



**Quick Reference Guide –Female Midget AAA**

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<b>Title</b>	<b>Section</b>	<b>Title</b>	<b>Section</b>
Affiliation	12.01.06.04	Midget Aged Players	12.01.07.01
Billeting of Players	12.01.12.01	Officiating	12.01.11.01
Budget	12.01.03.01	Officiating No Shows	12.01.11.02
Cancellation - Refunds	12.01.08.02	Organizational Chart	12.01.01.04
Coaching Certification	12.01.04.04	Player Fees	12.01.06.01
Discipline / Suspensions	12.01.10.01	Player Releases	12.01.06.05
Dress Code	12.01.13.02	Player Selection Process	12.01.08.03
Education Advisor	12.01.16.01	Program Delivery Group	12.01.01.02
End of Season – League All Star Team	12.01.14.01	Recruiting Practices – Tampering	12.01.10.04
Exhibition Games & Tournaments	12.01.10.08	Refunds	12.01.06.02
Female Midget AAA Boundaries	12.01.02.01	Registration / Carding Procedures	12.01.06.03
Female Midget AAA Championships	12.01.15.01	Release of Team Officials	12.01.04.03
Female Midget AAA Coach of the Year Award	12.01.15.02	Requirements	12.01.04.01
Female Midget AAA Program Committee	12.01.01.01	Rescheduling of League Games	12.01.10.09
Final Date to Withdraw from BC Hockey Championships	12.01.15.04	Residential Qualifications	12.01.07.03
Fundraising	12.01.03.04	Role of Education Advisor	12.01.16.02
Game Forfeit	12.01.10.05	Rules of Play	12.01.09.01
Game Protests	12.01.10.07	Respect in Sport	12.01.04.05
Game Reports	12.01.10.10	Selection	12.01.04.02
Hazing / Initiation	12.01.10.03	Team Bank Accounts	12.01.03.03
Hockey Canada Safety Program (HCSP)	12.01.04.06	Team Names	12.01.05.02
Home Team Responsibilities	12.01.09.02	Team Websites	12.01.05.03
Honorariums	12.01.03.05	Tie Breaking Procedure	12.01.10.11
Hotels / Transportation	12.01.03.02	Travel	12.01.15.03
Identification and Evaluation Camps	12.01.08.01	Under Age Players	12.01.07.02
Important Dates	12.01.17.01	Uniforms	12.01.13.01
Job Descriptions	12.01.01.03	Zero Tolerance – Drug, Alcohol & Tobacco	12.01.10.02
League Play	12.01.10.06	Zone Draw Adjustments	12.01.02.02
League Registration Fees	12.01.05.01		



**Quick Reference Guide – Male Midget AAA**

<b>Title</b>	<b>Section</b>
Affiliation	12.02.06.04
Billeting	12.02.12.01
Budget	12.02.03.01
Cancellation – Refunds	12.02.08.02
Chair Responsibilities	12.02.02.01
Coach of the Year	12.02.14.02
Coaching Certification	12.02.04.04
Discipline / Suspensions	12.02.10.01
Dress Code	12.02.13.02
Education Advisor	12.02.16.01
End of Season – League All Star Team	12.02.14.01
Evaluation Camps	12.02.08.01
Exhibition Games & Tournaments	12.02.10.08
Final Date to Withdraw	12.02.15.03
Fundraising	12.02.03.04
Game Forfeit	12.02.10.05
Game Protests	12.02.10.07
Game Reports	12.02.10.10
Hazing / Initiation	12.02.10.03
Hockey Canada Safety Program	12.02.04.06
Home Team Responsibilities - Supplying of Pucks	12.02.09.02
Hotels / Transportation	12.02.03.02
Important Dates	12.02.17.01
League Managing Director Responsibilities	12.02.02.02
League Play	12.02.10.06
League Registration Fees	12.02.05.01
League Webcast	12.02.05.04
Major Midget League Championships	12.02.15.01
Major Midget League Team Staff Honorariums	12.02.03.05
Midget Aged Players	12.02.07.01

**Quick Reference Guide – Male Midget AAA**

<b>Title</b>	<b>Section</b>
Midget AAA Boundaries	12.02.02.01
No Shows	12.02.11.02
Officiating	12.02.11.01
Organizational Chart	12.02.01.01
Players Fees	12.02.06.01
Players Releases	12.02.06.05
Player Selection Process	12.02.08.03
Recruiting Practices – Tampering	12.02.10.04
Refunds	12.02.06.02
Registration / Carding Procedures	12.02.06.03
Release of Team Officials	12.02.04.03
Requirements	12.02.04.01
Rescheduling of League Games	12.02.10.09
Residential Qualifications	12.02.07.03
Role of Education Advisor	12.02.16.02
Rules of Play	12.02.09.01
Selection	12.02.04.02
Respect in Sport	12.02.04.05
Staff Resource	12.02.02.03
Team Bank Accounts	12.02.03.03
Team Names	12.02.05.02
Team Websites	12.02.05.03
Terms of Reference	12.02.01.02
Tie Breaking Procedure	12.02.10.11
Travel	12.02.15.02
Under Aged Players	12.02.07.02
Uniforms	12.02.13.01
Zero Tolerance – Drugs, Alcohol & Tobacco	12.02.10.02
Zone Boundary Change	12.02.02.03
Zone Draw Adjustment	12.02.02.02

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Affiliation	12.02.06.04	Midget AAA Boundaries	12.02.02.01
Billeting	12.02.12.01	No Shows	12.02.11.02
Budget	12.02.03.01	Officiating	12.02.11.01
Cancellation – Refunds	12.02.08.02	Organizational Chart	12.02.01.01
Chair Responsibilities	12.02.02.01	Players Fees	12.02.06.01
Coach of the Year	12.02.14.02	Players Releases	12.02.06.05
Coaching Certification	12.02.04.04	Player Selection Process	12.02.08.03
Discipline / Suspensions	12.02.10.01	Recruiting Practices – Tampering	12.02.10.04
Dress Code	12.02.13.02	Refunds	12.02.06.02
Education Advisor	12.02.16.01	Registration / Carding Procedures	12.02.06.03
End of Season – League All Star Team	12.02.14.01	Release of Team Officials	12.02.04.03
Evaluation Camps	12.02.08.01	Requirements	12.02.04.01
Exhibition Games & Tournaments	12.02.10.08	Rescheduling of League Games	12.02.10.09
Final Date to Withdraw	12.02.15.03	Residential Qualifications	12.02.07.03
Fundraising	12.02.03.04	Role of Education Advisor	12.02.16.02
Game Forfeit	12.02.10.05	Rules of Play	12.02.09.01
Game Protests	12.02.10.07	Selection	12.02.04.02
Game Reports	12.02.10.10	Respect in Sport	12.02.04.05
Hazing / Initiation	12.02.10.03	Staff Resource	12.02.02.03
Hockey Canada Safety Program	12.02.04.06	Team Bank Accounts	12.02.03.03
Home Team Responsibilities - Supplying of Pucks	12.02.09.02	Team Names	12.02.05.02
Hotels / Transportation	12.02.03.02	Team Websites	12.02.05.03
Important Dates	12.02.17.01	Terms of Reference	12.02.01.02
League Managing Director Responsibilities	12.02.02.02	Tie Breaking Procedure	12.02.10.11
League Play	12.02.10.06	Travel	12.02.15.02
League Registration Fees	12.02.05.01	Under Aged Players	12.02.07.02
League Webcast	12.02.05.04	Uniforms	12.02.13.01
Major Midget League Championships	12.02.15.01	Zero Tolerance – Drugs, Alcohol & Tobacco	12.02.10.02
Major Midget League Team Staff Honorariums	12.02.03.05	Zone Boundary Change	12.02.02.03
Midget Aged Players	12.02.07.01	Zone Draw Adjustment	12.02.02.02



## TERMS OF REFERENCE

### 12.01.01.01 FEMALE MIDGET AAA PROGRAM COMMITTEE

i. Mandate:

The Female Midget AAA Program Committee provides general oversight and monitoring with respect to the delivery of the Female Midget AAA program. The Committee is responsible for the development of the administrative and operational standards of the program.

ii. Key Duties:

The Female Midget AAA Program Committee will perform the following key duties:

- Construct uniform operational standards
- Design program components
- Build administrative components of program
- Recommend policy and regulations
- Act as a liaison between Operations and Policy
- Liaise with national programs

iii. Composition:

The Female Midget AAA Program Committee will be composed of:

- Committee Chair – Female Midget AAA Branch Coordinator
- A Board Liaison assigned to act as a liaison between the Committee and the Board. (non-voting)
- Committee members – 4-8 Subject matter specialists
- Staff Resource person (non-voting)

Committee members are recommended to the Chair of the Committee in co-operation with the applicable Branch staff. Members are to be selected by the Board. Submissions to the Board may be required to complete the selection process.

### 12.01.01.02 PROGRAM DELIVERY GROUP

i. Mandate:

The Female Midget AAA Program Delivery Group is composed of the Female Midget AAA programs team general managers. The delivery group provides general oversight and monitoring with respect to the delivery of the Female Midget AAA program components at the expected level.

ii. Key Duties:

The Female Midget AAA Program Delivery Group will perform the following key duties:

- Organize program delivery components
- Maintain program equipment and inventory
- Manage Team Budgets
- Identify and monitor Team Personnel
- Organize the training of Team Personnel
- Relay operational issues to Program Committee
- Resource for FMAAA Team Staff hiring
- Oversee collection of Team materials at year end and safe-keeping for following season
- Bringing forward team issues to the FMAAA Coordinator



- Assisting Team staff in coordinating Evaluations Camps and seasonal plan
- Ensure teams meet BC Hockey deadlines
- Make recommendations regarding FMAAA League Operations
- Assist in the development of program promotion design
- Assist in the development of program communication design

The FMAAA Delivery Group will meet regularly in person or through video conference. Members will report to the FMAAA League Coordinator. The FMAAA League Coordinator will bring forward recommendations concerning league policy to the Female Midget AAA Committee.

### **PROGRAM COMMITTEE AND PROGRAM DELIVERY GROUP**

- i. Authority:
  - The Female Midget AAA Committee and the Program Delivery Group will exercise their authority in accordance with BC Hockey By-laws, Regulations, Policies and such additional provisions as are set out in the Terms of Reference.
- ii. Meetings:
  - The Female Midget AAA Committee will meet in person at least once per year and via conference call, as determined by the Chair. The Program Delivery Group will meet via conference call, as determined by the Chair.
- iii. Resources:
  - The Female Midget AAA Committee and the Program Delivery Group will receive the necessary resources from BC Hockey, to the extent approved in the annual budget, to fulfill its mandate. They will also receive the necessary administrative support from the BC Hockey office.
- iv. Reporting:
  - The Female Midget AAA Committee reports to the Hockey Development Committee.
  - The Female Midget AAA Committee will maintain minutes of its meetings and will share minutes with committee members and the Hockey Development Committee.
  - The Program Delivery Group reports to the Female Midget AAA Coordinator and Chief Executive Officer. The Program Delivery Group will maintain minutes of its meetings and will share minutes with the Program Delivery Group members and Female Midget AAA Committee.

#### **12.01.01.03 JOB DESCRIPTIONS**

- a) Board Liaison Assigned to the Female Midget AAA Program Committee
  - i. Key Duties:
    - Act as a Liaison between Female Midget AAA Program Committee and the Board
    - Chair the recommendation committee for the:
      - Female Midget AAA Coordinator
      - Program Committee members
      - Delivery Group members
      - Represents the Board at Female Midget AAA Program events as required

**b) BC Hockey Female Midget AAA Coordinator****i. Key Duties:**

The Female Midget AAA Branch Coordinator will perform the following key duties:

- Be a member of the Hockey Development Committee.
- Chair over all meetings of the Female Midget AAA Committee.
- Prepare meeting agendas focused on Committee responsibilities and BC Hockey Strategic plan.
- Ensure the Committee works effectively as a team.
- Efficiently manage meetings with transparent decision-making.
- Create a Committee environment that does not duplicate operations.
- Manage conflict of interest issues sensitively and constructively.
- Proof and approve the meeting minutes prior to their distribution.
- Ensure Committee recommendations are reported to the Hockey Development Committee.
- Provide Committee with updates on the disposition of actions taken with respect to their recommendations.
- Act as a Group Leader for the Female Midget AAA Program Delivery Group.
- Assist the staff resource person and Team Managers in the delivery of the Female Midget AAA program.
- Liaise with the National Sport Organization (NSO) in cooperation with the Staff Resource.
- Assist in building / recommending the program budget.
- Identify Subject Matter Specialists for the Female Midget AAA Program Committee in cooperation with the Staff Resource.
- Recommend Female Midget AAA Program Delivery group members in cooperation with the staff resource.
- Maintain a strong working relation with the staff resource and Delivery group members.
- Communicate information, updates and announcements to the league
- Coordinate the orientation meeting with the Staff Resource
- Assist staff resource with the coordination of the identification/evaluation camps with team managers and head coaches
- Assist staff resource to coordinate qualified evaluators for evaluation camps with head coaches
- Liaise with Staff Resource on player eligibility issues
- Assist staff resource to prepare league schedule
- Approve team requests for travel changes within budget
- Administrate suspension notices
- Administrate protests/complaints/appeals or concerns
- Provide CEO with regular reports and updates
- Assist Staff Resource with material and input for the Athlete Development Program
- Such additional duties as may be delegated to the Female Midget AAA Program Coordinator by the Hockey Development Committee Chair from time to time.

**ii. Qualifications:**

- Strong interest and personal commitment to elite athlete and coaching development.
- Good communication, administrative and organizational skills
- Ability to work in conjunction with BC Hockey staff, and BC Hockey Board of Directors.



