

THE BEETON ATHLETIC ASSOCIATION

OPERATING RULES

**The Beeton Athletic Association
P.O. Box 309
Beeton, Ontario L0G 1A0**

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OPERATING RULES

INTRODUCTION

The Operating Rules are intended for use by the BAA and its members and shall be used as operating guidelines which represent best practice and shall reflect fairness, equity, and good sportsmanship throughout the year in all aspects of play and functions carried out by the BAA.

1) REPRESENTATIVES

All Referees, Coaches, Managers, Trainers, Timekeepers, Gatekeepers, Advisory Committee Members, Chairpersons, etc. while acting in their capacity, represent the BAA and must at all times conduct themselves in a proper manner, according to the Code of Conduct as set out by the OMHA.

All Elected Representatives shall carry out their duties and responsibilities as outlined in the Operating Rules and any questions in this regard shall be directed to the Board of Directors.

All Appointed Representatives shall carry out their duties and responsibilities as directed by the BAA Board of Directors.

2) HEAD COACH

The Head Coach for Hockey shall be elected at the Annual General Meeting.

He shall be responsible for all coaching with respect to Hockey.

He shall ensure that all coaches have adequate skills and knowledge to perform their duties.

He shall attend games to assess coaches as required by the Board or the Advisory Panel.

He shall perform duties as prescribed by the Board from time to time.

3) TIME-KEEPER-IN-CHIEF

He shall be elected at the Annual General Meeting

He shall schedule time-keepers for all Home games for Rep. and Local league and any approved tournament that the BAA shall hold.

He shall assign time-keepers in an equal manner as to their availability and qualification.

He shall hold clinics for time-keepers to ensure sufficient numbers of qualified people.

All Time-Keepers shall be paid from the gate prior to the game and sign Daily Record accordingly.

Time Keepers will be paid according to the length of the periods.

10, 10, 10	\$ 8.00
10, 10, 15	\$10.00
10, 15, 15	\$12.00
15, 15, 15	\$14.00

One time-keeper is required for Beginner, Tyke, and two time-keepers are required for Novice level and above.

Timekeeper assigned should be 1 age group higher whenever possible.

4) GATE-KEEPER IN CHIEF

He shall be elected at the Annual General Meeting

He shall schedule gate-keepers for all Home games for Rep. and Local League and any approved tournament that the BAA shall hold.

He shall assign gate-keepers in an equal manner as to their availability and qualification.

He shall pay referees, timekeepers from the cash box provided by the BAA.

The gate-keepers shall be paid from the cash box after each game.

The gate-keeper shall record all monies collected and paid out for each game, and report to the Treasurer. All records & money must be returned together.

5) HEAD TRAINER:

He shall be elected at the Annual General Meeting.

He shall be responsible to purchase supplies for all BAA trainer kits.

He shall be responsible to supply each team with a trainer's kit at the beginning of the season.

He shall be responsible to ensure trainers have player medical forms completed and carry such in the trainer's kit to games and practices.

He shall be responsible to ensure trainers have Injury Reports and that trainers report all injuries to the BAA Head Trainer as well as the OMHA.

He shall be responsible to ensure all trainers know the emergency response for all arenas.

He shall be responsible to have trainer kits returned at the end of the season.

6) SPONSORSHIP CHAIRPERSON

He shall be elected at the Annual General Meeting.

He shall solicit adequate sponsors for all BAA sports teams.

He shall be responsible to have sponsor patches displayed on all team jerseys.

He shall be responsible to keep the sponsor board in the arena up to date.

He shall be responsible to have sponsors on Beeton Stingers Website.

He shall be responsible to order sponsor patches and distribute to appropriate teams.

He shall collect sponsorship fees and turnover to Treasurer to ensure receipts are written.

He shall ensure season passes are issued to all current sponsors.

He shall be responsible to have sponsor patches removed from team jersey's at the end of the season and stored with BAA equipment.

He shall keep records to pass on each year.

7) SPECIAL EVENTS CHAIRPERSON:

He shall be elected at the Annual General Meeting.

