



**FORT GARRY NORTH
FAIR PLAY POLICY
AND PROCEDURE
MANUAL**

Acknowledgement

Fort Garry North Hockey Association would like to express their gratitude to Ernie Tomchuk in the direction and support of this initiative. Ernie, through his dedication, effort and hard work kept the focus of our efforts on the children in our community. Ernie's knowledge and experience about Fair Play and issues arising from it was invaluable. Ernie was instrumental in developing our policy, like he has with other community clubs likes St. Andrews. Thank you Ernie!

FORT GARRY NORTH HOCKEY ASSOCIATION

MISSION STATEMENT

To provide children with opportunities to develop life & hockey skills through fair play.

CORE VALUE STATEMENT

Fort Garry North Hockey Association through accountability is an inclusive community club based program that provides every child with a fun, safe, positive playing environment promoting the development of self-esteem, trust, respect, honesty, teamwork & sportsmanship through equal participation.

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Fort Garry North Hockey Association (FGNHA) Commitment to Fair Play

In recent years there has been a growing trend in hockey where an overemphasis on winning is taking over for the real reasons kids play hockey. When an overemphasis on winning starts to creep into any sport the ramifications occur in many areas: parents put pressure on their children, development of inappropriate coaching styles, poor sportsmanship, and ultimately burnout of the children in a sport they once enjoyed.

This Fair Play Policy and Procedure Manual is a culmination of the Board's efforts to provide direction to players, parents, coaches and administrators of this hockey program and most importantly ensures the needs of the children playing hockey in the FGNHA comes first. Does this mean winning is not important? Absolutely. **Fair play is all about the development of the children first and foremost.** Development of hockey and life skills makes better well rounded athletes. Fair play is not about a stopwatch at every game to determine whether a child got equal ice time. Fair play is about equal participation and is defined as follows, when it is my turn to go out, I will be given the opportunity to go out and participate. However, in order to establish player responsibility, any player(s) who continue to violate or violate more than one team rule may have to forfeit more than one turn during games. Team rules will be applied consistently to all players on a team. FGNHA also realizes that children have other important activities which play a major role in their lives. All volunteers must keep this in mind when it comes to the children's participation in hockey. This program philosophy is the framework for putting the children playing hockey first. The aim of the FGNHA is to promote the philosophy contained within the FGNHA Mission Statement.

Parents should endeavor to understand the opportunities and limitations that are provided through a community club based program. It should also be understood that team officials and administrators are volunteers. The program offered by FGNHA is inclusive, not exclusive and provides equal participation for **all children**.

To ensure all parents and coaches in FGNHA become familiar with and knowledgeable about the Fair Play Policy, attending a Fair Play educational seminar is mandatory. Concerns regarding Fair Play will only be heard by the Parent Representative and the Fair Play Hearing Committee from those individuals who have attended a Fair Play educational seminar. This will help all parents and coaches understand their role in implementing and creating a positive experience for all children.

This policy is intended to address issues associated with hockey within the Fort Garry North Hockey Association. Therefore, issues arising from a perceived violation of the Fair Play Policy and Procedure Manual will be dealt with through the Fair Play Reconciliation process.

Why do I play hockey?

Research¹ over the years has clearly indicated that kids play sports for the following reasons:

- #1 Have fun
- #2 Learn skills
- #3 Develop fitness
- #4 Enjoy competition

It only goes to say that the top reason's why kids quit sports are as follows:

- #1 Lack of fun
- #2 Not a positive challenge
- #3 Do not improve skills

Winning and receiving individual awards do not appear among the top reasons for playing. The bottom line is that kids want an opportunity to participate, develop the skills and fitness that will allow them to play effectively, and to have fun doing it.

What is fun for kids?² In recent studies of children 8 to 15 years of age, they identified fun as learning skills and enhancing personal performance, socializing with others, and experiencing optimal challenge. We as parents have a responsibility to make sure fun is associated with personal improvement and intrinsic joy from the activity, and not just from winning.

¹ Coaching Youth Sports – Coaches Concerns Website (refer to “related links” on www.fgnha.mb.ca)

² Youth Sports Institute, Spotlight on Youth Sports

PLAYERS

1. All players, with the assistance of their parents and coaches, will become familiar with the Fair Play Policy.
2. Each player in conjunction with their team mates and coaches will establish personal and team goals.
3. All players will respect team mates, coaches, game officials, opponents, parents and facilities and conduct themselves as young, responsible individuals.
4. Failure to have the required equipment will prevent the player from participating.
5. All players will be dressed in their equipment prior to participating in practices and games at a time determined by the coaching staff. Ex. 15 minutes prior. Players will contact their coaches if they are unable to attend games/practices and advise them with as much advance notice as possible. Failure to comply and the consequences will be outlined in the team rules.
6. Players will be assigned positions and line mates by the coaches.

