



Mississippi Thunderkings Hockey Club

Policy Manual

August 2024

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1. PREAMBLE

These Operating Policies and Procedures are issued to direct operations of the Mississippi Thunderkings Minor Hockey Club (MTKMHC) and may add to, but not conflict with the MTKMHC Constitution and By-Laws, Rules, Regulations, and/or Codes of Discipline of any governing bodies (Hockey Canada, HEO, HEO Minor, District 4 and the OBMHL).

2. MANDATE

The MTKMHC as a Hockey Club is mandated to oversee the competitive B program of the Almonte Pakenham Minor Hockey Association (APMHA) and the Carleton Place Minor Hockey Association (CPMHA). The structure, power, and duties of the MTKMHC Executive Board are established in the MTKMHC Constitution and By-laws.

3. TEAMS

The MTKMHC runs a minor/major format. Where possible, the MTKMHC will strive to host a team at every level available within the guidelines of Hockey Canada, HEO, HEO Minor and the OBMHL. All teams of the MTKMHC must carry a complement of 17 players and the Team Selection Committee must approve any deviation from the following numbers: 9 forwards, 6 defense, 2 goalies.

4. PLAYER AGE CATEGORIES

The MTKMHC operates a minor/major system throughout the various age divisions as endorsed by Hockey Canada operating guidelines. As such, the MTKMHC operates under the premise that all players will play within their respective age group. (i.e.: a minor will play minor, a major will play major).

5. PLAYER REGISTRATION

- All players must be registered with their respective home association (APMHA or CPMHA) prior to attending a tryout.
- Once players have been registered on a MTKMHC team, they are not permitted to play below the level they are registered to (i.e., they cannot move down to play House A).
- Once players are registered on a MTKMHC team, they may not be released without the approval of the MTKMHC President & notification to the District Registrar and the home association.

6. HEAD COACH SELECTION AND EVALUATION

6.1 Selection

- The coach selection and interview process shall be managed by the Coach Selection Committee.
- In the event that the coach selection requires a third party to make a determination, the MTKMHC President shall make that determination. If the decision is still not acceptable to one of the parties, the matter shall be brought to the MTKMHC Executive Board for a decision.
- Coaches are accountable to the MTKMHC.
- All coaches must be in good standing with all governing bodies prior to applying.

6.2 Evaluation

- The MTKMHC will solicit year-end coach evaluations from players and parents.
- The results of these evaluations will be shared with the MTKMHC Executive Board.
- A summary will be provided or reviewed with each Head Coach.

*****Results of the evaluations will not be shared with players or parents.

7. SELECTION OF TEAM STAFF

- Coaches are encouraged to seek their own team staff. The list of team staff must be submitted to the Vice-President of Hockey Operations for approval. The MTKMHC President or Vice-President of Hockey Operations can assist where necessary. *** Parents of players trying out for the team cannot be approached until after the team has been finalized and appointment has been approved by the Vice-President of Hockey Operations.
- The MTKMHC will cover the costs of any combination of up to 5 Coaches, Trainers, and Manager for each team's official roster. These people will be included on the Team Lists and will be covered by insurance paid for by the MTKMHC. (NOTE: All assistants, trainers and the manager MUST be included on the team roster - additional team roles such as treasurer, stats, equip, fundraising are not included).
- Teams are permitted to add additional bench staff to the Team Roster, however the costs associated with all bench staff above the numbers covered by the Policy will be borne by the respective Team, (approx. \$35 per additional staff member).
- Husband and wife combinations are not allowed as team staff, with the exception of team trainer.

8. TRYOUTS

For tryout information, please refer to the MTKMHC COMPETITIVE TEAM TRYOUT AND SELECTION POLICY Document (Appendix A).

9. PLAYER USE

9.1 Fair Ice Policy

Please refer to the MTKMHC ICE TIME POLICY (Appendix E) for details.

Motivation/Discipline:

Motivation and discipline may also affect ice time. Coaches may use a player's ice time as a motivational/disciplinary tool, either for violations of team rules, repeated failures to follow directions or for lack of "accountability" during a game. When this occurs, the coach will explain to the player how he/she failed to meet the team's expectations and the impact that this will have on the player's ice time. As is always the case, motivational/disciplinary actions will be applied consistently and without regard to the perceived "importance" of a player to a team.

Guidelines:

Sitting a player up to a period – no need to notify.

Suspending a player for a game – The MTKMHC Director of Risk & Discipline must be notified.

Suspending a player for more than 1 game – The MTKMHC Director of Risk & Discipline must be consulted and approve the suspension.

Refer to Appendix D – Progressive Discipline Guidelines for additional guidelines.

Goalies:

In general, the "**fair ice**" policy applies to goalies. Refer to Appendix E for guidelines.

9.2 Affiliation

The MTKMHC is designated the "19 Player Affiliation" system. Please refer to the HEO Minor Rules and Regulations for updated guidelines.

10. FEES

10.1 MTKMHC Fees

The MTKMHC Director of Finance shall prepare a budget for the upcoming season and propose a harmonized common MTKMHC Fee.

10.2 Schedule of Fees (As per the MTKMHC Tryout Policy - Appendix A)

*** Fees **MUST** be paid upon final team selection. Players will not be permitted to join the team until payment has been received.

