



# Didsbury Minor Hockey Association



## 'Let's Play Program'

### INDEX

- 1.0 PHILOSOPHY
- 2.0 OBJECTIVES OF THE PROGRAM
- 3.0 DEFINITION OF "UNACCEPTABLE BEHAVIOUR"
- 4.0 COMPLAINT HANDLING PROCEDURE
  - 4.1.1 Implementation Trigger
  - 4.1.2 Responsibility of On/Off Ice Officials
  - 4.1.3 Responsibility of Parents & Spectators
  - 4.1.4 Reporting Process
- 5.0 DISCIPLINE GUIDELINES
- 6.0 ENFORCEMENT
- 7.0 APPEAL PROCESS
- 8.0 IMPLEMENTATION PROCESS
- 9.0 NOTIFICATION**

### APPENDICES

- Appendix A Parents Pledge
- Appendix B Players Pledge
- Appendix C Coaches Pledge
- Appendix D Officials Pledge
- Appendix E Incident Report
- Appendix F Supplemental Discipline Guidelines
  - 1. Incidents Involving On-Ice Officials
  - 2. Incidents Involving Team Officials
  - 3. Incidents Involving Parents
  - 4. Incidents Involving Players
- Appendix G Procedure for Removal of Unruly Spectators and Participants

A SIGNED COPY OF THE FORM(S) IS TO BE RETURNED TO YOUR  
TEAM'S COACH OR MANAGER AT THE TEAM'S FIRST MEETING

# DIDSBURY MINOR HOCKEY ASSOCIATION

## LET'S PLAY PROGRAM

### 1.0 PHILOSOPHY

Over the past several years, it has become increasingly apparent that participating in the Game of Hockey, whether as a player, coach, official or spectator, has become less and less enjoyable. People are leaving the Game for the wrong reasons and with bad memories. Conduct of spectators, coaches, officials and players amongst themselves is increasingly more unacceptable, both on and off the ice.

The DMHA views the 'Let's Play Program' as support and confirmation to the many excellent volunteers, coaches, officials and parents who are in the majority and who have always practiced and subscribed to the fundamental principles of fun, respect and positive development of the Game. We see this program as a vehicle to assist them to further these values and make the Game even better and more enjoyable. One could view the *'Let's Play Program'* as a celebration of the positive elements of the Game that will overwhelm those negative elements that have unfortunately tainted the reputation of the Game today. Those few who may question the program are the very ones that many of the elements of the program are aimed at and are indicative of a problem and not a solution. It is not a time to be defensive, but rather offensive and proactive in advocating a program that is totally positive. We encourage the majority to confidently come forward with energy and support the *'Let's Play Program'* to make our Game even better.

### 2.0 OBJECTIVES OF THE PROGRAM

The DMHA promotes the development of values, social maturity, physical fitness and mental fitness. Our goal is to promote acceptable conduct within a safe environment, which develops ethical conduct towards others and promotes a positive attitude and respect for the game of hockey. The *'Let's Play Program'* promotes acceptable conduct which provides:

- Respect for persons
- Protection from harm
- Development of ethical conduct towards others
- Notions of justice, fairness, equity
- Caring attitudes
- Freedom to enjoy, to flourish
- Respect for the game

It is a must that every participant abides by these principles. A participant is defined as (but not limited to) a player, coach, official, or spectator.

This program is not intended to be a new process for complaints about officiating or general hockey rules. The objective is to promote and ensure acceptable behaviour.

### 3.0 DEFINITION OF "UNACCEPTABLE BEHAVIOUR"

An individual is displaying unacceptable behaviour if they are verbally or physically harassing and/or abusing a game participant (player, coach, spectator or official). Any behaviour that detracts from the objectives of Didsbury Minor Hockey, and/or results in a travesty of the Game of Hockey, is considered unacceptable.

When there is a situation of "unacceptable behaviour", the responsibilities of the DMHA coaches, spectators and on-ice officials are as set out herein. The focus is on achieving the program objective. Confrontation should be avoided, as it is an important step in attaining the objective.

