



Welcome Parents and Players to the Sartell Youth Hockey Association!

The purpose of this handbook is to familiarize you with the Sartell Youth Hockey Association (SYHA) and is updated annually and available to all SYHA members.

The SYHA is comprised of dedicated and hard-working players, parents, coaches, and volunteers. More importantly, this is an association that is run by all its members to ensure our mission and objectives are upheld and to create the best experience for the kids. As good as our organization may be, there is always room for improvement. Please feel free to contact a Board Member with your feedback regarding this handbook or any aspect of Sartell Youth Hockey. Please refer to the SYHA website for the complete list of SYHA Board members and contact information.

We welcome your comments and suggestions.

We hope you and your family enjoy your hockey experience this season.

2025-2026 Sartell Youth Hockey Board of Directors
sartellhockey@gmail.com

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SYHA Core Values

Sportsmanship:

Treat others better than you expect to be treated. Be fair. Be humble. Be honest.

Acceptance:

We welcome all who share a love of the game, no matter their ability or circumstance. Hockey is for everyone.

Believe:

Hockey's greatest value is the role it plays in the development of character and life skills. Believe in the process.

Respect:

Demonstrate respect for everyone we encounter in the game of hockey – the fans, players, coaches, and officials.

Experience:

Success is measured by the player experience, not the scoreboard.

Support:

We are an organization of volunteers, and many hands make small work. Contributions of time, expertise, and resources make a real impact on our success.

Mission Statement

The mission of SYHA is to provide youth with the opportunity to enjoy the game of hockey and develop individual skills to their full potential.

Registration & Dues Policy

The goal of SYHA is to provide the best program at the most reasonable cost to its participants. SYHA is a non-profit organization, and all monies received come from the members and donors through registration, team fees, sponsorships, events, and fundraisers.

SYHA opens its annual registration in July. At that time, players pay a registration fee. This registration fee covers ice time for dynamics and tryouts, and a limited amount of dryland and ice time for team practices. Registration fees shall be paid online at the time of registration, and no later than August 15th when registration closes for the season. Seasonal dues will be charged in equal amounts to the card or account used during registration, once on October 15th, November 15th, and January 15th. Any changes to the payment method must be made a minimum of two days before scheduled payments. Additional fees may be assessed by the team for additional costs such as extra practice ice or tournament fees. Please contact the [SYHA Treasurer](#) with any questions.

FEE STRUCTURE	INTRO TO HOCKEY	6U/ MINI MITE	8U/ MITE	10U/ SQUIRT	12U/ PEEWEE	15U/ BANTAM	JUNIOR GOLD
REGISTRATION	\$125	\$50	\$100	\$250	\$300	\$300	\$500
OCT 15 th SEASONAL DUES				\$175	\$200	\$250	
NOV 15 th SEASONAL DUES		\$75	\$150	\$175	\$200	\$250	
DEC 15 th SEASONAL DUES				\$175	\$200	\$250	\$400
JAN 15 th SEASONAL DUES		\$75	\$150	\$175	\$200	\$250	\$400
TOTAL HOCKEY	\$125	\$200	\$400	\$950	\$1,100	\$1,300	\$1,300
REQUIRED CALENDAR RAFFLE TICKETS (\$20 EACH)	0	5	10	15	15	15	
TOTAL HOCKEY AND CALENDAR RAFFLE	\$125	\$300	\$600	\$1,250	\$1,400	\$1,600	\$1,300

Multi-Player Discount

A discount is available for families registering three or more players during the regular season. Full registration and dues will apply for the oldest two players, with each additional reduced to \$100. Families should register as normal and a refund or adjustment to monthly payments will be applied.

Financial Assistance Process

In some instances, the SYHA Board may grant financial assistance in the form of discounted/waived registration fees and seasonal dues. Please contact the [SYHA Treasurer](#) with all requests and include a summary of your situation, along with the amount you can pay. The Treasurer will review your request (discussed confidentially with the SYHA Board) and may request supporting documents before granting relief. All requests will remain confidential.