Payment options are as follows:

A - 1 full payment due upon team selection; or

B - 2 equal payments due upon team selection and Nov 1 of the current year.

- Please refer to the refund policy for details regarding refunds.
- If you require alternative arrangements in special situations, please contact the MTKMHC President or Director of Finance.

10.3 Team Fees

Team fees will not exceed \$450 per player.

10.4 Team Budgets

- Each Head Coach will draft a proposed team budget for approval by the MTKMHC Executive Board prior to the start of the season.
- The team budget is to be presented to the full team parent group at the first official team meeting after team selection. Any additional expenses considered exceptional will be posted prior to tryouts.
- Approval of the team budget obligates the player/family to the payment of team fees. These fees can be offset by fundraising/sponsorships.
- Team Treasurer or Manager is responsible for financial reporting to the team/parents at the following intervals: beginning of the season, holiday break in December, and end of the season.
- Team Treasurer or Manager is responsible for financial reporting to the MTKMHC at the end of the season.

- Should a surplus of funds remain in the team account at the end of the season, the money is to be divided equally and returned to the team parents (assuming equal participation in all events) by April 30th.
- Team bank accounts must be closed, and final Team Financial Reports submitted to MTKMHC Director of Finance by April 30th (unless an extension is requested and approved by the Director of Finance).

11. FUNDRAISING

- MTKMHC governs all fundraising activities organized by each team.
- MTKMHC does not permit players to solicit money on street corners or other areas that may be dangerous to their safety.
- Any fundraising involving the sale/raffle of alcohol is not permitted without proper licensing.
- All monies raised through fundraising must be recorded in the team financial reports. Fundraising monies shall go directly to the team and any surplus can be reimbursed equally to parents at the end of the season.

11.1 Sponsorship

*** ALL MTKMHC JERSEYS ARE SPONSORED BY CAVANAGH, no other sponsorship is permitted on jerseys.

- The Team is responsible for recognizing the sponsor's contribution.
- Corporate or public business sponsorships are not returned to team parents at the end of the season. Excess sponsorship funds remaining in a team account at year-end that is not required to support team year-end activities, will be distributed based on a 75% team vote back to the sponsor, or to the MTKMHC.

12. REFUNDS

- As the MTKMHC tryouts are a voluntary tryout process, MTKMHC will not review any non-medical related requests for refunds (except for transfers/moving out of district).
- All medical related requests for refunds must be in writing and accompanied by a doctor's note.
- MTKMHC will only consider medical related refunds for a season ending injury or illness. There will be no refunds or pro-rated games played refunds for partial injury or illness.
- A player who suffers a season ending injury or illness supported by a doctor's note before December 15th will receive a prorated refund based on the MTKMHC fee less HEO and HEO minor player fees and any OBMHL player fees. ****No medical related refunds will be issued after December 15th.
- Refunds for transfers/moving out of APMHA/CPMHA District will receive a prorated refund based on the MTKMHC fee less HEO and HEO minor player fees and any OBMHL player fees.

13. CONDUCT

- As members of the MTKMHC, all parents, players, coaches, and volunteers are reminded that any breach of the Code of Conduct may result in disciplinary measures being taken. As an Executive Board, we strive to maintain a high level of professionalism and respect within our Club and as such we take a ZERO TOLERANCE approach to any conduct deemed unbecoming of a MTKMHC member.
- All team officials, players and parents must adhere to the MTKMHC Code of Conduct (APPENDIX B) upon selection as well as the code of conduct outlined by the OBMHL, HEO or HEO Minor.

14. INCIDENT MANAGEMENT

As members of the MTKMHC, we may encounter situations which require assistance. It is important that we follow the chain of command and direct questions or complaints to the appropriate individuals within our club so they can be handled appropriately.

Hockey Team Related Issue

1) Adhere to the 24-Hour Rule

If you find yourself wanting to bring a hockey-issue forward, the first step is to abide by the 24-hour rule- take a step back and don't do anything until you have exercised this rule.

2) Speak with your Head Coach

If you have a complaint that is hockey related to your player's team, please go through your manager to talk to your Head Coach first. Provide the coach the chance to understand the details surrounding your issue and the opportunity to respond.

*If your issue is of a SERIOUS nature regarding your Head Coach and/or a member of the coaching staff, please address your concerns directly to the MTKMHC Competitive Reps. for consideration.

3) Escalate

If your issue isn't addressed to your satisfaction, please contact the MTKMHC Competitive Reps. and submit the issue in writing. The Competitive Reps. will engage the MTKMHC Director of Risk & Discipline, Vice-President of Hockey Operations or President as necessary on your behalf.

15. LOGO, NAME & COLOR USAGE

- The MTKMHC Executive Board will establish the MTKMHC logo, branding and marketing.
- The MTKMHC logo is the private property of the MTKMHC. The logo and the “Mississippi Thunderkings” name may only be used on products, jackets, other garments and written or printed materials with prior written approval of the MTKMHC Executive Board. Requests can be submitted to the MTKMHC Director of Equipment.

16. EQUIPMENT

Refer to the MTKMHC Equipment - Jersey Policy (APPENDIX C)

17. DRESS CODE

17.1 Off Ice

- The OBMHL mandates an off-ice dress code for all teams.
- The MTKMHC dress code will be one the following:
 - dress shirt, dress pants and clean appropriate shoes; or
 - the approved MTKMHC track suit with running shoes.