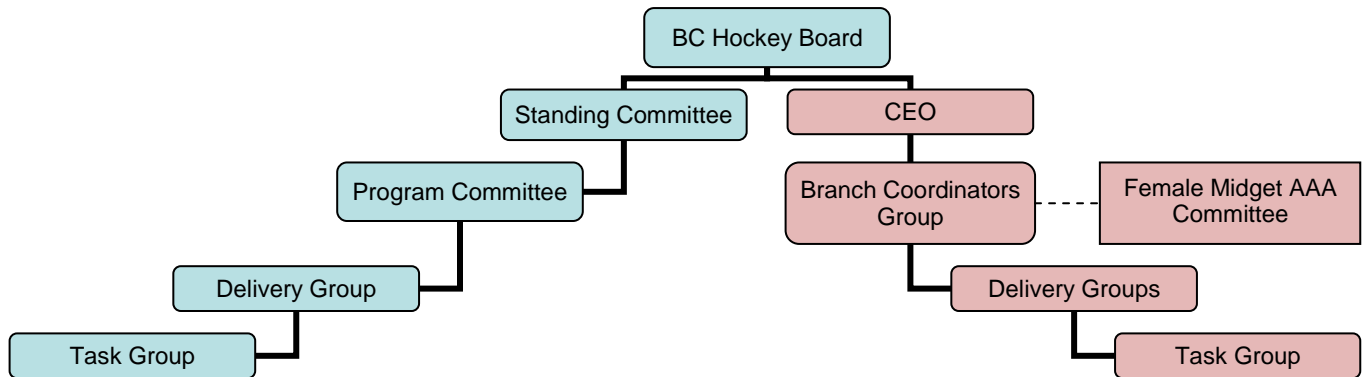
- RIS certification
- Criminal Record Check
- iii. Selection:
  - Appointed by the BC Hockey Board of Directors based on the recommendation of a committee composed of the Board Liaison assigned to the Female Midget AAA Program Committee, who shall be Chairperson, a member of the Nominating Committee for process conformity, a member of the Female Midget AAA Program Committee selected by that Committee and the Chief Executive Officer or staff designate.
- c) Midget AAA Program Committee Members
  - i. Key Duties:

As outlined in the Terms of Reference.
  - ii. Qualifications:
    - Strong commitment to elite athlete and coach development.
    - Must have good communication, administration and communication skills
    - Commitment to the Key Duties as outlined in the Terms of Reference
    - Is expected to bring specific Subject Matter expertise to the committee
    - RIS certification
    - Criminal Record Check
  - iii. Selection:
    - Appointed by the BC Hockey Board on recommendation of a committee comprised of the Board Member assigned to the committee, who shall act as chair, the Female Midget AAA Branch Coordinator, a member of the Nominations Committee and the Chief Executive Officer or staff designate.
- d) Female Midget AAA Program Delivery Group Members
  - i. Key Duties:

As outlined in the Terms of Reference
  - ii. Qualifications:
    - Strong commitment to the Female Midget AAA Program.
    - Must have good administration, organizational, and communication skills
    - Commitment to the Key Duties as outlined in the Terms of Reference
    - Strong management, coaching and playing background is desirable
    - RIS certification
    - Criminal Record Check
  - iii. Selection:
    - Appointed by the BC Hockey Board on recommendation of a committee comprised of the Board Member assigned to the committee, who shall act as chair, the Female Midget AAA Coordinator, and the Chief Executive Officer or staff designates.



**FEMALE MIDGET AAA COMMITTEE**



**12.01.01.04 ORGANIZATIONAL CHART**

**GOVERNANCE STRUCTURE (BLUE)**

- a) Board
- b) Standing Committee - Development Committee (Midget AAA Coordinator)
- c) Program Committee - Midget AAA Committee (SMS / Board Liaison / CEO)
- d) Delivery Group- Midget AAA General Managers
- e) Midget AAA Team staff (Task Groups)

**OPERATIONS STRUCTURE (RED)**

- a) CEO
- b) Branch Coordinator (Midget AAA Coordinator)
- c) Committee (if required in design of program implementation)
- d) Delivery Group (Branch Coordinator, Staff Resource, Midget AAA General Managers)
- e) Task Groups (Midget AAA Team staff)

**FEMALE MIDGET AAA**

**12.01.02.01 FEMALE MIDGET AAA BOUNDARIES**

The BC Hockey Board of Directors shall approve the Female Midget AAA Draw Zone Boundaries.

The BC Hockey Board of Directors has approved five draw zones. The zone boundaries and Minor Hockey Associations included in each of the respective zone areas established by BC Hockey are:

- a) **Kootenay Zone** including Beaver Valley, Boundary, Canal Flats, Castlegar, Cranbrook, Creston, Elk Valley, Fernie, Golden, Grand Forks, Kaslo, Kimberley, Midway, Nakusp, Nelson, Rossland Trail, Windermere Valley
- b) **North Zone** including Burns Lake, Chetwynd, Clearview, Dawson Creek, Fort Nelson, Fort St. James, Fort St. John, Fraser Lake, Hazelton, Houston, Hudson Hope, Kitimat, Mackenzie,





- McBride, Quesnel, Prince George, Prince Rupert, Smithers, Stewart, Stikine, Taylor, Terrace, Tumbler Ridge, Valemount, Vanderhoof, Williams Lake, Yukon, 100 Mile House
- c) **Okanagan Zone** including Chase, Clearwater, Kamloops, Kelowna, Lillooet, Logan Lake, Lumby, Merritt, Penticton, Princeton, Revelstoke, North Okanagan (Armstrong/Enderby), Salmon Arm, Sicamous, South Okanagan (Oliver, Osoyoos), Summerland, Thompson Cariboo, Vernon, Winfield, Westside
- d) **Island Zone** including Alberni Valley, Campbell River, Comox Valley, Cowichan Valley, Gold River, Juan de Fuca, Kerry Park, Lake Cowichan, Nanaimo, Oceanside, Peninsula, Powell River, Saanich, Sooke, Tri Ports (Port Alice, Port McNeill, Port Hardy), Victoria, Victoria Racquet Club
- e) **Vancouver Zone** including Abbotsford, Aldergrove Arbutus Club, Burnaby Minor, Burnaby Winter Club, Coquitlam, Chilliwack, Cloverdale, Hollyburn Country Club, Hope, Langley, Langley Female, Mission, New Westminster, North Delta, North Vancouver, North Shore Female, North Shore Winter Club, Port Coquitlam, Port Moody, Ridge Meadows, Richmond, Seafair, South Delta, Semiahmoo, Squamish, Sunshine Coast, Surrey, Vancouver, Vancouver Thunderbirds, West Vancouver, Whistler, Richmond Girls, Vancouver Girls, Abbotsford Female, Meadow Ridge Female, Surrey Female, Tri Cities Female

### **12.01.02.02 ZONE DRAW ADJUSTMENT**

The BC Hockey Board shall approve all adjustments to the BC Hockey Midget AAA draw zones.

## **FINANCIAL**

### **12.01.03.01 BUDGET**

- a) League Budget  
The League operating budget and team registration fees shall be established by June 15 of the calendar year.  
Any expense items outside of the approved budget must be approved by the FMAAA League Coordinator in consultation with staff resource.  
Each team bank account will be credited \$1,000 to be used for team start-up costs via approval from the FMAAA Coordinator. This credit is to be paid back to BC Hockey by November 1.
- b) Team Budgets
- i. Each Midget AAA Team must:
    - Establish and submit a proposed budget by July 15 of the calendar year
    - Submit and update team budget, including tournament participation, by August 31<sup>st</sup> of the calendar year.
    - Provide a financial report within three (3) weeks of the conclusion of their season.Teams that do not meet this requirement will be subject to discipline, suspension or fine.
  - ii. Each Midget AAA Team budget shall not include expenses for the following items:
    - Team Apparel
    - Team Staff Honorarium
    - Team Trainer Honorarium
    - Exhibition Games (Pre-Season)
    - Additional Practice Ice
    - Dry Land Training



- iii. BC Hockey will notify parents of any additional costs team such as: meals, skate sharpening or water bottles.
- iv. All team capital purchases shall require the pre-approval of the Female Midget AAA Coordinator. All teams must file a complete inventory list including items such as audio visual equipment, dry land training equipment, and skate sharpeners. The list will be sent to BC Hockey on November 1 and March 1. All team capital purchases become the property of BC Hockey at the completion of the season.

### **12.01.03.02 HOTELS/TRANSPORTATION**

- a) Transportation to all league regular season and playoff games outside of a team's zone and involving travel that are in excess of approximately 125 km shall travel by chartered bus. There will be no transportation provided for Lower Mainland teams to games played within the Lower Mainland.
- b) Accommodation and transportation for up to twenty players and a maximum of five team officials who are traveling with the team will be provided by the league. Transportation outside of Districts must be arranged through commercial carrier. Any variance must be approved by the Female Midget AAA Coordinator. All hotel and transportation costs for league play must be pre-approved by the Female Midget AAA Coordinator and will be paid by the program.
  - i. Travel by chartered buses shall be provided for team officials and players only
  - ii. Parents or guardians of players may be permitted to travel on the bus, space allowing
  - iii. Non-players under the age of 15 are not permitted to travel with the team
- c) The League will provide for a meal allowance up to a maximum of \$40.00 per day for a maximum of five team officials for out of district games only:

Breakfast	-	\$10.00 per day
Lunch	-	\$12.00 per day
Dinner	-	\$18.00 per day
- d) Travel expenses incurred for any reason other than travel by charter bus with the Midget AAA team for league games will be the responsibility of the Midget AAA team.

### **12.01.03.03 TEAM BANK ACCOUNTS**

Each Midget AAA Team will be assigned a bank account prior to the start of each season, with the following parameters:

- a) The Female Midget AAA Coordinator or Staff Resource will assign two signing officers for each team
- b) Only team officials will be eligible to be a signing officer on the account
- c) All transactions and monies for the team must be accounted for in the assigned account
- d) The team signing officers will be required to complete a financial report. This report is to be filed with the BC Hockey office each month.
- e) Teams are not to open or use any other bank account in addition to the league supplied account. Team officials are not to use their personal accounts for any team funds.
- f) All gaming license applications are to be administered by the BC Hockey office. It should be noted that a successful gaming application will necessitate the use of a second, gaming specific, bank account for the team.

**12.01.03.04 FUNDRAISING**

No advertising, name bars (other than league supplied name bars) or other patches may be applied to team jerseys.

**12.01.03.05 HONORARIUMS**

BC Hockey will ensure that Team Staff are not out of their pocket for Team expenses and that they receive a reasonable honorarium for their time and commitment to the league.

- Coaches will be given the following honorariums:
  - Head Coach - \$2,000.00
  - Assistant Coaches (2) - \$1,000.00
  - General Manager (1) - \$1,000.00
  - Manager
  - Trainer (1) - \$1,000.00
- Staff will have their meal expenses on the road covered on a per diem basis.
- Staff will receive an honorarium at the end of the year for gas money for travel to practices and home games.

**NOTE:**

Each Female Midget AAA Team shall be limited as follows with respect to the supplementation of the Head Coach honorarium:

- Total amount of the supplementation honorarium to the head coach shall not exceed \$3,000.00
- Fees in addition to the BC Hockey player fee may not be assessed to the players or a team in order to supplement the coach honorarium.

**TEAM OFFICIALS****12.01.04.01 REQUIREMENTS**

All team officials must adhere to the philosophical values of BC Hockey. The following applies to the application process:

- a) All individuals wishing to apply for a head coach position on a Female Midget AAA Team shall submit an application form to BC Hockey. For all new applicants their applications **MUST** be accompanied by their hockey resume to be considered.
- b) If no applicant is deemed suitable, the application process shall be extended.
- c) All team officials shall be non-parents of players playing in the Female Midget AAA League. The BC Hockey Board of Directors may approve an exemption should no other applications be received upon the Female Midget AAA Coordinator's recommendation.
- d) All teams shall card a Hockey Canada Safety Person or Team Trainer with HCSP certification. HCSP unless a certified Team Trainer are not permitted to participate on the bench during games or on the ice during practices.
- e) Managers will be registered as carded officials but will not be permitted to participate on the bench during games or on the ice during practices.
- f) All team officials are to complete a criminal record check and disclosure form and submit them to BC Hockey prior to the identification camp.

**12.01.04.02 SELECTION**

The selection of new and returning Team Officials will be appointed by the Chief Executive Officer on recommendation by the Female Midget AAA Coordinator and the BC Hockey staff resource.

**a) Head Coach****i. Qualifications:**

- High Performance 1 Certification
- Respect in Sport
- Criminal Record Check
- Strong hockey background in playing, coaching and evaluating
- Experience in staff management
- Strong interest and commitment to high performance athlete development
- Ability to work with fellow team officials
- Committed to the development of female hockey
- Ability to communicate on-ice and off-ice requirements to players and parents
- References upon request

**ii. Responsibilities:**

- Adhere and support League Policy and Procedures
- Communication with Female Midget AAA Coordinator and Staff Resource
- Implement the Female Midget AAA Program in conjunction with Program Delivery Group members
- All Head Coaches are required to submit nominations/rankings for League Player of the Month, All Star Teams and/or other player recognition events as requested. Failure to comply will result in a minimum one game suspension.

**b) Assistant Coach Qualifications and Responsibilities****i. Qualifications:**

- NCCP Development 1 level
  - BC Hockey recommends that Assistant Coaches have the High Performance 1 certification
- Respect in Sport/Speak Out
- Strong hockey background in playing, coaching and evaluating
- Experience in staff management
- Strong interest and commitment to high performance athlete development
- Ability to work with fellow coaching personnel
- Ability to communicate on-ice and off-ice requirements to players and parents
- References upon request
- Non-parent – no children on a Female Midget AAA team
- Criminal Record Check & Vulnerable Persons Check

**c) Team General Manager – Female Midget AAA Program Delivery Group**

Term: 1 year

Selection:

Process defined by BC Hockey Board of Directors

**i. Qualifications:**

- Thorough understanding of the Female Midget AAA Operations and Policy
- Experience in Female Midget AAA team management
- Administrative and financial experience
- Respect in Sport certified
- Criminal Record Check & Vulnerable Persons Check



- References upon request
- ii. Responsibilities:
  - Coordinate evaluation camps in conjunction with the Female Midget AAA Coordinator
  - Submit financial summary of evaluation camp within two weeks of its conclusion to Female Midget AAA Coordinator and the BC Hockey Chief Executive Officer
  - Coordinate travel, accommodation, and meals for team
  - Coordinate and inventory the equipment and supplies for team
  - Coordinate team financial matters including player fees, sponsorship and advertising
  - Monitor use of Affiliate players
  - Oversee the implementation of the Team Webcast and adhere to League Policy
  - Ensure that team abides by all BC Hockey and Hockey Canada rules and regulations
  - Ensure that all suspensions are served as required by BC Hockey rules and regulations
  - Control the conduct of players before, during and after the game
  - Email a copy of the game sheet to the Staff Resource at the conclusion of the game and mail the original game sheets of all games played to Female Midget AAA Coordinator within 24 hours of completion of the game or completion of tournament
  - Request permission to enter tournament or play exhibition game(s) from Midget AAA Coordinator prior obtaining game numbers or tournament permission number from Female Midget AAA Coordinator
  - Ensure that correct referee fees in cash are given to the timekeeper before the start of the game
  - Ensure that all players, team officials, and on-ice officials are afforded unobstructed access to dressing rooms before, during and after the game
  - Ensure all team officials acquire coaching levels and/or other certification as required by BC Hockey
  - Oversee the player evaluation at the Spring Identification and Main Evaluation Camp
  - Ensure that the team has a certified HCSP person
  - Submit monthly reconciliations for the Team Bank Account to the Chief Executive Officer and Female Midget AAA Coordinator
  - Submit budget and financial report to the Chief Executive Officer and Female Midget AAA Coordinator as required
- a) Team Consultant
  - i. Selection
    - Consultants are selected by team staffs
    - Appointments shall be approved by Female Midget AAA Coordinator and Chief Executive Officer
  - ii. Qualifications
    - Respect in Sport certification
    - References upon request
    - Criminal Record Check & Vulnerable Persons Check
  - iii. Responsibilities
    - As determined by the team staff

**12.01.04.03 RELEASE OF TEAM OFFICIALS**

Team officials are expected to provide a good example to the players in their charge. As a result, an offence committed by a team official shall be deemed to be more serious than an equivalent offence committed by a player.

a) Team officials may be released from a Midget AAA team for the following reasons:

- Failure to control conduct of players
- Disrespect for the rules and regulations of Hockey Canada and BC Hockey
- Failure to follow philosophy and/or philosophical values of BC Hockey and the Female Midget AAA League
- Excessive penalties
- Use of alcohol or drugs during a league game or event
- Failure to meet team obligations
- Any infraction deemed by the Female Midget AAA Coordinator not to be in the best interests of the team

The Chief Executive Officer shall have the authority to release a team official based on the recommendation of the Female Midget AAA Coordinator.

b) A decision to release a team official from a team roster may be appealed to the BC Hockey Chair of the Board.