PARENTS

1. Parents will make themselves completely familiar with the Fair Play Policy and attend a mandatory Fair Play educational seminar as provided by the FGNHA. Concerns regarding Fair Play will only be heard by the Parent Representative and the Fair Play Hearing Committee from those individuals who have attended a Fair Play educational seminar.
2. Parents will discuss the Fair Play Policy with their children in an effort to gain mutual understanding.
3. Parents will conduct themselves in a respectful manner at all times and at all locations. They will not ridicule, demean, challenge or abuse any player, parent, team official, game official or opponent. The FGNHA has adopted a zero tolerance attitude towards a breach of any of the aforementioned.
4. Parents will understand and support team rules.
5. Parents and players are responsible for providing all the necessary equipment required in a well maintained condition (i.e. Helmet screws tight, skates are sharpened, sticks are taped and in playing condition, etc.).

COACHES

1. Coaches and any other rostered team official on the bench will attend a coach's mandatory Fair Play educational seminar. Failure to do so will disqualify any coach or team official from coaching.
2. Coaches will organize a meeting immediately after team selection to deal with the following:
 - Selection of a parent representative and a team manager/treasurer.
 - Determine through consensus a desired number of exhibition & tournament games.
 - Discuss other important matters as it pertains to the team.
3. Coaches will organize a meeting with players immediately after team selection to deal with the following:
 - Establish written team rules that include progressive forms of discipline. (It is important to establish uniform consequences for failing to comply with this directive. E.g. loss of their first shift in a game if someone does not arrive on time. A second offence will result in the loss of two shifts in a game. It is much better to start off incrementally than benching a player for the period of a game. This same method [taking away of playing time] can be applied to other rules and is meant to teach the player responsibility, accountability and teamwork.)
3. Coaches are to ensure that they have attained the required coaching certifications.
4. Coaches will respect children, parents, opponents, officials, and program administrators. Coaches will never ridicule, embarrass, demean or abuse any player, parent, spectator, official or opponent.
5. Coaches conduct will be in accordance with the core values of FGNHA.
6. Coaches will prepare skill appropriate practices that are fun and challenging.
7. Coaches will determine player positions. Coaches will ensure all players experience equal participation, except for disciplinary purposes, as per FGNHA Fair Play policy.
8. Coaches will encourage children to rise to their potential through positive reinforcement, attention to individual needs and constructive feedback.
9. Coaches will ensure the safety of the children at the arena/community centre, on the ice and in the dressing rooms by ensuring adult supervision before, during and after all games. No one child should ever be left unsupervised.
10. Coaches will respectfully address issues & concerns presented to them within 72 hours of receipt.

11. The coach in conjunction with the Manager will be responsible for ensuring that all registrations as required by FGNHA/Winnipeg Minor Hockey Association (WMHA) are completed and submitted within the time lines required.

12. The coach in conjunction with the Coach & Player Development Director will ensure that all coaches have the necessary certifications (or will be obtaining necessary certifications) as required by WMHA.

MANAGER/TREASURER

1. The Manager/Treasurer will be selected by the parents at the Coaches meeting held immediately after team selections.
2. The Manager/Treasurer will communicate team scheduling of games, practices, and tournaments including any changes, arranging of travel permits, cancellations, etc.
3. The Manager/Treasurer, in conjunction with the coaches, will assist in locating and securing practice ice slots.
4. The Manager/Treasurer will prepare a season budget, present to the parents for approval and determine intervals of contributions to the team account.
5. The Manager/Treasurer will provide on a monthly basis to each parent a statement of expenses and monies received. Copies will be retained and may be requested by administrators of FGNHA.
6. The Manager/Treasurer will ensure all team expenses are current.
7. The Manager/Treasurer, in conjunction with the Coach & Player Development Director, will distribute and obtain the Coach Evaluation Forms.
8. The Manager/Treasurer, will obtain team equipment and jerseys as provided by FGNHA as well as obtaining additional equipment as deemed necessary by the coaches.
9. The Manager/Treasurer will be responsible for ensuring that an ejected player is escorted from the ice directly to the dressing room.
10. The Manager/Treasurer will coordinate a team windup at the end of the season.
11. Will attend a mandatory Fair Play educational seminar.
12. A coach cannot be a manager/treasurer.

PARENT REPRESENTATIVE

1. The Parent Representative will be selected by the parents after team selection. It is recommended that this selection be made outside of the Coaches meeting.
2. The Parent Representative will have a working knowledge of the Fair Play Policy and will endeavour to promote the intent of the policy.
3. The Parent Representative will act as a team liaison between coaches and parents.
4. The Parent Representative will endeavour to resolve all differences. If unsuccessful, the parent representative will prepare the appropriate documentation as provided in the Fair Play Policy manual and forward it to the Fair Play committee.
5. Will attend a Fair Play educational seminar.
6. A coach cannot be a parent rep.
7. The Manager/Treasurer cannot be a parent rep.
8. A FGNHA administrator or anyone else in the WMHA cannot be a parent rep.