**** Only a MTKMHC jacket is mandatory – MTKMHC track suits are an optional choice of the coach.

17.2 Uniform

- black or white laces only
- black helmet
- black skates
- black & white gloves (no color)
- black or white stick tape only (unless approved by the coach for special occasions)

17.3 Clubwear

Club wear can only be purchased by the approved supplier.

17.4 Name Bars

- Name Bars are provided by the jersey manufacturer.
- Name bars must be secured and removed by a professional seamstress as designated by the MTKMHC.

18. LEAGUE PLAY

- All MTKMHC teams will play in the Ottawa B Minor Hockey League (OBMHL).
- MTKMHC will follow the season outline and dates set out by the OBMHL.

19. TOURNAMENT PLAY

- Maximum 5 tournaments with up to 3 away. U11 Pathways must be followed.
- With the exception of finals or provincials (for example Silver Stick Championships).
- Any additional tournaments must be approved by the MTKMHC Executive Board and must have 100% approval of parents.

20. ICE DISTRIBUTION

20.1 Practice Ice

- MTKMHC ice will be allocated to the teams in a fair and equitable manner over the course of the entire season as much as possible. There are multiple factors that contribute to ice allotment (some coaches pick up extra ice, some give away ice, some have more tournaments).
- It is the responsibility of the teams to try to exchange ice with another team or request the MTKMHC Director of Scheduling's assistance in making a swap for any conflicts.
- Teams may purchase additional ice at the team's expense through the MTKMHC Director of Scheduling.
- Ice provided by the MTKMHC cannot be sold (or traded without permission) to teams outside of the MTKMHC.
- Ice that goes unused and has been allotted to a team will count towards the team's scheduled allotment and the team will be charged the full rate.

20.2 Game Ice

- Game ice is submitted to the OBMHL ice scheduler on behalf of all MTKMHC teams.
- The OBMHL website and schedule takes precedence over the MTKMHC website and schedule.
- Teams must refer to the OBMHL policy for swapping or rescheduling games.
- Teams must attempt to use scheduled practice times for game changes.

20.3 Inclement Weather

- Teams must follow the OBMHL policies for cancelling/rescheduling games due to inclement weather.
- Last minute cancellation of practice ice must be approved by the MTKMHC Director of Scheduling, otherwise the team will be charged (this includes inclement weather).

21. DRESSING ROOMS

- Parents are **NOT** permitted in the dressing room at any level unless requested by the team staff (if younger players need assistance, dressing room monitors can help).
- Please refer to HEO and HEO Minor for Dressing Room Policies. The MTKMHC requires 2 Dressing room monitors be present at all times pre and post-practice and games (especially at the younger levels). Dressing room monitors must have Respect in Sport.
- The dressing room is to be left clean and tidy.

APPENDIX A - MTKMHC COMPETITIVE TEAM TRYOUT AND SELECTION POLICY

For levels where MTK Hockey Club will field a competitive B team in the OBMHL try-outs will be held to select the competitive team.

Pre Tryout Conditioning

- When ice availability and timing allow – For Levels U10-U15, MTK will follow the HC Pathways. A minimum of 1 hour of pre tryout conditioning will be available for U16-U18.
- All players attending pre tryout conditioning must be registered with their respective home association and must complete the online Registration for MTK.
- There is no cost for these sessions

Tryouts Costs

- TBC yearly - for players that have completed the online pre-registration
- TBC yearly – for players that walk-up the first day of tryouts without completing the online preregistration
- Payments are due before the first tryouts session. Please log on to your HCR Account to make your payment.

*** Refunds for tryout fees will be reviewed on a case by case basis

Tryout Registration

- All players must be registered with their respective home association (APMHA or CPMHA) prior to attending a tryout.
- Registration for tryouts through the MTK website is strongly encouraged.
- Payment will be due before the first tryout session.
- It is recommended that players arrive at approx 45 minutes before the first session to allow time for registration. Registration desk opens 1 hour prior to ice time.

Jerseys

- Tryout Jerseys will be provided upon on site check in and must not be altered or switched unless done so by an executive member.
- The tryout costs include a Jersey for the player to keep.
- All other equipment is the responsibility of the individual player.

Dressing Rooms

- For U10 -U11 parents/guardians are welcome to help their player tie their skates, and then we ask they leave the dressing room.
- MTK will provide dressing room monitors with appropriate certification.

Hydration

- Players should provide their own water bottle for all tryout sessions.
- Please make sure the water bottle is well labelled

MTK Fees

As per district registration policies, fees will be due in full to MTK.

No fees will be transferred from home associations.

All players trying out for an MTK team must register with their home association and pay the \$25 registration fee to the home association prior to attending tryouts.

Level	Fee
U10 – U13	TBD Yearly
U14 – U18	TBD Yearly

Schedule of Fees:

1. 1 Full payment through HCR upon final team selection – a link will be emailed.
2. 2 equal payments through HCR – 1 at time of team selection and 2nd by November 1, 2024.
3. All conditions must be met before players will be allowed to attend practices or team functions.

- Please refer to the refund policy for details regarding refunds
- If you require alternative arrangements for fee's, please contact mtktreasurer@gmail.com

MTK Player Evaluation Policy Statement

The goal of the MTK Hockey Club's Player Evaluation Process is to fairly and consistently evaluate players for the purposes of proper team placement on our competitive club teams.

