

**MINOR HOCKEY ASSOCIATION**

**OF**

**LAMBETH**

**CONSTITUTION  
& BY-LAWS**

**Updated: 2023**

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## **THE CONSTITUTION**

### **Minor Hockey Association of Lambeth**

Inaugurated May 1, 1994.  
Revised: July 1, 2001; Revised: May 2022

#### **ARTICLE I – NAME:**

The name of this organization shall be, Minor Hockey Association of Lambeth. For purposes of abbreviation, M.H.A.L. shall be acceptable.

#### **ARTICLE II - OBJECTIVES**

The objectives of the M.H.A.L. are to coordinate, direct and improve organized hockey in the M.H.A.L. as a Division of the Ontario Minor Hockey Association and Ontario Women’s Hockey Association by authority of Hockey Canada. And in addition:

1. to ensure that all youth in the Lambeth area as designated by the O.M.H.A. be given an opportunity to participate.
2. to develop an on-going program of other functions to assist hockey such as referees’ clinics, coaches’ clinics, and others.
3. to ensure that all registrants who are members of the MHAL and affiliated with the O.W.H.A. be given an opportunity to participate.

#### **ARTICLE III – MEMBERSHIP**

The membership of the Association shall consist of the Executive Committee, all persons appointed and/or approved by the Executive Committee and parents of registered players.

#### **ARTICLE IV - OFFICERS**

The officers of the Association shall consist of the President, Vice President, Secretary and the Treasurer.

#### **ARTICLE V - EXECUTIVE–**

The Executive Committee of the Association shall be the four officers named in Article IV and a maximum of eight directors.

#### Directors include:

1. Vice president Hockey Operations
2. Ice convenor
3. Competitive convenor
4. Local league convenor

5. Girls convenor
6. U-9 and below convenor
7. Boys Registrar
8. Girls Registrar

**ARTICLE VI – ANNUAL GENERAL MEETINGS**

- (1) There shall be an annual general meeting not later than May 30<sup>th</sup> for the presentation of an annual report and for the election of officers.
- (2) Any executive committee member must declare a conflict of interest prior to discussion and must abstain from voting.

**ARTICLE VII – EXECUTIVE MEETINGS**

- (1) All meetings of the Executive Committee of the Association shall be at the call of the President.
- (2) Any executive committee member must declare a conflict of interest prior to discussion and must abstain from voting.

**ARTICLE VII - VOTING**

The following shall be eligible to vote at any annual general meeting of this Association as defined in Article III:

- (1) members of the Executive Committee
- (2) all persons appointed and/or approved by the Executive Committee
- (3) parents of registered players

**ARTICLE VIII - AMENDMENTS**

- (1) Any proposed amendment to this Constitution must be submitted, in writing, to the Executive Committee. Such proposal for amendment(s) must be signed by three members of the Association. Notice of such proposed amendment(s) shall be delivered to the members not later than two weeks prior to the annual general meeting. Such proposed amendment(s) shall be voted on at the annual general meeting and shall become part of this Constitution only if approved by a two-thirds (    ) majority of members present and voting at said meeting.
- (2) A quorum for the transactions of business at a General Meeting will be the members in addition to the members of the current Executive Committee.

**ARTICLE IX - INAUGURATION**

This document shall take effect on June 1, 2001.

**THE BY-LAWS**  
**Minor Hockey Association of Lambeth**

**1. Duties of Officers**

- (1) The President shall preside at all meetings at which they are present; shall exercise general supervision over affairs and activities of the Association; and shall serve as member ex-officio on all standing committees.
- (2) The Vice President shall assume the duties of the President during their absence.
- (3) The Secretary shall conduct all official correspondence and be the custodian of all records of the Association., which shall be an accurate and official record of all business transacted.
- (4) The Treasurer shall provide a financial update monthly and as requested by the Executive.

**2. Duties of Executive Committee**

- (1) The Executive Committee shall consider, promote, and coordinate all functions of the Association. In addition, it will appoint to a two (2) year term the following positions: (Note: appointed positions do not have voting authority on executive committee items)
  - a. Equipment Manager
  - b. Sponsorship Coordinator
  - c. Police Vulnerable Sector Check (PVSC) coordinator
  - d. Gate/Development Coordinator
  - e. Pink and Purple Coordinator
  - f. Communications Coordinator
  - g. Coach's Selection/Try-out Coordinator
  - h. Past President
  - i. U7 Convenor
  - j. Other positions as required (i.e., Covid Coordinator)
- (2) The Executive Committee shall conduct the general affairs of the Association and propose, adopt, and implement Association Policies and Procedures.
- (3) The Executive Committee shall assume financial responsibility for dispensing the operating funds of the Association.

- (4) In the event of failure of any office to carry out the duties of their office, the Executive can declare said office vacant and shall appoint a successor to fill said office for the remainder of the term.

Provided that notice specifying the intention to pass such resolution has been given in the form of a meeting, eligible voting members of the Association, by resolution passed by at least 2/3 votes cast at a said Meeting may remove any officer or director before the expiration of their term of office, and, by a majority of votes cast at that meeting, may elect any person in their seat for the remainder of their term.

### **3. Standing Committees**

- (1) Standing committees shall be established as required.
- (2) Standing committees may create their own sub-committees as required.
- (3) Other ad hoc committees may be appointed as required.

### **4. Quorum**

- (1) A simple majority shall constitute a quorum for the transaction of business at an Executive Meeting.
- (2) A quorum for the transaction of business at a General Meeting will be ten members in addition to the members of the current Executive Committee.

### **5. Elections**

- (1) Only members resident within the O.M.H.A. designated area of the Association shall be eligible for election.
- (2) A nominating committee of three shall be appointed annually by the Executive Committee. The nominating committee shall select a chairperson and submit a slate of nominees for the number of positions to be filled.
- (3) The chairperson of the nominating committee shall conduct the elections at the annual general meeting, at which time further nominations shall be acceptable from the floor – nominations from the floor must be submitted in writing 1 week prior to the AGM to the Secretary. All nominees must be present or a letter of acceptance of the nomination must be furnished by the nominees to the Secretary prior to the elections.

- (4) Elections are normally for a two-year term with approximately half of the Executive Committee positions being replaced annually.
- (5) The Executive Committee shall elect its own office.
- (6) Nominations for President and Vice-President will be sought from the current Executive Committee before seeking external nominations.

## 6. Miscellaneous

- (1) The official colours for the Minor Hockey Association of Lambeth are maroon, white, and blue.
- (2) Executive Committee members may be reimbursed as determined by the Committee at the beginning of each members elected term.
- (3) Executive Committee including appointed members would receive a volunteer cheque for their participation on the executive committee. (Note: Executive members cannot receive both a volunteer cheque and position reimbursement in accordance with item 6 (2).)

## 7. Amendments

- (1) Any amendment(s) to these By-Laws may be proposed by any member at any Annual General meeting of this Association, to be adopted by a majority vote at the same meeting. All amendments must be received by the MHAL Secretary, in writing, no less than two (2) weeks before the Annual General meeting.

### DECLARATION

The Constitution and these By-Laws having been duly amended by a majority vote of the members of this Association at its annual general meeting of May 24, 2023, is hereby declared to be binding and have force effective immediately.

Craig Cooper Acting President

\_\_\_\_\_ Vice President

Sherry Berto Secretary

**MINOR HOCKEY  
ASSOCIATION OF  
LAMBETH  
POLICY  
DOCUMENT**

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# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO: **1**

POLICY ON:  
**REGISTRATION**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994  
REVISED: May 2022

Registration fees will be set annually by the Executive. Registration dates, including late fee cut offs and registration closing dates will be determined by the Executive and communicated each year via the MHAL website. Late fees will be charged and a position on a team will not be guaranteed following closing dates.

