

2012-  
2013

University of Denver



# [PARENT & PLAYER HANDBOOK]

It is our objective to provide players with a fun and safe place to play, enjoy and learn about the sport of hockey; by teaching sportsmanship, hockey skills, and proper fundamentals in a positive environment for all involved. We will strive to enable each and every player to reach their full hockey potential, while growing and developing in both the sport and life.

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## MISSION STATEMENT:

It is our objective to provide players with a fun and safe place to play, enjoy and learn about the sport of hockey; by teaching sportsmanship, hockey skills, and proper fundamentals in a positive environment for all involved. We will strive to enable each and every player to reach their full hockey potential, while growing and developing in both the sport and life.

## CORE VALUES:

A few years ago an invested group of people associated with Jr. Pioneers Hockey got together in an effort to determine how to best illustrate the core values that embody our program. The Jr. Pioneers program strives each day to hold these words close to their hearts and foremost in our minds. We guide our players with a simple intention; *they should leave the rink with increased skills on the ice and in life through...*

### INTERGRITY

### TEAMWORK

### PASSION

### DEVELOPMENT

These simple statements are the cornerstone from which we build our program. Utilizing these values and emulating their message creates a positive environment where future leaders are created.

## COMMUNICATION

### 24 Hour Rule:

USA Hockey has a very strict 24 hour rule. If you have an issue that you feel needs to be addressed you MUST wait at least 24 hours before bringing it up to any member of the teams staff including the team manager. No comments or complaints will be heard by any member of the staff within 24 hours of the incident in question.

After the 24 hours has passed, the issue must be brought up in an adult, responsible manner, befitting a Jr. Pioneers participant, otherwise it will NOT be heard.

Please follow the below steps if you have a program, facility or coaching concern. We will strictly adhere to this communication flow chart and appreciate you following the communication protocols. If the appropriate avenues are not followed, you will be asked to follow the chain. Bypassing a step because you are afraid of repercussions on your child during team activities will most likely not be received as a valid reason.

### Coaching Related Concerns:



### Program Related Concerns:



### Facility Related Concerns:

Please follow the below steps if you have facility related concern. Facility related issues may include but are not limited to, broken lights in a locker room, dirty bathrooms, horn not working in JBA, no benches in a locker room, clogged toilet.



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## Website

The Jr. Pioneers hockey website is the primary form of communication for the program. All major information and schedules will be posted on the site. Each individual team has their own webpage and their own set of information. Practice and scrimmage schedules will be posted in the scheduling section of your team's page. However, all CCYHL game schedules will ONLY be on PointStreak, you will not find your complete game schedule on your team's page.

Please take time to familiarize yourself with your team webpage to ensure you don't miss any team functions or important information.

JPH Home Page: [www.recreation.du.edu/jph](http://www.recreation.du.edu/jph)

From time to time changes need to be made on the schedule at the last minute. If the change needs to be made to the schedule within 10 days of the event it will be communicated via email to all who are affected by the change. If the event which is to be changed is greater than 10 days out, no notification will be given.

## Point Streak:

[www.pointstreak.com](http://www.pointstreak.com) or <http://www.pointstreak.com/players/players-leagues.html?leagueid=478>

Is the official website for all scheduled CCYHL games, including Jr. Pioneers Hockey Tournaments. All Registered Member Teams (including Jr. Pioneers) shall be required to properly record the participants, goals, penalties, etc. of any Game in Pointstreak. Pointstreak is also used for player, team and association statistics.

Games will fall into one of the following Pointstreak *Season* categories:

1. League Games – This category is for the games scheduled among member Association for the purpose of establishing league standings. This includes Tier I, Tier II and CAHA member Leagues. A separate *Season* is established for each league, i.e. Tier I, Tier II, CDYHL, CCYHL, etc. and each league shall designate a Pointstreak League Administrator
2. Colorado Tournaments – This category is for the tournaments hosted by the CAHA Member Associations. Associations are required to use Pointstreak for all tournament games. Each tournament will be set up in Pointstreak as a season and the host association shall designate a Pointstreak Tournament Administrator
3. Non-League Games – This category is for all non-league games team plays. This includes all games that do not fall into one of the categories above such as non-league games between USA Hockey registered teams and/or out of state tournaments.
4. 8&Under teams shall not use Pointstreak for their games and/or tournaments/jamborees

## Changing Pointstreak Stats –

The preference is that no changes will be allowed in Pointstreak once a game has been closed. The location of Pointstreak terminals, PCs, and/or laptop along with rink ice schedule does not always allow the Head Coach an opportunity to review the score sheet prior to the game being closed. Changes to the Pointstreak stats once a game has been closed may be allowed for the following as approved by the DAL-C, League System Administrator, or TSA.

- a. The Team Manager, TSA, or League System Administration transposed the game stats from the hard copy score sheet into Pointstreak. The original hard copy score sheet must be provided to the appropriate administrator before the correct can be made.
- b. Game misconduct was entered for the wrong player.

## Team Managers

Individual team communication will be handled by the team managers. All communications from the coaching staff may come from the team manager or the coaches. The vast majority of team communication will come in email form.

## Communication from the Program

Communications from the program will be posted on the website or sent out in an e-newsletter and/or email. Please be sure to check the website and your email frequently during the season. If you do not already receive the newsletter, please contact the Assistant Director of Programs to be added to the list.