## **4.0 COMPLAINT HANDLING PROCEDURE**

### **4.1 Implementation Trigger**

The reporting of unacceptable behaviour by a director, spectator, coach, player or official is the triggering event of the complaints handling procedure. This reporting process will govern the Grievance Committee during the investigation of the complaint. The methods of enforcement will vary dependent on the severity of the event.

### **4.2 Responsibility of On/Off Ice Officials**

If, in the opinion of an official (on-ice or off-ice), an individual is verbally or physically harassing or abusing a game participant (coach, player or official), the official will, at a stoppage of play, identify the offending individual and through discussion with one or both coaches, request that the offending individual(s) cease this unacceptable behaviour. If the behaviour continues, the official will document the offence or action on a game Incident Report Form or the back of the game sheet. A copy of the write up on the game sheet will be forwarded to the President. This will trigger the complaint handling procedure.

### **4.3 Responsibility of Parents & Spectators**

If, in the opinion of a parent or spectator, whether before, during or after a hockey event, an individual is verbally or physically harassing or abusing a game participant (coach, player or official), or another parent or spectator, the offended party will discuss the incident with the appropriate Level Director. Confrontation should be avoided. If the Level Director is unable to address the issue to the satisfaction of the offended party, the offended party will document the offence or action on an Incident Report Form, to be forwarded to the President. This will trigger the complaint handling procedure.

### **4.4 Reporting Process**

All incidents must be reported to the appropriate Level Director, prior to submitting a completed incident report. If the Level Director cannot satisfy the situation, then the following procedure will apply:

When an incident occurs which meets the definition of unacceptable behaviour, and in the opinion of a player, spectator, coach, official or administrator, is serious enough to warrant a formal complaint, then an Incident Report Form (Appendix E) must be completed.

The Incident Report Form should be submitted to the President of the DMHA at Box 380, Didsbury. The President will immediately forward it to the Grievance Committee within 24 hours from receipt. The Incident Report Form must be accompanied with a \$25.00 fee. Incidents must be reported within five (5) days of the incident.

## **5.0 DISCIPLINE GUIDELINES**

DMHA has granted power to the Grievance Committee (Bylaw 7.3) that allows for effective and quick action against conduct unbecoming or detrimental to the Game of Hockey. The Association is prepared to enforce these provisions as required.

Failure to comply with the disciplinary action shall result in the immediate suspension of membership until such time as the Executive Committee deems appropriate with no recovery of fees or expenses and no rights of appeal to DMHA.

The Supplementary Discipline Guidelines are attached to the '*Let's Play Program*' as Appendix E. Changes to these guidelines can be made at an Executive Committee Meeting, as per Bylaw 7.3.8.

## **6.0 ENFORCEMENT**

The Didsbury Minor Hockey Association, in conjunction with the Town of Didsbury, has implemented procedures and guidelines to investigate, mediate, communicate, document and implement procedures to promote acceptable conduct during throughout the hockey season. Team officials are responsible for the behaviour of their team. Every effort must be made to ensure that these rules and guidelines are followed, and that discipline penalties are carried out.

After investigation, the DMHA Grievance Committee shall have the power to suspend any coach, player, manager, official, or spectator of any team under the auspices of the Association for any conduct on or off the ice, which in the sole discretion of the Grievance Committee is deemed to be unbecoming or detrimental to the game.

The DMHA Grievance Committee shall have the power to prevent any coach, player, manager or spectator from viewing any game or other activity or entering a facility to view such game or activity under the auspices of the Association for any conduct, which in the sole discretion of the Committee is deemed to be unbecoming or detrimental to the game. The guidelines for removing an unruly spectator or participant are outlined in Appendix G.

Further, the Committee shall have the power to suspend the player, coach or team official to which the spectator is attached.

This authority may be delegated to such Association directors and officials as the Grievance Committee may designate.

The power and designation granted to the Grievance Committee allows for effective and quick action against conduct unbecoming or detrimental to the Game and its participants, as well as action against the team of the contravening spectator. The Association is prepared to enforce these provisions as required and are an integral part of the reporting and enforcing initiatives.

