



2022 SMHA AGM Proposed Policy Amendments

1. SMHA Code of Conduct
2. SMHA Discipline Policy
3. SMHA Payment & Refund Policy
4. SMHA Social Media Policy

See attached for wording



Stettler Minor Hockey Association Code of Conduct

This Code of Conduct identifies the standard of behavior that is expected of all Stettler Minor Hockey Association (SMHA) members, including Players, Coaches, Parents, Directors and Volunteers.

The SMHA is committed to providing and maintaining a Minor Hockey environment where all individuals are treated with respect. Attached to this document are specific guidelines for the behavior of Parents, Players, Spectators, Coaches, On and Off Ice Officials and Executive members and forms part of this Code of Conduct. As such, every family participating in SMHA must take the “RESPECT IN SPORT” online course through Hockey Alberta. This must take place before registering your child with the SMHA. On your registration form will be a place for you to write your Respect In Sport Certificate Number. Please understand your child’s registration cannot be accepted until this course has been completed and the Certificate number submitted.

During the course of all SMHA activities and events, members of the SMHA shall conduct themselves, at all times, in a fair and responsible manner.

The following behaviors are strictly prohibited:

- Harassment and bullying in all its forms
- Language or physical act that is vulgar, obscene, racial or sexist
- Abuse of Officials, Coaches or Managers
- Fighting between Players on or off the ice, including play fighting in the dressing rooms
- Use of alcohol or illegal drugs before or during a Minor Hockey game
- Breaking of SMHA’s Social Media Policy

Zero tolerance means that behavior to the contrary will not be tolerated. Each Coach has a responsibility to report recurring non-compliance to the Executive. Any Coach who does not report, or condones, any recurring acts of non-compliance may be subject to disciplinary action as well. The Coach shall participate in any disciplinary action and final discipline will be directed by the current Executive and may include discharge from Minor Hockey for the season. To ensure oversight, Coaches, or appropriate appointed personnel, shall supervise and maintain a positive team attitude and ensure compliance with the Policy guidelines.

Failure to observe this Code of Conduct may result in disciplinary action in accordance with the Discipline policy and guidelines of the SMHA. Such action may result in the member



losing the privileges that come with Membership in the SMHA, including the opportunity to participate in SMHA activities.

All matters having to be handled, for any of the above situations, shall be treated with the utmost confidentiality, except where recommendations of the Discipline Committee require communication with the Player, Parents, Coaches or the Executive of the SMHA. When formal meetings of the Discipline Committee occur with respect to any individual, the Committee shall meet with a minimum of three members present and if a Committee member is related to bias in any way, they will not be allowed to attend.



Stettler Minor Hockey Association Behavior Guidelines

Guidelines for Coaches

- Maintain self-control at all times
- Be a positive role model to your Players. Display emotional maturity and be alert to physical safety of Players. Do not appear for games or practices while intoxicated by alcohol or drugs.
- Show respect for On-ice and Off-ice Officials.
- Winning is a consideration, but neither the only one nor the most important one. Care more about the Player than winning the game. Remember, Players are involved in hockey for fun and enjoyment.
- Be generous with your praise when it is deserved; be consistent, honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and Coach; don't yell at Players.
- Adjust to personal needs and problems of Players. Be a good listener, never verbally or physically abuse a Player or Official; give all Players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
- Organize practices that are fun and challenging for your Players. Familiarize yourself with the rules, techniques and strategies of Hockey; encourage all your Players to be Team Players.
- Maintain an open line of Communication with your Players' Parents. Explain the goals and objectives of your Association.
- Be concerned with the overall development of your Players. Stress good health habits and clean living.
- To play the game is great; to love the game is greater.

Guidelines for Players

- Maintain self-control at all times.
- Attend as many games and practices as reasonably possible.
- Be present before games and practices in a timely manner.
- Notify the coach/manager ahead of time if I will be absent.
- Play for FUN.
- Work hard to improve your skills.
- Be a Team Player – get along with your Teammates.
- Learn teamwork, sportsmanship and discipline.



- Learn the rules and play by them. Always be a good sport.
- Respect your Coach, your Teammates, your Parents, Opponents and Officials.
- Don't be afraid to make mistakes; that's part of the learning process.
- Be modest in victory and gracious in defeat.
- Give 100% effort at each Practice and Game.

