



# NM ICE WOLVES YOUTH HOCKEY

Albuquerque, New Mexico



## NMICE Hockey Travel Policy

A significant portion of USA Hockey participation involves overnight travel for youth teams to games and tournaments. Minor players are most vulnerable to abuse or misconduct during travel, particularly overnight stays. This includes a greater risk of player-to-player misconduct. During travel, players may be away from their families and support networks, and the setting – unfamiliar locker rooms, automobiles, and hotel rooms – is less structured and less familiar. This travel policy provides guidelines so that care is taken to minimize one-on-one interactions between minors and adults while traveling. Further, the policy directs how minor players will be supervised between and during travel to and from practice and games. Adherence to travel policies helps to reduce the opportunities for misconduct.

USA Hockey requires that all local programs have travel policies applicable to their youth teams and to provide policies to all players, parents, coaches and other adults that are travelling with the team.

### **New Mexico Ice Hockey Foundation's (NMICE) Travel Procedure**

NMICE has teams that travel regularly to play individual games, two or three games at a time, or in tournaments, has some teams where travel is limited to only a few events per year, and some teams where there is no travel other than local travel to and from our own arena. NMICE has established travel policies to guide our teams, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local games or practices ("local travel") and team travel involving a coordinated overnight stay ("team travel"). Generally, the Hockey Operations Committee determines both the home and away schedules of each team, regardless of level of play or age division. The schedule, with updates as needed, is communicated to all players, parents/guardians regularly.

#### **Local Travel**

Local travel occurs when NMICE or one of its teams does not sponsor, coordinate, or arrange for travel.

- Players and/or their parents/guardians are responsible for making all arrangements for local travel. The team and its coaches, managers or administrators should avoid responsibility for arranging or coordinating local travel. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including, but not limited to: valid driver's license, automobile liability insurance, vehicle in safe working order, and compliance with applicable state laws.
- The employees, coaches, and/or volunteers of NMICE or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated minor player and should only always drive with at least two players or another adult, unless otherwise agreed to in writing by the minor player's parent.

- Where an employee, coach and/or volunteer is involved in an unrelated minor player's local travel, efforts should be made to ensure that the adult personnel are not alone with the unrelated player, by, e.g., picking up or dropping off the players in groups. In any case where an employee, coach and/or volunteer are involved in the player's local travel, a parental release should be obtained in advance.
- Employees, coaches, and volunteers who are also a player's parent or guardian may provide shared transportation for any player(s) if they pick up their player first and drop off their player last in any shared or carpool travel arrangement.
- It is recognized that in some limited instances it will be unavoidable for an employee, coach or volunteer of NMICE or one of its teams to drive alone with an unrelated minor player. However, efforts should be made to minimize these occurrences and to mitigate any circumstances that could lead to allegations of abuse or misconduct.

### **Team Travel**

Parents/players on all NMICE teams generally arrange their own transportation/lodging for all travel including practices, games, tournaments and events. Situations that are not considered team travel include:

1. Stay-to-Play Events - hotel information will be communicated, and all rostered players are expected to make reservations at the team hotel by the communicated deadline.
2. Player traveling with non-related adult - There are cases when a player may need transportation and lodging arrangements with an adult non-related parent/guardian (who may also be the coach or team manager) to attend an event that requires overnight lodging if the player's parent/guardian cannot attend the event. An adult non-related parent/guardian (SafeSport trained & screened) may coordinate these arrangements and share a hotel room or other sleeping arrangement with a minor player if the coach or team manager has written consent for the parents or guardian of the player needing travel arrangements.

On rare occasions, NMICE may approve team travel, defined as overnight travel that occurs when NMICE coordinates or arranges for **travel as a team** with approved/screened chaperones (without parents/guardians) so that our teams can compete regionally, nationally or internationally. No employee, coach, or volunteer will engage in team travel without the proper safety requirements in place and on record, including valid drivers' licenses, automobile liability insurance as required by applicable state law, a vehicle in safe working order, and compliance with all state laws. Prior to any team travel, coaches will endeavor to make players and parents/guardian aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.

In the rare situation of NMICE coordinated team travel, all travel arrangements will be coordinated and communicated with reasonable advance notice by the team contact person and follow all policies and procedures listed:

- NMICE will post specific travel itineraries when they become available. These will include a more detailed schedule as well as contact information for team travel chaperones.
- Players/parents are encouraged to confirm your intention to travel with the team upon receipt of the team travel information.
- NMICE will make efforts to provide adequately screened and SafeSport compliant supervision through coaches and other adult chaperones.
- NMICE will make efforts so that there is at least one coach or adult chaperone for each five to eight players.
- If a team is composed of both male and female players, then NMICE will attempt to arrange chaperones of both genders. However, we rely on parents (properly screened) to serve as chaperones and may be limited in providing this match.

- All chaperones shall have been screened in compliance with the USA Hockey Screening Policy and all team drivers shall have been screened and the screen shall include a check of appropriate Department of Motor Vehicle records. A parent that has not been screened may participate in team activities and assist with supervision/monitoring of the players but will not be permitted to have any one-on-one interactions with players.
- Players should share rooms with other players of the same gender, with the appropriate number of players assigned per room depending on the team accommodations.
- The coach will establish a curfew by when all players must be in their hotel rooms or in a supervised location. Regular monitoring and curfew checks will be made of each room by at least two properly screened adults.
- Individual meetings between a player and coach may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present.
- All players will be permitted to make regular check-in phone calls to parents. Team personnel shall allow for any unscheduled check-in phone calls initiated by either the player or parents.
- Family members who wish to stay in the team hotel are permitted and encouraged to do so.
- The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the team personnel who can either make or assist with making those arrangements.
- Team meetings do not occur in hotel rooms, but the team may reserve a separate space for adults and athletes to socialize.
- If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken or immediately after the action.
- No coach or chaperone shall at any time be under the influence of alcohol or drugs while performing their coaching and/or chaperoning duties.
- In all cases involving travel, parents have the right to transport their minor player and have the minor player stay in their hotel room at the team hotel.
- During team travel, coaches, team personnel and chaperones will help players, fellow coaches and team personnel adhere to policy guidelines, including, without limitation, the Travel Policy, Locker Room Policy and Reporting Policy.

### **Prohibited Conduct and Reporting**

NMICE prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Participants, employees or volunteers in NMICE may be subject to disciplinary action for violation of the Travel Policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies.

Direct reports of any actual or suspected violations:

NMICE SafeSport Coordinator: [safesport@nmice.org](mailto:safesport@nmice.org)

LOEAHA SafeSport Coordinator: [NMsafesport@gmail.com](mailto:NMsafesport@gmail.com)

USA Hockey: [safesport@usahockey.org](mailto:safesport@usahockey.org) or 1-800-888-4656

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