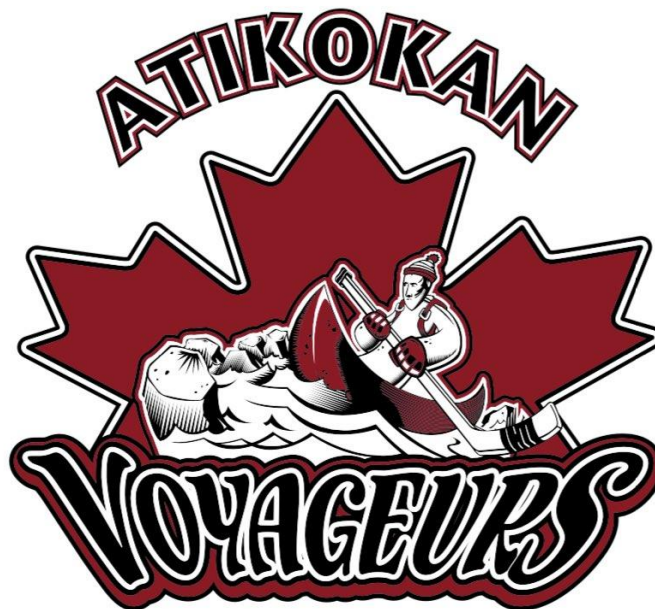


Atikokan Minor Hockey Association Parent Handbook

Welcome to the 2025-2026 Season



Welcome to the Atikokan Minor Hockey Association (AMHA)!

We're pleased to have you as part of our hockey community. This handbook has been created to provide you with important information about the operations, policies, and expectations of our Association.

For further details, we encourage you to review the AMHA Constitution, available on our website at atikokanhockey.ca, and to stay informed through updates posted on our official Facebook page

AMHA is proud to be a member of both Hockey Northwestern Ontario and Hockey Canada, and we operate in accordance with their established policies and procedures. For more information, please visit their official websites at hockeyhno.com and hockeycanada.ca.

Equipment Requirements:

Your Safety Comes First—Gear Up and Get Ready!

We're all about fun, teamwork, and giving it our all on the ice—but safety is always our #1 priority. To keep the game safe and enjoyable for everyone, all players must come fully equipped and ready to hit the ice for every practice and game. Don't forget your gear—no equipment, no ice time!

Mouth guards are now optional!

Equipment Assistance:

Need Gear? We've Got You Covered (When We Can!)

We love helping players get on the ice—and that includes offering access to donated and gently used equipment whenever possible! While we can't guarantee full sets, we do our best to match players with what's available.

Interested? Reach out to the AMHA Equipment Manager or your league manager to see what we have in stock.



Attendance:

Practice Matters – Show Up, Be Ready

Hockey is a true team sport, and consistent practice is where players develop their skills, grow their confidence, and learn to work together. **Being at practice is just as important as showing up for games**, your team is counting on your commitment. Players are expected to attend all scheduled practices unless there's an unavoidable conflict. **Arrive on time, fully prepared, and ready to work—ice time is limited, and every minute counts.**

Attending Tournaments/payments

Please be reminded that all tournament deposits must be paid by the specified deadline. Failure to submit payment on time will result in your player being ineligible to participate in the tournament. Deadlines are set to ensure proper planning and coordination, if you require an exception due to extenuating circumstances, please reach out to the team manager directly **before** the deadline. Thank you for your cooperation and understanding.

Fundraising:

To keep registration fees as affordable as possible and support the costs of ice time, equipment, and programming, Atikokan Minor Hockey Association (AMHA) requires each family to participate in our annual fundraising event: The 50/50 Draw.

- Each player is required to purchase 2 books of 50/50 tickets at the start of the season. (\$100.00)
- Parents are then responsible for selling those tickets.
- Families keep the money collected from selling their tickets, which helps offset their initial purchase cost.
- Players may sell more than 2 books of tickets, please contact your league manager(s) for this request.
- Tickets will be distributed early in the season by your team manager.
- Sold ticket stubs must be returned by the deadline provided.
- Families are responsible for selling (or personally covering the cost of) their assigned books.