He shall be responsible for the organization and shall oversee the operation of the hockey tournaments, and other special events produced by the BAA.

He shall select his working committee and keep records of all committee meetings, tasks, assignments, suppliers and financial transactions, so as to provide a guideline for future reference.

He shall provide a statement of income and expenses to the Treasurer at the end of the each event who shall present it to the Board.

8) COACHES AND MANAGERS

All Coaches, including assistant coaches, (Local League and Rep.) must hold qualifications as established by OMHA rules.

Coaches shall ensure sufficient Coaching staff attend all games and practices, and are present at the arena for a reasonable time before and after each game.

Managers shall be responsible for obtaining, preserving and returning all uniforms, equipment, and any other product or material loaned to the team by the BAA.

All Coaching staff shall instill and exhibit good sportsmanship and fair play to all players at all times.

Coaches and Managers shall treat all players as equally as possible, including the giving of playing time to all players.

Coaches and Managers shall follow the policies and rules of the C.A.H.A., OMHA, York Simcoe Minor Hockey, Simcoe Region Local League (SRL), and the BAA.

Coaches and Managers shall be responsible for the conduct of their players both on-and-off the ice within the arena for a reasonable time before and after a game or practice.

All Coaches, Assistant Coaches, Managers, Trainers, parent helpers and 3rd party Development Instructors must wear CSA approved helmets during on-ice activities as per OMHA rules.

Any Coach or coaching staff found to be lacking in the performance of their duties or displaying improper conduct and a complaint has been filed against them can, after a review by the Prevention Services Advocate or Board of Directors be removed from their position, or be suspended by the Board of Directors.

Any person wishing to coach within the BAA that does not presently hold the required certificate per OMHA rules (coaching and PRS) must attend a clinic prior to August 31st, of the current year, and shall receive a 100% tuition reimbursement.

The BAA will supply C.A.H.A., OMHA, and other appropriate league rules for the current year to coaches and managers.

Coaches will be responsible for all player rosters and return to the Board at the end of the season. (Privacy Reason)

No Coach shall hold the position of Coach for more than two consecutive years, starting at Tyke for a team on which his son or daughter is a player, unless approved by the Board.

A player should be exposed to a wide variety of coaching styles and skills over the course of his or her minor sports career to ensure the best training and experience possible.

Coaches and managers must be approved by the Board of Directors before participating with any team.

No Coach may move up 1 age level every 2 consecutive years, starting at the tyke level unless approved by the Board. A player should be exposed to a wide variety of coaching styles and skills over the course of his or her minor sports career to ensure the best training and experience possible.

Jr. Assistants (14 years and under) are not allowed on the bench during games and must wear full hockey gear when on the ice.

After the 3rd session of pre-season evaluations, for rep hockey the coaches will notify all the players of their final decision.

A coach may suspend or bench a player for up to two (2) games for disciplinary reasons, anything over the two (2) games shall be reviewed by the Board of Directors.

9) TRAINERS

All trainers must be a minimum age of 19 years old.

All teams (Local League and Rep.) must have a valid 'level I' trainer present at all games and practices.

All trainers must be approved by the Board of Directors before participating with a team.

Any trainer found to be lacking in the performance of their duties or displaying improper conduct, and a complaint has been filed against them, can, after a review by the Prevention Services Advocate or Board of Directors be suspended or removed from their position.

The BAA shall supply trainer's kits to each team. He shall be responsible to

return at the end of the season.

Any persons wishing to become a trainer within the BAA, that does not presently hold a "Level I Trainers" certificate, and PRS certificate must attend the clinics prior to Aug. 31 of the current year, and shall receive a 100% tuition reimbursement.

All trainers and assistant trainers must wear CSA approved helmets during on ice activities as per OMHA rules.

10) TEAMS

Whenever possible the BAA shall enter teams in all age categories in OMHA Rep. and this shall be decided by the Board of Directors.

Whenever possible the BAA will enter teams in all age categories in Simcoe Region Local League (SRL) and this shall be decided by the Board of Directors.

