

Geneva Generals



Hockey Organization, Inc.

Handbook

Revised Fall 2014

Welcome

First and foremost, welcome to Geneva Generals Hockey Organization, Inc. (GGHO). We are pleased to have you and your child (ren) as a member(s) of our organization. The Board of Directors has developed this informative document to try to answer the many questions you may have regarding GGHO and the hockey life. Please feel free to view our website genevahockey.org. There is a lot of information on the website such as practice and game schedules, registration, news and events, etc. We recommend checking the website frequently during hockey season. Again, welcome to GGHO.

Geneva Generals Hockey Organization Mission

- To render constructive civic services for the promotion of the social welfare of the community through the formation of an ice hockey association serving the youth of the area.
- To foster, promote and encourage the sport of hockey and sportsmanship in athletic leagues at the youth level.
- To build character, physical health and wellbeing of the players in order to prepare them for their future role in society.
- To promote interest in the sport of ice hockey at the youth level.
- To give the area youth, regardless of ability, an equal opportunity to experience, learn and enjoy organized ice hockey and to promote friendship, social interactions and physical recreation.
- To emphasize good sportsmanship and fair play, whether in winning or losing.

What is a General?

Everyone knows what a Sabre or a Red Wing is, but what is a General?

A “General” is a leader that upholds values and exemplifies character. A General is ultimately about creating a way for people to contribute to making something extraordinary happen.

Equal Opportunity

The Association must provide an equal competitive opportunity, taking into account ability, physical size and other athletic criteria, to Participants, to participate consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin.

New York Youth Hockey Organizational Structure

USA Hockey – New York State Amateur Hockey Association – Central Section Hockey League – Snow Belt – Travel vs. Snowbelt.

USA Hockey

USA Hockey, Inc., founded in 1936-37, is the National Governing Body for the sport of ice hockey in the United States. Its mission is to promote the growth of hockey in America and provide the best possible experience for all participants by encouraging, developing, advancing and administering the sport.

USA Hockey's primary emphasis is on the support and development of grassroots hockey programs.

USA Hockey is divided into 11 geographical districts throughout the United States. Each district has a registrar to register teams; a referee-in-chief to register officials and organize clinics; a coach-in-chief to administer educational programs for coaches; a risk manager to oversee liability and safety programs; and a skill development program administrator to facilitate learn-to-play programs for youth players and parents.

Players: USA Hockey annually conducts regional and national championship tournaments in various age classifications; sponsors regional and national player identification and development camps; studies and makes recommendations for protective equipment; distribute Hat Trick, Playmaker and Zero Club Awards; and provides an insurance program that includes excess accident general liability and catastrophic coverage.

Coaches and Officials: USA Hockey conducts clinics and produces training manuals and videos through its Coaching Education and the Officiating Education Programs. USA Hockey also promotes uniformity in playing rules and the interpretation of those rules.

USA Hockey has not forgotten parents, supplying this vital segment of the hockey family with a "Parent's Introduction to Youth Hockey" brochure, which includes tips on buying equipment, rules of the game and the role of parents in youth sports.

USA Hockey also publishes **USA Hockey Magazine** the most widely circulated hockey publication in the world, sent to the household of every registered member as a benefit of membership. The organization's official website www.usahockey.com provides up-to-the-minute coverage of news and events.

New York State Amateur Hockey Association

NYSAHA is the local governing body for amateur ice hockey in New York State. The goal of NYSAHA is to foster, advance, develop, encourage and regulate the game of ice hockey as an amateur sport in New York State.

NYSAHA is also there to promote, encourage and assist in the formation of local governing bodies of amateur ice hockey through their affiliation with this Corporation and USA Hockey, Inc.

NYSAHA will establish and maintain uniform playing rules for amateur ice hockey within New York State. Also, establish and maintain the rules and regulations to be in compliance with and in concert with USA Hockey, Inc.

NYSAHA website is www.nysaha.com.

Snow Belt Conference – “Recreational League”

The objective of this organization shall be to administer a recreational youth hockey program that provides

1. A safe and healthy environment in which to play the sport of ice hockey.
2. A fair and equal opportunity for all youth to participate in the sport.
3. An opportunity to learn the basic skills of ice hockey without an over-emphasis on winning.
4. The promotion of good sportsmanship and fair play.
5. An operating philosophy which attempts to reduce the number of players that become disenchanted and drop out of the sport.
6. An opportunity for those who desire to advance to a higher level of play, in a more skilled and competitive environment, to do so.
7. Qualified, knowledgeable and motivated adult leadership.

Visit them at <http://snowbelthockey.org>

NYSAHA - Central Section

NYSAHA Central Section or “Central Section” is the governing body that has jurisdiction over travel teams from central New York. Geneva Generals Hockey Organization is subject to all the rules, regulations and policies of the New York State Amateur Hockey Associations, Inc. and USA Hockey, Inc.

To view online follow www.nysaha.com click NYS/USAH Guidebook

GGHO

GGHO is short for Geneva Generals Hockey Organization, Inc. As a Member your child (ren) play at Geneva Recreation Complex or “The Cooler” and are governed by the rules and guidelines instituted by the Board of Directors with oversight and guidance by USA Hockey, Inc. and New York State Amateur Hockey Associations, Inc. Most board members are either present or past parents of GGHO players and donate their time to continue the rich tradition of organized ice hockey in the Geneva area.

Board Positions and Members Responsibilities

The officers of GGHO shall be a President, Vice President, Registrar, Treasurer, Secretary and such other officers as the Board of Directors may in its discretion elect. Each Board member is elected to his or her position for a 3 year term.

The **President** will supply the overall direction for the League. He or she will represent GGHO at affiliate organizations such as USA Hockey, NYSAHA Central Section and Snowbelt.

The **Vice President** shall assume the duties of the President and shall have the same authority as the President. The Vice President shall carry out any other duties or assignments delegated by the President. The Vice President shall be the Board’s liaison to and the Chair of the Discipline Committee. The Vice-President will conduct all meetings of the Discipline committee, prepare any necessary reports in connection therewith, and report the same to the Board.

The **Treasurer** is responsible for accurate record keeping of all deposits and expenses. The Treasurer shall also oversee the preparation and filing of all necessary Internal Revenue forms and documents. He or she also prepares a fiscally responsible budget to submit to the Board of Directors annually for review and approval.

The **Secretary** shall keep the minutes of the Board of Directors and such other meetings as directed by the Board. The Secretary shall also file any documents, provide required correspondence and be in charge of Communications. The Secretary shall put notices of meetings and notify members of the Board of Directors of meetings.

The **Registrar** is responsible for registration and record keeping of all league members. He or she will also collect and record ice payments and work with the Treasurer to ensure accurate record keeping. Responsible for housing all registration records for the GGHO program until the end of Board term or omitted time frame has elapsed. The registrar is the liaison for player movement and capturing on ice/off ice insurance forms and submissions as needed to claim an incident.

The **Communication Director** is responsible for newsletter, bulletin board materials as well as website/social media updates.

The **Master Scheduler** is responsible for proper allocation of ice time to each team for practices, scrimmages, games and tournaments.

The **ACE Coordinator** will assist in developing a well-trained coaching staff, help your coaches manage their CEP requirements, and promote and facilitate other USA Hockey programs such as the ADM, the Red, White and Blue Program (Cross-ice / Skill Development, Parent Education, and the Player Development Program. This program is closely linked to the Coaching Education Program

The **American Development Model Coordinator** or ADM provides ALL AGE LEVEL appropriate guidelines and curriculum to help more kids play, love and excel in hockey.

The **Equipment designee** shall maintain an inventory of all hockey equipment and other supplies of GGHO and distribute, monitor and collect the equipment.

The **Safe Sport Coordinator** monitors compliance for coaches and volunteers or employees who will have access to minor participants, have completed the required training in accordance with USA Hockey Screening and Background check prior to beginning his/her position. The coordinator will also address any reports of abuse or misconduct to USA Hockey SafeSport Program or applicable law. Reports to the Affiliate and/ or Affiliate SafeSport Coordinator on local program compliance with USA hockey SafeSport program

The **Adult Education Liaison** provides parent education at the beginning of each hockey season, assists with equipment day, answering questions for parents as needed.

The **Credentials Coordinator/Tournament Director** will determine schedules for tournaments GGHO will host for the upcoming hockey season. A manager for each team tournament will be determined by the head coach after teams have been picked. Managers will work with the Tournament Director to fill required duties during the actual tournaments.