Refund Policy

Once tryouts are complete and teams have been determined, refunds will only be granted for documented medical reasons and movement out of the association boundaries. The MN/USA Hockey portions of the registration process are NOT refundable. If a player decides not to participate, only prepaid seasonal dues will be refunded.

Skaters who tryout for and make a high school team will be refunded all registration and seasonal dues less a \$150.00 tryout fee. This fee covers tryouts, dynamics, and any practices before the release of high school tryout results. Please notify the Treasurer if your skater makes a high school team for a refund of registration and cancellation of seasonal dues.

Volunteer Policy

SYHA operates successfully because of our volunteers. To provide a quality program and to create a positive experience for our players, all registered families must share in the commitment to the success of our association by volunteering and participating according to the volunteer policy outlined below. This policy is in effect from May 1 through April 30th each year.

By acknowledgement in online registration, you confirm that you are aware of our SYHA Volunteer Policy. **Our policy requires 2 hours for each family with Mini Mite/6U players plus 10 hours for one player or 20 hours for two or more players in levels Mite/8U – Bantam/15U per season.** No family will be required to complete more than 20 hours per season, but additional hours are always accepted.

- Mini Mite/6U hours must be completed during a tournament event (home tournaments or District/Region/State tournaments as applicable) unless fulfilled through a key role such as board member, HOC, coach, team manager, or committee participation.

You can opt to buyout of your volunteer commitment. The buyout cost is \$100 per Mini Mite/6U family, \$500 per Mite/8U-Bantam/15U player, with a \$1,000 maximum per family. Buyout is only charged one time per family at the time of registration.

- If participating in the volunteer program, you **MUST** complete your volunteer hours. **Any hours not completed by the end of the season will be invoiced to the family at \$75 per hour.** You will be required to pay this invoiced amount before your child can participate in any future season.
- Not showing up to a claimed DIB without a 48-hour cancellation will result in a \$50 fine.
- SYHA hosted tournaments may require additional volunteer time from parents of SYHA. Volunteer credits can be earned by any family member in the player's family as long as the

family member is 16 or older. Volunteers need to be over the age of 18 to announce, time clock, score book, and penalty box monitor.

- Please see www.sartellhockey.com > Home > Volunteer Opportunities to view all the different ways to volunteer and answer any questions about volunteer hours.
- Team volunteering does not count toward the required volunteer hours. Every travel team family is expected to participate in team-specific volunteering that supports their player's team, as an active, supportive part of the team community – therefore, these do not apply to your family volunteer requirements as outlined above. Examples of supporting the team are: running the clock, scorekeeping or working the penalty box during your child's team games, locker room monitor duties, making door signs, and other team-specific activities.

Guidelines and Additional Fees for Travel Teams

Team fees may differ from team to team. Teams may decide to pay for such items as extra ice time, referees for additional scrimmage games, travel expenses and meals for non-parent coaches, and tournament gate fees. Some additional expenses may include out of town tournaments, year-end team parties, hospitality room, photography, and coach and manager gifts.

Tournament Policy

- Squirt, PeeWee, and Bantam teams will be budgeted up to THREE tournaments each season. Each family will be responsible for the gate fees for each tournament, if applicable.
- Riverblades tournaments are overseen through the Co-op.
- A tournament hosted by a SYHA team at SCHEELS Athletic Complex may count as one of the three tournaments allowed each season.
- Tournaments will be scheduled before tryouts by the Hockey Operations Coordinator. Any tournament schedule changes must be approved by the Hockey Operations Coordinator and communicated to the Executive Board before commitment.
- The Association highly recommends that travel to tournaments not be more than a three-hour drive time to one tournament and that the other two tournaments be within 1 1/2 hour drive time.
- Every effort should be made to follow the Association's guiding principles of "minimal travel, time, and financial commitments by the families involved."
- Mite Program teams are budgeted for two tournaments/jamborees per season.
- If an opportunity presents itself to participate in an unscheduled tournament(s) that exceeds the budgeted number of events:
 - a team's Head Coach must contact the level coordinator and/or Hockey Operations Coordinator
 - the parents/guardians of all players must approve participating in the tournament/game by a 3/4 vote,
 - determined by secret ballot using an unbiased board member as the vote counter/recorder the tournament/game details must be known by all before the vote.
- Overnight game weekends are not considered part of budgeted tournaments and do not require parent vote to schedule.