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## Team Meetings

The best way to communicate all information is face to face. Throughout the season and at the start of every season your team will have a team meeting to get all information out to all members of the team. Please be sure to attend the team meeting as this is the best way to get the season off on the right foot. At the team meeting you and the coaching staff will go over the following items and more. Team policies, program policies, tournaments, communication, coaching philosophies, team events/parties, fundraising, season goals, parent/player expectations, zero tolerance... and many other topics.

*Please be sure to attend all team meetings.*

## SPORTSMANSHIP

In a survey conducted by *Sports Illustrated for Kids*, 74% of the 3,000 children who participated in the survey said they had witnessed adults acting out of control during youth sporting events. The need to make a difference and return hockey and other sports to the fun games they are meant to be is now more relevant than ever.

### Code of conduct

Players and parents are expected to hold themselves to a high standard. This standard has been set by this program and USA Hockey. Players and/or parents in violation of this code will face repercussions up to and including loss of ice time and potential fines.

## USA Hockey Zero Tolerance

### Why Zero Tolerance?

Recently, several negative aspects of today's society have crept into the sport of ice hockey with a vengeance. The increasing number of physical assaults against on-ice officials reached staggering proportions during the past season. There were over 75 reported incidents of direct physical confrontations from a player, coach, or spectator in amateur hockey. These assaults have occurred at all levels of our game; one incident resulted in a spectator's death.

As a result of the alarming number of physical assaults against officials, the USA Hockey Board of Directors has developed a Zero Tolerance Policy regarding the verbal abuse of officials and inappropriate spectator behavior. Verbal abuse of officials is the first step leading to physical abuse of officials. This Zero Tolerance Policy has been unanimously endorsed by the Youth, Junior, and Senior Councils, the District Referees-In-Chief, and the Coaching Education Program Directors for immediate implementation have unanimously endorsed this Zero Tolerance Policy.

To make ice hockey a more desirable and rewarding experience for all participants, the USA Hockey Board of Directors has instructed the Officiating Program to adhere to certain points of emphasis relating to sportsmanship. These points were written and implemented to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey sanctioned games.

### What is Zero Tolerance (by USA Hockey)?

#### Players

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a player:

- Openly disputes or argues about any decision by an Official.
- Uses obscene or vulgar language, including swearing, in a boisterous manner to anyone at any time, even if it is not directed at any particular person.
- Visually demonstrates any sign of dissatisfaction with any Official's decision, in a manner that openly embarrasses the Official and/or challenges his judgment.
- Any time that any player persists in any of these actions, he/she shall be assessed a Misconduct Penalty. A Game Misconduct shall result if such player continues.

#### Coaches

A Bench Minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a coach:

- Openly disputes or argues about any decision by an Official.

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- Uses obscene or vulgar language in a boisterous manner to anyone at any time.
  - Visually displays any sign of dissatisfaction with an Official's decision, in a manner that openly embarrasses the Official and/or challenges his judgment. This includes standing on the boards or standing in the bench doorway with the intent of inciting the Officials, players, or spectators.
  - Any time that a Coach persists in any of these actions, he/she shall be assessed a Game Misconduct Penalty.

#### Officials

Officials must apply these guidelines in a realistic manner and must be careful not to get overly technical in their enforcement. This policy is designed to eliminate direct confrontations with Officials while still allowing players and coaches an avenue to communicate in a calm and reasonable fashion.

Officials are required to conduct themselves in a businesslike, sportsmanlike, and non-vindictive manner at all times. The actions of an Official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited.

On-ice officials are ambassadors of the game and shall always conduct themselves with this responsibility in mind.

#### Spectators

On-ice officials will stop the game when the parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or participants of the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectators viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

- Using obscene or vulgar language in a boisterous manner to anyone at any time.
- Taunting players, coaches, officials or other spectators by means of baiting, ridiculing, threatening physical violence, or physical violence.
- Throwing any object in the spectators viewing area, players' bench, penalty box, or the on-ice surface, that in any manner creates a safety hazard.

Any violators will be escorted from the facility and not allowed to return until a review of the incident has taken place and a disciplinary decision on individuals involved has been reached.

## **Policies & Procedures:**

### **Attendance**

Competitive Youth Hockey comes with a required level of commitment from the players, families, coaches and volunteers. It is vital to the integrity of the program that everyone involved be dedicated to the continued growth and development of Jr Pioneers Hockey. In order for everything to function as expected and for the team to be successful the following will be required.

- Your child is expected to attend all practices, games and in-season tournaments
- Families will be expected to review the schedule at the start of the season for any possible conflicts in scheduling and will report those conflicts to the coach.
- Players are expected to inform their coach if they are going to be absent, via email or phone call, ensuring that they get in touch with said coach (Note: These absence notifications should be made as soon as possible).

### **Exceptions to the Attendance Rules:**

1. Family Emergencies. These will always be put before hockey. Please inform the coaching staff of the family emergency. No repercussions will be taken in the event of a family emergency.
2. Player Injury: Players who are injured will not be counted as absent.
3. Act of God. Foul weather, snow storms are acceptable excuses for missing activities providing they are approved by the coach. Traffic and "running late" are not acts of God.
4. Leaves of Absence due to Academic Standing. If the parent of a player feels it necessary to remove a player from practice for a time of more than a week due to academic standing, no penalty will be assessed.

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5. Parents are not an exception to the rule. If a parent got off work late or forgot there was a practice that day is NOT an acceptable reason for missing practice. This Program understands Moms and Dads have a huge impact on a player's ability to arrive on time to scheduled events.