The **Marketing Director** is responsible for recruiting and recognizing team sponsors explore options that will promote GGHO and increase membership. He or she will also be responsible for keeping members and the public informed of sponsorships and fundraising activities of GGHO.

Fundraising

Beginning each season GGHO will hand out information regarding mandatory fundraising for the organization to help pay for numerous expenses that we deal with such as referees, ice

time for clinics & tournaments, regular ice time, etc. These fundraising profits are utilized to help lower your ice fees on an annual basis.

Concluding league fundraising, each team will raise money through their own various fundraisers to support their team costs. These costs include travel tournament fees, \$200-\$600 per entry based on team level and location. Also Holiday parties, end of the year parties, banquet costs plus banquet handouts such as trophies, medals or other goodies. The idea at the banquet is to hand each player something for his or her efforts and participation during the season.

Code of Conduct

Each player and parent will be required to sign a "Code of Conduct" form at the beginning of each season. The player and parent acknowledges by signing this document that he or she understands the rules of good sportsmanship and will abide by the "Code of Conduct" or will accept the consequences for their action. The following are Codes of Conduct from USA Hockey

Codes of Conduct

Administrator's Code of Conduct

Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.

- Support programs that train and educate players, coaches, parents, officials and volunteers.
- Promote and publicize your programs; seek out financial support when possible.
- Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.
- Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.
- Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
- Encourage coaches and officials to attend USA Hockey clinics and advise your board members of the necessity for their training sessions.
- Make every possible attempt to provide everyone, at all skill levels, with a place to play.

- Read and be familiar with the contents of the USA Hockey Annual Guide and USA Hockey's official playing rules.
- Develop other administrators to advance to positions in your association, perhaps even your own.

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Coach's Code of Conduct

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great; to love the game is greater

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On-Ice Official's Code of Conduct

- Act in a professional and businesslike manner at all times and take your role seriously.
 - Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.
 - Know all playing rules, their interpretations and their proper application.
 - Remember that officials are teachers. Set a good example.
 - Make your calls with quiet confidence; never with arrogance.
 - Manage and help to control games in cooperation with the coaches to provide a positive and safe experience for all participants.
 - Violence must never be tolerated.
 - Be fair and impartial at all times.
 - Answer all reasonable questions and requests.
 - Adopt a “zero tolerance” attitude toward verbal or physical abuse.
 - Never use foul or vulgar language when speaking with a player, coach or parent.
 - Use honesty and integrity when answering questions.
 - Admit your mistakes when you make them.
 - Never openly criticize a coach, player or fellow official.
 - Keep your emotions under control.
 - Use only USA Hockey-approved officiating techniques and policies.
 - Maintain your health through a physical conditioning program.
 - Dedicate yourself to personal improvement and maintenance of officiating skills.
 - Respect your supervisor and his/her critique of your performance.
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Parent's Code of Conduct

Do not force your children to participate in sports, but support their desires to play their chosen sports. Children are involved in organized sports for their enjoyment. Make it fun.

- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport.
- Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and volunteer.

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Player's Code of Conduct

- Play for fun.
- Work hard to improve your skills.
- Be a team player – get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time.

- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, your parents, opponents and officials.
- Never argue with an official's decision.

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Spectator's Code of Conduct

- Display good sportsmanship. Always respect players, coaches and officials.
- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.
- Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.
- Do not lean over or pound on the glass; the glass surrounding the ice surface is part of the playing area.
- Support the referees and coaches by trusting their judgment and integrity.
- Be responsible for your own safety – be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches and officials.
- Be supportive after the game – win or lose. Recognize good effort, teamwork and sportsmanship.

USA Hockey Zero Tolerance Policy

In an effort to make ice hockey a more desirable and rewarding experience for all participants, USA Hockey instituted a zero tolerance policy beginning with the 1992-93 season. This policy requires all players, coaches, officials, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games.

Thus, the following points of emphasis must be implemented by all referees and linesmen:

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Players

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a player:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates any sign of dissatisfaction with an official's decision. Any time that a player persists in any of these actions, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

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Coaches

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a coach:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language in a boisterous manner to anyone at any time.
3. Visually displays any sign of dissatisfaction with an official's decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators.

Any time that a coach persists in any of these actions, he/she shall be assessed a game misconduct penalty.

Officials

Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited.

Officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

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Parents/Spectators

The game will be stopped by game officials when parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The game officials will identify violators to the coaches for the purpose of removing parents/ spectators from the spectator's viewing and game area.

Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

1. Use of obscene or vulgar language in a boisterous manner to anyone at any time.
2. Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
3. Throwing of any object in the spectators viewing area, player bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

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Violators will be escorted from the facility and not allowed to return until the next day. If the behavior continues, parents are subject to rink policies and the possible removal of their player from GGHO with no refunds.

Please enjoy the game and support all players, coaches and officials. It's just a game...a wonderful game at that!

24 Hour Policy

The 24 Hour rule is to allow time to let emotions settle and recall all aspects of the game prior to speaking to another parent, coach or member of the Board about an incident that you found troubling during the game. Game time brings out emotions in everyone but to speak with a cooler head will hopefully alleviate unnecessary outbursts in the locker room or warming room. We owe it to our children to collect ourselves and not create an unpleasant atmosphere in the company of our players or other children and visitors in attendance.

Reporting of incidents is taken seriously and handled in a timely manner. Remember there is a process in handling complaints post game and to allow all involved time to complete that process.

Proper Reporting of a conflict/ incident during or after the game

- Rink personnel when spectators require direct intervention or attention.
- Request meeting with Coach, Team Manager or Board Member to document conflict and recommend resolution.
- Board Member will report the violation to GGHO Board President and/or Vice President for recommendations.
- If necessary, a meeting will be set up with the Board President, Vice President, Coach, Team Manager, Rink Director, and pertinent parties to resolve the issue.

Dispute Resolution

GGHO shall provide for the prompt and equitable resolution of ice hockey and related disputes involving its Participants, including fair notice and the opportunity for a hearing by the Discipline Committee and/or Board of Directors to any Participant before declaring such individual ineligible to participate, in accordance with NYS Hockey Bylaw VIII and USA Hockey Bylaw 10.

Disciplinary Action

In the event that a player violates the Code of Conduct, the following disciplinary action may result as determined by the GGHO Discipline Committee.

1. **Verbal Warning:** Initial confrontation that serves as a warning.
2. **Bench time:** Players will have reduced playing time during practice or game.
3. **Suspension:** Loss of privilege to participate. May not to exceed 2 weeks.
4. **Dismissal:** Removal from GGHO per the findings of the Discipline Committee, for the remainder of the current season.
Fees are non-refundable.

Discipline of Administrators, Coaches, Managers or Parents/Spectators: Disciplinary action is at the discretion of the GGHO Discipline Committee and/or Board of Directors and will be handled case-by-case utilizing the policies of GGHO By-Laws, Snowbelt, NYSAHA and USA Hockey.

Geneva is a “C” Center

Geneva Generals Hockey Organization is a “C” center. There are three basic classifications, based on the number of skaters an association has; “A” centers generally have 800+ skaters, “B” centers between 400-800 skaters and “C” centers have fewer than 350-400 skaters. These classifications are used to track teams into the appropriate state and national level playoffs and championships. As a C center, our Tier III teams can now be designated as “state bound”. Meaning they are competing throughout the season against the other C centers in our league, via “Q” games or qualifying games, to qualify for the state tournament.

Team Designations

In your travels and reading of brochures, flyers and websites from other organizations, you will come across various designations for team levels.

The “A” and “B” level designate the upper and lower levels of most recreational league teams. The “A” level is the more experience and more developed level players. The “B” level players are normally beginners who have moved up or second year players that still need a little more time at a less competitive level to develop their skills.

In the world of “travel” you are exposed to different designation. You will see “Tier” levels which have equivalent letter designations. Tier I is equal to “AAA” or the highest level of play. Tier II is the same as “AA” play and Tier III is equal to “A”. You will also come across “majors” or “minors”. These are also at the travel levels. The “majors” are the older group of players who are all the same age at that level. The “minors” are the younger aged players at the same level.

House Teams

House teams which play in different rinks but are not considered “travel teams”.