Playoffs

SYHA will pay any fees associated with a team participating in the District Playoffs. After District Playoffs are finished, the Board will determine based on budget and fund balance if the association will contribute to the added ice bill and tournament registrations. This includes but is not limited to any fees for Regional and State tournament play.

Equipment Policy

All players on SYHA teams are required to wear protective equipment during all games and practices. Each player's equipment shall be as prescribed by District 5 of Minnesota Hockey for their position, including, but not limited to the following:

Player Equipment

Proper fitting ice skates
Stick
Breezers
Safety certified helmet with attached faceguard
Colored mouthguard
Neck guard
Supportive cup or pelvic protector
Shin Pads
Shoulder Pads
Hockey Gloves
Elbow Pads
Hockey Socks- two colors
Home and Away player owned jersey

Goalie Equipment

Supportive cup/pelvic protector
Garter belt and socks or sweatpants
Breezers
Neck guard
Skates (goalie stakes are highly recommended above mite level)
Leg Pads
Chest protector/arm protector
Helmet, mouthguard and neck protector
Glove and blocker
Goalie stick
Home and Away player owned jersey

Association Goalie Equipment

Goalie equipment may be borrowed during the off-season for ice hockey camps and clinics only by reaching out to the goalie equipment coordinator. The borrower is responsible for any damages or loss of the goalie equipment. Annually, all goalie gear will need to be returned for inspection.

Borrowed Gear

- When hockey season is completed, borrowed gear will be taken to Play It Again Sports to be cleaned.
- The cost for equipment cleaning is to be paid at Play It Again Sports.
- Play It Again Sports receipt will need to be turned in with gear return as proof of gear cleaning or a fee of \$20 will be invoiced.

All equipment must be returned to the level coordinator or goalie equipment manager within 30 days of the last scheduled game or practice.

Uniform Policy

No teams in the SYHA will have uniforms that differ from the SYHA approved uniform.

To provide a uniform look for travel teams, SYHA requests players to wear the designated helmet, glove and breezer colors noted below. Please update these colors at your next purchase of equipment.

SYHA Travel Team Official Colors

Royal Blue, Black, Gray, and White

SYHA players are asked to wear white helmets and royal blue gloves and breezers.

Riverblades Travel Team Official Colors

Black, Royal Blue, Red, and Lime Green

Riverblades players are asked to wear black helmets, gloves, and breezers.

Mite Teams

Mite teams will receive one team jersey that they will keep at the end of the season.

Commitment Policy

SYHA recognizes that the success of its program is dependent upon the commitment of all coaches, parents, and players. Additionally, hockey is a sport that places substantial focus on a player's strength within the context of the team. Missed games and/or practices by any player place an undue burden on the ability of a team to adequately perform.

With this in mind, the SYHA's policy is that any unauthorized missed practices and/or games may result in less game time at the discretion of the head coach. Moreover, this player commits to participate in the entire postseason process including, but not limited to, District and/or State Playoff games.

Players must attend scheduled practices and games or notify the coach to be excused. Players will be excused for legitimate reasons, such as sickness or injury, church, school, or family obligations.

Unexcused or chronic, habitual, or otherwise excessive excused absences from scheduled practice sessions and or games may, at the discretion of the coach, make the player ineligible for part or all of the next game, as well as affect individual playing time. Any player in this category must be notified of his status by the coach before the game is started.

SYHA Waiver Policy

It is the policy of the SYHA to follow Minnesota Hockey's Participation Policy <https://www.minnesotahockey.org/handbook> regarding waiving players in or out of an Association in addition to the following:

Waiver into SYHA

SYHA will accept waivers into the association only from those players that meet the residency requirement (attend a Sartell based K-12 school but live in another city).