**12.01.04.04 COACHING CERTIFICATION**

No applications for Head Coach shall be considered unless the applicant has High Performance 1 (formally Intermediate level), including Respect in Sport.

All Assistant Coaches shall have completed a minimum Development 1 (formerly Intermediate Level) and Respect in Sport

**12.01.04.05 RESPECT IN SPORT**

All BC Hockey Female Midget AAA team officials must complete the Respect in Sport Certification clinic by December 1<sup>st</sup> of the current season.

**12.01.04.06 HOCKEY CANADA SAFETY PROGRAM (HCSP)**

All Hockey Canada carded teams must have an HCSP official carded by December 1<sup>st</sup> of the current season in accordance with BC Hockey regulations. The team HCSP person shall not be permitted on the bench during games unless otherwise qualified and approved by the Female Midget AAA Coordinator. Note that the parent of any member of a team shall not be permitted on that team's bench during games.



**TEAM REGISTRATION****12.01.05.01 LEAGUE REGISTRATION FEES**

Fees shall be invoiced by BC Hockey directly to the individual players based on a per player fee. Member players of the league shall be responsible for any financial deficit incurred by league operations. Should sponsorship funding be secured by BC Hockey to cover operational costs of the league, rebates of these assessments will be distributed equally to league teams.

**12.01.05.02 TEAM NAMES**

- a) All Female Midget AAA team names must be approved by the Female Midget AAA Coordinator and BC Hockey Chief Executive Officer
- b) A Female Midget AAA team's approved name cannot be altered in any way, including the addition of sponsor names, without prior approval of the Female Midget AAA Coordinator.
- c) Application to change a team's name must be made in writing to the BC Hockey office

**12.01.05.03 TEAM WEBSITES**

- a) Female Midget AAA team websites and social media accounts will not post team staff members that have not been approved on the Hockey Canada Registry (HCR).
- b) Female Midget AAA teams will adhere to the BC Hockey Social Media Guidelines – Teams.

**PLAYER REGISTRATION****12.01.06.01 PLAYER FEES**

- a) Player fees shall be prorated equally based on Midget AAA team registration fees.
- b) Player fees shall include transportation to out of district games and hotel accommodation.
- c) The players are responsible for their meal costs.
- d) Player fees shall be paid by credit card or money order/certified cheque upon request by team manager.
- e) If payment is not received within seven days of receipt of invoice, the player shall not be eligible to participate with the team. In the case of a player joining the team after the season has commenced, payment of fees must be received within two weeks of the player's first game.
- f) Female Midget AAA Team managers shall coordinate the payment of all twenty player registration fees.
- g) A player's full registration fee will guarantee a position on a team's roster for the complete season.
- h) Players paying their player fee in installments shall be suspended from all games and practices if payment has not been made within seven days of the payment due date. Such suspension shall remain in effect until payment has been received.
- i) Players are responsible for any expenses incurred by their Female Midget AAA team during the season over and above the registration/player fee.



**12.01.06.02 REFUNDS**

Any shortfall of team registration fees will be borne by players. As such, refunds shall only be granted if a replacement player is found to fill the vacant roster spot.

- a) **Players Release Due to Health:** In the case where a player has encountered health issues that restrict participation, the player may apply for a refund, either in full or in part, of registration fees.
- b) **Players Voluntary Release:** Should a player choose to be released from the team on their own accord or upon their own choice (i.e., player decides to quit the team), the registration fee will not be refunded by BC Hockey. Should a player be released in order to sign with a junior team, the player may apply for a refund, either in full or in part, of registration fees.
- c) **Player Releases:** There shall be no refunds for any player who has been released for disciplinary reasons.
- d) **Player Suspensions:** Should a player be suspended by a Female Midget AAA team, or by the Female Midget AAA program relative to BC Hockey / Hockey Canada Regulations, the registration fee will not be refunded by BC Hockey.
- e) **Player Equipment:** Player equipment provided by the Female Midget AAA team is the property of BC Hockey. In the event a player has been permanently suspended or released from a Female Midget AAA Team, the equipment provided must be returned to the team. At the conclusion of the season, all players registered and in good standing with the Female Midget AAA team shall receive the equipment provided by the league.
- f) All player refunds will be at the discretion of the Female Midget AAA Coordinator and the BC Hockey Chief Executive Officer.
- g) Pro-rated refunds, where applicable above, are as follows:
  - Prior to September 15 - eligible for full refund
  - Prior to November 15 - eligible for 50% refund
  - Prior to January 10 - eligible for 25% refund
  - After January 10 - no refund

**12.01.06.03 REGISTRATION/CARDING PROCEDURES**

- a) Each team shall receive access to a maximum of twenty-five electronic Player Registration Certificates via the Hockey Canada Registration system (HCR). A team may register twenty players at any one time, two of which must be goaltenders. Prior to the first league, tournament or playoff game, the registering team manager must:
  - i. Ensure all players sign a copy of their completed online card;
- b) In order to be eligible for the BC Hockey Female Midget AAA Championships, Regional and National playoffs the team shall be required to have registered seventeen (17) players on Hockey Canada Registration Certificates (at least two of whom must be goaltenders) on or before October 15th of the current season. Teams must obtain approval from the BC Hockey Board of Directors through the Female Midget AAA Coordinator should they not be able to card seventeen (17) skaters.
- c) Membership for Female Midget AAA teams shall commence upon acceptance of the team's registration by the Chief Executive Officer of BC Hockey and shall expire annually on April 30.

**12.01.06.04 AFFILIATION**

- a) BC Hockey Female Midget AAA teams may affiliate players from within their draw zones as set out by BC Hockey. Female Midget AAA Teams shall not affiliate any players from outside their draw zones in the event an adjacent zone does not register a team (i.e. there shall be no movement of players between zones for the purposes of affiliation in the event that a given zone does not have a Female Midget AAA team).
- b) There shall be no “permanent affiliate” players in Female Midget AAA
- c) An affiliate player registered with a Winter Club may affiliate as follows:
  - i. Eligibility for affiliation purposes is to be determined by the players residence within the zone
- d) Affiliate players must be approved by BC Hockey by way of the Hockey Canada Registry prior to participation. Participation of an affiliate player prior to such approval will be considered as use of an ineligible player by the team and will be subject to discipline in accordance with BC Hockey Regulations.
- e) Registration of an affiliate player requires the written permission of the player’s carding MHA. Once an affiliate player’s information is submitted electronically, a copy of the page must be printed and signed by both the player and the President or Secretary of the player’s MHA.
- f) Affiliate players must be carded with a BC Hockey registered lower division/category team prior to being eligible to be included as an affiliate on a BC Hockey Female Midget AAA team’s list.
- g) Players registered on recreational (“house” or “C”) teams, may not affiliate to a Female Midget AAA team.
- h) Teams may not call up Affiliate Players (except under emergency conditions) when the Affiliate Player’s team is playing. Affiliate players shall only be used as emergency replacements for the following emergency conditions:
  - i. Injuries
  - ii. Suspensions/Disciplinary action (not including team imposed suspensions)
- i) The player’s team may not unreasonably deny a player the opportunity to play as an Affiliate.

**NOTE:**

This provision applies to players affiliating from MHAs to Female Midget AAA teams, as well as players affiliating from Female Midget AAA teams to Junior clubs.

- j) Consent of an affiliate player’s home association must be obtained prior to using the player in a game or practice.
- k) Affiliate players may play a maximum of ten (10) games (Regular Season and Playoff) as an affiliate to a Female Midget AAA Team in a given season. Once an Affiliate player’s carded team is eliminated from playoff competition the player may participate as an affiliate for the balance of the season.
- l) Affiliate players who participate in more than three games or practices must pay an affiliate player assessment of \$200.00. The fee will cover regular expense including one or more of: accommodations, travel, and ice.
- m) An Affiliate player who has played the maximum number of games permitted under HC rules and/or BC Hockey policy may not be used as an affiliate unless her registered team has been eliminated from playoff competition. Players qualifying under this policy shall be assessed a game fee to be determined by the Female Midget AAA Coordinator and Chief Executive Officer.

**12.01.06.05 PLAYER RELEASES**

- a) Players shall not be released once they have been offered a place on a team except for the following reasons:
  - i. Disciplinary problems
  - ii. Use of drugs or alcohol
  - iii. Non-payment of player fees
  - iv. Player requests to play at a higher division or return to Minor Hockey Association.
  - v. Safety or risk management concern to the player
  - vi. Deemed by the Female Midget AAA Coordinator to be in the best interests of the team and/or player
- b) Application to remove a player from a Female Midget AAA team roster must be made in writing to the Female Midget AAA Branch Coordinator, setting out reasons for the removal of the player.
- c) If a player with disciplinary issues is being considered for removal from the team:
  - i. Written and/or verbal notice of disciplinary concerns and steps taken to address the problems must be documented by the player's Midget AAA team officials.
  - ii. The player and parent(s) must be made aware of the problems and given the opportunity to correct his/her behavior prior to submitting said application to the Female Midget AAA Coordinator.
- d) There shall be no refunds for any player who has been released for disciplinary reasons.

**PLAYER ELIGIBILITY****12.01.07.01 MIDGET AGED PLAYERS**

All Female Midget aged players (15, 16 or 17 years old within the calendar year) residentially eligible to register and play minor hockey within BC Hockey are eligible to register on a Female Midget AAA team.

**12.01.07.02 UNDER-AGED PLAYERS**

No under-aged players will be permitted to be registered with a Female Midget AAA team.

**12.01.07.03 RESIDENTIAL QUALIFICATIONS**

The residential qualifications for Female Midget AAA teams shall be those adopted by BC Hockey and Hockey Canada

- a) Regarding Winter Club Players: A player registered with a Winter Club must try out for the Female Midget AAA team within the draw zone where her parents reside. If the player is not selected to the Female Midget AAA team, the player is eligible to return to the Winter Club.
- b) Regarding Academy Players: Players may try out for Female Midget AAA teams based on the residence of their parents and in accordance with Hockey Canada Regulations. Therefore, regardless of where a player registers with an academy, she may only try out in her "home" AAA zone.
- c) Participants that reside in a District that does not register a Female Midget AAA Team may register in another zone to participate on a Female Midget AAA Team. Such participants must



declare their intent to try out for a team in another zone to the BC Hockey Chief Executive Officer and once declared may not try out for a team in any other zone.

## **EVALUATION CAMPS**

### **12.01.08.01 IDENTIFICATION AND EVALUATION CAMPS**

- a) Identification Camps will be held over three (3) days in the late spring. Bantam aged participants may attend the identification camp, but are not eligible to sign with a Female Midget AAA Team.
- b) Evaluation Camps are to be held over three (3) days in August, date to be determined by BC Hockey.
- c) All players must register with their home minor hockey association as per registration policy for residential confirmation, tracking purposes and to preserve a place to play and must provide proof of same at evaluation camp registration.
- d) All players must pre-register online with the BC Hockey prior to the camp. Failure to pre-register may affect eligibility to participate in the camp.
- e) If a player registers for the evaluation camp after July 15, they will be charged an administrative fee.
- f) Out of District players – any player who has not registered with a minor hockey association and/or does not have a signed letter from a residential MHA will require a letter from the District supporting attendance at the camp.
- g) Any player who is unable to attend any stage of the evaluation camp due to injury or for any other valid reason must pre-register online and will remain eligible for future evaluations. Approval must be obtained from the Female Midget AAA Coordinator.
- h) A nominal fee that will cover the cost of the camp and any additional evaluations will be charged and is to be paid online at time of pre-registration.
- i) No player shall participate in any identification or evaluation session unless the camp registration fee has been paid in full.
- j) Practice jerseys will be provided and can be kept by players.
- k) Three additional ice sessions may be scheduled to accommodate absentee players and to further assess and evaluate players.
- l) The cost of any evaluation exhibition games is to be paid out of team funds and shall not be charged to the players trying out for the team.
- m) A goaltender camp will be held prior to the main evaluation camp if the following occurs
  - 50 or less players registered and more than 6 goalies
  - 51-60 players registered and more than 7 goalies
  - 61-70 players registered and more than 9 goalies
  - 71-80 players registered and more than 10 goalies
  - 81-90 players registered and more than 11 goalies
  - 91-100 players registered and more than 12 goalies

\*\*\*If a goaltender is released from the goaltender camp 75% of the evaluation camp fee will be refunded.

**12.01.08.02 CANCELLATION – REFUNDS**

The following refund policy applies to Evaluation Camp cancellations:

- a) 50% refund up to July 15<sup>th</sup>
- b) Refunds after July 15<sup>th</sup> shall be approved by the Chief Executive Officer upon recommendation of the Female Midget AAA Coordinator.

**12.01.08.03 PLAYER SELECTION PROCESS**

- a) Teams shall consist of up to a maximum of twenty players including two goaltenders
- b) Players can only attend a Female Midget AAA camp for the team(s) within the draw zone in which she resides.
- c) Players will be evaluated and selected by Team Officials with input by Evaluators
  - i. Minimum of 12 players including one goalie chosen the day after the evaluation camp ends
  - ii. 12 players selected by Aug. 30
  - iii. 17 players selected by Sept. 15
- d) If a player is not selected to a Female Midget AAA team, she must return to her minor hockey association
- e) Seventeen (17) players, two of which must be goaltenders, must be selected by September 15. Any alterations less than seventeen (17) must be approved by the BC Hockey Board of Directors through the Female Midget AAA Coordinator
- f) After September 15, if a team wishes to further evaluate a player, written permission must first be obtained from the District Association in conjunction with the player's Minor Hockey Association President.