Player Age Brackets

Division	Age
Midget 18 & under	18
Midget 18U	17
Midget 16U	16
Midget 16U	15
Bantam	14
Bantam	13
PeeWee	12
PeeWee	11
Squirt	10
Squirt	9
Mite	8
Mite	7
Mite	6
Initiation	3-5

Players will move up as he or she reaches the top of their age bracket. **Players can request in writing to play in an older division by September 15th or at the time of registration.** All requests will be considered based on the opinion of the coaching staff, the player's ability, and the best interest of the player. Player movement must be approved by the GGHO Board of Directors.

The full player movement policy can be viewed in the GGHO By-Laws.

Initiation

This is a USA Hockey combined effort with major skate and sports companies to jump start beginners in hockey. The sport of hockey needs to be spotlighted and expressed as the FUN and EXCITING event that it is. We need to start with our beginners who are the future of our organization.

Our future players will be led by a Board approved individual certified in coaching and able to relate to our youngest skaters and their parents alike. Our Beginner leaders have typically been involved in the sport of hockey for many years as players, coaches or board members. They will be a great individual and leader for our young players but they will also need volunteers to help out with this very important program. There will be people needed to help on the ice, to help with equipment and making sure everything fits. Comfort is not only in having the right size equipment. It also means being comfortable with who is out on the ice with your child and for your child comfortable about being with that person. This will also insure a safer and more comfortable experience for our players. Plus we cannot forget the main ingredient which is FUN!

The Beginner Program will start in October running for 18 weeks which is divided into two sessions; October through mid-December and January through typically the first weekend in March. Payment can be made for an individual session or when registering for both sessions together you will receive a discounted rate.

Registration

Registration should be done online at genevahockey.org

All players must register with USA Hockey which can be done by following the link on page one of the registration or online at usahockey.com.

Payments made at the end of the registration process will be reflected in a confirmation sent to your email inbox. The GGHO player fee will vary based upon the level of your player. One half of payment is due upon registration. Final payment is due prior to the first ice session or **October 15**. Anyone unable to make timely payment must petition the Board of Directors upon player registration.

Adult Education

All parents must attend an informational meeting prior to the start of each season. All hard copy pages of the registration needed such as the player code of conduct, parent code of conduct, photo release and consent to treat will be signed at the initial parent meeting prior to the start of each new season.

Association Screening Checklist

1. USA Hockey / NYSAHA SafeSport Policy mandates that **all association volunteers / coaches (over the age of 18) who have regular, routine or frequent access to youth participants within your association, must be screened prior to these volunteers having such access.** These volunteers include, but are not limited to:

- Members of the Association Board of Directors
- Program Administrators
- Coaches
- Team Managers
- Officials
- Locker room monitor
- Team drivers
- Travel chaperones
- Anyone with regular, routine or frequent access to youth participants.

2. These volunteers / coaches **must supply the SafeSport Coordinator with** their respective Order / Report. The Order / Report **confirmation** number in the past has been referred to by various names as we have used several different screening vendors. Our current screening vendor, Commercial Investigations, refers to this as **the Report Number**.

ABUSE

Geneva Generals Hockey Organization, Inc. prohibits any form of abuse.

All adult members including officials, coaches, team managers, locker room attendants, penalty box attendants or any member having sustained and regular contact with youth participants are screened through USA Hockey. Any member having a negative screening report will not be allowed to participate in the position for which they have applied.

Reporting abuse and misconduct is taken seriously and will be promptly handled. Including but not limited to reporting to local authorities.

USA Hockey has systems in place to protect participants from physical abuse, sexual abuse and other types of abuse and misconduct such as emotional abuse, bullying, threats, harassing and hazing that can be harmful to youth hockey players and other participants.

Policies such as Codes of Conduct applicable to administrators, coaches, officials, parents, players and spectators; locker room policies, travel and billeting policies aid in education to prevent such abuse. The Safe Sport Handbook from USA Hockey is an up to date resource and education tool for all members of the Organization. All policies regarding abuse and misconduct will be adopted by Geneva Generals Hockey Organization, Inc.

Player Releases

All GGHO players who will be participating in try-outs for another organization must first obtain a Player Release Form from GGHO. Releases will be granted to any player in good financial standing with our organization. Please contact the GGHO Registrar to initiate the release process. We will process all releases as quickly as possible. Please allow time for protocol to be followed. Per Central Section the organization President must provide the release signed in blue ink.

Coaches

Every coach has his or her own style and strengths they bring to each team. If you have multiple players or as your child moves from team to team you will notice these differences. Players benefit from working with many different styles of our coaches and their philosophies. Your child will pick up different skills and disciplines from every coach he or she works with. We ask that parents back their coaches and understand that they will not always agree to a certain approach or rule. The Board recognizes the Head Coaches as the leader of the team.

It is important to recognize that there are two types of fun. The first is immediate. Something was immediately fun, exciting or entertaining. The second involves delayed gratification or in other words the willingness to work hard and put forth one's best effort for future reward such as better skills, a great game, a well run play, a goal or a win. Our coaches will be working with the players to find both of these types of fun. This is how hockey builds strong foundations and is a good reflection of life skills.

Any parent having significant concerns they should take some time to think about it and then discuss it with the Head Coach privately (24 Hour Rule). Coaches appreciate when concerns are brought to their attention so they have the opportunity to both explain and address things they may not have noted. All parents will have the opportunity to evaluate their coaching staff at the end of the season. Should a parent feel that an ethical or safety issue has been breached or that a coach has not been responsive to their concerns, they should notify a member of the GGHO Board of Directors in writing. Please include dates, times, locations and factual description of the events or your concerns.

Interested in becoming a coach? Please see our application at genevahockey.org

1ST Team Meeting

The Head Coaches for each team will call for a team meeting where all parents will gather to discuss numerous responsibilities that he or she will need assistance with. He or she will need a team manager, tournament chairperson, possibly a penalty box attendant or even a newspaper correspondent. This meeting is different from the Adult Education Meeting that will take place prior to start of the season. The basic information shared at the team gathering is regarding coach's philosophy and expectations, parent ideas and questions. Team meetings will be held periodically as needed throughout the season.

Team Dress Code

During your first several meetings, your coach will bring up the issue of what team dress code for games and scrimmages will be. Coaches will have the discretion with such things as shirts and ties, dress pants, etc. Some coaches chose a more traditional dress and players will be required to wear shirts, ties and dress pants. A consistent dress code among teammates gives a great impression to the general public at home and visitor rinks. If coaches are requesting parental expense for things such as team jackets, parents will be consulted prior to any decisions regarding team dress code.

Manager Responsibilities

Team managers have numerous responsibilities starting with compiling a team roster with names, home addresses, e-mail addresses and phone numbers. They will supply families locations, maps or directions to all the rinks where your team will compete. There is much information available from USA Hockey to share with families new to hockey that can assist them in the learning process. As manager you will be responsible to schedule scrimmages, attend a game scheduling meeting with the Head Coach for regular season games, schedule referees for all home games and scrimmages, collecting money from families to pay for referees for scrimmages. Money from team fundraising efforts can be used for this. Referee fee payment requests are made to the treasurer using money covered in your ice fee. Managers will supply receipts for this, paying the referees prior to the game, working with other teams before games to fill out score sheets, coordinating parents to handle the score sheet and time clock for home game and scrimmage. After the game managers must collect the score sheets and forward to the governing body their team plays under, Central Section or Snowbelt.

The manager will also work to find outside tournaments to attend. They will work with the Head Coach on how many tournaments they want to play and how far they want to travel with the input of team families. The coaches will make the final decision on which tournaments to attend based on game schedules and team skill levels. GGHO has to be notified of any out of state tournaments. When tournaments are chosen, managers will coordinate hotel accommodations and reservations to accommodate large groups in one room.

Managers will coordinate with the Equipment manager on jersey sizing, name plate ordering and sewing them onto jerseys. They will also work with the league Marketing Director to acquire sponsor nameplates made and sewn onto the jerseys.

Along with the Head Coach, managers will correspond with all parents regarding all team matters. They will also coordinate with GGHO Marketing Director regarding any team fundraising that will be done. Many of these responsibilities can be delegated during your team meetings to others who would like to help in specific areas.

Team Managers report to the Head Coach and the Secretary of the Board of Directors.

Team Pictures

Team pictures are taken annually. Individual pictures will also be taken at that time. Head Coaches and Managers will be alerted in order to give all parents the opportunity to arrange schedules to make their child available for the group picture. Order forms will be handed out in advance for review and preparation.