**Parents must secure a printout from the Sartell school your player is attending validating they are registered for classes for the school year. This document will need to be attached to any waiver request.

Waiver out of SYHA

SYHA will waiver out of the SYHA only those players that attend school outside Sartell school district boundaries. Once tryouts begin, the SYHA will not waiver out any players to another Association.

Parent / Spectator Behavior - Zero Tolerance Policy

To make ice hockey a more desirable and rewarding experience for all participants, USA Hockey has instituted a program of Zero Tolerance for parental and fan behavior that has been adopted by District 5. Referees, at their discretion, may have parents/spectators removed from the arena. The SYHA supports this program and requests that all spectators be supportive of the team, the players, AND the OFFICIALS.

Players and officials all strive to perform at the highest possible level and deserve our support.

On-ice officials will stop the game when the parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The on-ice officials will identify violators to the coaches to remove 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 SYHA. This inappropriate and disruptive behavior shall include:

- Use of obscene or vulgar language in a boisterous manner to anyone at any time.
- Taunting of players, coaches, officials, or other spectators using baiting, ridiculing, threat of physical violence or act.
- Throwing any object in the spectator's viewing area, player's bench, penalty box, or on the ice surface, is directed in any manner as to create a safety hazard.

Please see the separate section Codes of Conduct, Rights and Responsibilities for players, parents, and coaches.

Guest Conduct and Family Accountability Policy

At SYHA, we strive to maintain a positive and respectful environment at all our games and events. To ensure this, we require that families take responsibility for the conduct of their guests. The following guidelines outline expectations and consequences related to guest behavior:

1. **Guest Conduct:** All guests are expected to adhere to the same standards of conduct as our players, parents, and staff. This includes showing respect for players, coaches, referees, and other spectators, and avoiding any disruptive or inappropriate behavior.
2. **Family Responsibility:** Families who invite guests to games are responsible for informing them of our conduct expectations. Should a guest fail to adhere to these standards and be asked to leave the premises, the family who invited the guest will be held accountable.
3. **Consequences:** If a guest is removed from a game due to misconduct, the following actions will be taken:
 - a. The family of the guest will receive a formal warning from the association.
 - b. If a similar incident occurs again, further disciplinary actions may be taken against the family, which could include suspension from attending future games or events.

We appreciate your cooperation in helping us maintain a positive atmosphere for everyone involved in SYHA.

SAFESPORT Policies – As Adopted by USA Hockey

The SYHA is committed to creating a safe and positive environment for its participant's physical, emotional, and social development, and to ensuring that it promotes an environment free from abuse and misconduct. As part of this commitment, the SYHA will be following the recommendations and guidelines defined in the USA Hockey Safesport Program Handbook. A copy of this handbook and SYHA's Safesport coordinator's contact information can be found on SYHA's home web page at www.sartellhockey.com. Any questions or concerns should be directed to SYHA's Safesport coordinator.

SYHA Safesport Policies are designed to address the following types of abuse and misconduct:

- Sexual Abuse
- Physical Abuse
- Emotional Abuse
- Bullying, Threats, and Harassment
- Hazing

Refer to the USA Hockey Safesport Program Handbook for complete definitions of these abuses and misconducts. <https://www.usahockey.com/safesportprogram>.

To reduce the risks of potential abuse and misconduct, SYHA has implemented the following policies:

- Locker Room Policy
- Cell Phone Locker Room Policy
- Travel Policy

If any SYHA member observes any of the above-described abuses and or misconducts it is the member's responsibility to immediately report their observations to the SYHA's Safesport coordinator. In addition, the member must also consider reporting suspected child physical or sexual abuse to appropriate law enforcement authorities. SYHA has a ZERO TOLERANCE policy for abuse and misconduct.

Background Checks/Screening

All SYHA Board members, Hockey Operations Committee (HOC), locker room monitors, level coordinators, team managers, and coaches are subject to background checks/screenings as required by Minnesota Hockey Rules.