## **7.0 APPEAL PROCESS**

Any member of the DMHA that is dissatisfied with a decision or disciplinary action, in whole or in part, of the Grievance Committee shall have the right of appeal to the Executive Committee.

Notification of the intent to appeal will be submitted, in writing, to the Secretary, a minimum of 3 days prior to the next scheduled Executive Committee meeting, for inclusion on the agenda.

Any member of DMHA that is dissatisfied with the decision of the Executive Committee, as per Bylaw 8.4.1, shall have the right to appeal to Alberta Hockey.

## 8.0 IMPLEMENTATION PROCESS

The *Grievance Committee* will, upon receipt of a completed incident report:

- Investigate the validity of all complaints, including questioning all individuals involved
- Derive a resolution to conflict
- Communicate the decision to all parties
- Maintain a complete record of all incident report forms, games sheets, officials reports, activities and conversations pertaining to the incident
- Provide a report of all activities and decisions at every Executive Committee meeting
- Prescribe discipline and/or penalties as per Appendix E of the 'Let's Play Program'
- Maintain confidentiality, to the best of their ability

## 9.0 NOTIFICATION

At the start of the season, a meeting is to be held with all team management and representative of the officials to present the program. At this presentation, the DMHA will:

- Detail the objectives
- Outline the expectations
- Lay out the consequences
- Explain the team's responsibilities
- Explain the Association's responsibilities
- Explain the distribution and collection method that will be used in order to successfully implement the program

All teams will be given packages with the '*Let's Play*' Pledge forms and a program outline. These will be distributed to the parents (Appendix A), players (Appendix B), coaches (Appendix C), and officials (Appendix D) for completion. Once complete they will be collected and returned to the Association.

## APPENDIX A

### DIDSBURY MINOR HOCKEY ASSOCIATION

#### PARENTS PLEDGE

It is the intention of this pledge to promote proper behaviour and respect for all participants within the Association. All parents must sign this pledge before being allowed to participate in hockey and must continue to observe the principles of Fair Play.

#### CODE OF CONDUCT FOR PARENTS

1. I will respect and show appreciation for the volunteers who give their time to hockey for my child.
2. I will encourage my child to play hockey in the spirit of the sport.
3. I will remember that my child plays hockey for his or her enjoyment, not mine.
4. I will encourage my child to play by the rules and to resolve conflict without resorting to hostility or violence.
5. I will teach my child that doing one's best is as important as winning so that my child will never feel defeated by the outcome of the game.
6. I will make my child feel like a winner every time by offering praise for competing fairly and hard.
7. I will never ridicule or yell at my child for making a mistake or losing a game.
8. I will remember that children learn by example. I will applaud good plays and performances by both my child's team and their opponents.
9. I will never question the official's judgement or honesty in public. I recognize officials are being developed in the same manner as players.
10. I will support all efforts to remove verbal and physical abuse from children's hockey games.

I agree to abide by the principles of this CODE as set and supported by the DMHA.

I also agree to abide by the rules, regulations and decisions as set for the DMHA.

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

**SIGNATURES:**

PARENT \_\_\_\_\_ PARENT \_\_\_\_\_

## APPENDIX B

### DIDSBURY MINOR HOCKEY ASSOCIATION

#### PLAYERS PLEDGE

It is the intention of this pledge to promote proper behaviour and respect for all participants within the DMHA. All players must sign this pledge before being allowed to participate in hockey and must continue to observe the principles of Fair Play.

#### CODE OF CONDUCT FOR PLAYERS

1. I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.
2. I will play by the rules of hockey and in the spirit of the Game.
3. I will control my temper - fighting or "mouthing-off" can spoil the activity of everyone.
4. I will respect my opponents.
5. I will do my best to be a true team player.
6. I will remember that winning isn't everything - that having fun, improving skills, making friends and doing my best are also important.
7. I will acknowledge all good plays and performances - those of my team and my opponents.

I agree to abide by the principles of this CODE as set and supported by the DMHA.

I also agree to abide by the rules, regulation and decisions as set for the DMHA.