Tournaments

During the first team gathering your coach will discuss home and away tournaments with families. Each team will try to attend at least one tournament throughout the season, where teams from other leagues are invited to compete at their given level.

The Head Coach will seek input from the parents regarding away tournaments and then make the best decision he or she feels appropriate and in the best interest of the team. Some teams will stay local within driving distance from home, possibly playing teams within their league. Some teams will chose to play new teams further from home with the probability of an overnight stay in a hotel. Many times at older levels the tournaments are out of state.

Each tournament is a different quality level. They can vary based on skill level of teams allowed into the tournament, what “perks” are given to entrants and what level of prizes are given. Being cautious to make sure the director only allow teams who play at the same level your team does into the tournament. Higher level teams may be allowed into a lower level and may quickly bump your team out of a chance at a championship. If the tournament is within driving range your main concerns may be what to do if you have two games with a time gap between. The Host may supply guide books to help you with those decisions.

Any away tournament where your team will stay overnight finding a hotel close to the rink with activities for kids and maybe a pool would be an important decision. Most tournaments are three game minimum for a four team tournament. Some may have a six team tournament and possibly end up playing four or five games minimum. Some hosts may also schedule additional activities for the fans, such as chuck-a-puck (closest puck throw to center ice wins) or skills competitions between games. Some tournaments may take a team outside of the state. When this is an option for any team there must be Board approval for interstate travel.

Home Tournament Manager

Each team will need a volunteer to be a home tournament manager. This person will be responsible to work with the GGHO Tournament Director to make the tournament a success. The GGHO Director will work with each Tournament Manager and supply guidance. Each team will be responsible for their tournaments success. The team liaison will have to get workers to sign up to run the time clock and fill out score sheets for each game of the tournament. They will also need workers at the front desk for team check-in and to collect gate fees, sell 50/50 tickets, chuck-a-puck and possibly see tickets for any basket raffles or other fundraising that may be scheduled for this tournament. The GGHO Director will check in periodically to make sure all questions are answered and everything is under control. They will also be available for the final game to run the lights and smoke machine for special effects and excitement. The GGHO Director will also coordinate for a local company to supply staff to handle announcing and playing music during the games.

CLINICS- Skating/Checking/Goalie

There will be new and challenging clinics that will be presented in the first few months of the hockey season. The objective is to increase the overall ice time for all players, and to dedicate a specific amount of extra time to intense skill development to compliment all of the things being done on the individual teams. The sessions will be open to Mites through Midgets on a rotating schedule. Information will be forwarded when the schedule is complete.

Open Skate

Our new skaters, young or old, need time on their skates to become more comfortable. They will learn how to use their edges, how to stop and start, etc. They will break in their new skates faster if they are on the ice more often than regularly scheduled practices. Balance, control and comfort on their skates will allow each player to concentrate on the rest of their game. We recommend getting your kids on the ice every possible chance available.

Practice and Game Schedules

Scheduled practices will start at different times of the year. Most teams will start in September or early October. Midget splits which only play until high school hockey starts late October or early November. Ice is normally put down in September. Central Section travel teams can begin play in late September. Snowbelt teams will start playing games usually around October 25th.

Practices will be scheduled by the ice scheduler. Younger teams will usually be scheduled earlier followed by older teams. Coaches will stated what time he or she would like the team to be ready for practice. It is important to follow the coach's suggested time due to ice time being limited to only one hour per practice. Ten minutes prior to actual ice time, you will see the ice being resurfaced by the Zamboni operator.

Players may enter the ice only when Zamboni doors are closed and secured and a coach is present and releases them to enter the ice.

Please scan the locker room for left over equipment from your skater or others. At the end of the evening all participants are required to exit the building 30 minutes after the last team is off the ice.

Games

Games will also be scheduled by the ice scheduler. Most teams will usually be schedule for Saturday or Sunday games. Coaches like to have the players dressed and ready approximately 30 minutes prior to game time. That time before the game will allow the kids to bond or discuss game issues. The coaches will have time for discussion of game situations, some “board” talk as well as some motivational comments. Some coaches will be concerned about the players sitting in the locker room too long; moving players to the ice area for pre-game discussions. Players may enter the ice only when Zamboni doors are closed and secured, referees are on the ice and a coach releases them to enter the ice. It is important for the skaters to be as prompt as possible in order to be respectful towards you teammates. After the game, meet you player at the locker room to assist with undressing as necessary. Please scan the locker room for left over equipment from your skater or others.

Jerseys

Official GGHO game Jerseys and Socks are the responsibility of the parent/player yet are the required uniform by the incorporation of GGHO and can be ordered at First Base Line, 500 Exchange Street, Geneva, NY. Nothing other than the GGHO logo, player’s name and number will be allowed on the jersey. Numbers are currently assigned by the Registrar.

It is recommended that the jerseys only be worn for games and scrimmages. Wearing the jerseys to school, parties or other situations away from actual games is prohibited unless otherwise pre-approved by the coaching staff or other public promotion of GGHO.

Care instructions can be found under Equipment.

Equipment

Hockey players must have good protective hockey equipment to ensure effective performance and appropriate protection. Each piece of equipment can be assessed using the following three basic principles:

Proper Fitting:

Equipment must fit properly and protect the areas it is designed to protect. If it does not fit correctly, it will not protect properly and may inhibit performance.

Protective Quality:

All equipment should be of sufficient protective quality so that it protects effectively and absorbs impact.

Maintenance:

All equipment should be properly maintained to provide the necessary protective quality. Equipment must be hung to dry at room temperature after every session. Equipment should never be placed over an open heat source.

Paying attention to these details will make the hockey playing experience more enjoyable.

REQUIRED/RECOMMENDED EQUIPMENT

The following list of equipment is required or recommended by USA Hockey. The equipment is to be worn at all practices, and games.

1. HECC (The Hockey Equipment Certification Council) approved helmet with wire face guard or full plastic face shield. Visors that cover only half of the face are not allowed except at the Junior Level when the player has reached the age of consent.
2. An approved, manufactured throat protector. A bib style is recommended because it protects a greater area. For goalies, a rigid plastic throat protector attached to the helmet face guard is also required.
3. Shoulder pads
4. Hockey suspenders
5. Hockey pants with plastic inserts
6. Elbow pads
7. Hockey jerseys
8. Hockey gloves
9. Athletic supporter (jock for boys and jill for girls)
10. Garter belt (usually supplied with athletic supporter)
11. Hockey socks

12. Shin guards
13. Properly sized hockey skates
14. Hockey stick of appropriate length. A good gauge is to have the player stand up in his/her skates, holding the stick upright. The end of the shaft should come to nose level. A taped knob on the end of the shaft keeps the hand from slipping off. First time players may like to try a straight blade.
15. Athletic tape for the blade and shaft of the stick.
16. Clear plastic tape or Velcro straps to wrap around parts of the equipment (socks, elbow pads, shin pads, etc. to make them more secure)
17. Extra helmet screws; small screwdriver and shoelaces are always handy
18. Face cloth or towel to wipe off the skates after the ice time
19. Long underwear, long sleeve undershirt and warm socks (or whatever makes the player comfortable) are recommended.
20. A plastic water bottle to allow drinking water through the mask
21. A hockey bag

The equipment does not have to be new, but whatever the child wears should be in good condition and fit properly. It is especially important that skates are the right size and are sharpened regularly during the season (every four to six hours of ice time).

Undergarments

Choose an undergarment arrangement that will be cool and comfortable under your equipment. This will avoid irritation of the skin from the equipment. Underwear will absorb moisture from your skin.

What players wear under the equipment is a personal choice. A number of material combinations exist for underwear from 100% cotton to cotton/polyester and other blends of material.

Always wear a single pair of socks in your skates. As with underwear, a variety of material blends are available. Choose a blend that offers you comfort warmth and moisture absorbing

abilities. For all underwear and socks, 50/50 cotton/polyester blends provide maximum ventilation and comfort.

Helpful Hints:

Always ensure underwear and socks are dry and clean to avoid chafing from your equipment and to maintain hygiene.

Avoid wrinkles in your socks when tightening skates.

Athletic Supports

Two types of athletic supports are available; a jock/jill strap or boxer short style. Each type incorporates a plastic protective cup.

The jock strap (for males), jill strap (for females) and boxers are fitted according to the individual player's waist size. It is important that a player chooses an appropriately sized protective cup and strap or boxer for effective shock absorption.