Any player or family who is financially unable to pay the registration fee must submit a letter to the Executive indicating that they require relief. This letter should include how much of the fee they are able to pay. The Executive will review the application and make a decision to waive part or all of the registration fee. Such relief can only be applied to Local League registrations. Any family seeking such relief and requesting their child(ren) play on a competitive team will be expected to pay the difference in registration fees above the cost of the house league registration.

Any player residing within O.M.H.A. designated area is able to register for boys' hockey. Under O.W.H.A., all eligible girls can register providing they have a Permission to Skate form and Player Release form if they are registered with another O.W.H.A. association.

It is the policy of the Minor Hockey Association of Lambeth to provide facilities for players who live within the defined borders of our Association. In the event of players from outside the area, who are ruled eligible, such players will be accommodated only after all registered resident players have been accommodated, and, if space permits.

External NRP's or reverse NRP's will not be considered unless MHAL is short players and cannot field a team to provide Lambeth residents a team to play on. (Note: policy will not take effect until 2023-24 season)

MHAL reserves the right to manage rosters how it best reflects the use of ice for the residents of Lambeth. MHAL Executive reserves the right to make changes outside this policy to ensure that teams are offered or to sustain the program.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**2.**

POLICY ON:

**COACHING SELECTION**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: May 2022

1. Applications for girls' hockey will be made available starting February, and for boys' hockey starting in March.
2. All applicants must submit a completed M.H.A.L. coaching application form.
3. A subcommittee(s) (Coach Selection Committee) of the Executive will be formed. Any Executive member applying for a coaching position will be ineligible for participation on the committee(s). The Selection Committee(s) shall consist of an odd number of members, including the President or designate.
4. If a member of the Coach Selection Committee(s) has a child within the division, the member will remove themselves from the selection of that division.
5. All applicants will be contacted and, if necessary, granted a personal interview by the Coach Selection Committee.
6. The Committee will consider applicants on the following basis:
  - Experience
  - Coaching Level
  - Previous year's evaluation (if applicable)
  - Ability to work with the Ice Convenor and Division Convenor along with other Executive Members
  - Number of years coaching the same group of players (In order to encourage new coaches to apply for teams for which they are qualified, it may be necessary to award teams to new coaches, rather than an equally qualified person who has already coached this same group of players for the past two years).
  - For Girls Hockey, preference will be given to Coaches who are Lambeth residents.
7. The Committee will notify only those selected for an interview.
8. The Committee will notify the Executive of the successful applicants.
9. The names of all Coaches appointed for the next year shall be posted on the MHAL website.
10. President, Vice President, Competitive Convenor, Local League Convenor and Ice Convenor may not be coaches unless there are no other suitable applicants.
11. Efforts will be made to ensure Coaches receive annual evaluations that occur after the end of the season. The evaluation will be based on parent survey feedback as well as experiences from the season. Evaluations will be kept on file and used by the Coaches' Selection committee as part of their decision-making process in future years. Other constructive feedback or incidents that come to light during the season with a coach or coaching staff need to be documented, filed and available to future executive members and coaches' selection committee members. Where a coach is acclaimed, an

expectations meeting will be held between the Coach, Convenor and President or their designate.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**3.**

POLICY ON:

## **COMPETITIVE TRYOUTS**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: May 2022

REVISED: May 2023

1. Players will indicate at registration their interest in trying out for a competitive team. The try-out fee is non-refundable unless withdrawn no less than 5 business days before the first try-out date. All refunds are subject to an administration fee of up to 50% of the try-out fee.
2. The Ice Convenor will post try out times on the MHAL website as soon as possible. Each competitive coach will ensure each registered player who has indicated intent to attend try-outs is informed of the date and time of the initial try-out.
3. Each player trying out will be guaranteed at least three try-outs which should consist of one skills, one small area game and one formal game (Intrasquad or exhibition); This is subject to the Hockey Canada player pathway guidelines.
4. External evaluators or an executive appointed committee will be used for all competitive try-outs.
5. For boys: upon being released from the Representative team (A), each player will be referred by the competitive coach to the alternate entry coach for the purpose of trying out for alternate entry team.

For girls: upon being released from the Competitive team, each player will be referred by the competitive coach to the lower-level coach (i.e., house league) for the purpose of being placed on that team, only if a team of a lower-level team is available for the upcoming season.

6. For boys: each player will be guaranteed at least one try-out practice with the alternate entry team.
7. For boys: upon being released from the alternate entry team, each player will be informed by the alternate entry coach that he will be contacted by the house league coach as to the next practice time.

For girls: girls not placed on a team will be advised as soon as possible and the Executive will assist to the best of its ability in finding a team for any girls cut from the MHAL.

Note: Coaches conducting try-outs will follow the selection guidelines as set out by the Executive.

## MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**4.**

POLICY ON:

**PLAYER RELEASES**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: May 2019

It will be the policy of the Minor Hockey Association of Lambeth that any player wishing a release for the purpose of playing for any other team or Association which he or she is entitled to play for, will be released to that organization. For example, a player playing for AAA, AA, or A Centres. We will not grant releases for players to play in other surrounding areas unless we do not have a team in that division. We follow the geographical boundaries as set out by OMHA.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**5.**

POLICY ON:  
**TEAM SIZE**

FORMAL APPROVAL: Executive

FIRST ISSUED: May 2003

REVISED: May 2022

Prior to registration, Executive members will meet to establish the number of registrations to accept for each age group. While we hope to have a spot for each player, ice limitations and registration numbers fluctuate each season making planning difficult. Once we reach the agreed upon number of players per group, a waitlist will be started. Registrants will be notified at time of registration that their child is NOT guaranteed a spot unless enough registrations dictate a second or third team.

All representative teams must declare rosters of no more than 20 players and up to 5 Affiliated Players from the eligible birth year(s). Composition includes skaters, goalies, and APs. Any team requesting to carry more than 20 players (made up of skaters + goalies + APs) must have the approval of the Board. Requests for increased or reduced rosters are to be made in writing to the Convenor, VP and President. It is strongly recommended that Rep and AE teams who keep one rostered goalie identify a permanent back-up goalie through the AP process or player on the current team roster.

No coach shall make house league players or players AP'ing up permanent without first having a conversation with the Convenor in question, and the written approval of the VP and President.

The **minimum** number of players on a team will be as follows:

- 14 total players (skaters plus goalie) U13 (Pewee) and up
- 12 total players (skaters plus goalie) U11 (Atom)
- 12 total players (skaters plus goalie) U9 (Major Novice)
- 8 total players (skaters plus goalie) U8 (Minor Novice)

The **maximum** number of players on a team will be as per the O.M.H.A./O.W.H.A. limits regarding maximum number of players allowed to sign.

MHAL reserves the right to manage rosters how it best reflects the use of ice for the residents of Lambeth. MHAL Executive reserves the right to make changes outside this policy to ensure that teams are offered or to sustain the program.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**6.**

POLICY ON:

**DISCIPLINE**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: May 2019

The composition of the Discipline Committee shall be:

- President
- Vice President
- League Convenor
- Designate by the President

This committee is to review serious events, altercations or significant suspensions received by players, coaches and/or other officials or members of the Association to determine if the Association feels further action on their part is required.