### Arrival times-Minimum Expectation

In order for everything to function as expected and for the team to be successful the following will be required at minimum and will dependent upon coach expectations.

- Players are expected to be in the locker room for on ice practices at least 30 minutes prior to ice time.
  - Players will be expected to check-in at the JBA front desk before each practice and/or dry land practice.
    - Check-in will require players to mark off their names on the provide team roster at the JBA Front desk or have JBA desk staff member swipe their JBA/CFC ID.
- Players are expected to be at games, in the locker room at least 45 minutes prior to the start time of a game.
- Players are expected to be at all off - ice activities on time.
  - Dry land will meet in JBA, unless a specified place has been determined before hand and published
- Not being on time to an event may result in loss of playing time during games.

### Locker Room Supervision

Per USA Hockey, our youth players need to know that their hockey environment is safe. This policy ensures that a responsible adult is looking over their shoulders at all times. USA Hockey is concerned with locker room activities between minor players; minor players and adult players; adults being alone with individual minor players in locker rooms; and with nonofficial or non-related adults having unsupervised access to minor participants at sanctioned team events.

It is the policy of USA Hockey and USA Hockey InLine that all Affiliates, Districts, leagues, and local hockey programs have at least one responsible adult present directly monitoring the locker room during all team events to assure that only participants, (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. Any individual meetings with a minor participant and a coach in a locker room shall require a responsible adult be with the coach.

Further, responsible adults must personally monitor the locker room environment at all times while participants are present and also make sure the locker room is appropriately secured during times when minor participants are on the ice. We will be asking our head and assistant coaches to really take the initiative to oversee locker room supervision and ask for your help when or as needed.

Teams, leagues and local hockey associations shall also comply with the USA Hockey Coed locker room policy set out below. If we do not follow the Locker Room Supervision Policy set forth by USA Hockey, our association could be assessed a fine in a range of \$500-\$2000 based on infractions that occurred at the time the locker room was unsupervised

### Facility Policies

- In Magness, players will enter the ice from the bench. Players are only allowed on the ice for games once the referee has signaled them to come onto the surface.
- In JBA, players will enter the ice from the home bench for practices, and from the home end doors for games. Players are only allowed on the ice for games once the referee has signaled them to come onto the surface.
- No doors (penalty box, bench, zam, etc) located around the ice will remain open during ice practice
- Respect facilities, locker rooms, lobby, and other public areas.
  - No pucks, balls and or games in hallways or locker rooms
- When walking from JBA to Magness, please respect all Zam signs and be cautious when zam doors are open
- Parents, please keep children not involved in JPH under close supervision
  - The Ritchie Center is a public building and we don't want anything to happen to your child(ren).
  - The Ritchie Center is not a playground; please no soccer, footballs, tennis ball etc.
- You break it you pay for it!
  - Fines will be assessed to teams or players for the cost of repairing damages
    - Teams/Managers and/or coaches are expected to report any damage to the JBA Front Desk Staff before entering and using a locker room, ice arena or program space

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- If damage is found in a space used by a team/player/coach and not reported prior to usage, it will be assumed the last team using the locker room is responsible for the damage.
    - Video surveillance, locker room attendants and coaches will be referred to when necessary for information related to damages.

### Dress Code

The game dress code for all Jr. Pioneers Hockey teams will be the designated team warm-ups OR slacks and a collared shirt. NO HATS, NO WHEELY SHOES for any player. Players who are not dressed according to dress code will be subject to disciplinary action, including but not limited to loss of ice time, and/or a healthy scratch.

Players must represent themselves in a manner befitting of Jr. Pioneers Hockey when they are at any rink. No offensive clothing or clothing with offensive language is to be worn at any time during a Jr. Pioneers function. If you question whether it is offensive, don't wear it.

### Travel

Herb Brooks once said "The logo on the front of the jersey is more important than the name on the back", remember this when you travel. When traveling to a road game whether in Denver or Detroit the team is expected to maintain the highest standard of professionalism. Curfew will be mandatory for all players, NO exceptions. The individual teams coach will set the curfew for all players. Any player not meeting curfew will be subject to disciplinary action, including but not limited to loss of ice time, and/or a healthy scratch.

Each individual team will have their own travel and number of game policy. This will serve as a guideline for teams to follow when selecting appropriate tournament destinations.

Midget Major "AA" will be able to play a CCYHL League schedule with selected blackout weekends for Tournaments.

Midget Minor "AA" will be able to play a CCYHL League schedule with selected blackout weekends for Tournaments.

Bantam "AA" will be able to leave the state only three times per season. They will play up to a total of 55 games per season total; this includes tournaments and formal scrimmages.

Bantam "A" will be able to leave the state only twice per season. They will play up to a total of 55 games per season total; this includes tournaments, and formal scrimmages.

Bantam "B" will be able to leave the state only once per season. They will play up to a total of 55 games per season total; this includes tournaments and formal scrimmages.

Pee Wee "AA" will be able to leave the state only twice per season. They will play up to a total of 50 games per season total; this includes tournaments and formal scrimmages.

Pee Wee "A" will be able to leave the state only once per season. They will play up to a total of 50 games per season total; this includes tournaments and formal scrimmages.

Pee Wee "B" will be able to leave the state only once per season. They will play up to a total of 50 games per season total; this includes tournaments and formal scrimmages.