This will be achieved through the establishment and maintenance of an evaluation program consistent across all levels.

The MTK Player Evaluation Process will be based upon the standardized scoring of skills against an established set of criteria augmented by evaluation of game skills during evaluation/exhibition games.

Evaluator Selection Criteria

MTK will do their best to have 3rd party evaluators for all scoring.

Head coaches can provide their own evaluators for feedback and notes only.

Evaluators must have an appropriate background to effectively evaluate player skills and performance. Preferable background characteristics can include, but are not limited to the following:

- Experience with player evaluation and performance systems;
- Suitable background in hockey either as a player or as a coach;
- Knowledgeable persons that are not stakeholders in the program;
- Players or coaches from higher level hockey programs such as Midget or Junior, for example;

- A willingness to evaluate players in categories in which they do not have a child registered.

It is desirable to have a consistent group of Evaluators throughout the entire process.

Preference shall be given to Evaluators that are able to commit to the entire evaluation process for one level.

Enough Evaluators should be present to achieve an appropriate sample.

Evaluators will only evaluate a level in which they do not have a child registered/participating.

Competitive Team Tryout Process

U10-U15 following HC Pathways there will be a minimum of 3 sessions used to select the competitive team, and players may be released after three sessions. The following process is strongly recommended but may be modified based on number of players in attendance of the tryout for the competitive team's level. U16-U18 will have a minimum of 2 sessions to select the competitive team.

Initial Evaluation Sessions:

- Two - three sessions over two - three separate days will be held for initial evaluation
- Skills and tactics evaluated are dependent on category (identified below)
- Format of try-out sessions are dependent on category and may include individual skills and tactics, team tactics, and team play
- Candidates may be reduced to 20 players or less based on ranking within the standard evaluation rating system (with the exception of goalies who will all attend a goalie evaluation session)
- The potential coach or executive may choose to add additional players independent of the player ranking
- Initial releases will be posted online by jersey number and/or name and unsuccessful candidates will be asked to attend their home association evaluations/sort outs.

Goalie Evaluation Sessions:

In addition to the two sessions under the initial evaluation sessions goalies will attend a goalie specific evaluation session

- Skills and tactics evaluated are dependent on category (identified below)
- Format of try-out sessions are dependent on category and coordinated by a third party evaluator
- Candidates will be reduced based on ranking within the standard evaluation rating system
- The potential coach or executive may choose to add additional players independent of the player ranking
- Initial releases will be posted online by jersey number and/or name and unsuccessful candidates will be asked to attend their home association evaluations

The following table provides a guideline for evaluation of players during the initial sessions.

Skill / Tactic	U10/U11	U12/U13	U14/15	U16/U18
Skating	40%	25%	10%	10%
Puck Control	20%	15%	5%	5%
Shooting	10%	10%	5%	5%
Game Situations	30%	50%	80%	80%

The following table provides a guideline for evaluation of goalies.

Skill / Tactic	U10/U11	U12/U13	U14/15	U16/U18
Skating	30%	20%	10%	10%
Agility/Recovery	20%	25%	30%	30%
Game Play	20%	40%	50%	50%
Follows / Reads Play	30%	15%	10%	10%

Final Evaluation Sessions:

- Additional sessions in the exhibition game format will be held to select the final team. At each level this may vary.
- Any additional try-out sessions are at the discretion of the coach/Executive and may include:
 - Individual and team tactics
 - Game situations and understanding (through exhibition games)
 - Player attitude, competitiveness, effort and commitment

Competitive Team Selection

The evaluation system will rank the players based on their individual scores. The coach in consultation with the evaluation committee will select the team. The player names will be presented to the MTK executive for review and approval. No player contact will be made until final approval is given. Each team will be composed of 15 skaters and 2 goalies where possible.

* the MTK Board will ensure legitimate placement of a coach's son/daughter as player if coach is a parent.

Competitive Transfers

Competitive transfers will be accepted at the discretion of the MTK Executive in collaboration with the head coach and in accordance with District 4 & HEO policies.

Releases

For U10-U15, Players invited to continue in the tryout process will be posted online by jersey # and/or player name the evening following the third session and again following the goalie skill session. Final team selection and releases will be posted online for all levels following the final tryout game.

For U16-U18, Players invited to continue in the tryout process will be posted online by jersey # and/or player name the evening following the second session and again following the goalie skill session. Final team selection and releases will be posted online for all levels following the final tryout game.

Rosters

Players selected to teams will not be placed on rosters and/or allowed attending any team practices/functions until requirements have been met according to the registration policy

Missing Tryout Sessions

Players who cannot attend ANY of their scheduled tryout sessions are asked to advise the Executive. Players who are injured and cannot participate or complete tryouts are asked to present a medical certificate for any significant injuries preventing them from participating. Each situation will be reviewed with the coach and the MTK Executive case by case, based on the reason for the missed session.

APPENDIX B - HEO CODES OF CONDUCT FOR DIRECTORS, COACHES, OFFICIALS, & PLAYERS

A link to the Hockey Eastern Ontario (HEO) Codes of Conduct for Directors, Coaches, Officials, & Players can be found below:

<http://www.hockeyeasternontario.ca/docs/6.33%20Codes%20of%20Conduct.pdf>

MTK MINOR HOCKEY CLUB - Code of Conduct

Code of Conduct - Preamble

The Mississippi Thunderkings Minor Hockey Club (MTKMHC) and all of its players, parents and volunteers will abide by all codes of conduct as set forth by all governing bodies, including but not limited to Hockey Canada, HEO, HEO Minor and the OBMHL.

