lower category teams will only be allowed to enter if they are standing in the top half of their league.
- 9. All team officials must be properly certified before their team will be allowed to enter Provincial Play-offs. Teams must pay their HA entry fees for Provincial Tournaments, which will be refunded if the team advances to the Provincial Tournament.

F. GENERAL

- 1. On or off the ice, players, team officials shall conduct themselves as sportsmen and not abuse others.
- 2. All jerseys which are donated to RMHA become the property of the Association to be used the following years as needed. RMHA's colors are the Dallas Stars colors of black, green and white. The RMHA crest will be on the front of all jerseys. Sponsors will be invited to put their crests on the shoulders or under the number on the back, if they wish. Players must buy their own socks in RMHA home and away colors.
- 3. Name bars will be permitted on Dynamite and Novice jerseys. Managers or one person per team will attach and remove all the name bars carefully to prevent damage to jerseys.
- 4. RMHA will supply a first aid kit, pucks, a puck bag, jerseys and jersey bags for each team. Goal equipment will be supplied for each team up to and including Atoms. Goal sticks will be supplied at

a maximum of one per year, if needed, for Dynamite and Novice teams. Supplying goal equipment for higher divisions will be evaluated individually. All other equipment will be the responsibility of each player.

5. RMHA will supply up to 150 Association pins to teams participating in Provincial Tournaments.
6. RMHA will hold a referee clinic each year, which will be free for minor-age referees who will be working for RMHA. RMHA strongly recommends that all second-year Pee Wees attend the clinic. Clinic fees for senior referees will be set by RMHA. Registration with Hockey Alberta will be at the referee's expense.
7. Larger money-raising projects may not be undertaken without the prior knowledge and consent of the RMHA executive. Teams may run 50/50 draws throughout the season after receiving a lottery licence, or take on projects offered by the community, to earn money (e.g. bottle drives), but **may not** solicit "door-to-door" donations. Teams must obtain a HA Special Events Permit before taking on these projects. Apply to the office manager.
8. Coaches must obtain prior approval from the parents involved, the RMHA executive and Hockey Alberta before planning out-of-province trips with their teams.
9. RMHA has a set of videotapes on hockey instruction that are available for coaches to borrow. These and other instructional material are located in the RMHA Office at the Arena. See office manager for further information.
10. RMHA will reimburse executive and directors only for telephone calls and faxes made on behalf of RMHA, and travel expenses for executive and directors attending H.A. and league meetings, paid at H.A. rates. RMHA claim forms and receipts are required.
11. Revisions to the Rules & Regulations may be made at an annual meeting or at executive meetings by a 3/4 majority vote in favor by those members present. When there is a decision for a rule change concerning any particular age level, all the executive and the parents involved must be notified of a meeting. Changes can only occur with a majority vote in favor. These rules & regulations should be reviewed and revised annually or as changes are required.
12. Copies of the RMHA Bylaws, Rules & Regulations, or Handbook, may be obtained by contacting the RMHA office manager or from the web-site.
13. RMHA will hold an annual Awards' Night at the end of each hockey season, at which time, only the following trophies may be presented
 - (a) Individual medallions and ESSO Certificates, Tykes to Novice
 - (b) ESSO Certificates and Medallions, Atom to Midget
 - (c) RMHA Coach-of-the-Year Award
 - (d) RMHA Manager -of-the-Year Award
 - (e) RMHA Volunteer-of-the-Year Award
 - (f) CHA Longtime Coach Award
 - (g) RMHA Longtime Volunteer Award
 - (h) Any other RMHA awards that the executive approves
14. Nominations forms for (c) & (d) are available from the website.
15. RMHA will award a minor-aged referee and a junior coach, eg. draw prize/gift certificate.
16. Individual team trophies bought by or for coaches will not be permitted at the Awards' Night.
17. Any future memorial awards will be set up for a term of five to ten years.
18. Any future memorial tournaments will have a term of five years.
19. The coach co-ordinator, coaches and parents on each team shall decide together how award winners will be selected.