Squirt "A" will be able to leave the state only once per season. They will play up to a total of 45 games per season total; this includes tournaments and formal scrimmages.

Squirt "B" will be able to leave the state only once per season. They will play up to a total of 45 games per season total; this includes tournaments and formal scrimmages.

Squirt "C" will not be allowed to leave the state once per season. They will play up to a total of 45 games per season total; this includes tournaments and formal scrimmages.



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Tournaments considered "qualifiers", i.e., Silver Stick, and playoffs will not be included in the total number of games per season total. Consequence for not following the rules will be the suspension of the head coach for up to a year. The one year suspension will begin at the completion of the team's year end. The yearend season is defined as being completed at the conclusion of all CCYHL events and all tournament playoff games for that team.

### Alcohol, Tobacco, Drugs

The use of drugs, alcohol, and tobacco products are strongly discouraged at any time in a player's career. There are countless statistics regarding the use of drugs, alcohol and tobacco, and how detrimental they are to the body of a young athlete. Players are not to use any drugs, tobacco, or alcohol product during any team function. The use of tobacco, alcohol, or illegal drugs at any team function will result in the users immediate removal from the team with no chance for reinstatement for the duration of the season. In the event of a player being removed from a team for violating this drug and alcohol policy there will be no chance for financial reimbursement. Players caught using tobacco, drugs, or alcohol outside the spectrum of team functions will be suspended until that player meets with a disciplinary review board (which will consist of 3 disinterested parties of JPH, Manager of Youth Hockey Operations and Assistant Director of Competitive programs and training) where the matter can be investigated.

Coaches who are of the appropriate age to consume tobacco or alcohol are expected to do so in a manner befitting a coach and mentor. Any abuse of alcohol will not be tolerated. Coaches are in no way to use any illegal drug or be under the influence of any illegal drug while at any team function. Doing so will result in immediate removal of that coach from his/her coaching position with no chance for reinstatement that year. For those coaches who are compensated financially, by doing illegal drug you forfeit any and all compensation.

### Academics

All coaches are expected to support the academic standard set forth by the individual player's parents. All coaches will support the parents in their academic decisions regarding their child. It is not up to the team staff to set any academic standards for players. Parents are expected to set the academic standards for their individual player along with setting the consequences should the standards not be kept. If a parent expects their player to maintain a minimum GPA in order to play hockey this is their decision. The coach will accept their decision and suspend the player from play, at the parent's request, until the GPA is at an acceptable level approved by the player's parents. Upon the players return from academic suspension the player will face no further disciplinary action from the team staff.

### Apparel/Equipment

All players are expected to wear approved Jr. Pioneers colors of Coyote Red and Gold.

Players must wear approved Jr. Pioneers equipment at all games and practices. The following is a list of the equipment that is required:

Equipment Item	Color
Hockey Pant	Coyote Red
Helmet	Coyote Red w/ JPH Decal
Gloves	Coyote Red

## FUNDRAISING/VOLUNTEERING

### Expectations

To benefit the success of our program **each family will be expected to volunteer at least 30 hours during the Jr. Pioneers Hockey season.** Volunteer position could be, but not limited to, working concessions at home tournaments, scoring home games and/or home tournaments, clock-keeping home games and/or home tournaments, locker room supervision, penalty box supervision. Fines in the amount of \$300-500 may be assessed to individual families who do not support their team and volunteer positions

Individual teams will decide if they wish to fundraise outside of JPH Tournament Concessions to pay for team fees, which may include but not limited to tournaments, coaches travel, and end of season party. Options will also be given to participants who wish

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to fundraise outside of their team to help pay their individual fees for tournaments and travel if team fundraising is not available to a player.

All practice schedules will be posted online and on the individual team's pages. Please see the website section in this document for the communication timeline policy pertaining to the scheduling page being updated. All schedules and ice time will be set up to be in compliance with the ADM and CCYHL agreements and policies. Games will not be posted on our website due to the fact that the home team can change the dates and not update us if we are the visiting team. For game schedules please check out the PointStreak web site for up to date information.

Scrimmages can be posted on the website. This can be done by either the team manager or the coaching staff, or the Manager of Youth Hockey Operations. All on ice practices and off ice training dates and times will be posted on the website as soon as they are available.

## **Individual Team Finances**

Each team will have at least 1 coach appointed team manger. The manager(s) are responsible for setting up a team account, generating a budget that is available to view by any team member at any time, collecting team funds, depositing these funds into the team account and keeping a detailed record of all accounting processes.

The team manager will create a budget based of the following criteria:

- Tournament costs
- Coaching expenses (travel for coaches, fuel for coaches on road trips, etc.)
  - See Appendix A for guidelines
- Team functions
- Gifts
- Individual team required equipment (training aids, extra pucks, team banner, etc.)
- Other items if needed

The team manager will come up with a detailed budget which will include all the above expenses or projections of these expenses. This number will then be divided by the number of players on the team and each parent is expected to pay their portion in a timely manner at the team manager's request.

A player can expect to have the team fees in excess of \$400 per season. (this dollar amount is dependent on tournaments, coaches travel and other team oriented expenses, it will vary by level with higher expected costs for a AA team when compared to an A team or a B team)

Please keep in mind that these accounting records MUST be kept in a well managed order. They also must be available for review by any team member within 24 hours notice. All receipts must be kept for at least two months after the season's end.