Where there are two teams in Local League in the same age category they will initially be divided by Board members, making sure there is adequate bench staff for each team, and taking into consideration the previous year's grading sheets in regards to positions and ability.

Where there are two teams in Local League in the same age category, they must be evenly balanced by the date set out by Simcoe Region Local League: If the coaches are unable to do this, then the Local League Convenor shall make the final decision on balancing the teams.

No team can participate in an exhibition game or a tournament without prior approval from the respective convenors, or the Board.

Any team entering a tournament who needs to have games re-scheduled must notify the Ice Scheduler by the cut off dates set out by York Simcoe and Simcoe Region Local League.

OMHA (Rep.) teams must declare their AP players (affiliate players) whether it be vertical (Peewee Rep. to Bantam Rep.) or horizontal (Peewee Local to Peewee Rep.) or name 19 players from local or lower rep. teams by pre determined OMHA date for the current year, and supply the proper paperwork.

Local League teams must declare their AP (affiliate players), vertical only (e.g. Atom local to pee wee local) by pre-determined OMHA date and supply proper paperwork.

Coaches may not AP any players if it unfairly minimizes the playing time of the original team.

Teams will be supplied with two sets of sweaters; White for all home games and Black for all away games.

BAA will not accept any invoices for ice rental, from coaches without prior approval of the Board of Directors.

Atom Rep, Peewee Rep, Bantam Rep, Midget Local and Juvenile may receive one and one half (1 ½) hours of ice time for home games. York Simcoe Midget Rep games may require extra time for increased period times. Re-scheduled or play-off games may be shortened or lengthened.

Hockey teams will shake hands at the beginning of each game. Any coach wishing to shake hands with opposing coaches at the end of the game may do so at his discretion.

Teams wishing to play an exhibition game at home, must have Board approval and must notify the ice scheduler seven days in advance. Less than seven days notice may result in not having sufficient people to operate for the game.

All exhibition games shall have appropriate referees as outlined in Section 18 of the OMHA regulations and shall have appropriate time keepers.

Teams shall use the appropriate 'sponsor name' when entering Tournaments and also when reporting results in the news media.

Team Fundraising – see under Fundraising

11) PLAYERS

There will be a minimum of one (1) on-ice pre-conditioning session at the beginning of each Hockey season for registered players.

Coaches of the Rep. teams have the option to be allowed to cut any player they find necessary after a pre-conditioning clinic is offered on a specific date and one try-out.

Hockey players must skate with their own age group prior to trying out for a higher age group. Hockey parents must notify the Board of Directors in writing of their intentions.

After the 3rd session or evaluation the players will be notified by their respective coaches of his final decision.

Players must have been on the ice for at least one rep try out to be considered for the team.

Goalies must attend tryouts in said position.

Any player whose behaviour or conduct is found to be inappropriate, unsafe or detrimental to the BAA and the sport, can be suspended without refund of registration fees by the Board.

All players shall wear approved equipment as per OMHA/C.A.H.A. rules while

participating in practices and games, and players must continue to wear equipment on the bench. No injured player shall participate in games or practices without full appropriate equipment, according to the rules of the sport.

16 Players will not be allowed to participate in any game without their name on the OMHA, approved roster.

Players are only allowed to attend practice 1 age group up.

12) PLAYER MOVEMENT within the BAA

Any player that is capable of playing in a higher Rep category may do so providing:

Registration numbers in both levels allow the movement

Clearance is obtained from the lower level coach;

The player is a better candidate than any player in the same age group local league who is willing to play Rep.;

That any player with family ties to the coaching staff of the higher level team is assessed by the Board or Panel.

Any local league player who wishes to play in a lower age category may apply to the Board for special consideration subject to further approval by Simcoe Region Minor Hockey.

Any Hockey player affiliating with another team and plays more than 6 games in regular season play may be assessed an additional fee.

Hockey Affiliated Player (A/P) will not be allowed to play in a game for the higher level team without prior approval of the lower level coach, as per OMHA rules.

When there are conflicting games, the player must play for his regular team to which he is registered; when there is a conflict between regular team practices and the players A/P team game, the lower coach shall have the final decision.

