



Unionville Minor Hockey Association Incorporated

Regulations

April 27, 2004

Revised: April 26, 2005

1. Scope of Competition

1. The UMHA shall provide House League competition as is deemed appropriate.
2. House League hockey may include Hockey School, Mite, Tyke, Novice, Atom, PeeWee, Bantam, Midget and Juvenile divisions. The Board of Directors will decide on a year-to-year basis the divisions that will compete.
3. The UMHA shall annually affiliate with the Ontario Minor Hockey Association.
4. The UMHA shall annually affiliate with such other leagues as is deemed wise and as decided by the Board of Directors.
5. The UMHA shall operate Select teams in such levels as appropriate and that the Board of Directors deems as wise.

2. Official Colours and Crest

1. The official colours of the Unionville Minor Hockey Association are red, white and blue.
2. All Unionville Select teams will wear approved uniforms to all competitions. The uniforms will have red, white and blue colours and will bear a crest as approved by the Board of Directors.

3. Application for Registration

1. All players applying to play must complete and submit the appropriate application form each year.
2. Applications will be accepted on a first-come, first-serve basis.

3. All players under eighteen (18) years of age returning an application form must have said form signed by one or both parents or guardian(s). If an electronic application form is submitted, this signature will be inferred.
4. Players will not be permitted to play until this form is properly completed.
5. The design of the form shall be as approved by the Board of Directors.
6. The method of submitting the form shall be as approved by the Board of Directors.
7. The Board of Directors may from time to time revise the method of registration, as it deems wise.
8. All players within the UMHA boundaries will be accepted into the league on a first-come, first-serve basis. Out of boundary registrations will be accepted with the understanding that any registration may be declined if the division becomes full.

4. Fees and Refunds

1. Fees will be assessed and set down by the Board of Directors.
2. The full fee must be paid before a player may participate in the House League program.
3. Submissions to the Board of Directors for installment payments will be accepted and approved by the Board of Directors, as it deems wise.
4. If a player resigns and requests a refund, a refund may not be issued until he/she returns the uniform.
5. Refunds will be pro-rated as approved by the Board of Directors.
6. The pro-rated refund information will be reviewed from time-to-time and revised, if necessary, as deemed appropriate by the Board of Directors.
7. The pro-rated refund information and refund application form will be made available to members requiring a refund.
8. Refunds may be requested in writing, by submitting the refund application form or by speaking to a member of the Board of Directors who will facilitate the generation of the refund form.

5. Players' Age Groups

1. Age groups for House League shall be at the discretion of the Board.
2. The UMHA does not allow players to play down in age and players are only allowed to play up a maximum of one year. Under exceptional circumstances, the UMHA will consider special requests.

6. Rating of Players

1. A rating system will be in effect in the House League. This rating system is designed to ensure the equitable allocation of players to each team in a division. The goal is to provide the maximum enjoyment of all the participants by balancing the skill levels within each team in each division.

2. Notwithstanding, it is understood that this rating system is based on the values and opinions of coaches and convenors each year.
3. The Board of Directors will approve the rating system, which will generally include such factors as skating ability, hockey skills and desire.
4. At the beginning of each new season, rating sessions will be held to rate and assess both new and returning players. These sessions will assist the coaches and convenors in allocating and balancing teams. The ratings and balancing of teams will be a cooperative effort between the convenor and head coaches of each team at each level.
5. At the end of each season, team coaches, managers and convenors will be required to rate each player on each team in accordance with the rating system.
6. The coaches will be required to turn in the rating for each individual player by the Year-End Awards Banquet.
7. The ratings will be turned over to the Vice President, House League at the end of each season and will be used as a guide in allocating players to teams in an equitable manner in the following season.