Guidelines for Parents

- Should you wish to confront your child's coach about a practice or game related issue, **wait 24 hours before doing so**. Emotions can cause miscommunication and misunderstandings.
- Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it FUN.
- Encourage your child to attend as many games and practices as reasonably possible in a timely manner.
- Notify the coach/manager ahead of time of absences.
- Encourage your child to play by the rules. Remember that children learn best by example, so applaud the good plays of both teams.
- Maintain self-control at all times.
- Refrain from expressing your opinion of the coaches or players in front of your child.
- Do not embarrass your child by yelling at players, coaches, or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete.
- Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the Officials only hurts the game.
- Applaud a good effort in victory and in defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice - it is destructive.
- Recognize the importance of Volunteer Coaches. They are important to the development of your Child and the sport.
- If you enjoy the game, learn all you can about the game and volunteer.



Guidelines for Spectators

- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Maintain self-control at all times.
- Cheer good plays of all participants.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive and will not be tolerated.
- Support the Referees and Coaches by trusting their judgment and integrity.
- Show respect for the decisions, judgement and authority of the officials and timekeepers.
- Respect locker rooms as private areas for Players, Coaches and Officials.
- Never appear for a game while intoxicated by drugs or alcohol.
- Be supportive after the game...win or lose.
- Recognize good effort, teamwork and sportsmanship.

Guidelines for On and Off Ice Officials

- Act in a professional and businesslike manner at all times and take your role seriously.
- Maintain self-control at all times.
- Strive to provide a safe and sportsmanlike environment in which players display their hockey skills.
- Know all playing rules, their interpretations and their proper application.
- Remember that Officials are “Teachers”. Set a good example.
- Make your calls with quiet confidence; never with arrogance.
- Control games only to the extent that it is necessary to provide a positive and safe experience for all participants.
- Violence must never be tolerated.
- Be fair and impartial at all times.
- Answer all reasonable questions and requests.
- Adopt a “zero tolerance” attitude toward verbal or physical abuse.
- Never use foul language when speaking with a Player, Coach or Parent.
- Use honesty and integrity when answering questions.
- Admit your mistakes when you make them.
- Never openly criticize a Coach, Player or other Official.
- Keep your emotions under control.



Guidelines for Executive Members

- Work with On-Ice Officials, Coaches, Parents and other Executive Members to provide a positive and safe experience for all participants.
- Support programs that train and educate Players, Coaches, Parents, Officials and Volunteers.
- Promote and publicize our programs.
- Never appear for an Association event while intoxicated by drugs or alcohol.
- Communicate with Parents by being available to answer questions and address problems throughout the season.
- Maintain self-control at all times.
- Treat all Players, Coaches, and other Volunteers with fairness, to promote fair play and sportsmanship.
- Recruit Volunteers, including Coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
- Perform your duties impartially, in furtherance of the aims of the SMHA. Do not use your position or influence to further purely personal objectives.



Stettler Minor Hockey Association Disciplinary Policy for Coaches and Players

The following is a set of Guidelines the Coaches/Players/Executive will be using in order to establish and maintain consistent discipline on our Teams within SMHA. This Disciplinary Policy will work hand in hand with the SMHA Code of Conduct.

Coaches and their Staff will be supported by the SMHA Executive in enforcing the policy throughout the year.

We must all work together to encourage our Players and provide positive direction. We encourage teams to have their own rules and expectations and be able to moderate these in a reasonable fashion, **but any disciplinary action that removes a player from a practice and/or a game must be reported to the Director.**

SMHA Chain of Communication



All discipline concerns will be handled by the current Executive in a respectful manner and will be treated with utmost confidentiality for all parties involved.

At a minimum, the following situations will be subject to review by the current Executive:

- Concerns may be raised by a Member of the SMHA with proper documentation. The concern must be documented in writing and submitted to the SMHA President.
- Excessive suspensions and the recurring nature of the suspension and/or excessive penalty minutes.
- Violations of the Policies or Code of Conduct of the SMHA.

How to report an incident:

- Proper chains of communication must take place. SMHA encourages resolutions at the team level whenever possible. Any individual who does not follow the chain of communication will be in violation of the SMHA code of conduct and will be subject to discipline.
- The Coach/Coaching Staff or Player/Parent must submit a letter in writing outlining the incident in detail to the President of SMHA within 5 days of the incident happening.
- Once the incident has been given to the President in writing, the President will



address the incident with current Executive Committee and render a decision within 3 days.