Players of above average talent or ability or size may be required to play on representative teams or on local league in higher age brackets. If there is a dispute, the Board of Directors shall make the decision based on the individual merits and associated medical or physical concerns.

Players wishing to try out for Triple A Hockey must be in good financial standing with the BAA and advise the Board, to receive Permission to Skate form. Players wishing to try out for Triple A must 1st register with BAA to receive the permission to skate form.

Players wishing to exercise the NRP (non residential passport) for either a AA or A centre must be in good financial standing with the BAA and advise the Board to receive the passport.

Players wishing to receive an NRP must 1st register with the BAA.

Players wishing to try out for Junior Clubs must be in good financial standing with

the BAA and advise the Board to receive Permission to Skate forms.

Players who do not agree with the Board of Directors decisions or wish not to continue playing, may have their registration fee returned on a pro-rated basis and will cease to be a member for that registration year. A \$50.00 non refundable administration fee could be in effect.

Hockey OMHA rule 18c: If an Association is not icing a team for which a player is eligible by division and residency, the player may then by first registering with his home Association seek through his Association permission, in writing, to try out for the next nearest Association for which he is eligible by division and residence. The home Association must then apply to its O.M.H.A. Executive member for such movement. If approved, approval would be for the current season only.

The BAA will provide releases for successful Junior Hockey players as per OMHA and O.H.A. and C.A.H.A. rules, to Junior Clubs for players in good financial standing with the BAA.

13) SPONSORSHIP

Sponsorship can be for a one year or 2 year period.

Sponsorship rates shall be established on a yearly basis by the Board of Directors taking into consideration the cost of sweaters, screening, socks, patches etc.

All sweaters purchased through sponsorship become the property of The BAA.

14) CHAMPIONSHIP

Hockey teams winning All Ontario, Zone (novice rep) York Simcoe, or Local League "A: Championships shall have a 'pennant' purchased for display in the arena by the BAA.

A team winning OMHA 'All Ontario Championship' shall be awarded the value in goods up to and not to exceed the sum of \$100.00 per player as decided by the Board.

Teams winning Local League "A" Championship shall be awarded the value in goods up to and not to exceed \$100.00 per player.

Awards from the BAA will be used towards the purchase of jackets, trophies, rings, etc. In no case, will the BAA give a cash award to any player. All awards will be purchased by the BAA and will have the BAA crest on same.

Teams winning All Ontario or Local League "A" Championship will be allowed to place one plaque (10" x 14") in the trophy case.

Teams winning trophies in Tournaments or Championship play will be allowed to display that trophy in the trophy case for a maximum of two years.

15) AWARDS

BAA shall participate in the ESSO Medals of Achievement Award program.

Coaching staff of each team shall select a Most Dedicated, Most Improved Player, and Most Sportsman Player.

The BAA will award a Most Valuable Player medal, as selected by the coaching staff of each team.

These Awards shall be presented at the BAA Hockey Banquet or Awards Day.

There will be no other awards presented without prior authorization of the BAA Executive Committee.

The Esso medals and BAA Most valuable player medals will begin at Novice, and at Tyke only if the coach wishes.

Any intent to present an award shall be approved by The BAA prior to any Awards Banquet or Awards Day.

Duke Harting Memorial Award is presented to the most overall dedicated player playing in the oldest level of Rep/Local Hockey the BAA hosts for the year. This award is selected by said coach and presented at the BAA Awards Banquet.

16) REGISTRATION

Positions with teams shall not be guaranteed for players who register late.

Players trying out for Triple A or Junior Clubs (hockey), or on an NRP must obtain a permission from the BAA. They are subject to BAA financial rules upon returning to their home centre.

Hockey registration fees must be paid by Aug. 15th of the current year. Any Rep. fees are due by Oct. 1 of the current year. Post - dated cheques for said rep fees are due by the 3rd pre season try out . Said cheques are returned if the player is unsuccessful.

Registration forms are not accepted without payment in full attached. The fees may be paid in any frequency you wish up to the due date.

Any player(s) who have not paid, or made arrangements with the Registrar shall not be permitted to participate.