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## APPENDIX A

### PARENT & SPECTATORS CODE OF CONDUCT

- I have read and understand the Jr. Pioneers Hockey Parent and Player Handbook
- Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it fun.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. Deemphasize games and competition in the lower age groups.
- Know and study rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of officials only hurts the game.
- Applaud a good effort in both victory and defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them. The period immediately following a game can be an emotional time for players, coaches and parents.
- If you wish to voice a concern or complaint to a coach about a particular player or game, you will wait at least 24 hours after that game to address the issue with the coach.
- I understand that if I break the Code of Conduct I will be subject to disciplinary action by the Jr. Pioneers Association. You have my commitment:
- Zero Tolerance: Applies to behavior off the ice as well as on the ice. Appropriate behavior is expected at all times, including before, during or after a game, whether inside or outside the rink. It includes all ice rinks, tournaments, hotel stays, social functions or any other situation where the individual is identified as a member of Jr. Pioneers Hockey
- The Jr. Pioneers will not tolerate any form of discrimination, including ethnic, racial, gender, physical or mental abuse. Jr. Pioneers members are expected to inform the Rules & Ethics liaison regarding any allegation or suspicion of discrimination, abuse or potential abuse by any Jr. Pioneers member.
- Display good sportsmanship. Always respect players, coaches and officials
- Help provide a safe and fun environment; throwing objects on the ice surfaces can cause injury to players and officials
- Do not lean over and pound on the glass; the glass surrounding the ice surface is part of the playing area.

PARENT:

PARENT:

\_\_\_\_\_  
(Please print Name)

\_\_\_\_\_  
(Please Print Name)

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## **APPENDIX B:**

### **Coach Travel Expense Protocol**

Jr. Pioneers Hockey Head Coaches travel expenses will be covered by team fees and will be provided in the following circumstances:

1. USA Hockey National Championships
2. All Tournaments played out of the state of Colorado
3. All Tournaments hosted by non CCYHL member clubs within the state of Colorado (ex: CDYHL or RMYHL Association Tournaments)
4. All Tournaments where the team will be staying as a group in a hotel.

Under the aforementioned circumstances the team fees will provide the following for the Head Coach:

#### **Air Travel Events**

1. All airfare associated with Travel to and from the event
2. Hotel accommodations during the event
3. Rental Car during the event. (Reasonably Priced)
4. Per Diem of \$30 per day during the event
5. Gas for vehicle travel to, from and during the event

#### **Car Travel Events**

1. Hotel accommodations during the event
2. Per Diem of \$30 per day during the event
3. Gas for vehicle travel to, from and during the event

#### **Bus Travel Events**

1. Hotel accommodations during the event
2. Per Diem of \$30 per day during the event

In order for Head Coaches to receive reimbursement for expenses they are required to provide actual receipts to the team manager for all accrued expenses. Team managers have the option of paying for certain travel expenses ahead of time, or at time of required payment, if they so choose.(Such as flights, rental cars, per diem, hotels)

Teams are not required to pay for Travel Expenses for assistant coaches. However, they may do so upon their own choosing if there is a majority team vote in favor of paying the accrued expenses of the assistant coaches. The association believes that strong consideration should be made on behalf of inclusion for non-parent assistant coaches that have demonstrated a commitment to the team. If the team does choose to cover the expenses of the assistant coaches then every effort should be made to minimize those costs, such as sharing hotel rooms, rental cars, etc...

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## APPENDIX C

### Parking

Please understand that being a part of a University where multiple events are held there will be times when parking is tough. The JPH association will do its best to work with parking services to open up more lot space on busy nights when feasible.

#### Parking FAQs:

- When can I apply for my parking pass?
  - After my child has made a JPH Team
- After registering for my pass how long does it take to get the pass
  - It takes approximately 2 weeks to receive your pass in the mail
- Where can I park with my pass
  - Please attached map: Lot 401, 108 or L
- How do I receive multiple parking permits?
  - You need to visit DU parking Services during their office hours, 2130 S. High St.
- Is my parking pass valid to use during special events or varsity game nights
  - Your pass is to be only used during JPH related events and you will be ticketed for improper usage
- How do I register for my parking pass?
  - By following the on-line registration process below

- |                |  |
|----------------|--|
| Step 1:        | Go to <b>www.parking.du.edu</b>  |
| Step 2:        | Click <b>visitor</b> on the top of the screen  |
| Step 3:        | Click <b>Account Access</b> button on the left hand side of the screen   |
| Step 4:        | click <b>Guest login</b> button in the middle of the screen and then <b>Create Account</b>   |
| Step 5:        | Enter Guest User Information (you must select <b>Recreation Member</b> as your group) and then your correct group within the Recreation Center that you belong to.   |
| Step 6:<br>and | Enter <b>Vehicle Information Step 1 of 2</b> by entering Plate number, Year, State and Make of vehicle)  |
| Step 7:        | Enter vehicle license plate number in the box without any spaces or dashes between numbers and letters   |
| Step 8:        | Click <b>Next &gt;&gt;</b> button  |
| Step 9:        | Enter <b>Vehicle Information Step 2 of 2</b> by selecting the drop down buttons and add your vehicle information for <b>model, color, style</b> for the same vehicle |
| Step 10:       | Click <b>Next &gt;&gt;</b> button  |
| Step 11:       | Enter <b>Add/Edit Mailing Address</b> information  |
| Step 12:       | Verify that the information you have entered is correct and if so, click <b>Submit</b> button  |
| Step 13:       | Click <b>log out</b> at the bottom of your screen  |