**RULES OF PLAY****12.01.09.01 RULES OF PLAY**

BC Hockey Female Midget AAA teams may dress twenty (20) skaters (including two goaltenders) and up to five (5) team officials, who are duly registered with BC Hockey, in accordance with the rules and regulations of BC Hockey and Hockey Canada.

**12.01.09.02 HOME TEAM RESPONSIBILITIES**

The home team shall be responsible for supplying:

- Warm-up and game pucks
- An approved game sheet
- A timekeeper
- A scorekeeper
- Penalty box personnel

**RULES AND REGULATIONS****12.01.10.01 DISCIPLINE/SUSPENSIONS**

- a) The BC Hockey Female Midget AAA Coordinator shall be responsible for disciplinary action in accordance with BC Hockey / Hockey Canada regulations.
- b) Team officials shall be responsible for supervising and controlling the conduct of their players on and off ice before, during or after each event. Failure by team officials to control the conduct of their players may result in suspension and/or other disciplinary action. In addition, the cost of any damages shall be assessed against the MHA to collect from the team.
- c) All penalties and/or suspensions shall be in accordance with BC Hockey guidelines for Hockey Canada published rules. Automatic suspensions shall be applied as per BC Hockey Suspension Guidelines. It is the responsibility of the team's officials to ensure that players serve their total game suspensions as required by Hockey Canada and BC Hockey rules.
- d) Any team permitting a player or team official, who is ineligible by reason of suspension, or of not being properly registered with that team to play or participate in a game shall forfeit that game and may be subject to further disciplinary action by the Branch Coordinator.
- e) Excessive penalty minutes by individual players, including a combination of major penalties such as Gross Misconduct/Match penalties, Misconducts and Game Misconduct penalties may result in a suspension and/or disciplinary action.
- f) Any team official who incurs a Game Misconduct shall be suspended for the team's next game. A team official who incurs a Game Misconduct in the last ten minutes of a game shall be suspended for the team's next two games.
- g) Disciplinary action shall be taken should any team not obtain game numbers prior to playing any exhibition/tournament games.

**12.01.10.02 ZERO TOLERANCE - DRUGS, ALCOHOL AND TOBACCO**

There is a zero tolerance for the use of alcohol, drugs and tobacco during activities within BC Hockey. All incidents will be investigated and dealt with on an individual basis. The recommended minimum suspension for violation of this policy is 30 days from all participation within the league. A written report must be forwarded to the Female Midget AAA Coordinator outlining the circumstances within 7 days.

**12.01.10.03 HAZING/INITIATION**

- a) All Hazing/Initiation incidents will be reported to the Female Midget AAA Coordinator
- b) All suspension shall be in line with Hockey Canada Regulations

**12.01.10.04 RECRUITING PRACTICES – TAMPERING**

No team official may invite a registered player of another district/ association/ club to participate in any exhibition, tournament or league game, practice or team event without prior consent of the player's home association. Violation of this rule will result in disciplinary action.



**12.01.10.05 GAME FORFEIT**

The following items pertain to Game Forfeits:

- a) Teams may not declare a forfeit. Failure to meet all league commitments will result in disciplinary action, which may include suspension(s).
- b) The Female Midget AAA Coordinator may forfeit game results in accordance with BC Hockey Regulations. In such situations, the game shall be recorded in the standings as a loss (zero points) for the forfeiting team and as a victory (two points) for the opposing team. If the game has been played, the goals for, goals against, and penalty minutes shall stand as recorded. If the game has not been played, the score shall be recorded as 0-0.

**12.01.10.06 LEAGUE PLAY**

The number of scheduled league games shall be based on the number of Participating Female Midget AAA Teams.

Each league game will consist of:

- 3 – 20 minute regulation stop time periods
- 10 minute warm up; 2.5 hour game time slots
- 15 minute intermission between periods
- One ice flood after the 1st period and one ice flood after the 2nd period
- No overtime during league play
- 3 – 1.25 hour practices per week. Female Midget AAA teams will pay cost for any additional practices

Any league games to be played in arenas or locations outside of host association arenas shall be approved by the Branch Female AAA Coordinator.

Any additional unapproved transportation, accommodation, game or practice ice, or officiating costs involved shall be the responsibility of the Female Midget AAA team. All such costs are to be invoiced directly to the team.

League paid practices will end for all Midget AAA teams at the conclusion of the Female Midget AAA team's scheduled league play or once eliminated from Championship series, whichever occurs first.

**12.01.10.07 GAME PROTESTS**

There shall be no game protests for league play in the Female Midget AAA League except for the use of an ineligible player. Game protests during regular season shall be transmitted in writing to the Female Midget AAA Coordinator within 72 hours of completion of the game in question. Use of illegal/ineligible players shall result in forfeiture of the points and possible disciplinary action.



**12.01.10.08 EXHIBITION GAMES AND TOURNAMENTS**

- a) Any team wishing to play an exhibition game or enter a tournament shall first obtain permission from the Female Midget AAA Coordinator and then obtain an Exhibition/Tournament Game number from the Female Midget AAA Coordinator. All league commitments must be met prior to permission being granted.
- b) All exhibition games and tournament costs will be paid by the team.
- c) Players are not required to attend tournaments and may not be disciplined for such decision.
- d) A rostered player who is not able to attend a tournament for any reason shall not be charged a tournament fee or any related expenses. Replacement affiliate players shall be assessed a pro-rate tournament fee and expense
- e) No tournament game shall be substituted for any scheduled league game.

**TOURNAMENT REGULATIONS**

- i. Teams may not commit to any tournament prior to the team's roster being finalized for the season.
- ii. Once team rosters have been finalized, team Coaches, players and parents/guardians may choose what tournament to attend in the season.
- iii. Teams must submit to the Female Midget AAA Coordinator a Tournament Intent Request by August 31 for all out of province competitions. This request must outline which tournaments, dates and a draft budget for the season.
- iv. Teams must submit a thorough budget breakdown for tournaments 90 days prior to attending. Four weeks following the tournament, teams must submit to BC Hockey a reconciliation of tournament expenses.
- v. Teams are limited to two (2) out of province tournaments per year.
- vi. Teams must not make participation in out of province tournament mandatory. Players may opt out of attending and incurring the expenses.

**12.01.10.09 RESCHEDULING OF LEAGUE GAMES**

No league or playoff game will be altered or rescheduled to accommodate a tournament or exhibition game unless special permission is granted in writing by the Female Midget AAA Coordinator. Permission will not be considered unless the date(s) and time(s) of the rescheduled game(s), mutually agreed on by both teams in writing, have first been obtained.

**12.01.10.10 GAME REPORTS**

- a) The home team is responsible for supplying the game report ensuring that it is properly completed, and submitting it to the office. The home team shall also ensure that additional blank game reports are available at the timekeeper's bench.
- b) All affiliate players (AP) shall be designated as such on the game sheet beside the player's name.
- c) Game statistics are to be entered into the BC Hockey Female Midget AAA site by a non-parent team official.
- d) In order to ensure no sanctions will be applied to your team:
  - i. The game sheet must be uploaded and complete by Midnight of the game day.
  - ii. The data entered into the system must be exactly as the official game sheet.



- e) To ensure accuracy, a BC Hockey Staff Resource Person will compare Official Game Sheets to the data entered every Monday by 10 am. Any discrepancy noted from the teams data entry to the game sheet will be reported to the Female Midget AAA Coordinator for a final decision.
- f) The Female Midget AAA Branch Coordinator shall have the authority to issue a fine in the amount of \$100 to any team that did not enter the stats within the above timelines or if the team entered inaccurate information.

### **12.01.10.11 TIE BREAKING PROCEDURE – LEAGUE STANDINGS**

In the event of any ties in final league standings, the following tie breaker format shall apply for the determination of playoff positions:

- a) If two or more teams are tied, standings will be determined by ranking the teams on the basis of most wins in regular season play.
- b) If the standings determined in step a) contain any further ties, those teams whose standing was not determined in step a) will have the following format applied, with all games played by the tied teams against each other being considered (i.e. If three teams are still tied, then all games played involving any two of the three tied teams will be used in breaking the tie) teams will be ranked by highest winning percentage in these games.
  - i. Teams will be ranked by highest winning percentage in these games
  - ii. Any teams still tied will be ranked by most goals-for in these games
  - iii. Any teams still tied will be ranked by least goals against in these games
  - iv. Any teams still tied will be ranked by the least penalty minutes in these games

**NOTE:**

For section b), games involving all of the tied teams will continue to be used in each of steps ii., iii. and iv. even if one or more of the tied teams receives a placing after a step is applied (i.e. if three teams are tied and one team receives a ranking after step i. is applied, then games among all three teams will still be used in step ii. and beyond).

## **OFFICIATING**

### **12.01.11.01 OFFICIATING**

District Above Minor Assigners will assign all games. Female Midget AAA games shall be officiated by a combination of Junior and high performance level Minor Hockey officials. Officials will be identified and approved by the respective Above Minor Officiating Coordinators in consultation with the BC Hockey Officiating Coordinator / RIC.

- a) On-ice official fees for league and playoff games shall be paid by the League as follows:
  - Three-man System:
    - Referee: \$80.00
    - Linesmen: \$55.00
  - Two-man System: \$80.00 each
- b) It is the responsibility of the home team to pay the officials.
- c) Should there be fewer than three on-ice officials in attendance at any game; the home team manager is to notify the league manager at the conclusion of the game.
- d) Expenses for on-ice official fees for exhibition games will be paid by the individual teams.

**12.01.11.02 OFFICIATING NO SHOWS**

Should fewer than the required number of officials appear for any game, then the procedures outlined below shall be followed in accordance with Hockey Canada Rules:

- a) If, for whatever reason, the Referee or Linesmen appointed are prevented from appearing, the Managers or Coaches of the two competing teams shall agree on a Referee and one or two linesmen
- b) If they are unable to agree, they shall appoint a player from each team who shall act as officials
- c) If the regularly appointed officials appear during the process of the game, they shall replace the temporary officials immediately
- d) If a linesman appointed is unable to act at the last minute, or if through sickness or accident she is unable to finish the game, the Referee in Charge shall have the power to appoint another in her place if she feels it necessary
- e) If, owing to illness or accident, the Referee is unable to continue to officiate when working with two Linesmen, they will continue the game as a two man officiating system

**BILLETING****12.01.12.01 BILLETING OF PLAYERS**

Players are responsible for locating billets as well as any billeting expenses.

- a) Billeting is to be arranged between the player's parents and the host billet family
- b) No team official is to serve as a billet
- c) Teams must report all billeting arrangements to the Female Midget AAA Coordinator upon request

**TEAM UNIFORMS / DRESS CODE****12.01.13.01 UNIFORMS**

BC Hockey has approved league colours, which shall be worn by all Female Midget AAA teams. Where uniforms of both teams are so similar that in the opinion of the referee there will be confusion, it shall be the responsibility of the home team to change its uniforms to a contrasting colour.

No advertising, sponsor names or logos, name bars, or other patches may be applied to team jerseys, without prior consent of the Female Midget AAA Coordinator after consultation with the Chief Executive Officer.

Players are required to wear league-supplied equipment including but not limited to jerseys, socks, pants, gloves, helmets and cages.

"Players including goal tenders, shall wear required protective equipment, including CSA-certified helmets and facial protectors and BNQ certified throat protectors in all games, practices, warm-ups and while sitting on the players' bench or penalty box."

**12.01.13.02 DRESS CODE**

All players and team officials shall wear appropriate attire on game days or when in public during league functions. (Standard will be business equivalent) Baseball caps are not to be worn.

**LEAGUE ALL-STAR SELECTIONS****12.01.14.01 END OF SEASON LEAGUE ALL STAR TEAM**

Each team shall nominate the top three (3) forwards, two (2) defensemen and one (1) goaltender from an opposing team. Each team shall submit their completed All Star Player Ranking form to BC Hockey by March 30.

**FEMALE MIDGET AAA CHAMPIONSHIPS****12.01.15.01 FEMALE MIDGET AAA CHAMPIONSHIPS**

The Female Midget AAA Championships shall adopt the BC Hockey Championship policies, procedures and format with the following variations:

- a) The Female Midget AAA Championship shall consist of a Quarter-Final series, Semi-Final series and a Final Series.
- b) The top six teams as determined by league final standings shall be eligible for the Female Midget AAA Championship.
- c) The Female Midget AAA Championship Format will be as follows:
  - i. Quarter-Finals:
    - Third vs. Sixth (series to be hosted by the higher placing team)
    - Fourth vs. Fifth (series to be hosted by the higher placing team)
    - Teams placing first and second get byes into the Semi Finals
  - ii. Semi-Finals:
    - First Place vs. Four (4) Ranked Team (series to be hosted by the higher placed team)
    - Second Place vs Third (3) Ranked Team (series to be hosted by the higher placed team)
  - iii. Finals:
    - Winners of the Semi Final series will advance to the Final series.
    - The Final series will be hosted by the higher placing team per league standings.
- d) All Female Midget AAA Championship Playoffs will consist of a best two out of three games series as follows:
  - Game One: Friday evening
  - Game Two: Saturday afternoon or evening
  - Game Three: Sunday (preferably afternoon)
  - Series will be held on a specific weekend as determined by BC Hockey
- e) The higher placing team shall have the home team dressing room and bench for Game one.



- The teams will then alternate home and away jerseys, dressing rooms and benches for each subsequent game the higher placing team shall provide the timekeeper and scorekeeper.
- f) All games must end with a winner. No ties are permitted. In the event a game ends in a tie, the following overtime format shall be applied:
- In a tied game at the end of regulation time, there will be a 2 minute rest and then a 10 minute stop-time sudden victory period.
  - If still tied at the end of the first overtime period, there will be a 15 minute flood and then another 20 minute stop time sudden victory period.
  - If still tied, teams will repeat (ii) until a winner is declared.
- g) The BC Hockey Female Midget AAA Champion shall be the BC Hockey representative at the Hockey Canada Pacific Regional and National Midget Championship.
- h) The BC Hockey Board, shall have the authority to change the venue of a series if deemed advisable.
- i) The most valuable player announcements or awards shall not be announced or presented at any of the Female Midget AAA Championship Series.

#### **12.01.15.02 FEMALE MIDGET AAA COACH OF THE YEAR AWARD**

At the end of each season the Female Midget AAA Coordinator, in consultation with Chief Executive Officer and the Branch Resource shall select an individual for the Male Midget AAA Coach of the Year Award.

#### **12.01.15.03 TRAVEL**

All travel and accommodation expenses for games outside of a team's District during the Championships shall be provided.