For the purpose of this policy, serious events, altercations and suspensions dealt with are as follows:

- Significant suspensions (greater than five games in length)
- Offenders incurring a second significant suspension
- Any person involved in an altercation of any kind before, during or after a game, whether on the ice or on arena grounds
- Any other serious events as directed by the Executive

A meeting is to be held within a reasonable time period upon the notification of a suspension or event as defined above. Attending the hearing, along with the Discipline Committee will be:

- Player(s) or team official or parent involved
- Parent(s) if required by player of legal age or committee
- Coach, manager, and/or trainer, if requested
- Committee then meets in private to reach a decision
- Participant involved will be asked to sign a Conduct of Code in order to continue playing within MHAL

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**7.**

POLICY ON:  
**AWARDS**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994  
REVISED: May 2019

## BILL EVANS SR. MEMORIAL AWARD

- Established in 1983 and funded from the Bill Evans Sr. Memorial Fund
- Presented annually to the MHAL player who shows ability, leadership and is academically sound
  - an all-around upstanding junior citizen.
- Recommendation will be put forth by Bill Evans and approved by the Minor Hockey Association of Lambeth Executive (if necessary, the Executive will put forth name(s) and approve the recipient).

## DARCY THOMPSON MEMORIAL AWARD

- Established in 1986 to recognize Darcy's extraordinary commitment to community sports in Lambeth.
- Presented annually to the M.H.A.L. goalie who best exhibits leadership, character and athletic achievement.
- Selection is by the Minor Hockey Association of Lambeth Executive.

## JUDY DESROSIERS MEMORIAL AWARD

1. Presented to the defensive defenseman whose Lambeth Minor Hockey career best exemplifies the spirit of the game of hockey as follows:
2. A bantam, midget or juvenile defenseman
3. Has shown leadership both on and off the ice with a true dedication to the game of hockey achieved with hard work as a strong, dependable team player
4. Selection is by the Minor Hockey Association of Lambeth Hockey Executive

## GORD ROSS SR. MEMORIAL AWARD

- Best offensive player in Bantam or Midget
- Established in 2011 to recognize Gord's extraordinary commitment to Lambeth Minor Hockey

## DALE DUFFIELD MEMORIAL AWARD - OUTSTANDING LOCAL LEAGUE PLAYER

- Established in 2016. Awarded annually to the most outstanding Lambeth local league hockey player who exhibited leadership and a positive attitude throughout the season.

- Nominations are taken from coaches and selection is made by the Minor Hockey Association of Lambeth Executive.
- Nominations are taken from coaches and selection is made by the Minor Hockey Association of Lambeth Executive.

#### ALLISON CAMPBELL MEMORIAL AWARD

- Established in 2017, The Allison Campbell award goes to an outstanding volunteer who demonstrated passion and enthusiasm.
- Selection is by the Minor Hockey Association of Lambeth Executive

#### GIRLS HOCKEY – AMANDA MAZZOTTA AWARD

- Established in 2016 to recognize a player or goalie in Lambeth Girls Hockey Novice to Midget.
- This award will be presented annually to a female competitive Lambeth player who maintains an A average in school, is a motivator and leader on her team and is an upstanding citizen.
- MHAL coaches of girls' teams can nominate a player who they feel deserve the award.

#### THE BEARS AWARD

- Established in 2020 to recognize the U11 or U13 hockey player who has shown to have a positive attitude, as well as strong leadership both on and off the ice. This player has proven to be dependable, reliable and an overall good teammate throughout the season.
- Selection is made by the Minor Hockey Association of Lambeth Executive from recommendations made by team coaches.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**8.**

POLICY ON:

**TOURNAMENTS**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: January 2001

REVISED: May 2010

REVISED: May 2019

Each team assumes full financial responsibility for all tournament costs. The M.H.A.L. can loan teams funds to pre-book tournaments, prior to the start of the season and collection of team tournament fees. All teams are responsible to repay the association any loaned funds, by Oct 1<sup>st</sup>.

A team wishing to participate in any tournament must inform, at least 14 days (2 weeks) in advance (exception International Silver Stick), the appropriate Division Convenor and Ice Convenor prior to registering for the tournament. If participation in this tournament results in the need to reschedule any league games for the team, such arrangements must be finalized with the other Centre before the Convenor can grant permission to take part in the tournament.

As many teams (Rep, AE, LL) as possible are encouraged to participate in the Silver Stick.

Boys' rep teams should be competing in at least 3 tournaments (one away) to a maximum of 4 plus one if they advance to International Silver Stick.

Boys LL teams must have tournaments selected before the first scheduling meeting. Tournaments may not be scheduled during play offs. Teams should be competing in at least two tournaments (one away is encouraged) to maximum of four in a season.

Reps' teams may not schedule more than 1 tournament during OWHA, OMHA and Shamrock Play downs, unless approved in writing from the President or their designate.

Any team(s) who fail(s) to follow these guidelines may, at the discretion of the Executive, have the team or its officials or both, suspended by the Association for any or all of the remainder of the season.

## MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**9.**

POLICY ON:

**CERTIFICATION OF COACHES/TRAINERS**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: January 2001

REVISED: July 2014

REVISED: May 2019

The Association will pay for the cost of one successful certification program per season for individuals involved with a registered team. Each individual must be listed on the team roster as a coach, assistant coach, manager, assistant manager, trainer or assistant trainer.

The Association will not pay for gas, lodgings or offer per diem to individuals taking coaching courses regardless of distance.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**10.**

POLICY ON:  
**ICE**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994  
REVISED: January 2001  
REVISED: May 2010  
REVISED: May 2019

It is our intent to see that each team obtains at least one hour of practice time per week.

If a team cannot use a scheduled hour (whether it be a game or practice hour), then the team manager must trade the ice with another team. If they cannot trade it – they must return it to the Ice Convenor (**no later than 72 hours before the scheduled ice time**) and the Ice Convenor will redistribute the ice. The ice is not to be left unused.

Any team that wastes scheduled ice (i.e., do not show up or has less than five players on the ice) must pay for the cost of the ice.

No one will go on the ice surface while the ice resurface is in operation. Only when the back gates close do you go on the ice. It is the responsibility of each coach to see that players follow these directions.

All Minor Hockey teams or groups must have a coach and a trainer on the ice with them during all practice times. Minor Hockey players will not be allowed on the ice unsupervised. All team officials and other personnel who are helping with on-ice activities must wear a certified helmet properly fastened while on the ice. For insurance purposes, there can be no exceptions. Only those players on the team roster for which the practice is schedule may be on the ice. Volunteer help from other MHAL players must be approved by the Executive and be at least four years older.

All teams must understand that when the Association enters into Playoffs or Play downs that juggling of ice time will happen. Teams must be flexible enough to adapt to these changes. In all cases, the final decision of ice allotment is up to the Ice Convenor, Appropriate Convenor, President and Vice-President. These people will act in the best interest of the Association. There should be no need for competitive teams to require ice normally scheduled for local league teams, or vice versa.

The Ice Convenor will consider the following when assigning ice times and location:

- Earliest ice times will start with U7 (I.P.) and move up by age division with U18 (Midget) with the latest ice times.
- Returned schedule ice shall be dispersed equally across the association in a fair and equitable manner as determined and documented by the Ice Convenor.

All on ice help must meet the minimum eligibility requirements of the O.M.H.A/O.W.H.A as amended from time to time. (i.e., team official qualification requirements, etc.)

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
11.

POLICY ON:  
**EQUIPMENT**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994  
REVISED: May 2022  
REVISED: May 2023

## Association Owned Equipment

Each team will be issued the following equipment prior to the hockey season start:

- 1 set of home & 1 set of away jerseys
- Goaltending Equipment, if required (up to and including the U11 level)
- First Aid kit
- 1 set of home and 1 set of away socks (non-returnable)

All equipment must be obtained directly from the Equipment Manager of the Minor Hockey Association of Lambeth (MHAL)

All equipment numbers are to be recorded by the Equipment Manager to ensure adequate record keeping.