Due to the competitive environment created by sport, an atmosphere of negative behavior/conduct can occur from time to time. As members of the MTKMHC, all parents, players, coaches, and volunteers are reminded that any breach of the Code of Conduct may result in disciplinary measures being taken. As a result, the MTKMHC Executive Board retains the right to sanction disciplinary measures against anyone who violates any code of conduct policy or otherwise acts in a manner that is deemed to be unacceptable or in direct contrast to any of the core values of any code of conduct policy. These noted disciplinary sanctions can include (but are not limited to) coach/parent/player suspensions and restrictions.

The MTKMHC Executive Board will implement (if applicable) a progressive discipline policy (refer to Appendix D). Although the degree of discipline will vary from incident to incident depending on the particulars of the violation, punishment will increase in length and severity should repeat offences occur.

The MTKMHC Executive Board reserves the right to issue any sanction(s) deemed reasonable to one of its members given the totality of the circumstances of the violation committed. All of our membership is reminded that being a part of MTKMHC is a privilege and not a right. Please ensure that you conduct yourself in a manner that is reflective of the positive atmosphere we are striving to create. You are not only viewed as an individual but also as a MTKMHC member, please carry yourselves accordingly and exercise due diligence in promoting a fun, healthy and professional environment that can be enjoyed by all.

MTKMHC Parent Code of Conduct Agreement

The Mississippi Thunderkings Minor Hockey Club (MTKMHC) believes strongly in the core values of teamwork, sportsmanship, and leadership through example. As a parent/legal guardian in our Club you should know that your actions reflect not only on you, but also on your child, their team, their coaches and the MTKMHC as a whole.

As a parent / legal guardian of a child involved in the MTKMHC, I agree to abide by and follow the rules / guidelines listed below:

- I will promote the emotional and physical well-being of the athletes ahead of any desire to win.
- I will encourage good sportsmanship by demonstrating positive support for all players.
- I will leave the coaching to the coaching staff.
- I will encourage my child to play in a manner consistent with the team's strategy or plans.
- I will not undermine the coaches' authority at any time by trying to be a coach instead of a parent.
- I will provide support for coaches and officials working with the athletes to provide a positive experience for all. I understand that coaching is a difficult endeavor, and I will always give coaches the benefit of the doubt and treat them with respect.
- I will never ridicule or yell at my child for making a mistake or losing a game. I understand that making mistakes is a key part of learning. I will remember that children learn by example. I will applaud good plays by both my child's team and their opponents.
- I will not be critical of, or embarrass any player, including opposing players.
- I will treat all players, coaches, team officials, parents and spectators with dignity and respect in language, attitude, behavior, and mannerisms. I understand that my behavior reflects on my child and on the MTKMHC as a whole.
- I will at no time question the team official's and/or on ice official's judgment or honesty in public. I recognize that officials are being developed in the same manner as players. I will never yell, taunt, threaten or inflict physical violence upon any player, coach, team official, on ice official or spectator at any hockey activity.
- I will refrain from the use of abusive or vulgar language, racial, ethnic, or gender-related slurs at any time at the rink or any hockey function.
- I will support all efforts to remove verbal and physical abuse from any MTKMHC sanctioned event.
- I will abide by the Hockey Canada 24 Hour Rule at ALL times.

I understand that by signing this document I am agreeing to support and promote this Parent / Legal Guardian Code of Conduct Agreement. Further I recognize that my failure to comply with this agreement or my participation in any of the conduct subject to discipline will result in disciplinary action, up to and including expulsion from the MTKMHC.

Parent/Guardian Signature:

Date:

MTKMHC Player Code of Conduct Agreement

The Mississippi Thunderkings Minor Hockey Club (MTKMHC) believes strongly in the core values of teamwork, sportsmanship, and leadership through example. As a player in our Club, you should know that your actions reflect not only on you, but also on your teammates, your coaches and the MTKMHC as a whole.

As a player or a parent / legal guardian of a child involved in the MTKMHC, I agree to abide by and follow the rules / guidelines listed below:

- I will never curse or use foul language in the dressing room or on the ice.
- I will always respect my coaches and team officials and listen carefully to their instructions. I understand that they are giving their time to make me a better hockey player. I will always support and respect my teammates and opponents.
- I will not tease, ridicule, put down, taunt, bully, or make fun of any players on my team or the opposing team, at any time. I understand that my behavior reflects on my teammates, my coaches and the MTKMHC.
- I will always be on my best behavior at games, practices, hotels, and other team events. I will not complain about penalties or calls made by the on-ice Officials, and I will respect the referees at all times. I understand that they are in charge of enforcing the rules of ice hockey, and I will respect their opinions at all times and will play within the spirit of the game.
- I will show good sportsmanship at all times, both when winning and losing. I will always congratulate the other team and wish them good luck.
- I will be committed to my development as a hockey player. This includes attending practices, games, and all other team related events both on and off ice. I will listen to my coaching staff at all times, and I will always strive to give my best effort.
- I will arrive at practices and games on time and prepared. I understand that it is my responsibility to have all my equipment packed and be ready to play the game. This includes refraining from the use or consumption of any alcohol or illegal drugs prior to my attendance at a team event.
- I will always leave the dressing room clean and in good condition, both at my home rink and away.
- I will never bring drugs, alcohol, tobacco products or weapons of any kind to any hockey games, practices, trips, tournaments, or other events.