Locker Room Policy

Youth players are particularly vulnerable in locker rooms, changing areas, and restrooms due to various stages of dress/undress, and because they are less supervised than at other times. Athlete-to-athlete problems, such as sexual abuse, bullying, harassment, and hazing, often occur when coaches and/or volunteers are not in a position to observe; this is especially true in locker rooms. Adherence to SYHA's locker room policy enhances privacy and reduces the likelihood of misconduct. Proper supervision of the locker room areas also helps ensure that players who have suffered an injury have an adult present to confer with regarding such injury.

It is the policy of the SYHA that teams have at least one qualified adult, that is preferably not a coach, present and engaged in the monitoring of the locker room, at all times, during all team events. These individuals will be called "Locker Room Monitors." This role is expected to be shared by ALL same-gender parents and/or guardians of travel-level players.

A "qualified adult" is an adult of the same gender who has passed the required Safesport Training (in compliance with Section II of the USA Hockey Safesport Program Handbook) and completed a background check (in compliance with Section III of the same handbook).

Locker Room Monitors

- Are responsible "qualified adults" who are present and engaged in monitoring the locker room.
 - Present means physically inside the locker room during your scheduled time before and after practice and games.
 - Engaged means actively listening to player conversations and interjecting or changing the topic of conversation when necessary.
- Must personally monitor the locker room environment *at all times* while participants are present and also make sure the locker room is appropriately secured during times when minor participants are on the ice.
- Shall be of the same gender as the team they are monitoring. If a team is co-ed, a team monitor of both genders will be required.
- Must ensure a player never enters a locker room without *proper* adult supervision.
 - Any individual meetings with a minor participant and a coach in a locker

- room shall require a qualified adult to be with the coach.
- Any player who returns to the locker room alone must be accompanied by a parent/guardian or at least two qualified adults.
- The only time it is permitted to have a same gender Locker Room Monitor and an individual child in a locker room alone is when the Locker Room Monitor is the parent/legal guardian of the child.

With younger, Mite/8U/6U aged players, it is generally appropriate to allow parents to assist the player with getting equipment on and off before and after games or practices and they should be allowed to do so.

Player violations of the locker policy may result in loss of locker room privileges.

Co-Ed Locker Rooms – As Adopted by USA and Minnesota Hockey

As a team sport in which youth teams can often include both male and female players, special circumstances may exist that can increase the chance of abuse or misconduct. If a team consists of both male and female players, both female and male privacy rights must be given consideration and appropriate arrangements made.

It is not acceptable for players, coaches, locker room monitors or any other SYHA member to be observing the opposite gender while they dress or undress. Where possible, the male and female players should undress/dress in separate locker rooms and then convene in a single dressing room before the game or team meeting. Once the game is finished, the players may come to one locker room to discuss the game, but no player may begin undressing until the opposite gender has proceeded to their separate dressing room. Coaches are prohibited from discussing hockey in the locker room unless both genders are present.

If separate locker rooms are not available, the genders may take turns using the same locker room. One gender must wait to use the locker room until all opposite gender players have finished and left the locker room. Taking turns is a means of reasonable accommodation; neither gender group should be favored, nor should one group be the group who always has to wait to change.

In the event that there is a single player of one gender, then they must be accompanied by a parent/legal guardian of either gender while in the locker room.

The only time it is permitted to have a same gender Locker Room Monitor and an individual child in a locker room alone is when the Locker Room Monitor is the parent/legal guardian of the child.

When male and female players are together in the locker room there should be at least one qualified adult present, of either gender, in the locker room.

Cell Phone Locker Room Policy

SYHA prohibits the use of cell phones and other mobile devices with recording capabilities, including voice recording, still cameras, and video cameras from being used in locker rooms.

Travel Policy

SYHA coaches and/or volunteers, who are not also acting as a parent, should not drive alone with an unrelated minor and should only drive with at least two other players or another adult at all times, unless otherwise agreed to in writing by the minor's parent.