Each coach or manager signing for pickup of equipment is responsible for returning the same at the conclusion of the season. Failure to return the Association's equipment upon request may result in the coach/manager's indefinite suspension until such time as the said equipment is returned and/or paid for. Team volunteer fees will be withheld until equipment is returned.

Hockey jerseys are the property of MHAL. The expectation is that coaching staff does not issue jerseys for players to take home; they are to be handed out and collected before and after each game. Game jerseys may not be worn at practice, but players are allowed to wear their game socks. Coaches must find a parent to take responsibility for transporting and cleaning jerseys throughout the season. Game jerseys are not to go home with the player.

In the event that any intentional damage is done to sweaters or teams do not follow the jersey policy noted above – MHAL will charge the individual or team the cost to replace the sweater.

If a team chooses to purchase a third set of jerseys, the jersey design must be the associations approved third jersey style only.

## Player Equipment

Players are expected to wear the required equipment at all times when on the ice and can reference the OMHA or OWHA for confirmation of the mandatory equipment required.

Required equipment includes, but is not limited to:

- CSA approved helmet & facemask
- Shoulder pads & chest protector
- Throat protector
- Elbow pads

- Hockey pants/girdle
- Gloves
- Shin pads
- Pelvic protector
- Hockey skates
- Hockey socks
- Hockey jersey
- Intraoral mouth guard

The MHAL require all rep team players follow the **uniform guidelines** and colour codes of the Association. That includes a black helmet, black gloves, and black pants.

All team officials participating in on-ice activities must wear a properly fastened CSA hockey approved helmet. Trainers or any other team officials attending an injured player are considered exempt from this rule.

#### Pink in the Rink and Purple Jerseys

The purpose of these jerseys and socks are to raise money for Cancer Research or Mental Health. These jerseys and socks may only be worn at the Lambeth Arena. Any team wishing to participate in a Pink in the Rink or Purple game must contact the Pink in the Rink Coordinator to schedule a date. Teams are responsible for the replace cost of any lost or damaged jerseys. To use these jerseys teams are expected to make a donation.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**12.**

POLICY ON:  
**FUNDRAISING**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994  
REVISED: January 2001  
REVISED: May 2019

## 1. Purpose

### MHAL Fundraising/Sponsorship Policy

All teams may raise funds for their respective team. It is recognized that the funds raised are to be used for the betterment of the team as a whole. When raising funds, members are also representing the Minor Hockey Association of Lambeth (MHAL) and must project a positive image of the MHAL. Accordingly, all fundraising activities must adhere to the guidelines set forth in this Fundraising/Sponsorship Policy as amended from time to time.

## 2. Definitions

1. Association: Minor Hockey Association of Lambeth (hereinafter called the "MHAL").
2. Board: The Board of Directors of MHAL.
3. Committee: A sanctioned committee of the MHAL.
4. Participants: Any person directly or indirectly involved in a Board sanctioned activity who is acting in his/her capacity as: (i) a member (as defined in the MHAL Constitution); (ii) a player parent(s); (iii) a Team official; or (v) any other person authorized by the Board to be involved any such activity.
5. Team: Means a sanctioned MHAL hockey team.

## 3. Responsibility

1. An MHAL sanctioned Team may request a direct public fundraising campaign by providing the Board with details and information sufficient for it to make a decision on whether or not to allow such public fundraising.
2. Team budgets are to be completed by each team and may be requested at the discretion of the Board.
3. All fundraising activities must be discussed and approved by the majority of player parents at a properly held Team parent meeting. Only one parent or guardian per Team member shall be entitled to vote on any matter discussed at a Team meeting.
4. All fundraising activities must receive the prior written approval of the Board.

5. All monetary transactions relating to fundraising shall be documented in accordance with basic accounting principles and are subject to review by the Team parents and/or the MHAL Board.
  6. Note that some fundraising activities may require governmental licences or permits and/or insurance approvals. The Team fundraising organizers must satisfy themselves that they have the requisite approvals prior to requesting the approval of the Board.
4. Permitted Expenditures from general Fundraising Events
    1. Tournament registration fees
    2. Coaching and Trainers supplies
    3. Hotel expenses for Team coaching staff who are not a parent of a player on the Team
    4. Team meals
    5. Additional ice time for any sanctioned Team practices, exhibition games and skill development programs
    6. Mass transportation costs incurred by a Team attending a sanctioned event
    7. Referee and Timekeeper fees
    8. Miscellaneous team expenses (paper, fax/phone, etc.)
    9. Such other expenses approved in writing by the Board
5. Prohibited Activities
    1. Teams are not permitted to raise funds through raffles, bingo, gambling or other games of chance without obtaining the appropriate licencing and permits and the consent of MHAL.
    2. Breweries, Wineries, Distilleries or Tobacco companies or Adult Entertainment establishments may not sponsor any team without the prior written approval of the Board, which such approval may be withheld by the Board in its absolute discretion.
    3. 50/50 draws are prohibited unless approved and licences by the relevant municipal authority. All permit or licence approval numbers must be clearly printed on every ticket.
    4. Alcoholic beverages are not permitted as prizes.
    5. All monies earned through fundraising must be dispersed in accordance with the policy and may not be distributed to Team parents at the end of the season.
    6. Monies raised by fundraising may not be used for Team fees payable to the MHAL.
    7. Teams may not request fundraising assistance from any current sponsors of the MHAL.
6. Approvals and Reporting
    1. All requests for fundraising must be made in writing and submitted to the Board at least 14 days prior to the event.
    2. A full written accounting of each fundraising event shall be compiled and provided at the request of the board.

## 7. MHAL Sponsors

- a) MHAL actively raises funds as an Association. As a result, a number of establishments have sponsored the Association. Teams are expressly prohibited to approach establishments that have sponsored the Association unless written approval is given by the Board, refer to the MHAL website for Association Sponsors.
- b) Teams are permitted to seek “Major” sponsors for their team if they do not offend any of the rules and regulations contained herein. The amount of this sponsorship is to be negotiated between the sponsor and the Team Coach/Manager. Services for “major” sponsorship is subject to the decision of the Team and the “major” sponsor (i.e., logos on jerseys, banners etc. and the expenses of such are to be paid directly by the team being sponsored). All monies from the “major” sponsor shall go directly to the Team bank account and are to be used solely for ice time, transportation or team/player development.
- c) Players/Parents can seek “minor” sponsors to assist with individual player in relation to Team fees. All monies must be directed to the MHAL and not the player’s Team unless the sponsor addresses the cheque directly to the player/parent. The MHAL shall, at its discretion, reimburse the Team for the same amount.
- d) If the Team has monies remaining at the end of the hockey season and a player/parent had been provided with minor sponsorship(s), the portion of remaining money the parent/player is entitled to at the end of the season shall be retained in the MHAL Player Development Fund. Only the portion pro-rated as paid by the player/parent can be returned to the player/parent if money remains after all Team season expenses have been satisfied by the Team and approved by the MHAL Treasurer.

## 8. MHAL Events

1. All MHAL Members are encouraged to participate in MHAL fundraising events; Teams are encouraged not to make commitments in conflict with MHAL fundraising events.

## 9. Reviews

1. All fundraising activities are subject to review and approval by the MHAL Board. Suspension or termination of Membership may be handed down to any person who offends this requirement.
2. **The MHAL Board may review and “spot audit” fundraising activities of a Team at the request of three or more parents whose child plays on the Team being reviewed.**

#### 10. Property of MHAL

1. All money raised through MHAL fundraising is the property of the MHAL.
2. The MHAL Board has the sole and absolute right to disperse monies raised through fundraising.
3. Teams are prohibited from carrying over funds into a future season.