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE:

PLAYER \_\_\_\_\_ TEAM \_\_\_\_\_

## APPENDIX C

### DIDSBURY MINOR HOCKEY ASSOCIATION

#### COACHES PLEDGE

It is the intention of this pledge to promote proper behaviour and respect for all participants within the DMHA. All coaches must sign this pledge before being allowed to participate in hockey and must continue to observe the principles of Fair Play.

#### CODE OF CONDUCT FOR COACHES

1. I will be reasonable when scheduling games and practices remembering that young athletes have other interests and obligations.
2. I will teach my athletes to play fairly and to respect the rules, officials, opponents and teammates.
3. I will ensure all athletes receive equal instruction, discipline, support and appropriate, fair playing time.
4. I will not ridicule or yell at my athletes for making mistakes or for performing poorly. I will remember that children play to have fun and must be encouraged to have confidence in themselves.
5. I will make sure that equipment and facilities are safe and match the age and ability of the athlete.
6. I will remember that children need a coach they can respect. I will be generous with praise and set a good example.
7. I will obtain proper training and continue to upgrade my coaching skills.

I agree to abide by the principles of this CODE as set and supported by the DMHA.

I also agree to abide by the rules, regulations and decisions as set for the DMHA.

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE:

COACH \_\_\_\_\_ TEAM \_\_\_\_\_



## APPENDIX D

### DIDSBURY MINOR HOCKEY ASSOCIATION

#### OFFICIALS PLEDGE

It is the intention of this pledge to promote proper behaviour for all participants within the Association. All officials must sign this pledge before being allowed to participate in hockey and must continue to observe the principles of Fair Play.

#### CODE OF CONDUCT FOR OFFICIALS

1. I will make sure that every player has a reasonable opportunity to perform to the best of his or her ability, within the rules.
2. I will avoid or remedy any situation that threatens the safety of the players.
3. I will maintain a healthy atmosphere and environment for competition.
4. I will not permit the intimidation of any player either by word or action. I will not tolerate unacceptable conduct towards officials, other players, coaches, spectators or myself.
5. I will be consistent and objective in calling all infractions, regardless of my personal feelings towards a team or individual player.
6. I will handle all conflicts firmly but with dignity.
7. I will accept my role as teacher and role model for fair play, especially with young participants.
8. I will be open to discussion and contact with players before and after the game.
9. I will remain open to constructive criticism and show respect and consideration for different points of view.
10. I will obtain proper training to upgrade my officiating skills.
11. I will work in co-operation with coaches for the benefit of the game.

I agree to abide by the principles of this CODE as set and supported by the Peace River Minor Hockey Association.

I also agree to abide by the rules, regulations and decisions as set for the DMHA.

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE:  
OFFICIAL \_\_\_\_\_

APPENDIX E

**DIDSBURY MINOR HOCKEY ASSOCIATION  
INCIDENT REPORT FORM**

**\*\*\* This report must be submitted to the DMHA President \*\*\*  
ALL INFORMATION IS CONFIDENTIAL**

This form is to be utilized by anyone in the DMHA to report an incident of unacceptable behaviour. An individual is considered to be displaying unacceptable behaviour if they are verbally or physically harassing and/or abusing a game participant (player, coach, spectator, or official).

Date of Incident: \_\_\_\_\_ Location: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Position/Team: \_\_\_\_\_

Phone:(Home) \_\_\_\_\_ (Work) \_\_\_\_\_

---

**Persons Involved:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Team: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Team: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Team: \_\_\_\_\_

---

**Details of Incident** (attach separate page, if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature (required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

If additional space is required, please use reverse side or attach separately.

**\$50.00 CASH TO ACCOMPANY INCIDENT REPORT**

For DMHA Use Only

Investigated By: \_\_\_\_\_ Date: \_\_\_\_\_

Supplemental Action: \_\_\_\_\_ No Action Required

\_\_\_\_\_ Incident Closed

Signed: \_\_\_\_\_

## **DIDSBURY MINOR HOCKEY ASSOCIATION**

### **Supplemental Discipline Guidelines**

The Didsbury Minor Hockey Association has set forth guidelines and has granted power to the Grievance Committee that will allow for the effective, quick and consistent action against conduct unbecoming or detrimental to the Game of Hockey. The Association is prepared to enforce these provisions, as required. The following guidelines will be utilized by the Grievance Committee is assessing penalties.