7. House League Team Composition / Player Transfers

1. House League teams will be organized and set by the start of the exhibition play. The convenor and the coaches will use the player ratings in the team balancing process.
2. The exhibition play period will provide an opportunity for the convenor and coaches to ensure that teams are balanced.
3. In order to achieve better team balance, players may be transferred between House League teams before the end of exhibition play, at the discretion of the convenor.
4. The children of a team's coaching staff cannot be transferred.
5. No other transfers will occur without the convenor's concurrence.
6. After November 15, the Vice President, House League, must approve any player transfers.
7. A player has the right of refusal to play for a coach. This must be communicated in writing by the parents to the convenor, or to the Board of Directors, by November 15.

8. Other Player Transfers

1. Player transfers to and from Representative Teams will be according to the rules of the OMHA, with the following guidelines.
2. After November 15, all player transfers between the Representative teams and the House League teams must be first approved by the Rep. League representative and by the Vice President, House League. Such approval shall be based on the well being of the Rep team, of the House League team and of the player involved.

3. It is understood that a parent or guardian has the right to designate that their child shall only play House League hockey.
4. House League Call-ups. Under certain circumstances, alternate players may be called upon during House League hockey games. When a team may be in danger of defaulting, players from a younger level may be called up to fill the roster to the minimum required to ice a team plus one player. If a team has a designated goaltender and that player is absent, a goaltender from either the same age group or from a lower level may be used. Any player used for call up purposes must be a member of the UMHA.

9. Coaches and Convenors - House League

1. The Vice-President, House League will appoint the House League coaches and convenors, subject to the approval by the Board of Directors. As appropriate the House League and Hockey School Directors will participate in these decisions.
2. The power is vested in the Board of Directors at all times to effect the removal of a coach or convenor for cause. The person so removed has the right of hearing before the Board.

10. Playing Rules

1. House League Teams will abide by those rules set down by the Board of Directors.
2. Playing rules will be prescribed at the start of the season and will be made available to all coaches and convenors. These playing rules will include information on game duration, fair shifting, etc.
3. Select teams will abide by the rules set down by the League in which they are members.

11. Schedule

1. The Board of Directors will determine the House League schedule prior to the start of the season.
2. The respective convenors for each division will draw up a schedule of games.
3. House League teams will abide by the schedules drawn up by their respective convenors.
4. Select teams may not schedule participation in any tournaments, which conflict with the Tony Roman Memorial tournament or with House League Playoffs.

12. Conduct of the Board of Directors

1. All members of the Board of Directors will conduct themselves with decorum and integrity.

2. All members of the Board of Directors will sign a Code of Ethics, included as Appendix 1 of these Regulations.

13. Conduct of Players, Team and Game Officials and Spectators

1. All players, team officials, league officials and spectators will conduct themselves in a sportsman-like manner at all times. Coaches are responsible for the conduct of their team and their teams' parents and other spectators.
2. All players, team officials, referees, etc. will be responsible for getting to the games in sufficient time to allow games to start at the times scheduled.
3. Team officials and parents will be supportive of opposition team officials, game officials and league officials and shall encourage the same attitude amongst all players and supporters.
4. Coaches and parents will discuss complaints, comments and suggestions pertaining to their divisions with the UMHA or the House League Convenor. Such matters should never be discussed in front of, or within hearing of, players on any team and never in the dressing room.
5. The referee(s) shall have sole authority of the game and will work under the direction of the Referee-in-Chief.
6. Abuse of referees by players, coaches, managers or parents will not be tolerated. It is expected that each coach and manager will set an example. Offenders will be suspended or expelled.
7. Convenors must report obnoxious behavior to the Vice President, House League so that action may be taken. Coaches and convenors should also ask parents and others guilty of this type of behavior to leave the arena.

14. Grievances

1. If for any reason, a player registered with the UMHA has a grievance, the player or his/her parent(s) shall send a letter requesting a hearing before the Board of Directors, stating the nature and/or reason for the hearing.
2. If a member of the Board is personally involved as coach, manager or parent, that member shall be excused.
3. Where any complaints involve the coaching or management of a team, the Board of Directors shall consult the coach involved.
4. All decisions shall be binding on the parties involved.
5. The Board of Directors reserves the right to establish a sub-committee to deal with any grievances.