#### 11. Liability and Penalty

1. The MHAL Board shall not be held liable for any violation of this policy and the Coaching Staff and Parents belonging to a Team who violates this policy shall jointly and severally indemnify and save the Board harmless of and from any damages, liability, actions, causes of action or other losses resulting therefrom.
2. Any Team or Member who violates this Sponsorship and Fundraising Policy may be subject to penalties approved by the MHAL Board or a duly constituted and sanctioned committee.
3. Fundraising activities may be revoked or suspended at any time at the discretion of the MHAL Board.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**13.**

POLICY ON:

**GATE**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994

REVISED: May 2022

POLICY DELETED

## MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**14.**

FORMAL APPROVAL: Executive

POLICY ON:

**BINGO COMMITTEE**

FIRST ISSUED: July 1994

REVISED: January 2001

REVISED: May 2010

POLICY 14 DELETED

## MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**15.**

FORMAL APPROVAL: Executive

POLICY ON:

**SPONSORS**

FIRST ISSUED: July 1994

REVISED: January 2001

REVISED: May 2010

Policy 15 deleted. See policy 12.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**16.**

POLICY ON:  
**EXECUTIVE MEETINGS**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 1994  
REVISED: January 2001  
REVISED: May 2010  
REVISED: May 2019

## CLOSED EXECUTIVE MEETINGS

Executive meetings will be held monthly on a regular date to be determined by the Board and will be closed to the public.

## MEDIA

All media releases dealing with the M.H.A.L. must be authorized by the President or designate.

## MOTIONS

Motions will be dealt with in the usual manner.

- - Member proposes motion
- - Motion is seconded
- - Motion is recorded in the Minutes
- - Motion is read aloud
- - Discussion of the motion
- - Vote

## VOTING

All members of the Executive present at the meeting are entitled to vote as per the constitution by-law, with the exception of the President. In the event of a tie vote, the President shall then cast the deciding vote. A majority of one vote is required to resolve a motion.

## ATTENDANCE

Should an Executive Member miss more than 4 meetings, they can be asked to step down from their position on the board.

## CONFIDENTIALLY

All Executive Members are required to sign a confidentiality agreement. Should the expectations of this agreement not be met, they can be asked to step down from their position on the board. Confidentiality agreements shall be retained with the association's corporate records.

## QUORUM

One half of the Executive plus one is required for the transaction of business at an Executive meeting.

### POLICIES

New policies shall be designated as such in all Motions and recorded in the Minutes of Meeting of the Executive.

The Secretary shall be authorized by the Executive to incorporate new policy and approved revisions into the Policy Manual.

A complete, updated Policy Manual shall be kept by the Secretary. The Policy Manual of the M.H.A.L. should be reviewed at least every two years.

### OPEN EXECUTIVE MEETINGS

The Executive can request a team, players or parent(s), a division or individual or any combination of a small group to a meeting to discuss an issue or gather input. Members of the public may request a meeting with the Executive or a Sub-Committee within the Executive.

Members of the public wishing to address the Executive may request the opportunity, in writing, to the President of the Association at least 72 hours prior to the meeting.

The request must specify the topic of the address and its proposed time length. The President or designate shall respond to any such requests at least 24 hours in advance of the commencement of the Executive meeting, setting out whether the request has been approved, the length of time allowed for the presentation, and when the address will be presented. If the request is declined, the President shall state this at the monthly Executive meeting and the response and the reasons for it will be recorded in the Minutes.

All persons at an open meeting will conduct themselves in the following manner or be asked to leave:

- All persons present at the meeting may not record (video or audio) the meeting without prior approval, may be asked to place their device in a visible container provided by MHAL that will be kept in the room for the duration of the meeting. All devices will be returned.
- All persons will speak using appropriate language, in a respectful manner, and will not make any threatening remarks and display threatening behaviour.
- All persons will speak in turn and not interrupt another speaker.

Open meetings shall be conducted in the following manner:

- The President will call the meeting to order, read the expectations of behaviour for all present, introduce the Executive Members present, explain the purpose of the meeting, facilitate the discussion and the order of speakers
- The Secretary may take notes of the proceedings of the meeting. These Minutes will be available upon request.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**17.**

POLICY ON:

**POLICE VULNERABLE SECTOR CHECK (PVSC)**

FORMAL APPROVAL: Executive

FIRST ISSUED: August 31, 2015

REVISED: May 2019

1. It is the policy of the MHAL to follow guidelines of the OMHA or OWHA as it relates to the "Police Vulnerable Sector Check (PVSC) for Employment or Volunteer Purposes"
2. All volunteers within a team (such as coach, assistant coach, trainer), as well as the manager of a team within the MHAL shall be required to have a current PVSC on file with the MHAL by December 1 of the hockey season. However, application for PVSC must be commenced within two weeks of appointment to role as an on-ice volunteer or manager. Each team's Manager is responsible for ensuring that the PSVC has commenced.
3. Current is defined as being completed within three (3) years of September 1st of the current hockey season.
4. An annual declaration will be signed by volunteers whose current PVSC is within the three (3) years. The declaration shall confirm that nothing has changed with respect to the results of the PVSC on file with MHAL.
5. An original copy of the PVSC must be shown to a member of the Executive Committee who will certify that the copy of the original is authentic. Authenticity will be based on the embossed seal of the police agency providing the check. The Executive member would then communicate to the PVSC Coordinator that they have seen the check and identify the date of issue.
6. The PVSC Coordinator shall be responsible to ensure compliance with this policy and that all team officials have provided a current PVSC by December 1 of the season.
7. Certified copies (signed photocopy of the original embossed version) shall be scanned and saved as an electronic record.
8. Electronic records shall be kept with the PVSC Coordinator and archive/backup electronic copies kept with the Vice-president. Electronic copies will be kept on a password protected computer or smart phone.
9. No copies (hard or soft) of these records shall be left in unsecured areas such as the arena.
10. Fees associated with PVSC are not reimbursed by MHLA

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

**18.**

POLICY ON:

**GIRLS DRESSING ROOM POLICY**

FORMAL APPROVAL: Executive

FIRST ISSUED: July 2016

POLICY IS DELETED SEE POLICY 23

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**19.**

POLICY ON:  
**PLAYER MOVEMENT**

FORMAL APPROVAL: Executive

FIRST ISSUED: August 2016  
REVISED: May 2022

- a) The rationale of the Player Request to Move Up is to provide for those athletes who display 'exceptional skill' and excel to an 'elite' level at their positions.
- b) The player must be properly registered with the MHAL prior to the 1st scheduled try-out.
- c) The player must be eligible by residence as defined by OMHA boundaries.
- d) A "Player Request to Move Up" form must be completed and submitted to the Registrar by one month prior to teams scheduled try-out date.
- e) Any player obtaining permission to try out as an underage player will be allowed to try out for no more than one higher-aged team per season.
- f) The MHAL may appoint a committee to evaluate the player. This committee shall include three independent evaluators appointed by the Competitive Convenor. The names of the evaluators, as chosen by the Competitive convenor, shall be forwarded to the MHAL executive for review no less than 24 hours prior to the 1st try-out. If the Competitive Convenor has a conflict (a child on either the higher or lower-aged team), he/she shall appoint another Board member in his/her place. A standard evaluation form shall be given to all evaluators prior to the try-out.
- g) An underage player may only be approved for selection to the higher-aged team on one of the following conditions:
  - is evaluated and ranked as the top goaltender.
  - is evaluated and ranked as a top 3 skater.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**20.**

POLICY ON:  
**AFFILIATED PLAYER**

FORMAL APPROVAL: Executive

FIRST ISSUED: August 2016  
REVISED: May 2019

An Affiliate Player refers to a player who is eligible to participate for his/her registered team and another team of a higher division or category.