#### **1. INCIDENTS INVOLVING ON-ICE OFFICIALS**

##### **Dress Code**

- 1<sup>st</sup> Incident - no further action
- 2<sup>nd</sup> Incident - written reprimand
- 3<sup>rd</sup> Incident - fine equal to  $\frac{1}{2}$  of game fee
- 4<sup>th</sup> Incident - fine equal to game fee
- 5<sup>th</sup> Incident - fine equal to game fee and no assignments for next 7 days
- 6<sup>th</sup> Incident - fine equal to game fee and no assignments for next 14 days
- 7<sup>th</sup> Incident - fine equal to game fee and status for remainder of season reviewed

##### **Punctuality (With no effect on game)**

- 1<sup>st</sup> Incident - no further action
- 2<sup>nd</sup> Incident - written reprimand
- 3<sup>rd</sup> Incident - fine equal to  $\frac{1}{2}$  of game fee
- 4<sup>th</sup> Incident - fine equal to game fee
- 5<sup>th</sup> Incident - fine equal to game fee and no assignments for next 7 days
- 6<sup>th</sup> Incident - fine equal to game fee and no assignments for next 14 days
- 7<sup>th</sup> Incident - fine equal to game fee and status for remainder of season reviewed

##### **Punctuality (Delays start of game)**

- 1<sup>st</sup> Incident - written reprimand
- 2<sup>nd</sup> Incident - fine equal to  $\frac{1}{2}$  of game fee
- 3<sup>rd</sup> Incident - fine equal to game fee and no assignments for next 7 days
- 4<sup>th</sup> Incident - fine equal to double game fee and no assignments for next 14 days
- 5<sup>th</sup> Incident - fine equal to double game fee and status for remainder of season reviewed

### Missed Assignments

- 1<sup>st</sup> Incident - fine equal to game fee
- 2<sup>nd</sup> Incident - fine equal to game fee and no assignments for 7 days
- 3<sup>rd</sup> Incident - fine equal to double game fee and no assignments for next 14 days
- 4<sup>th</sup> Incident - fine equal to double game fee and status for remainder of season reviewed

### Defamation/Derogatory Behavior

- 1<sup>st</sup> Incident - fine equal to  $\frac{1}{2}$  game fee and no assignment for next 7 days
- 2<sup>nd</sup> Incident - fine equal to game fee and no assignments for next 7 days
- 3<sup>rd</sup> Incident - fine equal to double game fee; no assignments for next 30 days; not allowed inside arena during any Minor Hockey functions for 7 days (if coach or player, suspended from participation for 7 days)
- 4<sup>th</sup> Incident - fine equal to double game fee and status for remainder of season reviewed

### On-Ice Conduct

- 1<sup>st</sup> Incident - fine equal to game fee and no assignment for next 7 days
- 2<sup>nd</sup> Incident - fine equal to double game fee; no assignments for next 30 days; not allowed inside arena during any Minor Hockey functions for 7 days (if coach or player, suspended from participation for 7 days)
- 4<sup>th</sup> Incident - fine equal to double game fee and status for remainder of season reviewed

## EQUIVALENCY CHART For On-Ice Officials

Dress Code	1	2	3	4	5	6		7
Punctuality	1	2	3	4	5	6		7
Game Delay		1	2		3	4		5
Missed Game				1	2	3		4
Defamation			1		2		3	4
Conduct					1		2	3

## 2. INCIDENTS INVOLVING TEAM OFFICIALS

### Game Misconducts

- 1<sup>st</sup> Incident - no further action
- 2<sup>nd</sup> Incident - written reprimand and notification to Level Director
- 3<sup>rd</sup> Incident - 1 additional game misconduct
- 4<sup>th</sup> Incident - no team contact for 7 days minimum and 2 additional game misconducts
- 5<sup>th</sup> Incident - coaching status to be reviewed