I understand that by signing this agreement I promise to uphold the MTKMHC **Player Code of Conduct**. I realize that any violation of this Code of Conduct may result in loss of ice-time, suspension for part of or all of a game, or even ejection from the MTKMHC.

Player Signature:

Date:

APPENDIX C - MTKMHC EQUIPMENT - JERSEY POLICY

It is mandatory that all players under the Mississippi Thunderkings Minor Hockey Club (MTKMHC) wear all the required approved hockey equipment per the Hockey Canada, HEO and HEO Minor guidelines and rules at all games and practices until they leave the playing area at the end of the activity period. Failure to comply may result in suspension of the player and team officials by the MTKMHC Executive Board.

1. All jerseys used by the MTKMHC, its teams and members are the property of MTKMHC.
2. Head coaches will receive a team set of jerseys from the MTKMHC.
3. At final team selection, all players and parents are required to sign the MTKMHC Equipment – Jersey Policy and provide a postdated cheque (for April 1st of the following year) for jersey deposit in the amount of \$150 (this is the replacement value for a set of jerseys).
4. Players that do not return the jerseys or return jerseys in a condition deemed unsatisfactory by the MTKMHC Director of Equipment, will have their jersey deposit cheque cashed.
5. Seasonal use of jerseys will be from September to April. All jerseys must be returned by March 31st, or as instructed by the MTKMHC Director of Equipment. If the *jerseys are* required beyond the return date, approval **must** be obtained from the *Director of Equipment*.

CARE OF JERSEYS:

6. Name bars and C/A's must be secured and removed by a professional seamstress as designated by the MTKMHC.
7. Jerseys are to be worn during games only. Not for practices.
8. Jerseys **MUST** be hung up on hangers provided at the beginning of the season and carried in a jersey bag between use.
9. Jerseys **MUST** be laundered weekly.
10. Wear and tear is normal, however rips, tears and cuts need to be addressed ASAP. It is the responsibility of the player/parent to address these issues with the team manager in a timely manner for repair.

By accepting a set of jerseys, players and thus parents/legal guardians are agreeing to abide by the MTKMHC Equipment - Jersey Policy and are agreeing to assume responsibility for the jerseys and will be responsible for replacement of the jerseys; should they not be returned or returned in unsatisfactory condition.

APPENDIX D - MTKMHC PROGRESSIVE DISCIPLINE GUIDELINES

In our quest to provide a positive and safe atmosphere, Mississippi Thunder Kings Hockey Club (MTKMHC) has a progressive discipline guideline for our players, coaches, parents, and Executive Board.

It should be noted that the best discipline can be achieved through positive reinforcement. This guide should be used only when positive avenues have been exhausted.

Each offense shall be dealt with on an individual basis and, if necessary, all suspensions will be carried over from one season to the next as a member in good standing of the MTKMHC.

Discipline Guideline for Players:

First Level Offense:

- (a) Horseplay
- (b) Refusing to participate, lack of participation
- (c) Lateness or unexcused absence
- (d) Messing up the dressing room
- (e) Swearing
- (f) Other minor transgressions

For the first level offenses, it is expected that the Team Officials will deal with their players using the theory of progressive discipline as a guiding principle.

1. First offense – spoken to (two team officials deep) & documented and parent and/or guardian informed of situation.
2. Second offense - one period or removal of practice time (sit and watch drills if mid practice). Consultation with the MTKMHC Director of Risk & Discipline.
3. Third offense – Multiple periods / game / watch multiple practices. Internal hearing with the MTKMHC Director of Risk & Discipline.

Second Level Offense:

- (a) Fighting (off ice, practices, dressing rooms, any situation related to hockey)
- (b) Insubordination to Coaching Staff
- (c) Harassment of Arena Staff
- (d) Hindering others from participating
- (e) Other major transgressions

1. First offense: Dismissal from ice and minimum suspension of the next three (3) ice times. Consultation with the MTKMHC Director of Risk & Discipline. Parent and/or guardian informed of situation.

2. Second offense: Dismissal from ice and a minimum one (1) week suspension. Meeting with the MTKMHC Director of Risk & Discipline.
3. Third offense: Dismissal from ice and a minimum two (2) weeks suspension. Internal hearing with the MTKMHC Director of Risk & Discipline.
4. Fourth offense: Dismissal from ice and a minimum one (1) month suspension. Internal hearing with the MTKMHC Director of Risk & Discipline.

Third Level Offense:

A) Drugs/Alcohol:

Any player found with drugs and/or alcohol on his/her possession or any player under the influence of a drug or alcohol while participating in a MTKMHC sponsored event will be suspended from further play and practice as follows:

1. First offense: Dismissal from ice and a fourteen (14) day suspension. Meeting with the MTKMHC Director of Risk & Discipline.
2. Second offense: Dismissal from ice and a one (1) year suspension. Internal hearing with the MTKMHC Director of Risk & Discipline.