ADMINISTRATORS

1. The FGNHA will administer a program reflective of the policies contained within the Fair Play Policy manual.
2. FGNHA will communicate the Fair Play Policy to new participants through annual orientation meetings.
3. FGNHA will provide coaches with the training and resources to become effective in program development.
4. FGNHA will maintain accurate financial records and provide information for accountability.
5. FGNHA believes in Fair Play and that all players deserve equal opportunity. The association will strive to ensure the association's core values have been adhered to and take measures, within the confines of this manual, to ensure that the children receive the opportunities they deserve. Our program is our hockey and the hockey is for our children.

FAIR PLAY RECONCILIATION PROCESS

The FGNHA Fair Play policy is intended to provide consistency in regulating the actions of all participants who are registered or associated with our hockey program. When issues arise this process is intended to deal with the situation swiftly (to a maximum of 13 days) so that frustrations and further escalation of issues does not take place.

STEP 1 PARENT REP

Any player, parent or coach who believes the Fair Play Policy is being breached, will obtain a Fair Play Policy Incident Form from the Parent Rep or from the back of this booklet. They will complete the appropriate boxes, describing the incident, *only as it pertains to the Fair Play Policy Manual*, and submit the form to the Parent Rep, within 72 hours from the time of the incident. The Parent Rep will meet with the parties named in the form to discuss the relevant issue, at a time agreeable to all parties within 72 hours of the form being submitted to the Parent Rep. The Fair Play Policy Manual will be the standard for resolving all Fair Play issues. If the issue is resolved, the Parent rep will complete all applicable boxes and upon completion, forward the form to the Chairperson of the Fair Play Reconciliation Committee, for record keeping purposes.

If the issue is not resolved go to Step 2.

STEP 2 FAIR PLAY HEARING COMMITTEE

The Parent Rep will immediately notify the Chairperson or in their absence, the Co-Chairperson of the Fair Play Hearing Committee and forward the Fair Play Incident Form to the Chairperson.

The Fair Play Hearing Committee will be composed of the Chairperson, Co-Chairperson and a representative from the Fort Garry North Hockey Association Board. These people will be appointed by the Fort Garry North Hockey Association.

The Chairperson or in their absence, the Co-Chairperson of the Fair Play Hearing Committee, upon being notified by the Parent Rep and being in receipt of the Fair Play Policy Incident Form will convene the Fair Play Hearing Committee to deal with the issue within 48 hours.

The Fair Play Hearing Committee will direct the parties involved to appear before them. This process is intended to ensure the participants understand the Fort Garry North Hockey Association Fair Play Policy and their responsibility in continuing to contribute to the success of Fair Play for the benefit of the children playing hockey in our community.

Depending on an individual's actions, the Fair Play Hearing Committee can impose sanctions ranging from cautions or warnings to suspension for any player, coach, parent or spectator. The decision to impose a sanction and the date it takes effect, will be final.

The only exception is when a suspension is imposed and the affected person decides to challenge the decision. See Step 3.

STEP 3 APPEAL BOARD

Any player, coach, parent or spectator who is suspended by the Fair Play Hearing Committee can appeal the decision. The suspended person has 48 hours from the time they receive notice of the suspension to notify the Fort Garry North Hockey Association Appeal Board of their intention to appeal the suspension decision. The Appeal Board will be comprised of the President and 2 Executive members of the Fort Garry North Hockey Association. Upon notification, the Appeal Board must convene to hear the appeal within 72 hours. Failure to appear before the Appeal Board will result in the suspension taking immediate effect on the date imposed by the Fair Play Hearing Committee. The decision of the Appeal Board will be final.

FGNHA Fair Play Incident Form

Date & Time Of Incident	
Location Of Incident	
Team	
List Names Of Persons Involved And Relationship To Team (Coach, Asst Coach, Manager, Parent, Fan, Sibling, Referee.....)	
List Names Of Others Present And Relationship To Team	
Incident Description	
Name Of Person Submitting Form	
Phone Number	
Date/Signature of Submitter	
Date/Parent Rep Receiving Form	

Date/Time Of Meeting With Parent Rep	
Parent Rep Summary	
Further Action Required	No Yes
Date/Signature Of Parent Rep	
Date Submitted To Fair Play Cmtee	
Date Of Fair Play Committee Hearing	
Fair Play Committee Recommendations	
Date/Fair Play Chairperson Signature	
Date/Fair Play Cmtee Member Signature	
Date of Appeal	
Appeal Board Decision	
Date/Signature Appeal Board Chairperson	
Date/Signature Appeal Board Member	