Protective Quality:

If the Jock or Jill strap tears in any way it should be repaired or replaced. One common area of breakdown is where the two straps meet the protective cup. Should these straps detach, the protective cup can be pushed out of position.

Maintenance:

The strap and protective cup should be hung up to dry after each session. The strap should be machine washed regularly. Be sure to remove the plastic protective cup before washing. If the plastic protective cup cracks, it must be replaced immediately.

Helpful Hints:

The Jill/Jock strap should fit like a pair of briefs; not too loose so that the protective cup moves around and not too tight to restrict movement or cause chafing and discomfort. The boxer short style must fit snugly, but not restrictive, to ensure the protective cup does not move out of place.

Shin Pads

Shin pads are generally measured in junior (8 to 13 inches - 20 to 33 cm.) or senior sizing (14 to 16 inches - 36 to 41 cm.). Ensure that the cap of the shin pad is centered on the kneecap. The

calf padding should wrap around the lower leg to offer maximum protection to this area of the leg. Also the protective padding above the plastic kneecap should overlap approximately 2 inches (5 cm.) with the bottom of the hockey pants. With the skate open, the player should ensure that the shin pad rests 1 inch (2.5 cm.) above the foot when the foot is fully flexed up and does not inhibit movement of the foot in any way. It is also recommended that the skate tongue can be positioned behind the shin pad for added protection.

Protective Quality:

A shin pad that is too short can leave exposed areas between the top of the skates and the bottom of the shin pad. A shin pad that is too long may cause discomfort and restrict movement in the ankle and knee areas.

The flexible position of the shin pad (the padded portion between the plastic knee and plastic shin guard) should allow maximum movement. However, since this is the least protected area on the shin pad, ensure that it properly covers the knee and the shin. Cracked shin pads must be replaced immediately.

Maintenance:

Proper drying by hanging of equipment after each session is essential. Remember, air dry only. To clean, simply mix a little laundry soap with water and use a soft scrub brush on the padding.

Helpful Hints:

Buying Velcro straps to fasten the shin pads to the legs is much less expensive in the long run than using tape. Remember to check the length of the straps with the shin pads on, to ensure a proper fit.

Hockey Pants

Hockey pants are generally sized either according to waist size or in-group sizing (S, M, L, XL, XXL). Measure the waist to get the required pant size.

Pants should be fitted with shin pads in place to ensure the length of the pant leg reaches the top of the kneecap and covers approximately 2 inches (5 cm.) of the shin pad's top flair padding.

For female players, fit the hips first then check the position of the leg and kidney pads to ensure they cover these areas adequately.

The correct positioning of rib, hip, thigh and kidney padding is important to ensure protection of these areas. The padding around the waist of the pants should cover the kidney area (halfway between the hips and underarm). The padding on the rear of the pants should extend far enough to completely cover the bottom end of the tailbone. Thigh padding (plastic shell) and hip padding must fit over the appropriate areas to offer maximum protection.

If the pants have a belt, the belt should be positioned just above the hip bone with the pants on and allow for a snug adjustment without falling off the player's hips.

Protective Quality:

The traditional hockey pant is the most common pant, which features padding built into the pants. Purchase pants with as much padding as possible. Ensure all necessary padding is in place and protecting the appropriate areas in a full range of motion for the player.

If any pads, such as the thigh pad, crack, they should be replaced immediately as they are no longer effective. Tearing that occurs in the outer shell of the pants should be repaired immediately as this can affect the protective quality. The inside of the pants should also be inspected for tearing and repairs made as necessary.

Maintenance:

Proper drying after all sessions is essential. Pants should be hung in a well-ventilated area to air dry. Several times each season, all removable padding should be washed with a mild detergent and air-dried.

Helpful Hints:

Players should have a good range of motion while wearing pants. A good measure is to have the player fully squat wearing pants (and shin pads). If the player can comfortably squat and the padding remains in position, then the pants fit properly.

Hockey Skates

Skates usually fit a half size smaller than street shoes. When fitting skates, the same socks should be worn when skating. Ensure that there are no wrinkles in the sock when placing the foot into the boot.

Loosen the laces so that the foot can easily slip into the boot and then slide the foot forward to press the ends of the toes against the front of the skate. With the foot in position, you should be able to place one finger between the boot and the heel of the foot. Prior to lacing up the

skates, kick the heel into the boot's heel by banging the skate against the floor. Lace the boot with the first 3 eyelets snug, the next 3-4 eyelets loose, to prevent constriction of this area, and the last 2-4 eyelets very snug to maximize energy transfer to the boot.

Once the skates are laced up, there should be approximately 1.5 to 2 inches (3 to 5 cm.) between the eyelets. If they are further apart, a narrower boot is necessary. If the eyelets are closer, then a wider boot is required. Different skate brands are designed for either narrow or wide feet. A variety of widths are available. Next, walk in both skates for 10 to 15 minutes to ensure a comfortable fit. Remove the skates and check the feet for red areas or pressure points, which are signs of an improperly fitted skate. Note that all skates will generally require a break-in period. Any irregularities of the feet, such as bone spurs, may also affect the fit of the boot.

Protective Quality:

Skate tongues should be worn behind the shin pads to fully protect the lower shin. Never wrap laces around the ankles as this can inhibit circulation and irritate the Achilles tendon. If the hard shell in the toes becomes cracked, the skates should not be worn as this could result in serious injury. Skates should be replaced if this occurs.

Maintenance:

Always dry skates by opening boots wide and pulling out removable liners after every session. Regularly check the blades for sharpness, bending of the blades, loose rivets, and cracked blade holders or blades.

If you are on the ice for more than three times a week, skates should be sharpened weekly. Skates should also be sharpened if there is a noticeable reduction in the player's ability to stop or turn. If the blades squeak when stopping, check for bending. Also, regularly check the skate boots, laces and eyelets. Repair or replace as needed.

Skate blades should be wiped dry after each use. Skate guards should be placed on the skate blades to avoid damage during transport or when walking on non-ice surfaces.

Helpful Hints:

Never buy skates too big to grow into as this can seriously inhibit proper skating development.

Shoulder Pads

It is important that the shoulder pads completely cover the shoulders, upper back, chest and upper arms to just above the elbows. The protective caps should be positioned on the top of the shoulders and the arm pads should extend to meet the elbow pads. It is recommended that the back of the shoulder pads should overlap slightly with the pants. The upper arm pads should fit securely around the bicep and triceps muscle areas.

Protective Quality:

The plastic cups are designed to protect the shoulder and disperse any force over a large area through the full range of motion. Check all the straps and Velcro fasteners around the arms and the mid body to ensure they are intact and do not cause discomfort. Adjust length as necessary.

Maintenance:

Ensure that there are no cracks or tears in any parts of the pads. Repair and replace as necessary. Check and replace any missing fasteners or rivets. Always hang dry after every session.

Helpful Hints:

A player should have good range of motion while wearing shoulder pads. To test the range of motion, have the player lift arms slightly above shoulder height. In this position, ensure that the pads do not dig into the neck area.

Elbow Pads

Most introductory and intermediate quality elbow pads can be used on either elbow. Note that some elbow pads are made specifically for left and right arms. Ensure pads are on the appropriate arms. Place the donut inside the elbow pad on the point of the elbow. Snuggly fasten all the straps of the elbow pad so that it does not slide when the arm is fully extended. The top of the elbow pad should meet the bottom of the shoulder pad's arm pad and extend down the forearm to where the top of the glove starts. The forearm padding should wrap around the entire forearm to offer maximum protection.

The elbow pad should not restrict movement of the elbow. With the elbow pads on, test the range of motion by bending the arm at the elbow and watching for any constriction or restriction of movement. If the player wears short cuff gloves, ensure that the elbow pads are long enough to meet the cuff of the glove.

Protective Quality:

Ensure that the elbow pad contains a donut pad or pocket where the point of the elbow rests. The elbow pad should have a plastic cup, which protects the elbow point. Several models may have this plastic shell on the exterior of the pad or it may form an integral part of the pad. Generally, this cup is not removable. Slash guards are rigid plastic pads, which protect the forearm area. The slashguard should be on the outside of the elbow pad.

Maintenance:

Occasionally check the straps to ensure that they provide comfortable attachment to the arms. Straps should not be substituted with tape as this may cause loss of circulation, discomfort and decreased protection. Proper drying, in a well-ventilated area, will help the donut pad from breaking down prematurely. Elbow pads may be washed in the same manner as shin pads.