Coaches and volunteers who are also a player's parent or guardian may provide shared transportation for any player(s) if they pick up their player first and drop off their player last. It is recognized that in some limited instances, it will be unavoidable for a coach or volunteer to drive alone with an unrelated minor player. However, efforts should be made to minimize these occurrences and to mitigate any circumstances that could lead to allegations of abuse or misconduct.

Use of Alcohol, Tobacco, and Drugs Policy- As Adopted from USA Hockey

SYHA supports USA Hockey's considered judgment that consumption/use/abuse of mood-altering substances is detrimental to a healthy state of mind, body, and spirit in an athletic participant. This is especially true for those participants aspiring to develop their talents in the furtherance of their playing, or coaching, or officiating careers in the sport of ice hockey.

Therefore, with the best interests of its participants in mind, USA Hockey prohibits the use by any participant of alcohol or drugs, as these terms are defined below, during participation in its programs as follows:

1. Zero tolerance for possession or use of drugs unless the participant is currently under a doctor's care and the medication is required for treatment of an illness or injury;
2. Zero tolerance for providing or condoning the use of alcohol, tobacco, or drugs to a minor athlete by a coach, assistant coach, manager, official, or any other person who is in a position of authority over that athlete;
3. Zero tolerance for being under the influence of alcohol, tobacco, or drugs while supervising minor athletes or while participating in a USA Hockey practice, game, or event; and
4. Abuse of alcohol by a participant while participating at a USA Hockey event other than that prohibited by #3 above.

Violation of this policy shall subject the participant to disciplinary action up to and including suspension or disqualification from membership.

For purposes of this policy, the word "alcohol" shall include the following:

- Intoxicating beverages.

For purposes of this policy, the word "tobacco" shall include the following:

- Cigarettes
- Chewing tobacco
- Vaping, vaping paraphilia

For purposes of this policy, the words "drug" shall include the following:

- Any controlled substances.
- Prescription or prescribed controlled substances when used to an excess in violation of doctors' orders, or to produce the state of intoxication in the participant.
- Any mood-altering or psychoactive substance that produces a state of intoxication.

Physical Abuse Policy — As Adopted by USA Hockey

It is the policy of the SYHA that there shall be no physical abuse of any participant involved in any of its sanctioned programs. Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury.

Physical abuse does not include physical contact that is reasonably designed to coach, teach, or demonstrate a hockey skill. Permitted physical conduct may include, but is not necessarily limited to, shooting pucks at a goaltender, demonstrating checking and other hockey skills, and communicating with or directing participants during a game or practice, by touching them in a non-threatening, non-sexual manner.

Sexual Abuse Policy - As Adopted by USA Hockey

It is the policy of the SYHA that there shall be no sexual abuse of any minor participant involved in any of its sanctioned programs. Neither consent of the player to the sexual contact, mistake as to the participant's age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse.

If an allegation is brought forward the authorities will be contacted. Upon evidence of a violation of this policy, the violator will be permanently banned or suspended from USA Hockey sanctioned programs and/or programs of its Affiliate Associations.

Whistleblower Policy – As Adopted by Minnesota Hockey

SYHA supports Minnesota Hockey's Whistleblowers Policy in compliance with the Sarbanes- Oxley Act of 2002. <https://www.minnesotahockey.org/page/show/710953-whistleblower-policy>

Grievance Policy

It is the belief of the SYHA that most differences are minor and the best way to work out a difference of opinion is for the parties involved to meet with one another. This is true whether the discussion is between parents, a coach and player, a coach and team manager, or a coach and parent. Every effort should be made to resolve differences in this manner.

It is required that before any grievance is presented to a coach, team manager, level coordinator, or Board or HOC Member, a 48-hour cooling off period should be observed.

****Please note that all tryout related grievances go directly to the [Hockey Operations Coordinator](#) 48-hours after tryout results have been posted.**

Following the cooling off period, the first step to resolving a grievance is to schedule a conversation with the head coach and team manager.