Each MHAL team shall have a minimum of two (2) affiliated players and a maximum of five (5) affiliated players on each team and affiliated players can play a maximum of ten (10) regular season games with the affiliated team.

Coaches may request an affiliate player (AP) to provide assistance to teams to fill in for an injured or absent player. **Coaches cannot request an AP to cover a suspension.**

Coaches are expected to ensure they are aware of and are following the League (OMHA/OWHA) policies when AP'ing a player.

Parents of a player being AP'd should always be aware of the policies and regulations surround the process, and ensuring they are supportive of the decisions being made.

OMHA Process:

- If player is being AP'd past their "next level" (i.e.- LL to AE, AE to B), it has to be approved by all coaches involved, the Convenor and the League Registrar, before the player is approached.
- The Registrar must approve the AP being considered.
- The AP process has a widespread impact on various members of the association and needs to be given thorough consideration. If a coach is interested in AP'ing a player(s) the first step is to contact their convenor. The convenor will coordinate the consideration to AP by involving the coach of the team wishing to AP, the AP players coach, the convenor(s) (Local League and Competitive) and the Registrar. If coaches, convenors and registrar agree on the possibility of the player being AP'd then the player and player parents should be consulted.
- If a player is a "right of choice" player, it must be communicated that by signing an AP form they are choosing Lambeth as their home association, and they will only be eligible to play Rep hockey in Lambeth in future years. This needs to be clearly communicated to both the player and the parent before process is completed, as it will impact them for the remainder of their minor hockey career.

- Coaches may AP players for a variety of reasons. A coach with 15 skaters may wish to AP players at the beginning of the season with no intention of using them in games or practices unless there is an unexpected issue such as the flu, which can impact numerous players simultaneously. A coach may wish to AP a player(s) who they intend to use throughout the season and include in practices for varying reasons. It is very important for the coach to explain to players and parents of players who are AP'd what the expectation is. If players are being AP'd for emergency use only they should be informed as to manage expectations of the players and player's parent.

· NOTE: Unless a female player is rostered with an OMHA team, a female player cannot be AP'd to a boys team from a girls team. OWHA does not allow AP'ing to OMHA.

#### OWHA Process:

- The coach requiring a pickup(s) must first approach the coach of the team the players he/she wants to pick up are on.
- A player being called up to play for another team cannot miss one of her regular season games to play in a game she has been called up for.
- Provided mutual agreement, the coach will email the Girls Convenor to confirm the request.
- Once confirmed, the coach may contact the players he/she wants.
- A Player Pick Up Consent Form must be completed and signed prior to the practice/game.
- There is no limit to the number of games a player can play with a team, however, after 10 games, a player may be subject to a pro-rated rep fee.
- Tournament pick-ups are not recommended but can be completed when necessary. Coaches must be aware of the sanctions around tournament picks up, as per the OWHA rules and regulations.
- NOTE: female players in Lambeth's tyke league cannot be called up to play for any OWHA girls' team. Tyke players are rostered with OMHA only.

#### AP Paperwork:

- In order to play as an AP in a game, the necessary OMHA/OWHA forms must be completed in advance and submitted to the League Registrar.
- In order to practice with the team, an AP'd player's paperwork must be completed and submitted to the League Registrar prior to the practice taking place.

#### Restrictions:

- Only players of Lambeth (as their home association) can be AP'd. Coaches must ensure before calling up (especially in Tyke or Local League where the home association may not be Lambeth). The League Registrar can confirm a player's home association.
- OMHA: Players can only AP for one team per season. A player cannot AP for AAA and another Lambeth team in the same season.

- If an AP is going to be used for more than 10 games, they should have to pay an appropriate portion of the rep fee. The player should also be prepared to pay a prorated portion of any team fees in this situation.
- A team cannot AP any more than 5 players without permission for special circumstances from the Rep Convenor and the Registrar. Of the 5 players Ap'd there must be a goalie, defenseman, and forward.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**21.**

POLICY ON:  
**REFUND POLICY**

FORMAL APPROVAL: Executive

FIRST ISSUED: September 2016

REVISED: May 2019

All requests for refunds/player withdrawals must be in writing addressed to the appropriate boys or girls Hockey Registrar (e-mail preferred).

## BOYS HOCKEY REFUNDS:

Registration refunds will not be issued until after **September 1st** pending verification of credit card payments from financial institutions. If the player withdraws from the MHAL program, the amount of refund depends on when the MHAL Registrar RECEIVED the written request:

### Local League Players:

Prior to September 1st - full refund

Sept 2nd - Sept 29th - full refund minus a \$50 handling fee

Sept 30th – Oct 31st - registration fee refunded minus \$125 and minus a \$50 handling fee

Nov 1st - Nov 29th - 50% of registration will be refunded minus a \$50 handling fee, volunteer fee

Nov 30th - end of season - no refunds

### Rep B players and Rep AE players

Prior to September 1st - full refund

Sept 2nd - Sept 29th - full refund minus try-out fee (if try-outs were attended) and minus a \$50 handling fee

Sept 30th – Oct 31st - registration fee refunded minus \$125 and minus a \$50 handling fee

-\$175 of rep fee refunded

Nov 1st - Nov 30th - 50% of registration will be refunded minus a \$50 handling fee  
-\$125 of rep fee refunded

Nov 30th - end of season - no refunds

GIRLS HOCKEY REFUNDS:

If the player withdraws from the girl's hockey program, the amount of refund depends on when the Girls Registrar RECEIVED the written request:

FOR ALL:

There is no refund of the Fundraising Fee nor the Volunteer Fee after Oct 1st for any MHAL player.

All refund requests are approved by the applicable Registrar and are subject to verification of payment by the MHAL Treasurer. The MHAL Treasurer issues any refunded amounts via cheque to name on the player account. Please allow 6-8 weeks for processing of refunds.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**22.**

POLICY ON:  
**CHAMPIONS FUND POLICY**

FORMAL APPROVAL: Executive

FIRST ISSUED: May 2018

REVISED: May 2019

REVISED: May 2023

In recognition of the achievements of MHAL teams, the champion's fund will be an application-based program no less than 3 days in advance of the event and will support additional costs for teams to participate in the following events:

- OMHA finals
- Local League Regional championship
- OWHA Provincial championships
- Lower lakes champion weekend

All players who represent the MHAL in an all-star game will have the all-star game fee paid for. Mileage and accommodations are not included as part of this reimbursement.

**The yearly cap for this fund will be determined annually in the MHAL budget.**

A selection committee will be established though members of the current executive and will include at a minimum of 3 members.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**23.**

POLICY ON:  
**DRESSING ROOM POLICY**

FORMAL APPROVAL: Executive

FIRST ISSUED: May 2018

## Locker Room Monitoring

- **Dressing Room:**  
Players should be supervised at all times. A lone personnel member should never be in the dressing room with players at any time, and especially when they are showering or changing: two (2) adults should be present together, which is called the “Two Deep Method” of supervision. Should separate dressing rooms be required, both dressing rooms require the appropriate adult supervision. Should a team cause damage or a leave a mess in a dressing room, it is the team’s responsibility to pay the City of London fine.
- **Injury Treatment:**  
The safety person should avoid treating injuries out of sight of others. Use the “Two Deep Method” (two adults) supervision system.
- **Female Teams:**  
Recommend that when using the “Two-Deep Method” with female hockey teams, there shall be 2 female supervisors with the players where possible. If not possible there may be one (1) male and one (1) female supervisor. The male supervisor, however, would not enter the dressing room but would be within hearing distance to protect supervisors or players.
- **Road Trips:**  
Ideally, team personnel and players should not share accommodations, regardless of the potential cost savings or other benefits. If sharing a room is unavoidable, be sure that the “Two Deep Method” rule is observed at all times.
- **Physical Contact:**  
Team personnel should avoid touching a player. Use the “Two Deep method” (two personnel, or two players) supervision system. The comfort level and dignity of the player should always be the priority. Limit touching to “safe areas” such as hand to shoulder.
- **Isolated Spaces:**  
Parents/guardians should never leave their child unsupervised in a facility, nor should they leave their child alone with a single personnel member (use the Two Deep Method supervision system).