Helpful Hints:

Frequently test the donut pad by pressing down with the fingers. If any cracks appear, or if the padding is hard or brittle, the pad must be replaced to avoid potential injury.

Gloves

Ideal gloves are lightweight, flexible and offer maximum movement. Gloves are made from a variety of materials including leather and Kevlar. While leather gloves are more durable, they take longer to dry and are heavier to wear. Gloves should fit like loose winter gloves over the fingers. The top of the glove should extend up the forearm to the bottom of the elbow pad to ensure full protection of the forearm area.

Protective Quality:

Ensure that the padding on the back of the glove and the hard shell components are of sufficient quality to protect the hand and the wrist area, which can be tested by pressing the back of the glove with the fingers. The compression should not be felt inside the glove. If the glove has laces in the cuffs, leave them in and do them up. Never remove laces. Laces prevent tearing of the side gussets of the glove.

Maintenance:

Ensure proper air-drying after ice sessions. Remember; never dry gloves over an open heat source. Gloves, which have lost finger pads or roll pads should be repaired or discarded. Ensure the palms of the gloves are soft and in good shape through proper drying. Replace worn out palms at a leather or shoe repair shop immediately to avoid injury. Watering palms can cause them to become brittle and break down.

Helpful Hints:

Whenever testing a pair of gloves, use a hockey stick to stick the handle on the spot for a few minutes. The gloves should offer freedom of movement in a variety of positions without chafing or restricting movement.

Mouth guards

Mouth guards come in three types. Type 1 - "one size fits all mouth guard" - does not fit everyone. It usually causes players to alter the mouth guard by cutting it because it pinches the gums and prevents players from speaking and breathing freely. Type 2 mouth guards allow players to form them by "boiling and biting," but they are commonly made in one size and they can be too big for the mouth. Type 3 mouth guards are form-fitted, are the easiest to talk and breathe with and provide the most protection.

Protective Quality:

Mouth guards help to protect the teeth from chipping and breaking, and also protect the gums and jaw. Some doctors also feel that mouth guards can reduce the chances of getting a concussion.

Maintenance:

Mouth guards need to be kept clean by placing them in a special container, and by brushing them with toothpaste. Keep the mouth guards away from heat. Players should avoid chewing on their mouth guards.

Helpful Hints:

Colored mouth guards are easier to locate in choking incidents, and they are easier to find if they are dislodged from the mouth. Mouth guards should be attached to the helmets.

Helmets

Helmets must be HECC (The Hockey Equipment Certification Council) approved. All HECC approved hockey helmets will have a sticker indicating this approval. These stickers must remain on the equipment and be visible during play.

Helmets are generally measured in junior or senior sizing and may be found in head sizes 6.5 to 7.75 inches (16.5 to 20 cm.). They may also be found in-group sizes (S, M, L, and XL). Choose a size that fits snugly on the head, yet allows room for adjustment for final fitting. Using the adjusting mechanisms, which differ from model to model, the helmet, can be adjusted to fit so that when the head is shaken from side to side and back and forth, the helmet does not move and does not cause discomfort. The front of the helmet should fall just above the eyebrows. Select a size of helmet that provides these elements for a good fit. Adjust the chinstrap so that it is snug to the chin in order to provide proper protection. The chinstrap is not properly fastened if it hangs down. If the chinstrap is too loose it could cause the helmet to fall off on impact.

Protective Quality:

Ear guards are a standard component of many helmets. The ear guards protect the ears from impact injuries. If the helmet is purchased with ear guards, they must be left on to maintain HECC Certification. Any helmet with a break or crack in the outer shell must be replaced.

Maintenance:

Regularly check the helmet to ensure screws are in place and secure. Only use manufacturer's approved replacement parts on helmets. Helmets should never be painted nor have stickers affixed to them as this may weaken the structure and voids the HECC Certification. Any alterations such as: drilling extra holes, removing side straps, clamps or chin cup, will void the HECC Certification.

Always air-dry the helmet after all on ice sessions.

Helpful Hints:

Occasionally, check the inside padding of the helmet by pressing the thumb into the padding. If the padding retains its original shape, the helmet maintains its protective quality. If the padding breaks or cracks, then it is time to replace the helmet.

Facial Protectors

USA Hockey requires all minor and all female players to wear HECC approved full facial protectors, properly attached to HECC approved hockey helmets. Full facial protectors come in two varieties: wire cage or high impact polycarbonate shield (commonly known as a visor). The facial shield or cage must be compatible with the helmet. Not all masks fit every helmet. The facial protector should fit to allow one finger to be placed snugly between the bottom of the chin and the chin cup of the protector.

Protective Quality:

Any facial protector with a break or crack should be replaced immediately. Wire masks should never be cut or altered because the structure may weaken and the HECC certification is voided. Removal of the chin cup also voids the HECC certification and exposes the chin area to undue risk of injury.

Maintenance:

The adjusting screws on the helmet and the screws that attach the facial shield to the helmet should be checked periodically and tightened or adjusted as required. Any helmet with a clear visor should be protected between uses with the shield bag that generally accompanies the product. A visor that is scratched decreases the player's vision.

Throat Protectors

The throat protector should be snug but not uncomfortably tight. Bib style protectors are worn beneath the shoulder pads and offer increased protection. The throat protector should completely cover the throat and with the bib styles, the upper chest area. All throat protectors must bear a manufacture logo on the material or label.

Protective Quality:

There are two types of throat protectors: bib style or collar type. The bib style provides more protection to the chest area. Each protector is generally made of ballistic nylon or similar material. Throat protectors are designed to protect the throat area from lacerations and cuts. They are not designed to protect against spinal injuries to the neck region.

Maintenance:

Dry the protector after each session in a well-ventilated area. The throat protector should be washed regularly in cold water and hung top dry, away from direct heat sources.

Helpful Hints:

Keep all Velcro fasteners in good shape and replace if necessary.

Jerseys and Socks

A hockey jersey should be large enough to fit over the upper body equipment and provide the player with a good range of motion. The length of the sweater should be sufficient to allow it to go over the pants and not ride up when the player is skating. The arms of the sweater should extend to the wrists. Ensure that the neckline of the sweater does not compress the back of the neck. This may result in chafing and/or injury

Socks hold the shin pads in position. They should extend from the top of the foot to the top of the leg. Socks are tucked inside the back of the skates and inside the hockey pants. They are held up with either a hockey garter belt system or Velcro fasteners or clips attached to the Jock/Jill strap.

Maintenance:

Jerseys and socks should be washed after each ice session in cool water, to avoid shrinking, and air-dried.

Helpful Hints:

A clothes rack, which can be stored and set up easily, can be used to air-dry equipment. Never use a direct heat source to dry the equipment because of the potential breakdown of the fibers and the padding.

Hockey Sticks

A properly chosen stick is essential to developing effective puck control and shooting skills. There are several key points to remember when selecting a stick:

1. Junior or Senior Sizing

Junior sticks are made with narrower shafts and smaller blades for better control. It is strongly recommended that junior sticks be chosen with a straight blade.

Senior sized sticks are for intermediate and older players who have the ability to comfortably control a larger stick.

2. Length

As a rule of thumb, in street shoes, the stick should reach between the chin and the mouth of the player with the toe (forward part of the blade) of the stick on the ground. While wearing skates, the butt end of the stick should reach just below the chin. The maximum stick length is 63 inches (160 cm.).

3. Blade Lie

This is the angle of the blade in relation to the shaft of the stick and affects the angle at which the stick rises from the ice. In a “ready stance”, with stick's blade flat on the ice, there should be no gap between the ice and the bottom edge of the blade. If there is a gap, select a different lie to remove this gap.

4. Shaft of Hockey Stick Material

Wooden shafts provide varying degrees of flexibility. Generally, the less flexible stick, the greater amount of strength required to use it effectively. Younger players should use sticks with greater flexibility than senior players.

5. Aluminum/Composite/Kevlar Sticks

Aluminum/Composite/Kevlar sticks offer a great consistency in flex ranges and flex points.

6. Curve

The maximum curve of the blade is ½ inch. (1.27 cm.).

The butt end of a hollow stick must be covered with tape or a commercially available butt end to prevent injuries. All aluminum sticks come with a wooden plug that must be inserted into the top of the stick and then taped.