B) Theft:

Any player proven to have engaged in a theft while participating in a MTKMHC sponsored activity will be suspended as follows: If victim agrees to Non-Police Investigation, then:

1. First offense: Dismissal from ice and a fourteen (14) day, suspension. Internal hearing with the MTKMHC Director of Risk & Discipline, Parent and/or guardian informed of situation.
2. Second offense: Dismissal from ice and a one (1) year suspension. Internal hearing with the MTKMHC Director of Risk & Discipline.
Before reinstatement, the player must reimburse the owner the cost of the stolen item(s) and offer a personal apology.

C) Vandalism:

Other illegal transgressions. If victim agrees to Non-Police Investigation, then:

1. First offense: Dismissal from ice and a fourteen (14) day suspension. Internal hearing with the MTKMHC Director of Risk & Discipline, Parent and/or guardian informed of situation.
2. Second offense: Dismissal from ice and a suspension for the remainder of the season. Internal hearing with the MTKMHC Director of Risk & Discipline.

The cost of any damages done by Coaches, Team Officials, Players, or Parents shall be recovered from those involved. Any amounts outstanding by a Coach, Team Official, Player, or Parent may result in not being accepted as a member the following season.

D) Abuse, Bullying and Harassment:

Any player abusing, maltreatment, bullying or harassing others, in any situation related to hockey;

1. First offense: Dismissal from ice and a fourteen (14) day suspension. Internal hearing with the MTKMHC Director of Risk & Discipline, Maltreatment incidents will result in D4 Consultation. Parent and/or guardian informed of situation.
2. Second offense: Dismissal from ice and a suspension for the remainder of the season. Hearing with D4 Risk and Discipline and MTKMHC Director of Risk & Discipline.

Discipline Guideline for Parents & Spectators:

Parents and spectators at MTKMHC functions are responsible for their own conduct. They must endeavor to NOT exhibit any disorderly conduct before, during or after any activities involving MTKMHC teams.

- use of obscene language or abusive behavior to any person on or off the ice
- disrespect towards MTKMHC team officials
- continual disruptions which may cause a delay of game
- repeated disrespect for rulings of an official

Offences related to above by a parent or spectator of a MTKMHC event may result in the following type of sanction:

- 30 to 90 day suspension from MTKMHC building of ice times.

Discipline Guideline for Team Officials:

Team officials are responsible for supervising and controlling the conduct of their players, before, during and after each game or practice.

Failure by team officials to control the conduct of their team (i.e. brawls, vandalism, lobby or parking lot altercations, etc.) may result in suspensions or other disciplinary action with the cost of any damages being paid by those involved.

Team Officials are to treat players, referees and off ice officials with respect as role models within the MTKMHC organization. Failure by Team Officials to adhere to the coach's code of conduct may result in warnings to removal from Team Staff depending on the nature and severity of the incident.

In the unlikely event a team official is found to have committed a THIRD LEVEL OFFENSE, he or she will have caused themselves to be suspended from participation with a MTKMHC team for life. The Executive Board will review all other infractions.

Discipline Procedure

All infractions during a game or when players are under the direct control of a Branch Certified Referee will be dealt with per Hockey Canada Rules, or the applicable sections of Branch, League or Association Rules, Procedures and/or guidelines.

- a. Discipline can be applied by any team official in conjunction with or by the head coach; however, any suspension of more than one ice time must be approved by the MTKMHC Director of Risk & Discipline.
- b. A disciplinary committee hearing will only be utilized on serious or re-offending situations and is meant to ensure a positive environment is continued and the code of conduct is adhered to.
- c. All incidents reported to the MTKMHC shall be forwarded to the Director of Risk & Discipline with all particulars included. The MTKMHC will ensure the incident is investigated by a member of the Executive Board. Any serious incident shall be investigated and overseen by the Director of Risk & Discipline. A record of the incident shall be completed. All attempts shall be made to resolve the issue. Depending on the severity of the incident, a disciplinary committee hearing may be initiated.
- d. Based on the investigation and the nature and severity of the incident, the MTKMHC Director of Risk & Discipline will apply sanctions which vary from warnings to suspensions.
 - o The Director of Risk & Discipline will review the incident and interview people if deemed necessary.
- e. Any sanctioned member may appeal their suspension to the MTKMHC President, who will convene a hearing of MTKMHC panel members and act as Chairman.
 - o The Chairman will communicate all actions taken by the Discipline Committee, to those involved within seventy-two (72) hours.
 - o The Vice-President of Administration shall be present at each hearing to record and file the minutes.
 - o All written records other than the final decision of the Discipline Committee shall be held in confidence on file and may be reviewed by the Discipline Committee or the person the discipline applies to, to protect the people involved.
 - o Under no circumstances will such documentation be copied or communicated in any way other than what is required to further the appeals procedure.

APPENDIX E - MTKMHC ICE TIME POLICY

Start of 2023-2024 Season

Category 1

U10 & U11 Rep B programs under Hockey Canada Pathway Program

- All Players play on a “next man up” rotation for the entire season.
- Coaches are expected to follow Hockey Canada’s Pathway Program guidelines for:
 - ✓ Game/Practice Ratio
 - ✓ Rotation of Positions
 - ✓ General Development Program
- All Players will have an opportunity to play in all specialty team assignments throughout the season.
- Coaches are given freedom to adjust lines as they see fit during the last 2 minutes of game play.
- Total variance in Player ice time should not exceed 5% across the entire season.
- Goaltenders rotate on a game-by-game basis. Goaltenders can be pulled, or rotation can be broken, provided there is no more than a 5% variance over the course of the entire season.