- Once the decision has been made, the discipline/suspension will be communicated to the Player by his or her Coach. For Coaches the discipline/suspension will be communicated by the President of SMHA.
- Once the Executive Committee has decided on the course of disciplinary action, a copy of the decision, in writing, will be submitted to the party in question. A copy will be kept for SMHA records as well.
- The individual will be given the opportunity to appear before the SMHA Executive to appeal the decision to suspend. All subsequent decisions of the SMHA Executive will be considered final.

Disciplinary Policy Coaches and Players

Conduct considered to be inappropriate:

Verbal & Social Media abuse:

Verbal or Social Media abuse to Teammates, Coaches, Managers, Officials, Parents, Opposing Players etc. will result in the following suspensions...

Players:

- 1st offence: Warning
- 2nd offence: 1 game suspension
- 3rd offence: 5 game suspension
- The 4th offence will result in the Player being suspended for the duration of the current season. The remaining registration will be refunded on a pro-rated basis. SMHA will also deduct an Administration fee of \$25.00.

Coaches:

- 1st offence: Warning
- 2nd offence: 3 game suspension
- 3rd offence: Removed from Coaching for current season. HA and Police will be notified if warranted.

Physical Abuse

Players:

The physical attack on or intimidation of another Player, Coach, Manager, or Official will result in the Player being suspended for up to one season. HA and Police will be notified to assist in disciplinary/criminal action if warranted.



Coaches:

The physical attack on or intimidation of a Player, Coach, Manager or Official will result in the Coach being suspended for life from ever coaching in the SMHA. HA and Police will be notified to assist in disciplinary/criminal action if warranted.

Vandalism

Players:

Abuse of the home or away arena including dressing rooms, washrooms, viewing areas or Hotels etc. will not be tolerated. The Player found to be responsible would be suspended from play until the costs for the damages have been paid. Vandalism of a Teammates property or any other Members property will also result in a suspension deemed appropriate considering the offence.

Coaches:

Abuse of the home or away arena including dressing rooms, washrooms, viewing areas, or Hotels etc. will not be tolerated. The Coach found to be responsible would be suspended from play until the costs for the damages have been paid and the incident reviewed by the Executive of SMHA.

Alcohol and Substance Abuse Player:

Any Player found to be under the influence and or possession of an illegal substance/ alcohol will be suspended for the duration of the current season and the Police will be contacted if warranted. The remaining registration will be refunded on a pro-rated basis. SMHA will also deduct an Administration fee of \$25.00.

Coaches:

Any Coach found to be under the influence and or possession of an illegal substance/ alcohol will be suspended for the duration of the current season. SMHA would review the incident and Police contacted if warranted.



Payment & Refund Policy

FEE PAYMENT:

Registration fees must be paid fully, or an appropriate instalment schedule selected, in advance of participants of being allowed to take part in activities with Stettler Minor Hockey. Non-payment of fees, or defaulting on the payment schedule, will result in a temporary suspension of on-ice activity until the account is paid in full.

REFUND POLICY:

Players who are injured, who withdraw from SMHA, or who have evaluated onto an AA or AAA team may qualify for a refund. The prorated portion of the refund is based on a 6-month season.

Refund Policy For Injured Players:

Players who have been injured during sanctioned hockey activity, and are out for more than 12 weeks, may qualify for a partial refund. In order to be considered, the injury must be reported within 7 days from occurrence and must be accompanied by a doctors note validating that the player was unable to participate for the duration of the injury. Refunds will be issued for the portion missed beyond 12 weeks. No refunds are issued for Evaluation Fees or Development Fees. Refund requests due to injury must be submitted to the President and Treasurer prior to April 15th.

Refund Policy For Withdrawn Players Prior to Season Start, Post – Evaluation:

Players who withdraw from SMHA prior to season start, but post-evaluation may be eligible for a refund. If a player withdraws immediately after the evaluation process, there will be a \$250 holdback of fees. No refunds are issued for Evaluation Fees or Development Fees. Refund requests due to withdrawals prior to season start, but post-evaluation must be submitted to the President and Treasurer within 3 days of season withdrawal.

Refund Policy For Withdrawn Players During Season:

Players who withdraw from SMHA during the season may be eligible for a refund. If a player withdraws after season starts, the refund will be prorated in addition to the holdback of \$250. No refunds are issued for Evaluation Fees or Development Fees. Refund requests due to season withdrawals must be submitted to the President and Treasurer prior to January 10th.