The team representing BC Hockey at the Pacific Regional Championships and National Championships will be responsible for all travel, hotel and meal expenses incurred while attending those events.

#### **12.01.15.04 FINAL DATE TO WITHDRAW FROM BC HOCKEY CHAMPIONSHIPS**

The final date to withdraw from the BC Hockey Female Midget AAA Championships is December 31.

### **EDUCATION ADVISOR**

#### **12.01.16.01 EDUCATION ADVISOR**

Teams are strongly encouraged to enlist the services of an educational advisor to assist players with their academic studies and liaise with parents when necessary.



**12.01.16.02 ROLE OF THE EDUCATION ADVISOR**

The purpose of the Education Advisor is to assist the players in achieving their education potential while playing on a Female Midget AAA team.

**LEAGUE ACADEMIC ADVISOR**

An academic advisor will be assigned by BC Hockey to provide services to all Female Midget AAA teams. Services will include:

- A minimum of one (1) presentation to each team regarding CIS and NCAA options.
- Compiling a scouting package for players to distribute to interested coaches and aid in recruiting.
- Aide on questions relating to ACT, SATs and academic needs for ACAC, CIS and NCAA options.
- The Advisor will receive a honorarium from BC Hockey for work with the league and will have the ability to work one-on-one basis with players at their expense.



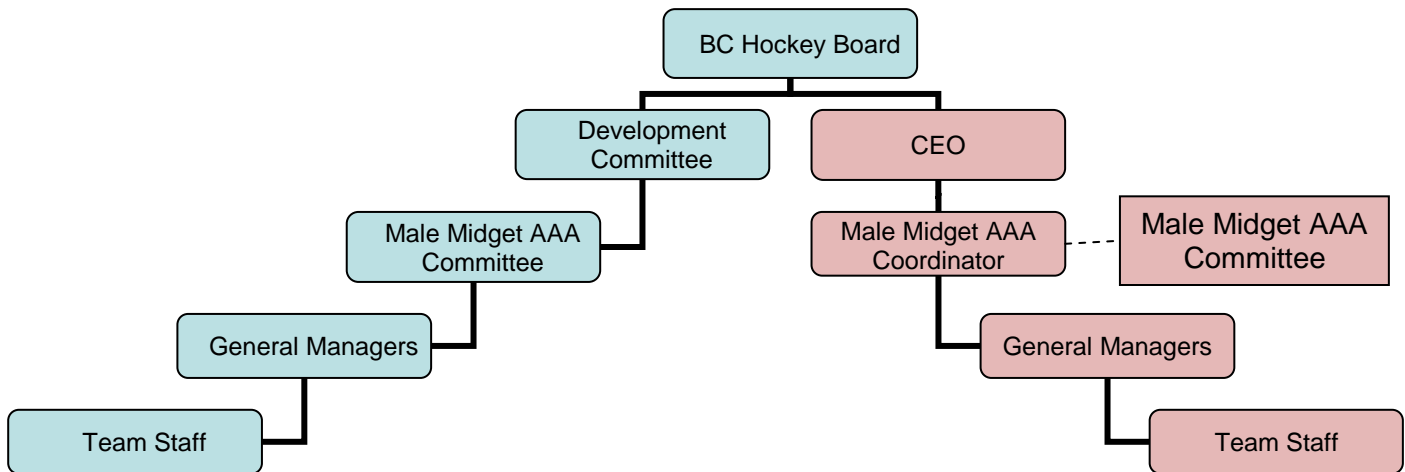
**IMPORTANT DATES**

**12.01.17.01 IMPORTANT DATES**

April	Staff Selection for 2015-2016
May	Player Identification Camps
June	BC Hockey AGM - Final Team approvals / name changes
July	Orientation Meeting
July/August	Directors Meeting/Conference Call
August	Player Evaluation Camps 1 <sup>st</sup> or 2 <sup>nd</sup> weekend in August
August 30	Minimum 12 Players selected to the team as per policy 12.01.09.03
August 31	Release of Schedule
August 31	Teams Submit Proposed Annual Budget to the Female Midget AAA Coordinator
Sept 1 to Oct 1	Team pre-season preparation
September 15	Minimum 17 players selected (Policy 12.01.09.03)
September 30	BC Hockey Administrative Fee Due
October 31	Teams submit year to date budget
December 1	All Team Staff must complete proper certification
January 10	Team Host Association application deadline
January 10	Application for team Head Coach Positions
January 15	Final date for addition to affiliate player list
January 31	Teams submit year to date budget
February 10	<b>Final player registration date in all divisions of hockey. Rosters Locked after this point.</b>



**12.02.01.01 ORGANZATIONAL CHART**



**Notes:**

- **Blue indicates the governance structure**
- **Red indicates the operational structure**

**12.02.01.02**

**TERMS OF REFERENCE**

**a) Male Midget AAA Program Committee**

- i. Mandate
  - i. The Male Midget AAA Program Committee provides general oversight and monitoring with respect to the delivery of the Male Midget AAA program. The Committee is responsible for the development of the administrative and operational standards of the program.
- ii. Key Duties
 

The Male Midget AAA Program Committee will perform the following key duties:

  - Construct uniform operational standards
  - Design program components
  - Build administrative components of program
  - Recommend policy and regulations
  - Act as a liaison between Operations and Policy
  - Liaise with national programs
- iii. Composition
 

The Male Midget AAA Program Committee will be composed of:

  - Committee Chair – Male Midget AAA Coordinator
  - A Board Liaison assigned to act as a liaison between the Committee and the Board. (non-voting)
  - Committee members – 4-8 Subject matter specialists
  - Staff Resource person (non-voting)

Committee members are recommended to the Chair of the Committee in cooperation with the applicable Staff Resource. Members are to be selected by the Board. Submissions to the Board may be required to complete the selection process.



## b) Program Delivery Group

## i. Mandate

The Male Midget AAA Program Delivery Group is composed of the Male Midget AAA Coordinator, Staff Resource (Non-Voting) and Program General Managers who are responsible to monitor the program and to deliver the program components at the expected level.

## ii. Key Duties

The Male Midget AAA Program Delivery Group will perform the following key duties:

- Organize program delivery components
- Maintain program equipment and inventory
- Manage Team Budgets
- Identify and monitor Team Personnel
- Organize the training of Team Personnel
- Relay operational issues to Program Committee
- Resource for Male Midget AAA Team Staff hiring
- Oversee collection of Team materials at year end and safe-keeping for following season
- Bringing forward team issues to the Male Midget AAA Coordinator assisting team staff in coordinating Evaluation Camps and seasonal plan
- Ensure teams meet BC Hockey deadlines
- Make recommendations regarding Male Midget AAA Operations
- Assist in the development of program promotion design
- Assist in the development of program communication design

The Male Midget AAA Program Delivery Group will meet regularly in person or through video conference. Members report to the Male Midget AAA Coordinator. The Male Midget AAA Coordinator will bring forward recommendations concerning League Policy to the Male Midget AAA Committee.

**12.02.01.03 Program Committee and Program Delivery Group**

## a) Authority

- i. The Male Midget AAA Committee and the Program Delivery Group will exercise their authority in accordance with BC Hockey Bylaws, Regulations, Policies and such additional provisions as are set out in the Terms of Reference.

## b) Meetings

- i. The Male Midget AAA Committee will meet in person at least once per year and via conference call, as determined by the Chair. The Program Delivery Group will meet via conference call, as determined by the Chair.

## c) Resources

- i. The Male Midget AAA Committee and the Program Delivery Group will receive the necessary resources from BC Hockey, to the extent approved in the annual budget, to fulfill its mandate. They will also receive the necessary administrative support from the BC Hockey office.

## d) Reporting

- i. The Male Midget AAA Committee reports to the Hockey Development Committee. The Male Midget AAA Committee will maintain minutes of its meetings and will share minutes with committee members and the Hockey Development Committee.



- ii. The Program Delivery Group reports to the Male Midget AAA Coordinator and Chief Executive Officer. The Program Delivery Group will maintain minutes of its meetings and will share minutes with the Program Delivery Group members and Male Midget AAA Committee.
- e) Approval & Review
  - i. These Terms of Reference were approved by the BC Hockey Board of Directors on May 1, 2015. The Board of Directors will review those Terms of Reference on a regular basis and will recommend revisions, as warranted.

#### **12.02.01.04 JOB DESCRIPTIONS**

- a) Board Liaison assigned to the Male Midget AAA Program Committee
  - i. Job Description
    - Act as a Liaison between Male Midget AAA Program Committee and the Board of Directors.
      - Chair the recommendation committee for the:
        - Male Midget AAA Coordinator
        - Program Committee members
        - Represents the Board at Male Midget AAA Program events as required
- b) BC Hockey Coordinator, Male Midget AAA
  - i. Job Description
    - Key Duties: The Male Midget AAA Coordinator will perform the following key duties:
      - Be a member of the Hockey Development Committee.
      - Preside over all meetings of the Male Midget AAA Committee.
      - Prepare meeting agendas focused on Committee responsibilities and BC Hockey Strategic plan.
      - Ensure the Committee works effectively as a team.
      - Efficiently manage meetings with transparent decision-making.
      - Create a Committee environment that does not duplicate operations.
      - Manage conflict of interest issues sensitively and constructively.
      - Proof and approve the meeting minutes prior to their distribution.
      - Ensure Committee recommendations are reported to the Hockey Development Committee.
      - Provide Committee with updates on the disposition of actions taken with respect to their recommendations.
      - Provide league assigners and ice facilities with schedule and inform when updates occur
      - Act as a Group Leader for the Male Midget AAA Program Delivery Group.
      - Assist the Staff Resource person and Team Managers in the delivery of the Male Midget AAA program.
      - Liaise with the National Sport Organization (NSO) in cooperation with the Staff Resource.
      - Assist in building / recommending the program budget.
      - Identify Subject Matter Specialists for the Male Midget AAA Program Committee.
      - Recommend Male Midget AAA Program Committee members in cooperation with the Staff Resource.
      - Recommend Male Midget AAA Program Delivery group members in cooperation with the Staff Resource.
      - Maintain a strong working relation with the Staff Resource and Delivery group members.



- Communicate information, updates and announcements to the league
  - Coordinate the orientation meeting with the Chair and Staff Resource
  - Assist Staff Resource with the coordinator of the identification/evaluation camps with General Managers and Head Coaches
  - Assist Staff Resource to coordinate qualified evaluators for identification/evaluation camps
  - Liaise with Staff Resource on player eligibility issues
  - Approve team requests for travel changes within budget
  - Administrate suspension notices
  - Administrate protests/complaints/appeals or concerns
  - Provide CEO with regular reports and updates
  - Assist Staff Resource with material and input for the Athlete Development Program
  - Such additional duties as may be delegated to the Male Midget AAA Program Coordinator by the Hockey Development Committee Chair from time to time.
- ii. Qualifications
- Strong interest and personal commitment to elite athlete and coaching development.
- Good communication, administrative and organizational skills
  - Ability to work in conjunction with BC Hockey staff, and BC Hockey Board of Directors.
  - RIS certification
  - Criminal Record Check and Vulnerable Persons Check
- c) Selection
- i. Appointed by the BC Hockey Board of Directors based on the recommendation of a committee composed of the Board Member assigned to the Male Midget AAA Program Committee, who shall be Chairperson, a member of the Nominating Committee for process conformity, a member of the Male Midget AAA Program Committee selected by that Committee and the Chief Executive Officer or staff designate.

#### **12.02.01.05 Male Midget AAA Program Committee Members**

- a) Job Description
- i. Key Duties: As outlined in the Terms of Reference.
- b) Qualifications
- i. Strong commitment to elite athlete and coach development.
  - ii. Must have good communication, administration and communication skills
  - iii. Commitment to the Key Duties as outlined in the Terms of Reference
  - iv. Is expected to bring specific Subject Matter Expertise to the committee
  - v. RIS certification
  - vi. Criminal Record Check and Vulnerable Persons Check
- c) Selection
- i. Committee members are recommended to the Chair of the Committee in cooperation with the applicable Staff Resource. Members are to be selected by the Board of Directors. Submissions to the Board of Directors may be required to complete the selection process.

**12.02.01.06 Male Midget AAA Program Delivery Group Members**

- a) Job Description
  - i. Key Duties: As outlined in the Terms of Reference
- b) Qualifications
  - i. Strong commitment to the Male Midget AAA Program.
  - ii. Must have good administration, organizational, and communication skills
  - iii. Commitment to the Key Duties as outlined in the Terms of Reference
  - iv. Strong management, coaching and playing background is desirable
  - v. RIS certification
  - vi. Criminal Record Check and Vulnerable Persons Check
- c) Selection
  - i. It is the responsibility of the Program Delivery Group Chairs to recommend delivery group members. Members are approved by the Chief Executive Officer. Submissions to the Chief Executive Officer may be required to complete the selection process.

**12.02.02.01 MIDGET AAA BOUNDARIES**

The BC Hockey Board of Directors has approved thirteen draw zones. Midget AAA teams eligible to compete in the BC Hockey Major Midget League. The zone boundaries and Minor Hockey Associations included in each of the respective zone areas established by BC Hockey are:

- a) **Kootenay Zone** including Beaver Valley, Castlegar, Cranbrook, Creston, Elkford, Fernie, Golden, Grand Forks, Invermere, Kaslo, Kimberley, Midway, Nakusp, Nelson, Trail, Windermere Valley
- b) **North Central Zone** including Mackenzie, McBride, Quesnel, Prince George, Valemount, Williams Lake,
- c) **North East Zone** including Chetwynd, Clearview, Dawson Creek, Fort Nelson, Fort St. John, Hudson Hope, Tumbler Ridge, Yukon
- d) **North West Zone** including Burns Lake, Fort St. James, Fraser Lake, Hazelton, Houston, Kitimat, Prince Rupert, Smithers, Stewart, Terrace, Vanderhoof
- e) **North Okanagan Zone** including Ashcroft, Chase, Clearwater, Kamloops, Lillooet, Logan Lake, Merritt, Revelstoke, North Okanagan (Armstrong/Enderby), Salmon Arm, Sicamous, 100 Mile House
- f) **South Okanagan Zone** including Kelowna, Lumby, Penticton, Princeton, South Okanagan (Oliver, Osoyoos), Summerland, Vernon, Winfield, Westside
- g) **North Island Zone** including Campbell River, Comox Valley, Cowichan Valley North, Gold River, Lake Cowichan, Nanaimo, Oceanside, Port Alberni, Powell River, Salt Spring Island, Tri Ports (Port Alice, Port McNeill, Port Hardy)
- h) **South Island Zone** including Cowichan Valley South, Juan de Fuca, Peninsula, Saanich, Sooke, Victoria, Victoria Racquet Club
- i) **Vancouver Centre Zone** including Arbutus Club, Richmond, Seafair, South Delta, Vancouver, Vancouver Thunderbirds
- j) **Vancouver North East Zone** including Burnaby Minor East, Coquitlam, Port Coquitlam, Port Moody, Ridge Meadows, New Westminster
- k) **Vancouver North West Zone** including Burnaby Minor West, Burnaby Winter Club, Hollyburn Country Club, North Vancouver, North Shore Winter Club, Squamish, Sunshine Coast, West Vancouver, Whistler
- l) **Vancouver South East Zone** including Abbotsford, Aldergrove, Hope, Chilliwack, Langley, Mission
- m) **Vancouver South West Zone** including Cloverdale, Semiahmoo, Surrey, North Delta

**NOTE:**

- Burnaby Minor East will include Postal Codes (V5B, V5A, V5E, V3N and V3J)
- Burnaby Minor West will include Postal Codes (V5C, V5G, V5H and V5J)
- Cowichan Valley North will include residency North of the Cowichan River and South Lake Cowichan
- Cowichan Valley South will include residency South of the Cowichan River

**12.02.01.02 ZONE DRAW ADJUSTMENT**

The BC Hockey Board of Directors shall approve all adjustments to the BC Hockey Midget AAA draw zones.