There may be other fundraising opportunities happening throughout the year as well. We appreciate your cooperation and support — fundraising is a vital part of making affordable hockey possible for all players in Atikokan.

Player and Parent Expectations

AMHA Players Rules and Expectations

1. I understand that hockey is a team sport. I will be a responsible Team Member.
2. I understand that other players have abilities and strengths that differ from my own. I will act as a good example and encourage my teammates.
3. I will make attendance a priority. I will be on time and fully dressed for games and practices 15 minutes prior to ice time. Missed games and practices may result in my being denied tournament play.
4. I will work hard to improve my skills, giving 100% efforts at all times.
5. I will respect my coach, my teammates, the opposition, all officials, parents and spectators on and off the ice.
6. I will portray, at all times, a positive image of the AMHA at exhibition and tournament events.
7. I will not argue with an official's decision.
8. I will learn the rules of the game and play by them.
9. I understand breaking these rules will result in disciplinary action ranging from sitting on the bench, game suspensions or possible removal from the league. Infractions will be dealt with initially by my coach, and then brought to the attention of my parents, the league convener, and AMHA discipline committee if necessary.

Parents and Guardians Rules and Expectations

1. Your child is part of a team. Endeavour to have him or her attend all games and practices.
Poor attendance may result in being denied eligibility to participate in tournaments.
2. Have your child at the arena dressed and ready to play at least 15 minutes prior to start time.
3. Allow the coaching staff prep time with the players 15 minutes prior to start time of all practices and games. This allows important prep time with the team.
4. Encouragement, praise and positive remarks will help your child develop.
5. Ensure your child plays by the rules and respects coaches, officials and players at all times.

6. Refrain from negative comments.
7. AMHA consists of volunteers that are trying to do the best for your child. Participation in AMHA programs is a privilege and not a right.
8. Your child's hockey program cannot support itself with registration fees only. Participation in various fundraising ventures is expected.

Spectator Rules and Expectations

1. Display sportsmanship. Always respect players, coaches and officials.
2. Cheer good plays of **all** participants.
3. Cheer in a positive manner. Profanity jeers and objectionable gestures are offensive and will not be tolerated.
4. Do not throw anything on the ice.
5. Respect change rooms as private areas for the coaches and players.

24 Hour Rule

To ensure that all individuals are treated fairly and with respect, we encourage everyone to communicate in a positive manner and to follow certain guidelines when discussing issues about practices, games and all team events. AMHA fully endorses the Code of Conduct (refer to AMHA Constitution) and encourages all members to follow proper procedures when dealing with sensitive issues.

We understand that hockey can be a passionate sport and we all share in the common objective of ensuring the sport is fair and safe for all. Unfortunately, there are issues that arise from time to time and must be respectfully, professionally, and appropriately managed. As a result, AMHA adopted the following policy:

"24 Hour Rule" - Unless there is an immediate health and safety concern, players, families and coaching staff are required to wait 24 hours prior to bringing an issue forward. Issues should be brought forward to the appropriate individual(s) including: player, family, coach, parent rep, or AMHA contact. The 24 hour period is a time to logically assess the situation, understand the facts, and afford all parties involved a "cooling off" period. Waiting this time should help with determining if the issue should be brought forward and to do so in a calm, unemotional manner.

Failure to abide by the 24 hour period will result in the following action:

1st Offense - meeting with individual(s) involved with a follow up written report.

2nd Offense - meeting with individual(s) involved and removal of player and/or individual(s) involved from all AMHA and team activities (games, practices, events) for a period of two (2) weeks.

Any further offenses will be reviewed and appropriate disciplinary action determined by the AMHA Disciplinary Committee. If any offense results in a breach of the Code of Conduct, further disciplinary action may be taken, which could include an indefinite suspension from participation in minor hockey.

AMHA endorses a positive and respectful environment for all individuals. All players, families, coaches, officials, and volunteers are expected to behave and communicate in a positive, professional manner at all times for the betterment of all involved. Actions, statements, and decisions should be made in the best interest of AMHA, its players, families, and volunteers.