If a dispute cannot be resolved with head coach and team manager, the following steps

must be adhered to:

1. The head coach and/or team manager notify the level coordinator and the HOC level coordinator of the grievance. The level and HOC level coordinators will attempt to resolve the grievance by communicating, meeting with, and obtaining documents from all parties involved. If unresolved after 7 days, or sooner at the discretion of the level and HOC level coordinators, the grievance will be moved to the Executive Board. The written grievance must include the following:
 - a. Description of the incident (including date and time, if available).
 - b. List of all parties involved and any witnesses.
 - c. Site the section of SYHA/USA Hockey and/or MN Hockey Handbook(s) that is the basis of the grievance.
2. The level coordinator and HOC level coordinator will submit the written grievance and all documentation to the Executive Board. The Executive Board may use all means at their disposal to resolve the grievance including, but not limited to, the following:
 - a. Review documentation submitted by the level coordinator and HOC level coordinator.
 - b. The Executive Board will schedule meetings with all parties involved separately, then together (if needed). This time will be equally limited so all parties must be prepared to summarize the issues and answer questions as directed by the Executive Board.
 - c. Upon completion of this meeting, all parties will be notified in writing, within 5 days of the Executive Board decision.

If in the opinion of the Executive Board the grieving or grieved party has not followed the above procedures, the Executive Board reserves the right to suspend either party for the remainder of the season.

3. If this matter moves to District 5, the SYHA Executive Board will forward copies of all documentation related to such grievance to the appropriate District 5 Representative.

The SYHA provides an orderly procedure for the discussion and resolution of all problems, concerns, and formal grievances. The objective is to resolve issues at the most immediate level. The key criteria and any resolution of an issue is what is best for the respective player, his or her team, and the best interest of SYHA.

The following Addendum(s) can be found at www.sartellhockey.com.

- **SYHA Bylaws**
- **Hockey Operations Committee** Addendum B
- **Central MN Riverblades Co-op Agreement** Addendum C

Codes of Conduct, Rights & Responsibilities

Behavior Expectations

Coaches and parents should set a positive example of sportsmanship and good conduct and, in general, be a credit to the SYHA and our community.

The head coach is the person recognized as having responsibility for the team. The coach is not required to bend to parental pressure but shall be available to discuss any situation with the players and/or parents, keeping in mind their responsibility is to coach the whole team and not any one individual. A coach shall have the flexibility to reduce a player's ice time to solve a disciplinary problem if it is in the best interest of the team.

To have a uniform expectation for all participants in SYHA, each player, parent, and coach will be required to sign a specific **Code of Conduct** document at the time of registration for each season. The SYHA Registrar submits all documents with team registrations with Minnesota Hockey. The Code of Conduct forms are printed on the pages that follow in this handbook.

Player Guidelines

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

Following these guidelines, all players are required to sign the Player Code of Conduct at the time of registration for each new season the player is part of the SYHA.

Player Code of Conduct Form

Note: All Players are expected to read at the time of online registration and check the box that they've read and comply.

I understand that it is a privilege to play hockey in the Sartell Youth Hockey Association and as a member of the association, I agree to the following:

- I will not swear or use abusive language on the bench, in the locker room, in the arena, and/or at any team function.
- I will not throw or abuse equipment.
- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, volunteers, and referees at every game and event.
- I will treat teammates, coaches, opponents, facilities, fans, and referees with respect.
- I will not use or possess alcohol; smoke, chew tobacco, or use any inhalant or illegal substance at the rink or any team function; this includes the possession of drug and vaping paraphilia.
- I will express any concern through proper channels in a respectful manner.
- I will respect and adhere to all rules and the Code of Conduct of the SYHA, District 5, Minnesota Hockey, and USA Hockey.
- I understand that any player who cannot abide by these rules or violates them will be subject to disciplinary action as outlined in the SYHA handbook.
- I will positively use social media. I am ultimately responsible for my behavior on social media and will accept the consequences if that action violates the code of conduct.

Player Code of Conduct Consequences

Failure to comply with the player Code of Conduct is detrimental to the team and will not be tolerated.

Parents are encouraged to work with the coach and/or team manager first regarding a violation(s) by a player. If the problem cannot be resolved at this level, the Executive Board should be contacted.