### Gross Misconducts

- 1<sup>st</sup> Incident - additional suspension of  $\frac{1}{2}$  the penalty assessed by governing body
- 2<sup>nd</sup> Incident - no team contact for 7 days minimum; additional suspension equal to the penalty assessed by governing body; probationary status for remainder of hockey season
- 3<sup>rd</sup> Incident - coaching status to be reviewed

### Match Penalties

- 1<sup>st</sup> Incident - no team contact for 7 days minimum; additional suspension equal to  $\frac{1}{2}$  the penalty assessed by governing body; probationary status for remainder of hockey season
- 2<sup>nd</sup> Incident - coaching status to be reviewed

## EQUIVALENCY CHART For Team Officials

Game Misconduct	1	2	3	4				5
Gross Misconduct			1			2		3
Match Penalty				1				2

### 3. INCIDENTS INVOLVING PARENTS

#### Removal as Spectator

- 1<sup>st</sup> Incident - no further action
- 2<sup>nd</sup> Incident - written reprimand to team official; notification to Level Director
- 3<sup>rd</sup> Incident - not allowed inside arena during any Minor Hockey functions for 7 days
- 4<sup>th</sup> Incident - not allowed inside arena during any Minor Hockey functions for 30 days
- 5<sup>th</sup> Incident - not allowed inside arena during any Minor Hockey functions for remainder of hockey season and will be reassessed prior to next season

#### Removal as Off-Ice Official

- 1<sup>st</sup> Incident - not allowed inside arena during any Minor Hockey function for 7 days; notification to Level Director
- 2<sup>nd</sup> Incident - not allowed inside arena during any Minor Hockey function for 30 days
- 3<sup>rd</sup> Incident - not allowed inside arena during any Minor Hockey function for remainder of hockey season and will be reassessed prior to next season

## EQUIVALENCY CHART

### For Parents

Spectator	1	2	3	4	5
Off-Ice			1	2	3
Official					

#### 4. INCIDENTS INVOLVING PLAYERS

##### Game Misconducts

- 1<sup>st</sup> Incident - no further action
- 2<sup>nd</sup> Incident - review with Coach, maximum 1 additional game misconduct
- 3<sup>rd</sup> Incident - review with Coach, maximum 2 additional game misconducts
- 4<sup>th</sup> Incident - Coach input will not be considered; maximum 5 additional game misconducts; probationary status for remainder of hockey season
- 5<sup>th</sup> Incident - player status to be reviewed

##### Gross Misconducts

- 1<sup>st</sup> Incident - review with Coach, maximum additional suspension of  $\frac{1}{2}$  the penalty assessed by governing body
- 2<sup>nd</sup> Incident - review with Coach, maximum additional suspension equal to the penalty assessed by governing body; probationary status for remainder of hockey season
- 3<sup>rd</sup> Incident - Coach input will not be considered; player status to be reviewed

## EQUIVALENCY CHART

### For Players

Game Misconducts	1	2	3	4	5
Gross Misconducts			1	2	3

## APPENDIX G

### DIDSBURY MINOR HOCKEY ASSOCIATION

#### Procedure for Removal of Unruly Spectator or Participant

In conjunction with the Town of Didsbury, Didsbury Minor Hockey Association has adopted a procedure for controlling and managing unruly spectators or participants during Minor Hockey functions. The following procedure will be followed if, in the opinion of a referee or team official, unacceptable behavior, as defined in Section 3 of the 'Let's Play Program', has been identified, and removal of the unruly patron is deemed appropriate:

1. Notify arena staff that there is an incident of unacceptable behavior
2. The arena staff will then approach the unruly patron, identify themselves, and offer 2 options:
  - a. Cease the unruly behavior, which will allow them to remain in the building
  - b. Continue the unruly behavior, and advise that they have 5 minutes to leave the building, upon which time the police will be contacted
3. After five minutes, the arena staff will reassess the situation to determine course of action. No further contact with the patron will occur.
4. Arena staff will cooperate and communicate with the police.

**CONFRONTATION SHOULD BE AVOIDED**