Your permit(s) will be mailed to the address you indicated within 5-7 business days. **Citations will be issued to anyone using an old permit or not displaying a valid temporary permit.**

# RITCHIE CENTER FACILITY MAP



## LEGEND

- |                                 |                                       |
|---------------------------------|---------------------------------------|
| 1 Coors Fitness Center entrance | 5 Barton Lacrosse Stadium entrance    |
| 2 Joy Burns Arena entrance      | 6 Playing Fields entrance             |
| 3 Gymnastics entrance           | 7 Stapleton Tennis Pavillion entrance |
| 4 Hamilton Gymnasium entrance   | P Available Parking                   |

### MEMBER PARKING (Lots 108, 401, L)

Parking passes are distributed through each individual membership or program that you participate and will grant you access to designated lots. *If you park in Lot L, ONLY park on Level 1, which is one level above ground entrance.*

### \*VISITOR PARKING (Lot 403, Meter Parking)

On your first visit to our facility, please utilize our metered visitor parking lots at the front of the Joy Burns Arena, or call for the visitor code in Lot 403.

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## APPENDIX D

### Parent Benefits of a JPH Player

- Wi-Fi Access
  - For access please visit the JBA Front Desk for your username and password
- 10% Discount on Learn to Programs (i.e. swim, skate, basketball)

## APPENDIX E

### Hockey 101

For parents entering into Youth Hockey for their child we strongly encourage you to read the **H.E.A.R Booklet** (Hockey Education Adult Resource) presented by USA Hockey. Document is available on-line at:

[http://www.usahockey.com/uploadedFiles/USAHockey/Menu\\_Education\\_and\\_Training/now%20h%20e%20a%20r%20this.pdf](http://www.usahockey.com/uploadedFiles/USAHockey/Menu_Education_and_Training/now%20h%20e%20a%20r%20this.pdf)

#### **Associations:**

The University of Denver is affiliated with USA Hockey, CAHA (Colorado Amateur Hockey Association) and the CCYHL (Colorado Competitive Youth Hockey League). The Jr. Pioneers are a member of the CCYHL, which makes us a member of CAHA and USA Hockey.

The USA Hockey website ([www.usahockey.com](http://www.usahockey.com)) is a great resource for all kinds of information. The USA hockey Annual Guide can be found online, CEP coach level can be verified, tournament dates are posted and it includes links to additional resources.

CAHA is Colorado's USA hockey affiliate for all amateur ice hockey: youth, adult, women's/girls. CAHA includes the CCYHL, CDYHL (Continental Divide Youth Hockey League) and RMYHL (Rocky Mountain Youth Hockey League) leagues. The CCYHL is a member of CAHA and by reference adopts the Code of Ethics, Practice to Game Ratio, Screening Policy, Physical Abuse Policy, Sexual Abuse Policy, Zero Tolerance Policy, Court Action Limitation, and Coaching Ethics Code of CAHA. The Corporation shall be affiliated with CAHA and USA Hockey, to the extent any provision contained in these Bylaws contradict any rule, bylaw, or procedure of CAHA or USA Hockey, the provision of CAHA or USA Hockey shall prevail.

Colorado Amateur Hockey Association Website: <http://caha.pointstreaksites.com/view/caha>

#### **Youth Hockey Levels, by USA Hockey**

All youth hockey for male and female athletes is broken down according to age level designated by Birth year. The Youth levels are 8 & under (Mites), 10 & under (Squirts), 12 & under (PeeWee), 14 & under (Bantam), 16 & under (Midget Minor) and 18 & under (Midget Major).

For female players, the Levels are Girls/Women's 10 & under, 12 & under, 14 & under, 16 & under and 19 & under.

Within each age division, there is a further breakdown into ability levels such as House Recreation, Tier I and Tier 2. No-check levels have also recently been added for 14, 16 and 18 & under age groups.

USA Hockey breaks down each age level even further into Tier II (intended to be community based travel teams) and Tier I (open try-outs with no geographic boundaries). There is an annual national championship opportunity at both Tiers for 12 & under, 14 & under, 16 & under and 17 & under players. At the Girls/Women's national level, there are no Tiers, but there are annual national championships at 12 & under, 14 & under, 16 & under and 19 & under.

#### **Age Classifications:**

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The following age classifications have been established for all teams registered with USA Hockey.

- Mites: 8 or under (boys)
- Squirts: 10 or under (boys), 8-12 (girls)
- PeeWees: 12 or under (boys), 13-15 (girls)
- Bantams: 14 or under (boys)
- Midgets: 17 or under (boys), 16-19 (girls)
- Juniors: 20 or under (boys)
- Seniors: 20 and over (boys), Any Age (girls)

*(Note 1) Girls/Women playing on a Youth team must conform to the Youth age classification.*

*(Note 2) High School age classification is governed under the same playing rules as the Youth 17 or Under (Midget) age classification.*

## HOCKEY GLOSSARY

### **Altercation:**

Any physical interaction between two or more opposing players resulting in a penalty or penalties being assessed.

### **Assist:**

Point awarded to a player or players for helping set up a goal; usually the last two offensive players to handle the puck prior to a goal being scored are credited for assists

### **Boards:**

The wooden and glass walls that surround the rink.

