

# BOYS COACHES NOTES 2019-2020

**PLEASE REVIEW ALL POINTS WITH YOUR BENCH STAFF**

Topics:	Notes:
Bench Staff and Rosters	Require Bench Staff - If they do not have a HCR file I will need DOB
	Speak out /Respect in Sport Activity leader & Gender Identity and Expression course and Police Check is required by all bench staff
	Roster changes require at least 1 week to process. CHECK YOUR ROSTERS FOR CORRECTNESS WITH EVERY CHANGE
	Any coach or trainer registered in the MMH OMHA system can be used by any other MMH OMHA team. This includes people on the At large roster. Please ask for certified people to be placed on the at-large Roster
	Keep copies of your roster and the at large roster with you at all times. If you are using someone from another team ensure that they have their roster with them.
	Coach, Trainer are mandatory, 5 People Maximum on a bench staff.
	You must have a Certified Trainer on the bench for all Exhibition, League & Playoff games. If you are unsure of the Trainers Certification expiration date please ask and I will provide it for you.
	Trainer must be a minimum of 19 years old as per OMHA
Game sheets	Game sheets will be phasing out at the beginning of the year for electronic game sheets. Any paper game sheets filled out need to be placed in the Arena front office.
	Electronic game sheets will be used with an I pad.
	More Information to come on Electronic game sheets.
	Affiliates must have 'AP' beside their name on the game sheet
	Participation lists for all Novice and below must be sent to the Town Contact following the game
Scheduling meeting	Please keep in mind special dates in the scheduling meeting ( Tournaments, Thanks giving, Silver stick )
	Initiation please keep house league in mind when scheduling games
	All initiation Exhibition games need a permit please contact the ice scheduler and Town Contact as soon as you set up an exhibition game.
	All league games and league Playoff games must be completed by the specified date even if the game does not affect your standing.
Affiliating Players-Reg 7.0	Discuss with the other coaches which players will be affiliated to your team.
	Player can only be affiliated to one team. Reverse AP's, Girls AP'ing to Boys hockey and House league players must be approved by MMH executive.
	Affiliation forms must be completed, submitted to me, uploaded to HCR before players can play.
	You can affiliate up to Jan 1.
	AP form on the website under COACHES-Coaches Corner-OMHA Resources
	Please review Section J of the Constitution regarding AP and what is acceptable.
Tournaments	All Tournaments will require a travel permit. Please contact the Town Contact as soon as you send in a tournament registration form.
	Request a check from Lana or pay yourself. Tournament entry must be repaid within 2 weeks of tournament if being paid by MMH.
	You will be required to send an approved roster to the tournament and have an approved roster with you at all times. Players not on the Roster will to be able to play in the tournament.
	Tournament permits will not be issued / approved if you are still in playoffs. Please discuss with the Town Contact before your registration is sent in. See WOAA playoff commitment.
	Coaches selection Committee needs to be notified if you are entering a tournament above our designated classification of "B" .
League contact	Any contact with the WOAA, OMHA REM, Referee supervisors or league conveners must be done through The Town Contact. This is a WOAA Requirement.
Score reporting	It is important that you have a competent team webmaster. They should be in charge of all score reporting. They also should be writing articles for the website and paper.
	For League games the home team is responsible for entering the scores in our website
	Scores should be updated within one day following the game.
	Exhibition game scores must be entered by each team in their respective websites.
	Minor Novice and Below no scores are to be kept, Novice scores can be kept after Jan 15,2019

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Schedule changes	All changes to league games must be approved by the Town contact. Please send the Town contact an e-mail from the other centre approving the change. The Town Contact will then get the approval. The Ice scheduler will then be notified to change the game on the website. No game will be changed unless approval is granted.
	All practice ice must be used or traded or returned to the ice scheduler with 72 hours notice. Without this you MUST use the ice. (Exception being weather)
	For weather Cancellations, you must contact the Ice scheduler as soon as you cancel the game
Suspensions	Ensure you are aware of what games suspensions can be served (affiliated players, tournaments, playoffs, exhibition games) Reg 8.2 in the OMHA hand book.
	If you have questions about suspension length or games to be served please contact your Town Contact
	For all Major and Match Penalties the game sheet must be given / sent to me directly after the game. so they can be sent to the convenor
	Please notify the Town contact with any Game Misconducts
Bond	Bond Forms must be filled out and submitted by everyone on your bench staff. If a helper is not on your roster bond hours cannot be obtained ( Exception is Chips)
On Ice Helpers	If you have an on ice helper that is not on an OMHA approved roster. Please send the Town Contact their name and Birthdate so they can be covered under insurance.
	Youth on ice helpers under 14 years old must wear full equipment
On Ice Equipment	It is Mandatory you ensure all players properly wear a neck guard and mouth guard on the ice at all times
	All persons on Ice (bench staff included) Must properly wear a CSA approved helmet done up correctly.
Dressing room	Please ensure 2 deep rule in the dressing room at all times. The players are your responsibility from when they get to the arena to the time they leave for games and practices.
	Alcohol consumption, Smoking or Vaping in the Arena / Dressing rooms is prohibited. Please report instances to the executive immediately.

### Boys Town Contact

Warren Scherbarth

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### Ice Scheduler

James Morrison

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### MMH Treasurer

Lana Russwurm

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