**12.02.01.03 ZONE BOUNDARY CHANGE**

The North Central Zone shall include the boundary of the North West and North East Yukon Zones.

**12.02.01.04 MIDGET AAA TEAM APPLICATION**

The BC Hockey Board of Directors shall only approve one team in each of the above zones

**12.02.02.05 PLAYER GRANDFATHERING**

Midget AAA players are eligible to attend an Evaluation Camp under the following criteria:

- a) The Zone in which the player was carded to in the previous season or
- b) The Zone in which the player resides based on the changes to the Boundaries or
- c) The Zone in which the player transferred by way of the Residential Waiver policy in the previous season.

**NOTE:**

Affiliate carded players will not be subject to the above policy

**FINANCIAL****12.02.03.01 BUDGET****a) League Budget**

The League operating budget and team registration fees shall be established by June 15 of the calendar year.

Any expense items outside of the approved budget must be approved by the Male Midget AAA Coordinator.

Each team bank account will be credited \$1,000.00 to be used for team start-up costs via approval from the Chair. This credit is to be paid back to BC Hockey by November 1.

**b) Team Budgets****i. Each Midget AAA Team must:**

- Establish and submit a proposed budget by June 15 of the calendar year





- Provide a financial report within three (3) weeks of the conclusion of their season.
- Teams that do not meet this requirement will be subject to discipline, suspension or fine.
- ii. Each Midget AAA Team budget shall not include expenses for the following items:
    - Team Apparel
    - Team Staff Honorarium
    - Team Trainer Honorarium
    - Exhibition Games (Pre-Season)
    - Additional Practice Ice
    - Dry Land Training
  - iii. BC Hockey will notify parents of any additional costs team such as: meals, skate sharpening or water bottles.
  - iv. All team capital purchases shall require the pre-approval of the Male Midget AAA Coordinator. All teams must file a complete inventory list including items such as audio visual equipment, dry land training equipment, and skate sharpeners. The list will be sent to BC Hockey on November 1 and March 1. All team capital purchases become the property of the BC Male Midget AAA.

**12.02.03.02 HOTELS/TRANSPORTATION**

- a) Transportation to all league regular season and playoff games outside of a team's zone and involving travel that are in excess of approximately 125 km shall travel by chartered bus. There will be no transportation provided for Lower Mainland teams to games played within the Lower Mainland Zones.
- b) Accommodation and transportation for up to twenty players and a maximum of five team officials who are traveling with the team will be provided by the league. Transportation outside of Districts must be arranged through commercial carrier. Any variance must be approved by Male Midget AAA Coordinator. All hotel and transportation costs for league play must be pre-approved by the ~~Chair~~ Male Midget AAA Coordinator and will be paid by league.
  - i. Travel by chartered buses shall be provided for team officials and players only
  - ii. Parents or guardians of players may be permitted to travel on the bus, space allowing
  - iii. Non-players under the age of 15 are not permitted to travel with the team
- c) The League will provide for a meal allowance up to a maximum of \$35.00 per day for a maximum of five team officials for out of district games only:

Breakfast	-	\$10.00 per day
Lunch	-	\$12.00 per day
Dinner	-	\$18.00 per day
- d) Travel expenses incurred for any reason other than travel by charter bus with the Midget AAA team for league games will be the responsibility of the Midget AAA team.

**12.02.03.03 TEAM BANK ACCOUNTS**

Each Midget AAA Team will be assigned a bank account prior to the start of each season, with the following parameters:

- a) The Chief Executive Officer or Staff Designate will assign two (2) signing officers for each team
- b) Only team officials will be eligible to be a signing officer on the account
- c) All transactions and monies for the team must be accounted for in the assigned account





- d) The team signing officers will be required to complete a financial report. This report is to be filed with the BC Hockey office each month.
- e) Teams are not to open or use any other bank account in addition to the league supplied account. Team officials are not to use their personal accounts for any team funds.
- f) All gaming license applications are to be administered by the BC Hockey office. It should be noted that a successful gaming application will necessitate the use of a second, gaming specific, bank account for the team.

#### **12.02.03.04 FUNDRAISING**

No advertising, name bars (other than league supplied name bars) or other patches may be applied to team jerseys without prior consent of the Chief Executive Officer.

#### **12.02.03.05 Male Midget AAA Team Staff Honorariums**

- a) The League will provide a team staff honorarium with the following breakdown
  - i. Head Coach - \$5,000
  - ii. Assistant Coach (2) - \$2,000
  - iii. Manager - \$1,000
  - iv. Trainer - \$2,000
  - v. Trainer Supplies - \$500
- b) The honorarium will be paid in two (2) installments to approved staff members. The payment dates are December 1 and the March 1.
- c) Honorarium cheques will be held by BC Hockey should a team not have up to date accounting records.

**NOTE:**

Any request to deviate from the above noted policy shall be submitted to the Male Midget AAA Coordinator and Chief Executive Officer for consideration.

The Male Midget AAA Coordinator and Chief Executive Officer hold the authority to make adjustments to honorarium amounts.

### **TEAM OFFICIALS**

#### **12.02.04.01 REQUIREMENTS**

All coaching staff must share the philosophical values of the representative zone and that of BC Hockey:

- a) All individuals wishing to apply:
  - i. For a head coach position on a Midget AAA team shall submit an application form to BC Hockey by April 15.
  - ii. For positions other than head coach on a Midget AAA team shall submit an application form to BC Hockey by May 15.
- b) Notwithstanding the above dates, if a qualified Midget AAA team official application is received after the above dates, the application shall be considered.
- c) Returning team officials shall be given preference over new applicants unless it has been determined that to do so would not be in the best interest of BC Hockey.
- d) If no applicant is deemed suitable, the application process shall be extended to June 30<sup>th</sup>.



- e) All coaches shall be non-parents.
- f) Managers are not permitted to participate on the bench during games or on the ice during practices.
- g) All team officials to complete criminal record check prior to being selected.

**12.02.04.02 SELECTION****Selection**

The selection of new and returning Team Officials will be appointed by the Chief Executive Officer on recommendation by the Male Midget AAA Coordinator and the BC Hockey staff resource.

**a) Head Coach – Male Midget AAA Task Group**

Term: 2 years. BC Hockey holds the right to review the coach position from March 15 to April 15 to determine if changes are required.

**i. Qualifications:**

- High Performance 1 certification
- Respect in Sport
- Criminal Record Check and Vulnerable Persons Check
- Strong hockey background in playing, coaching and evaluating
- Experience in staff management
- Strong interest and commitment to high performance athlete development
- Ability to work with fellow team officials
- Ability to communicate on-ice and off-ice requirements to players and parents
- Non-parent. (No children on Midget AAA team).
- References upon request

**ii. Responsibilities:**

- Adhere and support League Policy and Procedures
- Communication with Male Midget AAA Coordinator and Staff Resource
- Implement the Male Midget AAA Program in conjunction with Program Delivery Group members
- All Head Coaches are required to submit nominations/rankings for League Player of the Month, All Star Teams and/or other player recognition events as requested. Failure to comply will result in a minimum one game suspension.

**b) Assistant Coach - Male Midget AAA Task Group**

Term: 1 year

**i. Qualifications:**

- NCCP Development 1 level
  - BC Hockey recommends that Assistant Coaches have the High Performance 1 certification
- Respect in Sport
- Strong hockey background in playing, coaching and evaluating
- Experience in staff management
- Strong interest and commitment to high performance athlete development
- Ability to work with fellow coaching personnel
- Ability to communicate on-ice and off-ice requirements to players and parents
- References upon request
- Non-parent – no children on Midget AAA team
- Criminal Record Check & Vulnerable Persons Check



c) Team General Manager - Male Midget AAA Program Delivery Group

Term: 1 year

i. Qualifications:

- Thorough understanding of the Male Midget AAA Operations and Policy
- Experience in Male Midget AAA team management
- Administrative and financial experience
- Respect in Sport
- Criminal Record Check & Vulnerable Persons Check
- References upon request

ii. Responsibilities:

- Coordinate evaluation camps in conjunction with the ~~League Managing Director~~ Male Midget AAA Coordinator
- Submit financial summary of evaluation camp within two weeks of its conclusion to Male Midget AAA Coordinator and the Chief Executive Officer.
- Coordinate travel, accommodation, and meals for team
- Coordinate and inventory the equipment and supplies for team
- Coordinate team financial matters including player fees, sponsorship and advertising
- Monitor use of Affiliate players
- Oversee the implementation of the Team Webcast and adhere to League Policy
- Ensure that team abides by all BC Hockey and Hockey Canada rules and regulations
- Ensure that all suspensions are served as required by BC Hockey rules and regulations
- Control the conduct of players before, during and after the game
- Email a copy of the game sheet to the Staff Resource at the conclusion of the game and mail the original game sheets of all games played to Male Midget AAA Coordinator within 24 hours of completion of the game or completion of tournament.
- Request permission to enter tournament or play exhibition game(s) from Male Midget AAA Coordinator prior obtaining game numbers or tournament permission number from Male Midget AAA Coordinator.
- Ensure that correct referee fees in cash are given to the timekeeper before the start of the game.
- Ensure that all players, team officials, and on-ice officials are afforded unobstructed access to dressing rooms before, during and after the game.
- Ensure all team officials acquire coaching levels and/or other certification as required by BC Hockey.
- Oversee the player evaluation at the Spring Identification and Main Evaluation Camp
- Ensure that the team has a certified HCSP person.
- Submit monthly reconciliations for the Team Bank Account to the Chief Executive Officer and Male Midget AAA Coordinator
- Submit budget and financial report to the Chief Executive Officer and Male Midget AAA Coordinator as required.

d) Team Consultant

i. Selection

- Consultants are selected by team staffs
- Appointments shall be approved by Male Midget AAA Coordinator and Chief Executive Officer.



- ii. Qualifications
  - Respect in Sport
  - References upon request
  - Criminal Record Check & Vulnerable Persons Check
- iii. Responsibilities
  - As determined by the team staff

#### **12.02.04.03 RELEASE OF TEAM OFFICIALS**

Team officials are expected to provide a good example to the players in their charge. As a result, an offence committed by a team official shall be deemed to be more serious than an equivalent offence committed by a player.

a) Team officials may be released from a Midget AAA team for the following reasons:

- Failure to control conduct of players
- Disrespect for the rules and regulations of Hockey Canada and BC Hockey
- Failure to follow philosophy and/or philosophical values of BC Hockey and the Major Midget League
- Excessive penalties
- Use of alcohol or drugs during a league game or event
- Failure to meet team obligations
- Any infraction deemed by the Male Midget AAA Coordinator not to be in the best interests of the team

The Chief Executive Officer shall have the authority to release a team official based on the recommendations for the Male Midget AAA Coordinator.

b) A decision to release a team official from a team roster may be appealed to the BC Hockey Chair of the Board.

#### **12.02.04.04 COACHING CERTIFICATION**

No applications for Head Coach shall be considered unless the applicant has Development 1 (formally Intermediate level), including Respect in Sport.

All Assistant Coaches shall have completed a minimum Development 1 (formerly Intermediate Level) and Respect in Sport

#### **12.02.04.05 RESPECT IN SPORT**

All BC Hockey Male Midget AAA team officials must complete the Respect in Sport/Speakout to be considered for any position within the Male Midget AAA.

#### **12.02.04.06 HOCKEY CANADA SAFETY PROGRAM (HCSP)**

All Hockey Canada carded teams must have an HCSP official carded by December 1<sup>st</sup> of the current season in accordance with BC Hockey regulations. The team HCSP person shall not be permitted on the bench during games unless otherwise qualified and approved by the Male Midget AAA



Coordinator. Note that the parent of any member team shall not be permitted on that team's bench during games.

## **TEAM REGISTRATION**

### **12.02.05.01 LEAGUE REGISTRATION FEES**

Each BC Hockey Midget AAA team shall be assessed an equal fee to cover the operating costs of the league. To facilitate administration at the team level, these fees shall be invoiced by BC Hockey directly to the individual players based on registration of 20 players (including two goaltenders). Each team will be responsible for the payment of the total invoice, regardless of the number of players carried on their roster. Member players of the league shall be responsible for any financial deficit incurred by league operations. Should sponsorship funding be secured by BC Hockey to cover operational costs of the league, rebates of these assessments will be distributed equally to league teams.

### **12.02.05.02 TEAM NAMES**

- a) All Midget AAA team names must be approved by the Male Midget AAA Coordinator and Chief Executive Officer.
- b) A Midget AAA team's approved name cannot be altered in any way, including the addition of sponsor names, without prior approval of the Male Midget AAA Coordinator.
- c) Application to change a team's name must be made in writing to the League Chairperson.

### **12.02.05.03 TEAM WEBSITES**

- a) Midget AAA team websites and social media accounts will not post team staff members that have not been approved on the Hockey Canada Registry (HCR).
- b) Midget AAA teams will adhere to the BC Hockey Social Media Guidelines – Teams.

### **12.02.05.04 LEAGUE WEBCAST**

- a) All Midget AAA teams will be required to webcast their home games through the League approved provide.
- b) If a game is not webcast the team will be issued a \$200 fine. The fine will not be issued if a circumstance outside the control of the team prevented the game from being broadcasted.
- c) The Midget AAA team will be responsible for the equipment that is provided to broadcast their games. If the broadcast equipment is damaged, the Midget AAA team will pay the repair cost.

## **PLAYER REGISTRATION**

### **12.02.06.01 PLAYER FEES**

- a) Player fees shall be prorated equally based on Midget AAA team registration fees.
- b) Player fees shall include transportation to out of district games and hotel accommodation.
- c) The players are responsible for their meal costs.