### **Body Checking:**

A legal body check is one in which a player checks an opponent who is in possession of the puck, by using his hip or body from the front, diagonally from the front or straight from the side, and does not take more than two fast steps in executing the check. Legitimate body checking must be done only with the trunk of the body (hips and shoulders) and must be above the opponent's knees and below the neck. If body checking is unnecessarily rough, it must be penalized.

### **Body Contact:**

Contact that occurs between opponents during the normal process of playing the puck, provided there has been no overt hip, shoulder or arm contact to physically force the opponent off of the puck.

### **Break-Away:**

A condition whereby a player is in control of the puck with no opposition between the player and the opposing goal, with a reasonable scoring opportunity.

### **Butt-Ending:**

The condition whereby a player uses the shaft of the stick above the upper hand to jab or attempt to jab an opposing player.

### **Changing on the Fly:**

Substitution of players without a stoppage in play.

### **Coach:**

A Coach is a person primarily responsible for directing and guiding the play of his team. Along with the Manager, he is responsible for the conduct of his team's players before, during and after a game.

### **Coincident Penalty:**

A penalty of equal type (e.g., minor or major) assessed during the same stoppage of play, and for which neither team is reduced in on-ice numerical strength. A coincident penalty never causes either team to be "shorthanded" for purposes of penalty termination if a goal is scored.

### **Creases:**



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*Goalkeeper's:* Areas marked on the ice in front of each goal designed to protect the goalkeepers from interference by attacking players. *Referee's:* Area marked on the ice in front of the Penalty Timekeeper's seat for the use of the Referee.

**Cross-Checking:**

When a player, holding his stick with both hands, checks an opponent by using the shaft of the stick with no part of the stick on the ice.

**Delayed Off-Side:**

A situation where an attacking player has preceded the puck across the attacking blue line, but the defending team has gained possession of the puck and is in a position to bring the puck out of their Defending Zone without any delay or contact with an attacking player.

**Deflecting the Puck:**

The action of the puck contacting any person or object, causing it to change direction.

**Directing the Puck:**

The act of intentionally moving or positioning the body, skate or stick so as to change the course of the puck in a desired direction.

**Face-Off:**

The action of an official dropping the puck between the sticks of two opposing players to start play. A face-off begins when the Referee indicates its location and the officials take their appropriate positions and ends when the puck has been legally dropped.

**Fisticuffs:**

The actual throwing of a punch (closed fist) by a player which makes contact with an opponent.

**Forechecking:**

Pressuring the opposition when they control the puck in the neutral or defensive zone.

**Game Suspension(s):**

When a player, Coach or Manager receives a game suspension(s), he shall not be eligible to participate in the next game(s) that were already on the schedule of that team before the incident occurs.

**Goalkeeper:**

A goalkeeper is a person designated as such by a team who is permitted special equipment and privileges to prevent the puck from entering the goal.

**Hat Trick:**

Three goals scored by one player in a single game.

**Head-Butting:**

The physical use of one's head in the course of delivering a body-check (head first) in the chest, head, neck or back area or the physical use of the head to strike an opponent.

**HECC:**

The Hockey Equipment Certification Council is an independent organization responsible for the development, evaluation and testing of performance standards for protective ice hockey equipment. To date, there are standards for face masks, helmets and skate blades.

**Heel of the Stick:**

The point where the shaft of the stick and the bottom of the blade meet.

**Hooking:**

The action of applying the blade of the stick to any part of an opponent's body or stick and impeding his progress by a pulling or

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tugging motion with the stick.

#### **Injury Potential Penalties:**

Injury Potential Penalties include Butt-Ending, Checking from Behind, Head-Butting, Spearing, Board Checking, Charging, Cross-Checking, Elbowing/Kneeing, High Sticking, Holding the Facemask, Slashing and Roughing. The Linesman may report such infractions to the Referee, following the next stoppage of play, that have occurred behind the play, and were unobserved by the Referee.

#### **Last Play Face-Off:**

The location at which the puck was last legally played by a player or goalkeeper immediately prior to a stoppage of play.

#### **Off-Ice (Minor) Official:**

Officials appointed to assist in the conduct of the game including the Official Scorer, Game Timekeeper, Penalty Timekeeper and the two Goal Judges. The Referee has general supervision of the game and full control of all game officials, and in case of any dispute the Referee's decision shall be final.

#### **Penalty:**

A penalty is the result of an infraction of the rules by a player or team official. It usually involves the removal from the game of the offending player or team official for a specified period of time. In some cases the penalty may be the awarding of a penalty shot on goal or the actual awarding of a goal.

#### **Player:**

Member of a team physically participating in a game. The goalkeeper is considered a player except where special rules specify otherwise.

#### **Possession of the Puck:**

The last player or goalkeeper to make contact with the puck. This includes a puck that is deflected off a player or any part of his equipment.

#### **Possession and Control of the Puck:**

The last player or goalkeeper to make contact with the puck and who also propels the puck in a desired direction.

#### **Power Play**

When a team has more players on the ice because of a penalty (or penalties) called against the opposing team.

#### **Proper Authorities (Proper Disciplinary Authority):**

The immediate governing body of the team or teams involved, *except*

1. In USA Hockey Tournaments and Play-Offs, the body shall be the Discipline Committee of the Tournament or Play-Off.
2. In matters relating to assault of official, the body shall be the Affiliate Association of that team.
3. For Junior League play, this shall be the Junior Council sanctioned league.