Staff Roles

HEAD COACH

The Head Coach is primarily responsible for directing and guiding the actions and efforts of their team. With their Assistant(s) and Convenor, they are responsible for the safety and conduct of the players on the team, both on and off the ice. They are responsible for but not limited to:

- Ensuring that all Articles, By-laws, Resolutions, Rules and Regulations of the Association are followed
- Selecting Assistant Coaches from the list of qualified and interested volunteer applications.
- Attending all scheduled games and practices, or, ensuring a competent replacement and practice drill is prepared if/when unable to attend.
- Encouraging and assisting all players on their team in the development of good hockey skills and sportsmanship.
- Be an exemplary role model when in the team's presence (sportsmanship, language, etc.)
- Appropriately disciplining players who use abusive language on or off the ice.
- Not tolerating dangerous or unsportsmanlike behaviour.
- If the team's physical safety is in danger, refusing to start the game until problem(s) have been rectified (e.g. inadequate refereeing, poor ice, rink disrepair, etc.)
- Becoming familiar with the Emergency Accident procedures of the Association.
- Supervising the dressing room 15 minutes before game time.
- Removing players from the ice when ice preparations are scheduled to begin and keep players off the ice until all ice preparation activities have ceased.
- Supervising the dressing room 15 minutes after the game or practice has ended.

- Involving the team in only those hockey events approved by the Executive.
- Accompanying the team to all out of town tournaments and games or arranging for a competent replacement.
- Ensuring that all players are properly and safely uniformed for all games and practices.
- Reporting all accidents on the Accident Report Form and immediately forwarding the same to the Secretary.
- Ceasing all activity on the ice surface and vacating the same at the scheduled time.
- Enforcing all player disciplinary orders of the Executive.
- Enforcing all player disciplinary orders resulting from out of town tournaments and games.
- Taking immediate charge of any accident emergency or ensuring that a competent replacement does so.
- Ensuring there is an approved First Aid Kit brought to all team activities.
- If a team contact person/convenor cannot be appointed, the coach/assistant coach will assume the responsibilities listed in Convenor Duties above

TEAM MANAGER

The duties of a Convenor are many and varied. Convenors should attend Board of Directors meetings and report on all league activities. Convenors may speak to issues at meetings but do not have the right to make motions or vote.

The Convenor's primary function is to ensure compliance with the Association's Articles, By-Laws, Resolutions, Rules and Regulations and, to see that proper procedures are carried out. The Convenor is in direct contact with the coaches, managers, the public, and game officials. The Association is judged by the Convenor's organizational ability to handle and solve problems while meeting the needs of his division. Public relations and tactfulness are of the utmost importance. The division Convenor is responsible for but not limited to:

- Being in charge of teams within their division.
- Developing a routine schedule for their division, informing coaches immediately of changes or variances.
- Reporting immediately to the President any infraction of Articles, By-Laws, Resolutions, Rules and Regulations for remedial action.
- Informing the Referee-in-Chief of referee requirements for regular scheduled and tournament games within his division.
- Presenting to the Executive a preliminary budget for his tournament and obtaining approval to proceed.
- Organizing home tournaments.
- Requesting HNO travel permits for all out of town exhibition games and tournaments.
- Ensuring the division receives its entitled ice time.

- Ensuring the division receives its entitled financial support.
- Notifying players and parents of practice and game schedules as well as cancellations as far in advance as possible.
- Requesting referees for games from the Referee-in-Chief.
- In consultation with the coaches and parents assistance, deciding as far in advance as possible, which out of town tournaments will be attended and requesting permission to attend the same from the Executive.
- Arranging for necessary registration fee for tournaments and collecting those fees from parents when required.
- When travelling to tournaments, taking travel permits and Branch approved team registration certificates.
- Instructing players re: the proper care of association sweaters, socks, etc..
- Collecting jerseys after the season and ensuring that all jerseys are turned in to the Equipment Manager at the end of the season
- Coordinating distribution and retrieval of 50/50 tickets
- Ordering trophies/medallions for season
- Updating and issuing letters of invitation to neighbouring associations to attend the Association's home tournaments
- Issuing thank you cards to all contributors/sponsors