Maintenance:

Do not store sticks near any direct heat source because they will dry out more quickly. The taping of the blade of a stick is a personal preference. The tape is meant to act as a surface, which provides an increased degree of friction to aid in puck handling. Tape the blade of a stick from the heel to the toe, covering the entire blade.

Sticks with splintered blades or visible breaks must be removed from the ice immediately to avoid injury to players.

Helpful Hints:

At practice, try another player's stick. Experiment with different lengths, lies and flexibilities to determine which stick best suits you. With aluminum sticks, do not interchange the different brands of blades and shafts.

Goaltender Sticks

Goaltenders should select a stick, which allows them to comfortably assume the crouch (ready) position with the blade of the stick flat on the ice. Be aware of different lies, which is the angle at which the shaft rises from the ice. And the length of the paddle (blade).

Goaltender Pads

Always fit goal pads while wearing skates. Kneel down into each pad making sure the kneecap is in the middle of the knee roll. The large vertical roll should be on the outside of each leg. After doing up all the straps, the pad should extend from the toe of the skate to 4 inches (10 cm.) above the knee. Kneepads add additional protection when the goalie is in a position where the pads do not protect a certain area of the knee.

The leg pads should have padding at the back of the leg, which fits under the straps. The top of the pads should extend approximately 3 inches (7.5 cm.) above the bottom of the pants. A proper fit is essential for good protective quality and comfort.

Maintenance:

Always store pads standing to prevent flattening of the padding. Air dry to prevent mildew as the pads dry out. Do not dry over an open heat source. Straps should be checked regularly and replaced if needed. Any cuts in the leather should be repaired immediately. Gently rub a leather conditioner over all leather areas to prevent premature breakdown.

Goaltender Catcher and Blocker Gloves

For proper protection and fitting gloves should fit like loose winter gloves over the fingers. With the catcher and blocker on the hands, lower the hands to the side, the gloves should not fall off. The blocker should be of the proper size to ensure comfort, easy gripping and control of stick.

Protective Quality:

The catcher must have a heavily padded cuff, which overlaps the arm pad top offer maximum protection. Routinely test the padding on the catcher glove by pressing the fingers into the padding. If the padding is lumpy or spongy, then it has broken down and requires replacement.

The bottom of the back pad on the blocker should never be warped, as this exposes the ends of the fingers to possible injury.

Maintenance:

Use a leather conditioner on all leather components of your gloves monthly.

Goaltender Upper Body Protection

The upper body protection padding for a goaltender is designed to protect the collarbone, entire chest and abdominal areas and down the arms to the wrists. Ensure that all straps are utilized and fastened properly. Elbow padding must be properly positioned over the elbow. Arm padding should extend down to the wrist. The body pad should tuck into the pants about 2 inches (5 cm.) below the navel. The arm pads should overlap slightly with the gloves while allowing movement of the wrists and hands.

Maintenance:

Proper air-drying after every session is essential to prolong the life and quality of then padding. Any damaged straps or padding should be repaired at a leather or show repair shop. Do not utilize tape in place of straps as this may restrict movement and blood flow.

Goaltender Pants and Athletic Supports

Goaltenders wear a specially designed athletic support and cup, which has extra padding and protection. The athletic support should be fitted with the same principles as a regular player's equipment, but is specifically designed for a goaltender.

As with regular pants, the goaltender pants are designed to absorb and disperse impact from pucks. Padding is positioned to protect hips, waist, lower back (kidney area), tailbone, thighs and the groin area. The same principles apply for fitting, protective quality and maintenance with goaltender pants as for player's pants except that the goaltender's pants are loose enough around the waist to allow the belly pad to tuck into the pants. The goaltenders pants have several additional protective pieces. Padding is heavier than regular pants and may require suspenders to help the pants from falling out of position.

Overview:

- In order to ensure player safety it is critical that proper equipment be used
- Player safety may be jeopardized if equipment does not fit properly
- When considering purchases of equipment, issues of cost versus proper protection need to be weighed
- In order for equipment to remain safe and in good condition, it must be cared for and maintained regularly

Locker Room Policy

In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to Geneva General Hockey Organization's goals. Geneva General Hockey Organization adheres to USA Hockey's SafeSport Program as a means to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, Geneva General Hockey Organization has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

At Geneva Recreation Complex there are four locker rooms available for our program's use. Numbers 1 and 2 are located to the left of the main entrance. There are also gender specific restrooms located between 1 and 2. Numbers 3 and 4 are located to the right through the rink doors. Please check the white board by the main entrance for assistance in locating your team's locker room.

Some teams in our program may also occasionally or regularly travel to play games at other arenas, and those locker rooms, restrooms and shower facilities will vary from location to location. Geneva General Hockey Organization team organizers will attempt to provide information on the locker room facilities in advance of games away from our home arena. At arenas for which you are unfamiliar, parents should plan to have extra time and some flexibility in making arrangements for their child to dress, undress and shower if desired.

Locker Room Monitoring

Geneva General Hockey Organization has predictable and limited use of locker rooms and changing areas (e.g., generally 20 minutes before and following practices and games). This allows for direct and regular monitoring of locker room areas. While constant monitoring inside of locker rooms and changing areas might be the most effective way to prevent problems, we understand that this would likely make some players uncomfortable and may even place our staff at risk for unwarranted suspicion.

We conduct a sweep of the locker rooms and changing areas before players arrive, and if the coaches are not inside the locker rooms, either a coach or voluntary locker room monitors will be posted directly outside of the locker rooms and changing areas during periods of use, and leave the doors open only when adequate privacy is still possible, so that only participants (coaches and players), approved team personnel and family members are permitted in the locker room. Team personnel will also secure the locker room appropriately during times when

the team is on the ice. In addition to the coaching staff, any parent wishing to regularly supervise the players must appropriately register with USA Hockey and complete training/screening.

Parents in Locker Rooms

Except for our youngest players, Mites and Squirts, 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/undressed. We encourage parents to teach their players as young as possible how to get dressed/undressed so that players will learn as early as possible how to get dressed/undressed independently. We also encourage parents to exit the locker room when your player is dressed. This will allow other parents to assist their player(s) in a small space. Due to the size of the locker rooms please only one parent per player enter the locker room leaving siblings/friends/guests remaining in the warming room. In circumstances where parents are permitted in the locker room, coaches are permitted to ask that the 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. The team manager will be responsible for staffing the locker rooms during the 20 minute period before and after practices and games.

Mixed Gender Teams

Most of our teams consist of both male and female players. It is important that the privacy rights of all of our players are given consideration and appropriate arrangements made. Where possible, Geneva General Hockey Organization will have the male and female players dress/undress in separate locker rooms and then convene in a single locker room before the game or team meeting. Once the game or practice is finished, the players may come to one locker room for a team meeting and then the male and female players proceed to their separate locker rooms to undress and shower, if available. If separate locker rooms are not available, then the players will take turns using the locker room to change. We understand that these arrangements may require that players arrive earlier or leave later to dress, but believe that this is the most reasonable way to accommodate and respect all of our players.

Cell Phones and Other Mobile Recording Devices

Cell phones and other mobile 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.

Prohibited Conduct and Reporting

Geneva General Hockey Organization prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing or horseplay (pushing, wrestling, throwing objects, etc.) all as described in the USA Hockey SafeSport Handbook. Participants, employees or volunteers in Geneva Generals Hockey Organization may be subject to disciplinary action for violation of these locker room policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies. Reports of any actual or suspected violations, you may email USA Hockey at SafeSport@usahockey.org or may call 1-800-888-4656.

Concussion Management

Geneva Generals Hockey Organization has adopted the USA Hockey Concussion Management Program. We take safety seriously and must have open communication coaches, players and parents when it comes to head injuries. Please take the time to read the policy and remember to keep the line of communication open.

Further information on USA Hockey Concussion Management can be found on their website www.usahockey.com under Safety.

Other concussion information can be obtained at www.cdc.gov/ConcussionInYouthSports

USA Hockey Concussion Management Program

Michael Stuart MD

Alan Ashare MD

The standard of care for current medical practice and the law in many states requires that any athlete with a suspected concussion is immediately removed from play.

- A concussion is a traumatic brain injury- there is no such thing as a minor brain injury.
- A player does not have to be “knocked-out” to have a concussion- less than 10% of players actually lose consciousness.
- A concussion can result from a blow to head, neck or body.
- Concussions often occur to players who don’t have or just released the puck, from open-ice hits, unanticipated hits and illegal collisions.
- The youth hockey player’s brain is more susceptible to concussion.
- In addition, the concussion in a young athlete may be harder to diagnosis, takes longer to recover, is more likely to have a recurrence and be associated with serious long-term effects.