- **Sport and Training Facilities:**  
Participants who are minors should never be left waiting in a facility without the supervision of their parent/guardian or personnel member (use the Two Deep Method).

#### Parents in Locker Room:

Except for players at the younger age groups (Initiation to Novice), we discourage parents from entering locker rooms unless it is truly necessary. If a player needs assistance with his or her uniform or gear, if the player is or may be injured, or a player's disability warrants assistance, then we ask that parents let the coach know beforehand that he or she will be helping the player.

Naturally, with our youngest age groups, it is necessary for parents to assist the players getting dressed. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently. In circumstances where parents are permitted in the locker room, coaches are permitted to ask that parents leave for a short time before the game and for a short time after the game so that the coaches may address the players. As players get older, the coach may in his or her discretion prohibit parents from a locker room. In general, parents should not enter the dressing room if players undress to less than shorts and t-shirts.

**All adults or parents in the dressing room must have a valid PVSC with the Minor Hockey Association of Lambeth and either rostered to the team or as a Lambeth On-Ice Volunteer**

#### Co-Ed Dressing Room Policy:

1. In all cases where members of a team include both male and female players, the following dress code will apply in the team dressing room:
  - a. Male players will not undress to less than a minimum of shorts while females are present.
  - b. Female players will not undress to less than a minimum of shorts and a tee-shirt while males are present.
2. When separate facilities exist for both male and female participants, males and females shall make use of these separate facilities in order to change to the point that they can adhere to the co-ed dress code noted above (Note: Once dressed in accordance with the minimum requirements above, all players may return to the team [co-ed] dressing room.)
3. When separate facilities do not exist for both male and female participants:
  - a. Players shall dress, undress and shower in shifts while maintaining minimum dress code noted above.

- b. Players of the under-represented gender shall be granted access to the shower facilities after the balance of the team.
4. It is the responsibility of the team to ensure that these guidelines are followed.

Smart Phones and Other Mobile Recording Devices:

Smart phones and other mobile recording devices with recording capabilities, including voice recording, still cameras and video cameras, are not permitted to be used in the locker rooms. If phones or other mobile devices must be used, they should be taken outside of the locker room.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**24.**

POLICY ON:  
**GIRLS HOCKEY**

FORMAL APPROVAL: Executive

FIRST ISSUED: May 2018

The objective of Minor Hockey Association of Lambeth is to coordinate, direct and improve the organized hockey in MHAL to ensure all youth in Lambeth are given the opportunity to participate.

Based on the number of girls registered in hockey from Lambeth, it is expected that Lambeth would typically target fielding a minimum of one team at each level, Novice to Midget.

One of our long-term objectives has been to provide Lambeth youth with the opportunity to play hockey. To achieve that, guidelines for the number of Lambeth players on each team are being established. The number of teams each year and the number of Lambeth players on each team will be determined at the registration deadline and will depend on registration numbers.

Lambeth registrants will be defined as any player living within Lambeth boundaries or anyone who played hockey in Lambeth during the previous season(s). If there is only one team in the PW-Midget division, preference will be given to Lambeth registrants as defined above and no import players will be accepted.

All teams require a minimum of 12 skaters and a goalie and may carry a maximum of 15 skaters and 2 goalies. U-18 team(s) will be the only exception as MHAL may ask the team to carry up to 18 skaters and 2 goalies to not displace Lambeth registrants in their final years of hockey.

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:

25.

POLICY ON:

## CODE OF CONDUCT FOR PARENTS, VOLUNTEERS & PLAYERS

FORMAL APPROVAL: Executive

FIRST ISSUED: May 2020

Update: May 2022

The Minor Hockey Association of Lambeth encourages an environment in which all individuals are treated with respect. Members and players of the Minor Hockey Association of Lambeth shall conduct themselves at all times in a manner consistent with the values of the Minor Hockey Association of Lambeth, which include fairness, integrity, and mutual respect for all.

Members of the MHAL, including volunteers, players, bench staff and parents, represent both our community and our organization. All members of the MHAL are expected to conduct themselves in such a manner as to respect all individuals and property with whom/which they come into contact during the course of the season. **MHAL reserves the right to reject membership, coaching applications, and possible volunteer roles in such cases where a previous record of behaviour unbecoming a member of the MHAL has been evident and/or to suspend or revoke membership where behaviour violates the Code of Conduct.**

During the course of all Minor Hockey Association of Lambeth and/or related activities, members shall avoid behaviour which brings the Minor Hockey Association of Lambeth and/or the sport of hockey into disrepute, including, but not limited to, abusive use of alcohol, use of non-medical drugs, use of alcohol by minors, and comments or behaviours that are disrespectful, profane, offensive, abusive, racist or sexist. In particular, behaviour that constitutes harassment, bullying or abuse will not be tolerated. Furthermore, MHAL uses City of London facilities and as such, are required to follow all R-Zone policies and procedures.

The Minor Hockey Association of Lambeth adopts the OMHA & OWHA Code of Conduct and related policies and procedures, including the OMHA's policy and procedures regarding harassment, bullying and abuse and the OWHA's Harassment, Abuse, Bullying or Misconduct policy. The Code of Conduct and related policies and procedures shall be the standard of behaviour which is expected of all Minor Hockey Association of Lambeth members, including all players, coaches, trainers, bench staff, team managers, officials, volunteers, directors, officers, committee members, administrators, spectators, parents and guardians, and anyone else involved in any Minor Hockey Association of Lambeth or related activities and events.

Everyone is expected act in a respectful manner to all, and to refrain from any acts of harassment, bullying or abuse. If any harassment, bullying or abuse is witnessed by anyone involved with any MHAL activity, there is a duty to report it to team bench staff and/or a member of the Minor Hockey Association of Lambeth's executive and/or OMHA/OWHA and/or authorities as the case may be. Any situation required to be reported to OMHA/OWHA and/or authorities must be reported.

Anyone who is witnessed participating in harassment, bullying or abuse will be removed from any MHAL activity immediately. The situation will then be reviewed/investigated by the MHAL executive or its designate. If it is determined that the person did engage in harassment, bullying or abuse, then the executive shall determine appropriate discipline, which may include suspension from all MHAL activities. There shall be no refund of any fees or other payment in the event of a disciplinary measure, including suspension

All Minor Hockey Association of Lambeth members and players shall also adhere to the Minor Hockey Association of Lambeth's bylaws, policies and procedures, the rules governing Minor Hockey Association of Lambeth activities, the OMHA/OWHA Manual of Operations and/or to the rules and regulations governing any facilities at which and any competitions in which the member participates. In particular, members of the Minor Hockey Association of Lambeth shall not engage in any activity or behaviour which interferes with a competition or with any player or team's preparation for a competition, or which endangers the safety of others.