Any players or parent of a player who is experiencing financial difficulty may

upon request to the Registrar be granted an extension.

Any parent of a player who is experiencing financial difficulty may request in writing a sponsor for one year only. This sponsorship to be determined by the President, Treasurer and Registrar.

The BAA does not sponsor players but will attempt to obtain a sponsorship for players in need of a sponsorship and will maintain confidentiality.

An additional fee shall be assessed to all Atom, Peewee, Bantam, Midget Rep./ Local and Juvenile players for additional game time.

Registration dates shall be advertised in the local newspapers and in various locations in the Beeton area.

There is a \$50.00 non refundable administration fee that may be charged for leaving a team. There is no refund after half the season.

17) SPORTS EQUIPMENT

The BAA shall supply goal tenders hockey equipment including pads, blocker and trapper and one (1) stick to each manager as specified by the Equipment Manager to all age groups. Upper body is supplied only to the Peewee level.

Any equipment issued will be signed for by the player/parents at the beginning of the season and will be the responsibility of the manager until returned to the BAA at the end of the season.

Goaltenders wishing to borrow equipment for Summer Hockey school may apply to the Equipment Manager, and on approval sign for same and provide a deposit of \$100.00. This deposit will be applied to repairs and or replacement of said equipment if returned damaged.

All equipment, including sweaters, sponsor patches, goalie equipment which is the property of the BAA and issued to Managers will be signed for and returned at the end of the season.

All equipment purchased for the BAA shall have the prior approval of the Equipment Manager and Board of Directors.

All BAA jackets, hats and sweaters must be purchased through Boulton's Replay Sports or the BAA.

No team or individual shall be allowed to use the BAA name or Logo without prior written approval of the Board of Directors.

All uniform colours shall be approved by the Board and meet guidelines by the OMHA,

18) FUND-RAISING

BAA shall hold a Car Draw and Buffet in June of each year with the funds raised going to off-set operating costs for all sports and related events.

BAA may hold tournaments during the year, with funds raised going to off-set operating costs.

BAA may hold other fund-raising events as necessary and as the opportunity arises to assist with off-setting operating costs.

No team or individual member may operate a fund-raising event, related to the BAA, without prior approval of the Board of Directors.

Team fundraising is restricted to in the lobby (i.e. no door to door soliciting)
Reason: Our car draw is the main fundraiser;

A team financial report is required to be forwarded (by April 30th) to the treasurer and all players showing all funds have been dispersed or returned. There is no carry over of funds to the following year.

19) PASSES: (FOR ANY HOME GAMES WITH A GATE FEE)

The BAA shall issue "passes" to all Board members and Elected Representatives and their spouses. These passes shall be good for all home games for the season.

BAA shall issue Sponsor passes to all current Sponsors. These shall be good for all home games for Hockey.

All coaching staff, and their spouses will be issued with Coaching Passes which shall be good for all home Hockey games, and should be shown for entrance.

The BAA shall issue all Honorary Member Life-Time passes to all home games.

20) INSURANCE:

BAA shall participate in the OMHA, C.A.H.A, insurance program.

The BAA shall carry insurance coverage for all Board Members, Elected Representatives, player participants, coaches, trainers, managers, other participants, and volunteers as deemed necessary by the Board.

21) AMENDMENTS

Proposed changes to these Operating Rules may be made from time to time during the hockey season and presented at the AGM.

All other Operating decisions, not covered in this document, shall be made by the Board of Directors as required.

22) GENERAL

Notwithstanding all previous statements contained within this the Operating Rules, the By-Laws and regulations of the Province of Ontario, including the Corporations Act, shall prevail.

Within this Operating Rules, the use of the masculine gender as a pronoun or adjective, shall be deemed also to include the feminine gender, and the use of the singular shall also be deemed to include the plural as applicable.

It shall be understand that these Operating Rules are guiding principles and as such shall be interpreted by the current elected body, namely the Board of Directors, if a specific matter is in question.

Any disparity, disagreement with, or anomaly with the "By-laws" of the BAA shall be decided by the Board of Directors.