- Treatment is individualized and it is impossible to predict when the athlete will be allowed to return to play- there is no timetable.

A player with any symptoms or signs; disorientation; impaired memory, concentration, balance or recall has a concussion.

Remember these steps:

1. Remove immediately from play (training, practice or game)
2. Inform the player's parents
3. Refer the athlete to a qualified health-care professional
4. Treatment begins with complete physical and cognitive rest
5. When free of symptoms, the athlete begins a graded exertion protocol.
6. Medical clearance is required for return to play

Diagnosis

Players, coaches, parents and health care providers should be able to recognize the symptoms and signs of a concussion:

Symptoms

- Headache
- Nausea
- Poor balance
- Dizziness
- Double vision
- Blurred vision

- Poor concentration
- Impaired memory
- Light Sensitivity
- Noise Sensitivity
- Sluggish
- Foggy
- Groggy
- Confusion

Signs

- Appears dazed or stunned
- Confused about assignment
- Moves clumsily
- Answers slowly
- Behavior or personality changes
- Unsure of score or opponent
- Can't recall events after the injury
- Can't recall events before the injury

Management Protocol

1. If the player is unresponsive- call for help & dial 911
2. If the athlete is not breathing: start CPR
 - DO NOT move the athlete
 - DO NOT remove the helmet
 - DO NOT rush the evaluation

3. Assume a neck injury until proven otherwise

- DO NOT have the athlete sit up or skate off until you have determined:
- no neck pain
- no pain, numbness or tingling
- no midline neck tenderness
- normal muscle strength
- normal sensation to light touch

4. If the athlete is conscious & responsive without symptoms or signs of a neck injury...

- help the player off the ice to the locker room
- perform an evaluation
- do not leave them alone

5. Evaluate the player in the locker room:

- Ask about concussion symptoms (How do you feel?)
- Examine for signs
- Verify orientation (What day is it?, What is the score?, Who are we playing?)
- Check immediate memory (Repeat a list of 5 words)
- Test concentration (List the months in reverse order)
- Test balance (have the players stand on legs, one leg and one foot in front of the other with their eyes closed for 20 seconds)
- Check delayed recall (repeat the previous 5 words after 5-10 minutes)

6. A player with any symptoms or signs, disorientation, impaired memory, concentration, balance or recall has a concussion.

“When in doubt, sit them out”

- Remove immediately from play (training, practice or game)
- Inform the player’s parents
- Refer the athlete to a qualified health-care professional
- Medical clearance is required for return to play

7. If any of the signs or symptoms listed below develop or worsen: go to the hospital emergency department or dial 911.

- Severe throbbing headache
- Dizziness or loss of coordination
- Memory loss or confusion
- Ringing in the ears (tinnitus)
- Blurred or double vision
- Unequal pupil size
- No pupil reaction to light
- Nausea and/or vomiting
- Slurred speech
- Convulsions or tremors
- Sleepiness or grogginess
- Clear fluid running from the nose and/or ears
- Numbness or paralysis (partial or complete)
- Difficulty in being aroused

8. An athlete who is symptomatic after a concussion requires complete physical and cognitive rest.

- A concussed athlete should not participate in any physical activity, return to school, play video games or text message if he or she is having symptoms at rest.
- Concussion symptoms & signs evolve over time- the severity of the injury and estimated time to return to play are unpredictable.

USA Hockey Post-Concussion Functional Return to Play Protocol

This protocol should not be initiated until after the athlete has been released to participate in the functional return to play protocol by a qualified health care provider. If symptoms appear during a functional test, the test should be stopped and the athlete monitored until symptoms resolve. No further functional testing should be performed that day. Functional testing may resume the following day at the previously asymptomatic level if the athlete remains asymptomatic. If symptoms do not resolve, appropriate medical attention should be obtained.

After each phase of functional testing, the presence of post-concussive symptoms should be assessed and progression to the next phase of functional testing will require the absence of post-concussive symptoms. Each phase requires a minimum of 1 day before progressing to the next phase.

Level 2: Light aerobic exercise such as walking or stationary cycling. No resistance training. May read 20-40% of normal volume. Limited TV, but No video games. Partial school day as tolerated.

Level 3: Sport-specific exercises. No resistance training. May read 40-60 % of normal volume. No video games. Full school day as tolerated.

Level 4: Non-contact practice. Resistance training OK. No video games. Full school day

Level 5: Full contact practice. Full school day. Video games OK.

Level 6: Return to unrestricted competition and cognitive activities if medical clearance is provided by a qualified health care provider

Website

GGHO will post updates and information related to our organization on our website. The website is being updated as often as time allows. More information is being published daily to better educate our parents. Please check the website regularly for updated information regarding practice times, game times and sign up for team e-mails. The Master Schedule, Registration and payments are also available through the website.

GGHO website is located at genevahockey.org

General News

GGHO has a bulletin board located near the lockers in the warming room. Items posted on the board are typically for parent education and flyers for events such as team pictures, hockey camp opportunities or opportunities for team events.

Annual “End of the Year” Banquet

At the end of the season all the teams gather together for on large party. Each family purchases tickets for the banquet for each person planning to attend. Tickets are normally available through your Team Manager.

The teams gather for social reasons as well as awards and a “State of the League” address by the GGHO President.

Head Coaches will present his or her team awards. USA Hockey awards would be zero (shutout), playmaker (more than 3 assists) and hat trick patches. The younger teams will many times chip in or use fundraising money to purchase goodie bags for each player as well as trophies for each player as participation awards. The following Association Awards will be handed out by our league president.

Leadership Award – Presented to a player (travel or house) that embodies the spirit of leadership. This player has the ability to remain positive and supportive of his teammates no matter what the situation. This player helps lead the program forward no only by utilizing positive communication, but by demonstrating positive actions on and off the ice.

Manager of the Year – Presented to a GGHO Team Manager who best exemplifies the spirit of volunteerism. This manager assists the Head Coach in the smooth management of the team. They help to create a positive atmosphere among parents and embody the spirit and goals of the organization.

Sportsmanship Award – Presented to the GGHO player who exhibits outstanding talent and sportsmanship.

Goalie of the Year –Presented to the GGHO goalie who has shown a love for goaltending and the sport of hockey.

Coach of the Year –Presented to the coach who has dedicated his time and effort to the organization and who exemplifies the ideals of GGHO and USA Hockey.

Robert T Koczent Sr. –Junior Goal Tender Award –This \$200 summer camp scholarship will go to either a Squirt age or a PEE Wee age goaltender that exemplifies the ideals of GGHO and leads his team with competitive passion and love for the game.

Sam Smock-Dedication Award –Presented to the player that best exemplifies the drive, determination, effort and dedication when playing the game of hockey. This award entitles the player to attend the start of season clinic at no cost.

General Meeting

Twice each year the GGHO Board has public meetings. There is a mid-year meeting usually in early December and then the end of the year meeting in April. This meeting is open to all and is informative to present members as well as to new comers. Any new candidates for Board positions will be present and will be voted on. There will be a number of topics such as pre-meeting information and parent help, an overview of our organization and its members, parent and player responsibilities, etc.

This is an opportunity to ask our Board members questions, participate in voting for Board members and think about volunteering for GGHO.

Sponsors

This has been an area of exciting new ideas and opportunities. We would love to have more volunteers to work with GGHO to spread the word on the value of youth hockey and help us tap new source of financial support to help keep our costs low and our visibility high. Anyone willing to help or have ideas for potential supporters please contact a GGHO Board member.

Volunteers

Like any organization we are all volunteers Board members, Coaches, Team Managers, etc. With that comes a heightened responsibility but remember that we are only human. Much of the work we do is a work in progress. We will listen, maybe make suggestions and make any accommodations that are within our jurisdiction. We are all here because we love the game of hockey and most importantly we love our children who play the game. Please consider volunteering your time for the betterment of the organization. If contacting a Board member about becoming a volunteer...Please leave your name, contact information and description of your talents (coach, fundraising, sponsor, etc.) and/or other Board positions held.

Thank you all for being a member of GGHO. We hope everyone enjoys their hockey season!

Sincerely,

The Board of Directors