- d) Player fees shall be paid by credit card or money order/certified cheque upon request by team manager.
- e) If payment is not received within seven days of receipt of invoice, the player shall not be eligible to participate with the team. In the case of a player joining the team after the season has commenced, payment of fees must be received within two weeks of the player's first game.
- f) Midget AAA Team managers shall coordinate the payment of all twenty player registration fees.
- g) A player's full registration fee will guarantee a position on a teams roster for the complete season.
- h) Players paying their player fee in installments shall be suspended from all games and practices if payment has not been made within seven days of the payment due date. Such suspension shall remain in effect until payment has been received.
- i) Any shortfall of player registration fees (i.e. player quits and is not replaced) shall be borne by the remaining players.
- j) Players are responsible for any expenses incurred by their Midget AAA team during the season over and above the registration/player fee.

**12.02.06.02 REFUNDS**

Any shortfall of team registration fees will be borne by players. As such, refunds shall only be granted if a replacement player is found to fill the vacant roster spot.

- a) Players Release Due to Health: In the case where a player has encountered health issues that restrict participation, the player may apply for a refund, either in full or in part, of registration fees.
- b) Players Voluntary Release: Should a player choose to be released from the team on their own accord or upon their own choice (i.e., player decides to quit the team), the registration fee will not be refunded by BC Hockey. Should a player be released in order to sign with a junior team, the player may apply for a refund, either in full or in part, of registration fees.
- c) Player Releases: There shall be no refunds for any player who has been released for disciplinary reasons.
- d) Player Suspensions: Should a player be suspended by a Midget AAA team, or by the BC Male Midget AAA relative to BC Hockey / Hockey Canada Regulations, the registration fee will not be refunded by BC Hockey.
- e) Player Equipment: Player equipment provided by the Midget AAA team is the property of BC Hockey. In the event a player has been permanently suspended or released from a Major Midget League Team, the equipment provided must be returned to the team. At the conclusion of the season, all players registered and in good standing with the zone Major Midget league team shall receive the equipment provided by the league.
- f) All player refunds will be at the discretion of the Male AAA Male Coordinator and the Chief Executive Officer.
- g) Pro-rated refunds, where applicable above, are as follows:
  - Prior to September 15 - eligible for full refund
  - Prior to November 15 - eligible for 50% refund
  - Prior to January 10 - eligible for 25% refund
  - After January 10 - no refund

**12.02.06.03 REGISTRATION/CARDING PROCEDURES**

- a) Each team shall receive access to a maximum of twenty-five electronic Player Registration certificates via the BC Hockey Online Carding system. Prior to the first league, tournament or playoff game, the registering team manager must:





- i. Register all players and team officials on the BC Hockey carding system
  - ii. All players are to sign a copy of their completed online card; and parents must sign the Refund Policy Acknowledgement Form prior to first league game. No player shall participate with a team until said forms have been duly signed
  - iii. Signed documents are to be forwarded to the BC Hockey office.
- b) Participation of a player or team official prior to carding on the BC Hockey carding system will result in loss of points and/or discipline in accordance with BC Hockey Regulations.
- c) A team shall carry a full roster of twenty players, two of which must be goaltenders.
- d) Notwithstanding the preceding paragraph, in order to be eligible for the BC Hockey Male Midget AAA Championships, in accordance with Hockey Canada Regulations, to meet eligibility requirements to compete in Regional and National playoffs, the teams shall be required to have registered not less than fifteen (15) players on Hockey Canada Registration Certificates (at least two of whom must be goaltenders) on or before February 10 of the current season.

#### **12.02.06.04 AFFILIATION**

- a) BC Hockey Midget AAA teams may affiliate players from within their draw zones as set out by BC Hockey. Midget AAA Teams shall not affiliate any players from outside their draw zones in the event an adjacent zone does not register a team (i.e. there shall be no movement of players between zones for the purposes of affiliation in the event that a given zone does not have a Midget AAA team).
- b) There shall be no “permanent affiliate” players in the Male Midget AAA.
- c) An affiliate player registered with a Winter Club may affiliate as follows:
- i. Eligibility for affiliation purposes is to be determined by the players residence within the zone
- d) Affiliate players must be approved by BC Hockey by way of the Hockey Canada Registry prior to participation. Participation of an affiliate player prior to such approval will be considered as use of an ineligible player by the team and will be subject to discipline in accordance with BC Hockey Regulations.
- e) Registration of an affiliate player requires the written permission of the player’s carding MHA. Once an affiliate player’s information is submitted electronically, a copy of the page must be printed and signed by both the player and the President or Secretary of the player’s MHA.
- f) Affiliate players must be carded with a BC Hockey registered lower division/category team prior to being eligible to be included as an affiliate on a BC Hockey Midget AAA team’s list.
- g) Players registered on recreational (“house” or “C”) teams, may affiliate to a Major Midget League Midget AAA team.
- h) Teams may not call up Affiliate Players (except under emergency conditions) when the Affiliate Player’s team is playing. Affiliate players shall only be used as emergency replacements for the following emergency conditions:
- i. Injuries
  - ii. Suspensions/Disciplinary action (not including team imposed suspensions)
- i) The player’s team may not unreasonably deny a player the opportunity to play as an Affiliate.

**NOTE:**

This provision applies to players affiliating from MHAs to Male Midget AAA teams, as well as players affiliating from Male Midget AAA teams to Junior clubs.

- j) Consent of an affiliate player’s home association must be obtained prior to using the player in a game or practice.
- k) Affiliate players may play a maximum of ten (10) games (Regular Season and Playoff) as an affiliate to an Male Midget AAA Team in a given season. Once an Affiliate player’s carded team is





eliminated from playoff competition the player may participate as an affiliate for the balance of the season.

- l) Affiliate players who participate in more than three games or practices must pay an affiliate player assessment of \$200.00. The fee will cover regular expense including one or more of: accommodations, travel, and ice.
- m) An Affiliate player who has played the maximum number of games permitted under HC rules and/or BC Hockey policy may not be used as an affiliate unless his registered team has been eliminated from playoff competition. Players qualifying under this policy shall be assessed a game fee to be determined by the BC Hockey Male Midget AAA Coordinator and Chief Executive Officer.
- n) Major Midget League players shall not affiliate to a Juvenile team.

#### **12.02.06.05 PLAYER RELEASES**

- a) Players shall not be released once they have been offered a place on a team except for the following reasons:
  - i. Disciplinary problems
  - ii. Use of drugs or alcohol
  - iii. Non-payment of player fees
  - iv. Player requests to play at a higher division or return to Minor Hockey Association.
  - v. Safety or risk management concern to the player
  - vi. Deemed by the Male Midget AAA Coordinator to be in the best interests of the team and/or player
- b) Application to remove a player from a Midget AAA team roster must be made in writing to the Male Midget AAA Coordinator, setting out reasons for the removal of the player.
- c) If a player with disciplinary issues is being considered for removal from the team:
  - i. Written and/or verbal notice of disciplinary concerns and steps taken to address the problems must be documented by the player's Midget AAA team officials.
  - ii. The player and parent(s) must be made aware of the problems and given the opportunity to correct his/her behavior prior to submitting said application to the Male Midget AAA Coordinator
- d) There shall be no refunds for any player who has been released for disciplinary reasons.

### **PLAYER ELIGIBILITY**

#### **12.02.07.01 MIDGET AGED PLAYERS**

All Midget aged players (15, 16 or 17 years old within the calendar year) residentially eligible to register and play minor hockey in BC Hockey are eligible to try out for their BC Hockey Midget AAA team.

#### **12.02.07.02 UNDER AGED PLAYERS**

No under-aged players will be permitted to be rostered on, or carded with, a Midget AAA team.

**12.02.07.03 RESIDENTIAL QUALIFICATIONS****RESIDENTIAL WAIVERS****Goaltender**

- a) A Midget AAA team may apply for a goaltender residential waiver to the Male Midget AAA Coordinator. A player who has been released from his residential BC Male Midget AAA team may be issued a residential waiver prior to September 30.
- b) The following information will be submitted to the Male Midget AAA Coordinator:
  - i. Letter from Evaluator who attended Evaluation Camp
  - ii. Support from the District(s) within Zone Boundary
- c) There is no appeal if a player is not selected to a Midget AAA team
- d) Infractions to the Player Residential Waiver will result in discipline to the team staff

The residential qualifications for Midget teams shall be those adopted by BC Hockey and Hockey Canada.

NOTE 1: A player is only eligible to try out for the Midget AAA team where his parents reside.

NOTE 2: Regarding Winter Club players: A player registered with a Winter Club must try out for the Midget AAA team where his parents reside. If the player is not selected to a Midget AAA team, the player is eligible to return to the Winter Club.

NOTE 3: Regarding Sports School Players: Players may try out for Midget AAA teams based on the residence of their parents and in accordance with Hockey Canada Regulations. Therefore, regardless of where a player registers with a Sport School, he/she may only try out in his/her "home" AAA zone

**12.02.07.04 PLAYER RESIDENTIAL WAIVER**

- a) A Midget AAA team may apply for a player residential waiver to the Male Midget AAA Coordinator. A player who has been released from his residential BC Male Midget AAA team may be issued a residential waiver prior to September 30.
- b) The following information will be submitted to the Male Midget AAA Coordinator:
  - i. Letter from Evaluator who attended Evaluation Camp
  - ii. Support from the District(s) within Zone Boundary
- c) A Midget AAA team may apply for a maximum of three (3) player residential waivers
- d) There is no appeal if a player is not selected to a Midget AAA team
- e) Infractions to the Player Residential Waiver will result in discipline to the team staff

**12.02.08.01 EVALUATION CAMPS**

- a) Camps are to be held over three (3) days in August, date to be determined by BC Hockey. Written permission to hold an evaluation camp on a different date must be received from the Male Midget AAA Coordinator.
- b) All players must register with his/her home minor hockey association as per registration policy for residential confirmation, tracking purposes and to preserve a place to play and must provide proof of same at evaluation camp registration.
- c) All players must pre-register online with the BC Hockey prior to the evaluation camp. Failure to pre-register may affect eligibility to participate in the camp.
- d) If a player registers after July 15, they will be charged an administrative fee.



- e) Out of District players – any player who has not registered with a minor hockey association and/or does not have a signed letter from a residential MHA will require a letter from the District supporting attendance at the camp.
- f) Any player who is unable to attend any stage of the evaluation camp due to injury or for any other valid reason must pre-register online and will remain eligible for future evaluations. Approval must be obtained from the Male Midget AAA Coordinator.
- g) A nominal fee that will cover the cost of the camp and any additional evaluations will be charged and is to be paid online at time of pre-registration.
- h) No player shall participate in any evaluation session unless the evaluation camp registration fee has been paid in full.
- i) Practice jerseys will be provided and can be kept by players.
- j) Three additional ice sessions may be scheduled to accommodate absentee players and to further assess and evaluate players.
- k) The cost of any evaluation exhibition games is to be paid out of team funds and shall not be charged to the players trying out for the team.
- l) A goaltender camp will be held prior to the main evaluation camp if the following occurs
  - 50 or less players registered and more than 6 goalies
  - 51-60 players registered and more than 7 goalies
  - 61-70 players registered and more than 9 goalies
  - 71-80 players registered and more than 10 goalies
  - 81-90 players registered and more than 11 goalies
  - 91-100 players registered and more than 12 goalies

\*\*\*If a goaltender is released from the goaltender camp 75% of the evaluation camp fee will be refunded.

#### **12.02.08.02 CANCELLATION – REFUNDS**

The following refund policy applies to Evaluation Camp cancellations:

- a) 50% refund up to July 15
- b) Refunds after July 15 shall be approved by the Chief Executive Officer upon recommendation of the Male Midget AAA Coordinator.

#### **12.02.08.03 PLAYER SELECTION PROCESS**

- a) Teams will consist of twenty players including two goaltenders.
- b) Players can only attend Midget AAA camps in the area in which he/she resides
- c) Players will be evaluated and selected by Team Officials with input by High Performance District Evaluators.
- d) Twelve players including one goaltender must be identified and offered a position on the team by the end of the evaluation camp.
- e) If a player is not selected to a Midget AAA team, he must return to his residential minor hockey association.
- f) A minimum of twenty (20) players including two goaltenders must be selected by September 15<sup>th</sup> at which time all remaining minor hockey players must be released to their home Minor Hockey Association.
- g) Of the 20 players selected, up to three players may be designated as temporary to allow for players who return from Junior hockey prior to October 15. Such designation shall be reported to



the Male Midget AAA Coordinator on September 15 and will be communicated to the player. The temporary player shall pay the player fee and will be refunded a pro-rated fee should the temporary player be replaced by a returnee from Junior. At midnight, October 15<sup>th</sup>, all registered players will become permanent.

\*\*If evaluators have been unable to identify a goaltender who has the skills to compete at the Major Midget League level, the coach can apply to the Male Midget AAA Coordinator consider a goaltender(s) who has been released from another Midget AAA team. (See Goaltender Waiver) twenty players must be selected by October 15.

- h) After September 15, if a team wishes to further evaluate a player, written permission must first be obtained from a player's Minor Hockey Association President.
- i) Once a player has been released, written consent must be obtained from the player's home Minor Hockey Association prior to inviting the player to attend further evaluation.

## **RULES OF PLAY**

### **12.02.09.01 RULES OF PLAY**

BC Hockey Major Midget League teams shall be composed of twenty players (including two goaltenders) and up to five team officials who are duly registered with BC Amateur Hockey Association in accordance with the rules and regulations of BC Hockey and Hockey Canada. Membership for such teams shall commence upon acceptance of the team's registration by the Chief Executive Officer of the BC Hockey and shall expire as of the following August 31.

### **12.02.09.02 HOME TEAM RESPONSIBILITIES - SUPPLYING OF PUCKS**

The home team shall be responsible for the following for each game:

- Warm-up and game pucks
- Official league gamesheet
  - To be submitted to the statistician at the conclusion of the game(s)
- A qualified timekeeper
- A qualified scorekeeper
- Shots-on-goal statistics for each team to be included on the official gamesheet

## **RULES AND REGULATIONS**

### **12.02.10.01 DISCIPLINE/SUSPENSIONS**

- a) BC Hockey shall administer the Major Midget League and be responsible for all disciplinary action.
- b) Team officials shall be responsible for supervising and controlling the conduct of their players before, during or after each game. Failure by team officials to control the conduct of their players (e.g. dressing room/hotel vandalism, theft, bench brawls, lobby and parking lot altercations, etc.) may result in suspension and/or other disciplinary action of the team official and/or player(s). In addition, the cost of any damages shall be assessed against the team.
- c) All penalties and/or suspensions shall be in accordance with Major Midget League Policy and/or Hockey Canada published rules. Automatic/Minimum suspensions shall be applied as per BC Hockey Suspension Guidelines. It is the responsibility of the team's officials to ensure that players



serve their total game suspensions as required by Hockey Canada and BC Hockey rules, whether or not notification is given

- d) Excessive penalty minutes by individual players including a combination of major penalties such as Gross Misconduct/Match penalties, Misconducts and Game Misconduct penalties shall result in suspension(s) and/or disciplinary action as determined by the Male Midget AAA Coordinator.
- e) Any team official who incurs a Game Misconduct outside of the last ten minutes of the game shall be suspended for the team's next games. A team official who incurs a Game Misconduct in the last ten minutes of a game shall be suspended for the team's next two games.
- f) Exhibition games are not considered league, tournament or playoff games for the purpose of serving suspensions.