#### **Protective Equipment:**

Equipment worn by players for the sole purpose of protection from injury. Recommended equipment should be commercially manufactured

#### **Pull the Goalie:**

In an attempt to tie the score, a team trailing by one or two goals may take its goalie off the ice and send out an extra skater. This usually occurs in the closing minute(s) of a game.

#### **Shorthanded:**

Shorthanded means that a team is below the numerical strength of its opponents on the ice. When a goal is scored against a shorthanded team, the minor or bench minor penalty which terminates automatically is the first such non-coincident penalty (the minor or bench minor penalty then being served with the least amount of time remaining). Thus, if an equal number of

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players from each team is each serving a penalty(s) (minor, bench minor, major or match only), neither team is "shorthanded".

**Slap Shot:**

A sweeping motion with an accentuated back swing to shoot the puck.

**Slashing:**

The action of striking or attempting to strike an opponent with a stick or of swinging a stick at an opponent with no contact being made. Tapping an opponent's stick is not considered slashing.

**Spearing:**

The action of poking or attempting to poke an opponent with the tip of the blade of the stick while holding the stick with one or both hands.

**Substitute Goalkeeper:**

A designated goalkeeper on the Official Scoresheet who is not then participating in the game.

**Team Official:**

A person responsible in any degree for the operation of a team, such as a Team Executive, Coach, Manager or Trainer.

**Temporary Goalkeeper:**

A player not designated as a goalkeeper on the Official Scoresheet who assumes that position when no designated goalkeeper is able to participate in the game. He is governed by goalkeeper privileges and limitations, and must return as a "player" when a designated goalkeeper becomes available to participate in the game.

**Time-Out (Curfew definition):**

A curfew game is one in which the game must end by a certain time of day. Conversely, a non-curfew game is one that will be played to clock time conclusion, regardless of how long the game lasts.

**Wrist Shot:**

The motion of shooting with the puck directly against the blade of the stick.



**REFEREE OFFICATING SIGNS/SIGNALS**

**Boarding:**

Pounding the closed fist of the non-whistle hand into the open palm of the other hand.



**Butt-Ending:**

Moving the forearm, fist closed, under the forearm of the other hand held palm down



**Charging:**

Rotating clenched fists around one another in front of chest.



### **Checking from Behind (USA Hockey and NCAA):**

Non-whistle arm placed behind the back, elbow bent, forearm parallel to the ice surface.



### **Cross-Checking:**

A forward motion with both fists clenched extending from the chest.



### **Delayed Calling of a Penalty:**

The non-whistle hand is extended straight above the head.



### **Elbowing:**

Tapping the elbow of the whistle hand with the opposite hand.



### **Fighting: (SEE ROUGHING)**



### **Goal Scored:**

A single point, with the non-whistle hand, directly at the goal in which the puck legally entered (USA Hockey and NCAA: while simultaneously blowing the whistle).



### **Grasping the Face Mask:**

Closed fist held in front of face, palm in, and pulled down in one straight motion.

**Hand Pass:**

The non-whistle hand (open hand) and arm are placed straight down alongside the body and swung forward and up once in an underhand motion.

**High-Sticking:**

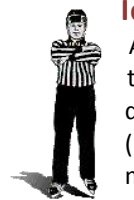
Holding both fists, clenched, one immediately above the other, at the side of the head.

**Holding:**

Clapping the wrist of the whistle hand well in front of the chest.

**Hooking:**

A tugging motion with both arms, as if pulling something toward the stomach.

**Icing:**

Arms folded across the chest. When the puck is shot or deflected in such a manner as to produce a possible icing situation, the back linesman will signal to his partner by raising his non-whistle hand over his head (NCAA: official's arm raised at a 66 degree angle). The instant that the conditions required to establish "icing the puck" have occurred, the front linesman (NCAA: or referee) will blow his whistle to stop play, and raise his non-whistle hand over his head. The back official will move to the resulting face-off spot and give the icing signal.

**Interference:**

Crossed arms stationary in front of chest with fists closed.

**Kneeing:**

A single tap of the knee (non-whistle side) with the non-whistle hand, keeping both skates on the ice.

**Match Penalty (USA Hockey):**

Pat flat of hand on the top of the head

**Misconduct:**

Placing of both hands on hips one time.

**Delayed Offsides:**

The non-whistle hand is extended straight above the head (NCAA: and the whistle hand is extended out in front of the chest, forming an "L" with the non-whistle hand). If play returns to the Neutral Zone without stoppage, the arm is drawn down the instant the puck crosses the line, or as soon as the offending team clears the zone.

**Penalty Shot:**

Arms crossed (fists clenched) above head.

**Roughing:**

With the non-whistle hand, one punching motion to the side with the arm extending from the shoulder

**Slashing:**

One chop with the non-whistle hand across the straightened forearm of the other hand.

**Spearing:**

A single jabbing motion with both hands together, thrust forward from in front of the chest, then dropping hands to the side.

**Timeout:**

(SAME AS UNSPORTSMANLIKE CONDUCT)

**Tripping:**

Strike the side of the knee (non-whistle side) and follow through once, keeping the head up and both skates on the ice.

**Unsportsmanlike Conduct (all except NCAA):**

Use both hands to form a "T" in front of the chest.

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### **``Wash-out":**



Both arms swung laterally across the body at shoulder level with palms down. 1. When used by a referee, it means no goal or violation, so play shall continue. 2. When used by a linesman, it means there is no icing, offside, hand pass, or high sticking violation.