15. Complaints/Comments/Suggestions

1. Coaches and managers will discuss complaints, comments and suggestions pertaining to their division or the UMHA with the convenor, the UMHA or the Vice President, House League.

2. All complaints, comments and suggestions will not be discussed in front of, or within hearing of, players on any team and never in the dressing room.

16. Protests

1. Any protest pertaining to House League play must be filed in writing with the Vice President, House League within forty-eight (48) hours of the conclusion of the game.
2. A copy of the protest shall be delivered by the Vice President, House League to the coach of the team protested against.
3. A defense, if any, must be filed in writing with the Vice President, House League within forty-eight (48) hours after delivery of the copy of the protest.
4. If the Vice President, House League is unable to successfully arbitrate the protest, the matter shall be referred to the Board of Directors for final resolution.

17. Equipment

1. All players will wear CHA approved safety equipment as required by the OMHA and the UMHA
2. During practices all players must wear CHA approved helmets with face guards, neck guards and mouth guards.
3. Full sponsor hockey uniforms (sweaters and socks) should be worn at all practices.
4. It is recommended that players avail themselves of any other CHA approved safety equipment not presently prescribed by the OMHA and/or the UMHA.
5. Any equipment that is the property of the UMHA shall be returned to the UMHA at the end of each season. Coaches and managers are responsible for ensuring that all such equipment has been returned. If the equipment is not returned, the team(s) involved will not be presented with their year end awards until such time that the equipment is returned.

18. Referees

1. Referees will be certified by the OMHA prior to being hired by the UMHA.
2. Referees shall be recruited by the Referee-in-Chief.
3. Referees will be assigned to all House League and Select League games by the Referee-in-Chief.
4. There shall be two referees assigned to each House League game, with the exception of the Hockey School / Mite program (no referees).
5. The Director, Hockey School / Mite program may request referee(s) for play-off games.
6. At the discretion of the Vice President, House League, referees may not be required at fun or friendly games.

19. Annual Operating Budget

1. The Board of Directors shall formally approve an annual operating budget prior to July 31st for the current fiscal year. It is understood that an operating budget should be drawn up prior to the previous season's end to help determine registration fees.

20. Insurance

1. The UMHA obtains insurance for players and team officials, which covers games and practices.
2. The UMHA obtains comprehensive legal liability insurance to protect the Board of Directors from legal liabilities, which may arise from hockey operations.

21. Select League Teams

1. Select League Regulations are included as Appendix #2 of these Regulations.

22. Coaches and Conveners' Manual

1. The yearly operations manual will be known as the Coaches and Convener's Manual.
2. The Coaches and Conveners' Manual will be updated on a yearly basis and approved by the Board each September.
3. The Coaches and Conveners' Manual forms Appendix #3 of these Regulations.

23. Amendments

1. The Board of Directors may from time to time amend, add to, or delete from these Regulations in order to operate the Association, as they deem expedient and which shall not be inconsistent with the Bylaws of the UMHA.
2. Any such amendments shall have force and effect only until the next annual meeting of the members of the UMHA when they shall be confirmed at such annual meeting of the members. If in default of confirmation of such annual meeting of members, these amendments shall at and from that time cease to have force and effect.

Appendix 1

Board of Directors Code of Ethics

As an elected member of the Unionville Minor Hockey Association (UMHA) Board of Directors:

- I will devote time, thought and effort to the duties and responsibilities so that may render effective and creditable service.
- I will recognize that the expenditure of UMHA funds is a public trust and I will endeavour to see that all such funds shall be expended efficiently, economically and for the best interest of the members.
- I will endeavour to work with my fellow Board members in a spirit of harmony and cooperation in spite of difference of opinion that may arise during debate. I will observe proper decorum and behaviour, encourage full and open discussions in all matters and treat them with respect and consideration and I will not withhold or conceal from them any information or matter with which they should be concerned.
- I will base my personal decision upon all available facts in each situation, vote my honest conviction in each case, with no partisan bias of any kind and thereafter will abide by and uphold the final majority decision of the Board.
- I will not use the UMHA or any part of the UMHA program for my own personal advantage or the advantage of my family or friends. I will do everything possible to maintain the integrity, confidence and dignity of the office of the UMHA Board of Directors and I will resist every temptation and outside pressure to use my position as a Board Member to benefit either myself or any other individual or agency.
- I will remember at all times that as an individual, I have no legal authority outside the meetings of the UMHA Board, unless the Board has so delegated. My relationships with the local community or the media will be conducted on the basis of this fact.
- I will not discuss the confidential business of the Board with persons other than members of the Board outside of a Board meeting or a committee meeting thereof.
- I will always bear in mind that the primary function of the Board is to establish the policies by which the UMHA programs are to be administered.
- Should I be found to be in breach of this code of ethics, I understand that I may be subjected to a disciplinary process, by either the UMHA Board or by a disciplinary subcommittee appointed by the Board, at the absolute discretion of the UMHA Board of Directors, and subject to penalties including dismissal from the position to which I have been elected or acclaimed, at the absolute discretion of the said UMHA Board.

Appendix 2

Select League Program

1. Introduction

1. The Unionville Minor Hockey Association Select Hockey League program is known as the Unionville Jets.
2. This program is an integral part of the House League. Players on Select Teams must actively participate in the House League.
3. Select League Teams are managed independently under the auspices of the Unionville Minor Hockey Association. However, all coaches report to the Director, Select League and all players, parents and team officials must adhere to all UMHA By-Laws and Regulations and any amendments or rules incorporated from time to time as deemed appropriate by the Board of Directors.
4. The Select League is open to all players registered in the UMHA House League program. Consideration will be given to players registered in the MMHA House League program, as appropriate.
5. The UMHA Select League shall annually affiliate with such other leagues as is deemed wise and as decided by the Board of Directors under the guidelines of the OMHA.

2. Purpose of the Select Hockey Program

1. The main purpose of this program is to afford players of a more advanced skill level the opportunity to compete in league play that is more competitive than the House League program. Secondly, the program is a development program for those players that have the potential to play representational hockey.
2. Competition, however, is only one vehicle to develop players and is not the overriding objective of the Select League. The overall spirit of the organization is to promote an environment of fair play, respect and enjoyment for players and parents.

3. Official Colours and Crest

1. All Unionville Select teams will wear UMHA approved uniforms to all competitions.
2. The uniforms will have red, white and blue colours and will bear a crest as approved by the Board of Directors.

4. Fees

1. Fees will be assessed by the Director, Select League.

2. Each Select Team fee assessment will be based on ice time allocated to the team for practices, regular and all playoff games, uniform costs, league registrations, insurance costs, and other costs related to providing the UMHA Select League Program.
3. Fees will be paid in at minimum two installments. The first installment will be due by November 15th; the final installment will be due by February 28th of each year.
4. The Coach and/or Manager will consult with team parents to determine how team funds will be raised.
5. Teams must generate a proposed budget and must share financial information with parents to ensure that all participants are informed.
6. At the end of the Select League season, any remaining funds after all UMHA assessments are paid, must be divided equally (or pro-rated for Alternate Players) among each team member. Teams must not "carry over" funds from year to year.

5. Team Officials

1. Invitations for Coach Application Forms or Letters of Interest will be advertised by methods deemed appropriate by the UMHA Board of Directors starting in May of each year.
2. The Board of Directors, or a sub-committee thereof led by the Director, Select League Program, shall, after due consideration and an interview, appoint the Head Select coach for each team. All decisions are final.
3. Coaches will be given the UMHA Select League Regulations and Coaching Responsibilities (Section 12 below) which embody UMHA's Select League philosophy.
4. Coaches will be given a list of Player and Parent Responsibilities; these are included in Section 13 below. The Coach will provide these to the Parents and Players.
5. Each team shall have a head coach, at least one assistant coach (2 are recommended) and a trainer. At a minimum, there must be a Coach and a Trainer.
6. All team officials will be certified according to OMHA guidelines for the year that they are volunteering.
7. The head coach must have Level 1 OMHA coaching certificate by the start of the regular season.
8. All coaching staff must be screened by the York Region Police; it is the responsibility of each member of the coaching screen to initiate and pay for this process.
9. A certified trainer is required for each Select Team; a trainer may also serve in a coaching capacity.