#### **12.02.10.02 ZERO TOLERANCE - DRUGS, ALCOHOL AND TOBACCO PRODUCTS**

There is a zero tolerance for the use of alcohol, drugs and tobacco during activities within BC Hockey. All incidents will be investigated and dealt with on an individual basis. The recommended minimum suspension for violation of this policy is 30 days from all participation within the league. A written report must be forwarded to the Male Midget AAA Coordinator outlining the circumstances within 7 days.

#### **12.02.10.03 HAZING/INITIATION**

- a) All Hazing/Initiation incidents will be reported to the Male Midget AAA Coordinator
- b) All suspension shall be in line with Hockey Canada Regulations

#### **12.02.10.04 RECRUITING PRACTICES - TAMPERING**

No team official may invite a registered player of another association/club to participate in any exhibition, tournament or league game, practice or team event without prior consent of the player's home association. Violation of this rule will result in disciplinary action.

#### **12.02.10.05 GAME FORFEIT**

The following items pertain to Game Forfeits:

- a) Teams may not declare a forfeit. Failure to meet all league commitments will result in disciplinary action, which may include suspension(s).
- b) The Male Midget AAA Coordinator may forfeit game results in accordance with BC Hockey Regulations. In such situations, the game shall be recorded in the standings as a loss (zero points) for the forfeiting team and as a victory (two points) for the opposing team. If the game has been played, the goals for, goals against, and penalty minutes shall stand as recorded. If the game has not been played, the score shall be recorded as 0-0.

#### **12.02.10.06 LEAGUE PLAY**

The number of scheduled league games shall be based on the number of participating Midget AAA teams.

Each league game will consist of:



- Three (3) - 20 minute regulation stop time periods
- 10 minute warm up; 2.5 hr game time slots
- 15 minute intermission between periods
- One ice flood after the first period and one ice flood after the second period.
- No overtime during league play
- Three (3) – 1.25 hr. practices per week. Midget AAA team will pay costs for any additional practices.

Any league games to be played in areas or locations outside of host association arenas shall be approved by the Male Midget AAA Coordinator.

Any additional unapproved transportation, accommodation, game or practice ice, or officiating costs involved shall be the responsibility of the Midget AAA team. All such costs are to be invoiced directly to the team.

League paid practices will end for all Midget AAA teams at the conclusion of the Midget AAA team's scheduled league play or once eliminated from Championship series, whichever occurs first.

#### **12.02.10.07 GAME PROTESTS**

There shall be no game protests for league play in the Major Midget League except for the playing of an ineligible player. Game protests during regular season shall be transmitted in writing to the Male Midget AAA Coordinator within 72 hrs. of completion of the game in question.

#### **12.02.10.08 EXHIBITION GAMES AND TOURNAMENTS**

- a) Any team wishing to play an exhibition game or enter a tournament shall first obtain permission from the Male Midget AAA Coordinator and then obtain an Exhibition/Tournament Game number from the Male Midget AAA Coordinator. All league commitments must be met prior to permission being granted.
- b) All exhibition games and tournament costs will be paid by the team.
- c) Players are not required to attend tournaments and may not be disciplined for such decision.
- d) A rostered player who is not able to attend a tournament for any reason shall not be charged a tournament fee or any related expenses. Replacement affiliate players shall be assessed a pro-rate tournament fee and expense
- e) No tournament game shall be substituted for any scheduled league game.

#### **12.02.10.09 RESCHEDULING OF LEAGUE GAMES**

No league or playoff game will be altered or rescheduled to accommodate a tournament or exhibition game unless special permission is granted in writing by the Male Midget AAA Coordinator. Permission will not be granted unless the date(s) and time(s) of the rescheduled game(s) have first been obtained, which date(s) and time(s) are mutually agreed on by both teams.



**12.02.10.10 GAME REPORTS**

- a) The home team is responsible for supplying the game report ensuring that it is properly completed, and submitting it to the office. The home team shall also ensure that additional blank game reports are available at the timekeeper's bench.
- b) All affiliate players (AP) shall be designated as such on the game sheet beside the player's name.
- c) Game statistics are to be entered into the BC Hockey Male Midget AAA site by a non-parent team official.
- d) In order to ensure no sanctions will be applied to your team:
  - i. The game sheet must be uploaded and complete by Midnight of the game day.
  - ii. The data entered into the system must be exactly as the official game sheet.
- e) To ensure accuracy, a BC Hockey Staff Resource Person will compare Official Game Sheets to the data entered every Monday by 10 am. Any discrepancy noted from the teams data entry to the game sheet will be reported to the Male Midget AAA Coordinator for a final decision.
- f) The Male Midget AAA Coordinator shall have the authority to issue a fine in the amount of \$100.00 to any team that did not enter the stats within the above timelines or if the team entered inaccurate information.

**12.02.10.11 TIE BREAKING PROCEDURE – LEAGUE STANDINGS**

In the event of any ties in final league standings, the following tie breaker format shall apply for the determination of playoff positions:

- a) If two or more teams are tied, standings will be determined by ranking the teams on the basis of most wins in regular season play.
- b) If the standings determined in step a) contain any further ties, those teams whose standing was not determined in step a) will have the following format applied, with all games played by the tied teams against each other being considered (i.e. If three teams are still tied, then all games played involving any two of the three tied teams will be used in breaking the tie): teams will be ranked by highest winning percentage in these games
  - i. Teams will be ranked by highest winning percentage in these games
  - ii. Any teams still tied will be ranked by most goals-for in these games
  - iii. Any teams still tied will be ranked by least goals against in these games
  - iv. Any teams still tied will be ranked by the least penalty minutes in these games

**NOTE:**

For section b), games involving all of the tied teams will continue to be used in each of steps ii., iii. and iv. even if one or more of the tied teams receives a placing after a step is applied (i.e. if three teams are tied and one team receives a ranking after step i. is applied, then games among all three teams will still be used in step ii. and beyond).

**OFFICIATING****12.02.11.01 OFFICIATING**

District Above Minor Assigners will assign all games. Male Midget AAA games shall be officiated by a combination of Junior and high performance level Minor Hockey officials. Officials will be identified and approved by the respective Above Minor Officiating Coordinators in consultation with the BC Hockey Officiating Coordinator / RIC.

- a) On-ice official fees for league and playoff games shall be paid by the League as follows:





- Three-man System:
    - Referee: \$80.00
    - Linesmen: \$55.00
  - Two-man System: \$80.00 each
- b) It is the responsibility of the home team to pay the officials.
- c) Should there be fewer than three on-ice officials in attendance at any game; the home team manager is to notify the league manager at the conclusion of the game.
- d) Expenses for on-ice official fees for exhibition games will be paid by the individual teams.

### **12.02.11.02 OFFICIATING NO SHOWS**

Should fewer than the required number of officials appear for any game, then the procedures outlined below shall be followed in accordance with Hockey Canada Rules:

- a) If, for whatever reason, the Referee or Linesmen appointed are prevented from appearing, the Managers or Coaches of the two competing teams shall agree on a Referee one or two Linesmen.
- b) If they are unable to agree, they shall appoint a player from each team who shall act as officials.
- c) If the regularly appointed officials appear during the progress of the game, they shall replace the temporary officials immediately.
- d) If a linesman appointed is unable to act at the last minute, or if through sickness or accident she is unable to finish the game, the Referee in charge shall have the power to appoint another in her place if she feels it necessary.
- e) If, owing to illness or accident, the Referee is unable to continue to officiate when working with two Linesmen, one of the Linesmen shall perform such duties as devolved upon the Referee. The Linesmen shall be selected by the Referee, or if necessary, by the Managers or Coaches of competing teams.

## **BILLETING**

### **12.02.12.01 BILLETING OF PLAYERS**

Players are responsible for any billeting expenses.

- a) Billeting is to be arranged between the player's parents and the host billet family.
- b) No team official is to serve as a billet.
- c) Teams must report all billeting arrangements to the Male Midget AAA Coordinator upon request.

## **TEAM UNIFORMS / DRESS CODE**

### **12.02.13.01 UNIFORMS**

BC Hockey has approved league colours, which shall be worn by all Midget AAA teams. Where uniforms of both teams are so similar that in the opinion of the referee there will be confusion, it shall be the responsibility of the home team to change its uniforms to a contrasting colour.



No advertising, sponsor names or logos, name bars, or other patches may be applied to team jerseys, without prior consent of the Male Midget AAA Coordinator after consultation with the Chief Executive Officer.

Players are required to wear league-supplied equipment including but not limited to jerseys, socks, pants, gloves, helmets and cages.

“Players including goal tenders, shall wear required protective equipment, including CSA-certified helmets and facial protectors and BNQ certified throat protectors in all games, practices, warm-ups and while sitting on the players’ bench or penalty box.”

### **12.02.13.02 DRESS CODE**

All players shall wear a shirt and tie, slacks, mock turtleneck, tracksuit or team jersey on game days or when in public during league functions. Baseball caps are not to be worn.

## **LEAGUE ALL-STAR SELECTIONS**

### **12.02.14.01 END OF SEASON LEAGUE ALL STAR TEAM**

Each team shall nominate the top 3 forwards, 2 defensemen and 1 goaltender from an opposing team. Each team shall submit their completed All Star Player Ranking form to BC Hockey by March 30<sup>th</sup>.

### **12.02.14.02 MALE MIDGET AAA COACH OF THE YEAR AWARD**

At the end of each season the Male Midget AAA Coordinator, in consultation with Chief Executive Officer and the Staff Resource shall select an individual for the Male Midget AAA Coach of the Year Award.

## **MAJOR MIDGET LEAGUE CHAMPIONSHIPS**

### **12.02.15.01 MAJOR MIDGET LEAGUE CHAMPIONSHIPS**

The Major Midget League Championships shall adopt the BC Hockey Championship policies, procedures and format with the following variations:

- a) The Major Midget League Championship shall consist of a Quarter-Final series, Semi-Final series and a Final Series.
- b) The top eight teams as determined by league final standings shall be eligible for the Major Midget League Championship.
- c) The Major Midget League Championship Format will be as follows:
  - i. Quarter-Finals:
    - First vs. Eight (series to be hosted by the higher placing team)
    - Second vs. Seventh (series to be hosted by the higher placing team)
    - Third vs. Sixth (series to be hosted by the higher placing team)



- Fourth vs. fifth (series to be hosted by the higher placing team)
- ii. Semi-Finals:
  - Highest placing remaining team vs. Lowest placing remaining team (series to be hosted by the higher placed team)
  - Second highest placing remaining team vs Lowest placing remaining team (series to be hosted by the higher placed team)
- iii. Finals:
  - Winners of the Semi Final series will advance to the Final series.
  - The Final series will be hosted by the higher placing team per league standings.
- d) All Major Midget League Championship Playoffs will consist of a best two out of three games series as follows:
  - Game One: Friday evening
  - Game Two: Saturday afternoon or evening
  - Game Three: Sunday (preferably afternoon)
  - Series will be held on a specific weekend as determined by BC Hockey
- e) The higher placing team shall have the home team dressing room and bench for Game one.
  - The teams will then alternate home and away jerseys, dressing rooms and benches for each subsequent game the higher placing team shall provide the timekeeper and scorekeeper.
- f) All games must end with a winner. No ties are permitted. In the event a game ends in a tie, the following overtime format shall be applied:
  - In a tied game at the end of regulation time, there will be a 2 minute rest and then a 10 minute stop-time sudden victory period.
  - If still tied at the end of the first overtime period, there will be a 15 minute flood and then another 20 minute stop time sudden victory period.
  - If still tied, teams will repeat (ii) until a winner is declared.
- g) The BC Hockey Major Midget League Champion shall be the BC Hockey representative at the Hockey Canada Pacific Regional and National Midget Championship.
- h) The BC Hockey Board of Directors, shall have the authority to change the venue of a series if deemed advisable.
- i) The most valuable player announcements or awards shall not be announced or presented at any of the Midget Zone AAA Championship Series.

#### **12.02.15.02 TRAVEL**

All travel and accommodation expenses for games outside of a team's District during the Championships shall be provided.

The team representing BC Hockey at the Pacific Regional Championships and National Championships will be responsible for all travel, hotel and meal expenses incurred while attending those events.

#### **12.02.15.03 FINAL DATE TO WITHDRAW**

The final date to withdraw from the BC Hockey Male Midget AAA Championship is January 15.



## **EDUCATION ADVISOR**

### **12.02.16.01 EDUCATION ADVISOR**

It is suggested that each team in the BC Hockey Male Midget AAA program make appropriate arrangements to provide an education advisor.

### **12.02.16.02 ROLE OF THE EDUCATION ADVISOR**

The role of the education advisor is to provide guidance and/or assistance with respect to their education.



**IMPORTANT DATES**

**12.02.17.01 Important Dates**

March 1	Deadline for Districts to declare participation in BC Major Midget League
April 30	Deadline to nominate players to end of season League All-Star Game
April 15	Applications for Head Coach positions to be submitted to BC Hockey
May 15	Applications for Team Officials other than head coach to be submitted to BC Hockey
	Deadline for Name Change applications
May 15	Final date for Midget AAA Teams to withdraw from BC Major Midget League
May 30	Final date for Assistant Coach/Manager selections
August	Evaluation Camps - 1st or 2nd weekend in August (Twelve players to be identified and selected to Midget AAA teams)
September 15	All Minor Hockey registered players who have not been selected to a Midget AAA team must be released to return to home association. Seventeen players including one goaltender to be selected to Midget AAA team rosters
October 15	Twenty players to be rostered to all Midget AAA teams
January 10	After this date, an affiliate player who plays more than the designated number of league/playoff games with a higher division team may no longer play for the lower division team
January 15	Final date for additions to affiliate list
January 15	Final date to withdraw from Male Midget AAA Championships.
February 10	Final date to make any changes to team rosters. HCR System will convert to "read only".

**NOTE:**

At the beginning of the 2015-2016 season, Head Coaches will be required to have High Performance 1 certification.