Refund Policy For Players Who Evaluate Onto AA or AAA Team:

Players from SMHA who evaluate onto a higher tier team (AA, AAA) may be eligible for a refund. No refunds are issued for Development Fees, and Evaluation Fees may be refunded if the player does not participate in the SMHA evaluation process. Refund requests must be submitted to the President and Treasurer within 3 days of acceptance onto a higher tier team.

All other refund requests will be considered on a case-by-case basis



SMHA Social Media Policy

1. INTRODUCTION

The Social Media Policy encompasses public communications through any internet mediums, including websites and social media networks, that allows users to communicate online, as well as other forms of electronic communications including emailing and texting, TeamSnap and RAMP Team App, etc. The policy is applicable to all members of the Stettler Minor Hockey Association (SMHA) Community, including, but not limited to its Executive, Directors, Managers, Coaches, Players, On-Ice and Off-Ice Officials, Players' Family Members and Supporters. SMHA recognizes and appreciates the value of social media and the importance of social networking to all of its stakeholders. SMHA also respects the right of all members of the SMHA Community to express their views publicly, however, we must be aware of the dangers that social media and networking can present. The purpose of the Social Media Policy is to educate the SMHA Community on the risks of social media and to ensure all team and association personnel are aware that conduct deemed to be inappropriate may be subject to disciplinary action by the Team, the League and/or SMHA.

2. SOCIAL MEDIA GUIDELINES

- a) SMHA holds the entire SMHA Community who participate in social media and networking to the same standards as it does for all other forms of media including radio, television, and print.
- b) Comments or remarks of an inappropriate nature which are detrimental to a Team, the Association or an Individual will not be tolerated and will be subject to disciplinary action.
- c) It should be recognized that social media and comments such as text messaging are on the record and can be instantly published and available to the public. Everyone, including Association and/or Team personnel, Players, Corporate Sponsors, and other members of the SMHA Community can review social media communications. You should always conduct yourself in an appropriate and professional manner.
- d) Refrain from divulging confidential information of a personal or team related nature. Avoid revealing business or game strategy that could provide another team



or individual a competitive advantage. Furthermore, do not discuss injury information about any player.

e) Use your best judgment at all times – pause before posting or sending. Once your comments are posted or sent, they cannot be retracted. Ultimately, you are solely responsible for your comments.

f) If requested to participate in an online network, as a direct result of your affiliation with or participation in the SMHA, the SMHA recommends that you request approval from the Team or the Association

g) Players or hockey operations staff are not permitted to participate in social media or networking two (2) hours prior to the start of a SMHA game and at least one (1) hour following the completion of a SMHA game, other than to post information through TeamSnap or RAMP Team App, text messages or emails, regarding availability, travel conditions, facility locations, dressing room assignments, etc.

3. SOCIAL MEDIA VIOLATIONS

The following are examples of conduct through social media and networking mediums that are considered violations of the SMHA Social Media Policy and may be subject to disciplinary action by the Team, the League and/or SMHA.

a) Any statement deemed to be publicly critical of members of the SMHA Community, or detrimental to the welfare of a member Team, the Association or an Individual.

b) Divulging confidential information that may include, but is not limited to the following:

- player injuries,
- player movement,
- game strategies, or
- any other matter of a sensitive nature to a member Team, the Association or an individual.

c) Any form of bullying, harassment, intimidation or threats against players or officials.

e) Photographs, video or comments promoting negative influences or criminal behavior, including but not limited to:



- drug use,
- alcohol abuse,
- public intoxication,
- hazing, or
- sexual exploitation, etc.

f) Online activity that contradicts the current policies of SMHA or any of its member Associations.

g) Inappropriate, derogatory, racist, or sexist comments of any kind.

h) Online activity that is meant to alarm other individuals or to misrepresent fact or truth.

4. DISCIPLINE

SMHA will investigate reported violations of this policy. Disciplinary action may result if it is determined that members of the SMHA Community are in violation of the Social Media Policy.

5. SUMMARY

When using social media and networking mediums, the SMHA Community should assume that they are representing SMHA and/or its members or Teams. All members of the SMHA Community should remember to use the same discretion with text messaging, emailing, social media and networking, TeamSnap and RAMP Team App, as they do with other traditional forms of media. Members of the SMHA Community should behave in an appropriate and professional manner when utilizing social media and networking mediums.