10. All team officials must attend the Prevention Services Clinic and have a valid PRS number. At least one member of the coaching staff for Atom and below must have a CHIP certificate.
11. The costs incurred in certification of coaching staff members are either borne by each individual or may be included in the team's budget.
12. Coaching positions are filled for one year only.
13. It is recommended that each team have a Manager.
14. All team officials must wear helmets during practices. Any team assistant under the age of 16 must wear a helmet while working behind the bench.
15. The power is vested in the Board of Directors at all times to effect the removal of a coach or manager for just cause, including, but not limited to, not adhering to all UMHA Bylaws, Regulations and Rules or the Coaches' Code of Ethics.

6. Try-Outs / Team Selection

1. The Board of Directors will hold try-outs prior to the start of each Select season for each applicable age group, as designated by the UMHA and as deemed appropriate. Try-outs are generally held in September.
2. All registered UMHA players may participate in try-outs for a team in their own age group.
3. Coaches are encouraged to invite players to the preliminary tryouts.
4. It is recommended that a maximum of 12 players be signed during the preliminary tryouts; remaining player selection shall be finalized closer to the UMHA roster deadlines. This recommendation gives the coach an opportunity to assess skill levels in house league game and practice situations.
5. Coaches must select their teams by October 31st, to within 2 or 3 players per team.

7. Select Team Composition

1. Each Select Team must roster 15 skaters and 2 goalies. The UMHA encourages all Select Teams to carry a roster of 19 players, which may include alternate and reserve players.
2. There will be no player cuts. Once a player has made the team (regular or alternate) they will not be cut, notwithstanding extraordinary circumstances and only by approval from the UMHA Executive.
3. Alternate Players: Coaches may elect to carry ALTERNATE PLAYERS on the team. All alternates must be invited to attend all practices, any other team events and receive any team related equipment. Alternates may be invited to games as required by the Coach. In the event of absence or illness, alternates must be used in place of the absent player(s). It is expected that any alternates will receive equal playing time at games attended. Alternates will play half of a regular player assessment.

4. Reserve Players: Select teams may designate RESERVE PLAYERS (including goaltenders). Reserve Players may participate in games only in emergency situations when a team is short of players due to illness or injury and only after any Alternate Players have been offered the opportunity to play. Reserve Players shall participate in team practices when called upon to do so by the Coach. Reserve Players must be listed on the Team Roster. Reserves are not required to pay any assessment fees.
5. Should a Select Team carry only one goalkeeper, a spare may be designated from the House League for emergency purposes only. House League play must not be affected. The Select Team may invite this player to practices or games. Recognizing the importance of developing goaltenders, all teams are encouraged to carry two goaltenders.
6. If the minor and major divisions are combined to form one team, a minimum of 1/3 of the players shall be from the minor division age. This supports the development of players.

8. Game Schedule

1. Select League games will not be scheduled to conflict with either House League or Tony Roman Memorial Tournament games.
2. House League games will take precedence over the Select program.

9. Player Development

1. Select hockey is developmental, in that players are expected to improve their skills through better coaching, additional practice and ice time.
2. Players should be afforded equal playing time in games. The only exceptions would be in situations involving power plays or penalty killing or in the last three minutes of a close game. However, coaches should note that players need to be involved in critical game situations in order to develop.

10. Player Withdrawals

1. A parent/guardian may withdraw a child from his or her Select Team, as deemed appropriate or necessary by the parent/guardian.
2. Refunds will be pro-rated and must be offered by the Team to the parent/guardian until January 31st. If a child is withdrawn after January 31st, refunds will not be given.