Any damage caused by a MHAL team, including its players, bench staff, parents/guardians or anyone affiliated with it, to any public or private property shall be the responsibility of the team, which shall pay any costs associated with that damage. Minor Hockey Association of Lambeth will accept no responsibility for such damage and may consider additional discipline in addition to any such damage

The principles of fair play and respect in sport are deemed to apply to and shall be adopted by every member, parent/guardian, player and bench staff of MHAL by virtue of registration with MHAL. Fairness, integrity and respect are the basic principles of fair play through which the spirit of competition is enhanced through honest rivalry, courteous relations between participants and respectful acceptance of the results. Fair play involves the following commitments:

### **Code of Conduct for Players**

#### ***As a player, I will:***

- Make a commitment to my team at all times by attending all practices, games, meetings, special events, and by playing to the best of my ability;

- Respect my coaches at all times. I will remember that my coaches are providing me with the opportunity to learn and play the game of hockey;
- Respect the safety of other players by playing the game within the rules at all times;
- Respect the officials and their decisions at all times;
- Accept disciplinary action respectfully if I violate the rules or spirit of the game.

**Code of Conduct for Parents/Spectators:**

***As the parent/guardian of a player,***

- I will not force my son or daughter to participate in hockey.
- I will remember that my son or daughter plays hockey for his or her enjoyment, not mine.
- I will encourage my son or daughter to play by the rules and avoid hostility and violence.
- I will teach my child that an honest effort and hard work are prioritized over winning.
- I will help my child understand that individual skills and achievements are more satisfying when applied to a team situation.
- I will respect and show support for the trained volunteer coaches who give their time to provide this opportunity for my child.
- I will never question the official's judgement or honesty in public, recognizing that officials are developing in the same manner as players.
- I will never ridicule or yell at any participant for making a mistake or losing a game.

- I will always remember that children and youth learn from example. I will applaud good plays and performances by both my child's team and their opponents.
- I will support all efforts to remove verbal and physical abuse from hockey games.

### **Code of Conduct for Coaches and Team Personnel**

***I understand that as a coach, assistant coach, manager, trainer or other volunteer with a team, I am in a position of trust and authority. I will:***

- Be reasonable when scheduling games and practices, remembering that players have other interest and obligations;
- Teach players to play fairly and to respect the rules and all participants, including their teammates, officials, and their opponents;
- Remember that players play to have fun and must be encouraged to have confidence in themselves;
- Remember that participants need a coach they can respect. I will be generous with praise and set a good example;
- Respect all participants, striving to be a responsible member of the bench staff. I recognize that I am in a position of trust and power, and I will do nothing to take advantage of or abuse it;
- I will do my best to be a competent member of the bench staff, well prepared and adequately skilled. I will obtain proper training and will attempt to upgrade and improve my skills;
- Fulfil my obligation and responsibility toward the team and the Association, as established by Minor Hockey Association of Lambeth, to the best of my abilities;
- Direct comments at an individual's performance and not at the individual;
- Not ridicule or yell at players for making mistakes or for performing poorly;
- Take reasonable steps to see that equipment and facilities are safe and appropriate to my players;

- I will cooperate with the Officials and refrain from public criticism of them. I will respect the Officials and their responsibilities to administer the rules of the game. I will respect the fact that the Official may have a different point of view and I will put my concerns in writing and will send them to the proper individual;
- Learn the definitions and signs of harassment and abuse, and the process for responding to allegations or disclosures, and comply with Minor Hockey Association of Lambeth's policies, working to prevent physical, emotional/verbal, and sexual harassment and abuse;
- Communicate with my players and with their parents, regularly throughout the season, so that everyone is clear about the rules and expectations, and so that we have a shared goal for the season;
- Emphasize the importance of the players' and parents' Codes, and hold my team members and their parents accountable for compliance;
- Recognize and accept that violations of the Code of Conduct may result in disciplinary measures being taken against me up to an including revoking of membership and all rights associated with membership.

***MHAL reserves the right - at any point during the season - to reject registration, membership, coaching applications, and possible volunteer roles in such cases where a previous record/history of behaviour unbecoming a member of the MHAL has been evident and/or to suspend or revoke membership where behaviour violates the Code of Conduct.***

# MINOR HOCKEY ASSOCIATION OF LAMBETH

POLICY NO:  
**26.**

POLICY ON:  
**SOCIAL NETWORKING POLICY**

FORMAL APPROVAL: Executive

FIRST ISSUED: May 2022

For the purpose of this Social Networking Policy, the policy will encompass public communications through such internet mediums and websites as Twitter, Facebook, Instagram, LinkedIn, Vimeo, Foursquare and any other social media network that allows users to communicate online

The policy will be applicable to all members of Minor Hockey Association of Lambeth (MHAL), including Board Members/Directors, Teams, MHAL members and staff, on-ice and off-ice officials, players, players' family members and supporters.

MHAL recognizes and appreciates the value of social media and the importance of social networking to all of its stakeholders. MHAL also respects the right of all Teams and Association personnel to express their views publicly. At the same time, we must be aware of the dangers social media and networking can present.

The purpose of this policy is to educate the MHAL Community on the risks of social media and to ensure all Teams and Association personnel are aware that conduct deemed to be inappropriate may be subject to disciplinary action by MHAL.

Social Media Guidelines:

- a. MHAL holds the entire MHAL Community who participates in social media and networking to the same standards as it does for all other forms of media including radio, television and print.
- b. Comments or remarks of an inappropriate nature which are detrimental to a Team, MHAL or an individual will not be tolerated and will be subject to disciplinary action.
- c. It should be recognized that social media comments are on the record and instantly published and available to the public and media. Everyone including MHAL and/or Team personnel, players, corporate partners and the media can review social media communications. You should conduct yourself in an appropriate and professional manner at all times.
- d. Refrain from divulging confidential information of a personal or team related nature. Avoid revealing business or game strategy that could provide another team or individual a competitive advantage. Furthermore, do not discuss injury information about any player. Only divulge information that is considered public.
- e. Use your best judgment at all times – pause before posting. Once your comments are posted they cannot be retracted. Ultimately, you are

solely responsible for your comments, and they are published for the public record.

- f. If requested to participate in an online network, as a direct result of your affiliation with or participation in the MHAL, the MHAL recommends that you request approval from the Team or MHAL.

#### Social Media Violations:

The following are examples of conduct through social media and networking mediums that are considered violations of the MHAL Social Networking Policy and may be subject to disciplinary action by the MHAL Discipline Committee.

- a. Any statement deemed to be publicly critical of MHAL volunteer / officials or detrimental to the welfare of a member Team, the Association, the opposing team or an individual.
- b. Divulging confidential information that may include, but is not limited to the following:
  - a. player injuries; trades or other player movement; game strategies; or any other matter of a sensitive nature to a member Team, MHAL or an individual.
  - b. Negative or derogatory comments about a team, League, programs, stakeholders, players or any member of MHAL.
  - c. Any form of bullying, harassment or threats against players or officials.
  - d. Photographs, video or comments promoting negative influences or criminal behaviour, including but not limited to drug use, alcohol abuse, public intoxication, hazing, sexual exploitation, etc.
  - e. Online activity that contradicts the current policies of MHAL.
  - f. Inappropriate, derogatory, racist, or sexist comments of any kind, in keeping with the MHAL policies and regulations on these matters, such as the MHAL Code of Conduct policy.
  - g. Online activity that is meant to alarm other individuals or to misrepresent fact or truth.

MHAL will investigate reported violation(s) of this policy in the manner determined by the MHAL Discipline Committee. If the investigation determines that a violation has occurred, MHAL will impose an appropriate suspension. When using social media and networking mediums, the MHAL community should assume at all times they are representing the MHAL. All members of the MHAL community including volunteers and Board Members should remember to use the same discretion with social media as they do with other traditional forms of media.