Category 2

U12 & U13 Rep B Programs

Phase 1 – Start of Regular Season to End of Regular Season

- All Players play on a “next man up” rotation for Phase 1.
- All Players will have an opportunity to play in all specialty team assignments throughout the season.
- Coaches are given freedom to adjust lines as they see fit during the last 2 minutes of game play.
- Total variance in Player ice time should not exceed 5%.
- Goaltenders rotate on a game-by-game basis. Goaltenders can be pulled, or rotation can be broken, provided there is no more than a 5% variance over the course of the regular season.

Phase 2 – Playoffs

Same as Phase 1 with the following exceptions:

- Coaches are given freedom to adjust lines as they see fit during the last 3 minutes of game play.
- Goaltenders are each given 1 start per playoff series, after which Coaches can adjust as they see fit.
- Total variance in Player ice time cannot exceed 10% (by Position).
- THESE CHANGES CAN ONLY BE MADE WITH HOCKEY OPS APPROVAL prior to the commencement of the playoff games.

Category 3

U14, U15, U16 & U18 Programs

Phase 1 – Start of Regular Season to January 1st

- All Players play on a “next man up” rotation for Phase 1.
- All Players will have an opportunity to play in all specialty team assignments during Phase 1.
- Coaches are given freedom to adjust lines as they see fit during the last 2 minutes of game play.
- Total variance in Player ice time should not exceed 5%.
- Goaltenders rotate on a game-by-game basis. Goaltenders can be pulled, or rotation can be broken, provided there is no more than a 5% variance over the course of the entire season.

Phase 2 – January 1st to End of Season (incl. Playoffs)

Same as Phase 1 with the following exceptions:

- Coaches can establish specialty teams, PROVIDED ALL PLAYERS have a role on either or both teams. Coaches NEED to consider how many shifts it takes to get back to a normal rotation in instances where specialty teams are drawn from different lines or Defensive pairings.
- Coaches are given freedom to adjust lines as they see fit during the last 3 minutes of game play.
- Goaltenders are each given 1 start per playoff series, after which Coaches can adjust as they see fit.
- Total Player ice time variance cannot exceed 10% (by Position).
- THESE CHANGES CAN ONLY BE MADE WITH Hockey OPS APPROVAL prior to February 1st.

Accepted Variances

The Player variance could exceed 5% in Phases 1 & 2 due to:

- Benching for Player accountability.
- Players disregarding Coaching staff instructions.
 - Examples: lengthy ice shifts, undisciplined penalties, selfish behaviour, lack of passing, etc.
- Injuries.
- Equipment issues.
- Penalties.
- Suspensions.
- Under no circumstances are players to be benched if they are deemed a liability. Teams are selected at tryouts and a commitment to play is made.

Step by Step Process

- Clearly communicate to the Player what they are doing incorrectly and what the expected behaviour is.
- Provide a verbal warning and consequence if the behaviour continues; i.e. they will lose a shift.
- Parents are to be involved and made aware if a period of benching is required. Parents must support the Coach’s message.

Ice Time Policy Issue Resolution Steps

1. Encourage Players to speak directly to Coach to resolve issues collaboratively. As examples: no PP or PK time; ice time impacted without explanation; greater than a 5% or 10% variance as specified above over multiple games.
2. Parents should request a meeting with Coach via the Manager after observance of 24-hour rules.
3. Parents should follow the MTK Complaint process.
4. MTKMHC President/Vice-President of Hockey Operations assigns Fair Play Support to investigate and resolve issue.

Notes

- ❖ MTKMHC President and Vice-President of Hockey Operations must be informed when a Coach uses any variance for any reason (within 24 hours).
- ❖ Coaches need to understand that ice time is not only measured in Quantity, but also in **Quality**.
- ❖ This document is a condition of employment for all coaching staff and **MUST** be followed.
- ❖ The Head Coach is ultimately responsible for all final bench management decisions and therefore is held accountable by the Association.
- ❖ Parents PAY for their kids to play... Players play hockey to PLAY in games.
- ❖ Generally, issues on teams start with ice time issues and balloon into other things. Let's all do our part to mitigate these issues by ensuring the ice time policy is respected.

Version Control

Version Control	Date	Author	Approval	Notes
1.0	April 22, 2019	S. Doxsee	MTK Board S. Edgerton, R. Dorion, R. Mitchell, S. Doxsee	Final Draft for Publication
1.1	August 21, 2019	S. Doxsee	MTK Board S. Edgerton, R. Dorion R. Mitchell, S. Doxsee	Addition of pilot information and merging Appendix A and B into Appendix A: Competitive Team Tryout and Selection Process
1.2	May 1, 2020	S.Doxsee		Correction of names, titles and wording in accordance with the MTKMHC Constitution and By-Laws
1.3	August 10, 2022	A.Tunks		Correction of names, titles, and wording in accordance with the MTKMHC Constitution and By-Laws, Addition of Progressive Discipline guidelines
1.4	August 14, 2023	A.Tunks		Addition of Ice Time Policy
1.5	August 14, 2024	J. Downey		Updated Appendix A