11. Playing Rules

1. Select Teams will abide by the playing rules, schedules and regulations of the OMHA and the Select League to which they are affiliated.

12. Annual Survey

1. Each year the Director, Select League will provide copies of the Select Program Survey to each Coach. The Coach will ensure that these are provided to a parent of each team player.
2. The Survey will be reviewed from time to time to ensure that it complies with changes to the philosophy or the rules of the UMHA and the OMHA.

13. Coach Responsibilities / Coaching Tips

1. Communicate clearly and often with your players and parents.
2. Ask questions and be considerate of your players and parents.
3. Establish and monitor goals for your players. Recognize the players when they achieve those goals.
4. Be a good role model. Show respect for the referees.
5. Develop leadership skills in the players.
6. Interact with the parents and request feedback. Be available and encourage involvement. Explain your philosophy and goals.
7. Apply the 24-hour rule when tempers flare up and work to resolve issues when everyone cools down.
8. Help maximize player potential by working on individual skills and by giving equal ice time.
9. Be sensitive to the issue of harassment and make sure no player is alone with any member of the coaching staff.
10. Be clear and communicate your expectations regarding punctuality, practices, player conduct, parental communications, dressing room conduct etc.
11. Remind players of their importance to the team and the community they represent.
12. Be positive.
13. Your ice time is your ice time. If a game is cancelled, use the ice for a practice. You may organize to sell your allotted time but ONLY to a Markham-based non-profit minor hockey association.
14. Sign the Coaches' Code of Ethics and follow it to the best of your abilities.

14. Select League Parent / Player Responsibilities

Players and parents also have roles and responsibilities to the team. The following is a list of some of those responsibilities; this list is not inclusive.

1. Attend all games and practices.
2. Be respectful of opposing teams, other parents, your team's coaching staff, referees and arena personnel.
3. Meet the financial commitment as expected by the team.
4. Attempt to resolve issues in a mature and responsible fashion.
5. If issues cannot be resolved within the team, notify the UMHA Executive in writing as soon as possible.

6. Follow the rules as set out by the UMHA and OMHA.
7. Conduct yourself in a mature and responsible fashion in the arenas and at all team events.
8. Remember that this is not the NHL and the objective is for the players to have fun while developing hockey skills.

Unionville Minor Hockey Association

Coaches' Code of Ethics

As a coach volunteer and a member of the Unionville Minor Hockey Association:

- I will adhere to all UMHA By-Laws and Regulations and any amendments or rules incorporated from time to time as deemed appropriate by the UMHA Board of Directors and communicated to me.
- I will devote time, thought and effort to the duties and responsibilities so that I may render effective and creditable service.
- I will recognize that the expenditure of UMHA funds is a public trust and I will endeavor to ensure that UMHA equipment is returned to the UMHA at the end of the season.
- I will endeavor to work with my fellow volunteers (other coaches and convenors) in a spirit of harmony and cooperation in spite of difference of opinion that may arise during the hockey season. I will observe proper decorum and behaviour, encourage full and open discussions in all matters and treat them with respect and consideration and I will not withhold or conceal from them any information or matter with which they should be concerned.
- I will not use the UMHA or any part of the UMHA program for my own personal advantage or for the advantage of my family or friends.
- I will set attainable goals for the team and individual players while encouraging safety and fun for everyone.
- I will lead by example and respect the rules of the game.
- I will work continuously to learn more about the game and improve my coaching skills.
- I will communicate with players and parents honestly, generously and fairly. I will respect the rights and the feelings of players and parents.
- I will encourage the players to do their best, have fun and demonstrate good sportsmanship.
- I will respect the rights and feelings of the game officials and understand that they are in charge of the game.
- Should I be found to be in breach of this code of ethics, I understand that I may be subjected to a disciplinary process, by either the UMHA Board or by a disciplinary subcommittee appointed by the Board, at the absolute discretion of the UMHA Board of Directors, and subject to penalties including dismissal from the position of coach.