If needed, after discussion with their coach and/or team manager, a parent may request a meeting with the SYHA Executive Board to bring forth a violation of the player Code of Conduct. The coach will be notified if a meeting is to take place.

After this meeting, the SYHA Executive Board may determine that the situation be handled by the player's coach or the SYHA may set forth a penalty ranging from a one-game suspension to player removal from the team. Continual abuse of conduct may result in permanent removal from the Sartell Youth Hockey Association.

Parent/Guardian Responsibilities and Rights

Responsibilities

- Volunteer.
- Do not force your children to participate in sports but support their desires to play their chosen sport. 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 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.
- Don't compare your child with other players. Be honest with yourself when it comes to your child's capabilities.
- Take care of your financial responsibilities.

Rights

- Have the player treated fairly and with respect.
- Have the player play and practice in a safe and healthy environment.
- Have the player coached by an effective and qualified adult leader.
- Have the player engaged in playing and practicing an activity that increases his/her skill and enjoyment of the sport.
- Know what is expected of your player from the coach.

Parent/Guardian Code of Conduct Form

Note: parents read at the time of registration and check the box that they have read and agree to comply.

As a parent of Sartell youth hockey player (insert name) _____

I understand that:

- It is a privilege, not a right, for my child to play youth hockey.
- Sportsmanship and fair play are essential to the sport of hockey and are important skills that our children learn from youth hockey.
- Our children learn from our example, and we as parents need to exemplify the highest level of sportsmanship by supporting all players, coaches, team managers, referees, and parents.

Therefore, I agree to the following Parent/Guardian Code of Conduct rules:

Rule 1. 48-Hour Rule: No parent/legal guardian or relative of any SYHA player, in a fit of frustration or anger over their player's ice time/position, coaches play of their player and/or team status per our tryout policy will contact the coach, Level Coordinator, HOC member, or SYHA Board member for 48 hours. This includes email, phone call, text message, written/typed letter, or any other social media avenue. After 48 hours have passed from the conclusion of said event, the parent/legal guardian is to follow the steps outlined in the grievance policy above. If such an event occurs and the 48-hour rule is NOT followed by the parent/legal guardian, they will be sanctioned by the Board in accordance with our sanctioning guidelines.

Rule 2. Parents and/or players who are evicted from any rink will be sanctioned by the SYHA in accordance with our sanctioning guidelines.

Rule 3. Parents and/or players who create public displays of anger towards their coaches in any arena or via email, phone call, text messages, written/typed letters, or via any other social media site will be sanctioned by the SYHA in accordance with our sanctioning guidelines.

Rule 4. Parents and/or players, who create public displays of anger towards referees, or any opposing team, which includes verbal abuse/threats or actual physical abuse/violence, or any other conduct determined to be detrimental to SYHA will be sanctioned by the SYHA Board in accordance with our sanctioning guidelines.

Rule 5. If any occurrence takes place as detailed above in Rules 1-4, sanctioning will be as follows:

- **First offense:** a MINIMUM two-week suspension from all SYHA events, including team events, home and away practices, games and tournaments.
- **Second offense:** a MINIMUM one calendar year suspension from all SYHA events,

including team events, home and away practices, games and tournaments.

- **Third offense:** parent/players removal from the program. At any time, due to the severity of the said offenses, the disciplinary action can be elevated from the above recommendation to include the immediate removal from the SYHA program.

Rule 6. All inappropriate actions and resulting sanctions will be maintained in confidence by the SYHA and be cumulative throughout the family's participation in SYHA. If need be, all sanctions will be forwarded to District 5 and/or Minnesota Hockey for enforcement at any away games and tournaments.

Rule 7. If I do not abide by the Parent Code of Conduct Policy, I realize my child/children will be restricted from play for the term set forth by the SYHA; all applicable fees still apply during the duration of the sanction.

Rule 8. The parent agrees to abide by all the rules set forth by USA Hockey, Minnesota Hockey, District 5 and the SYHA. Any violation will be sanctioned by the SYHA in accordance with our sanctioning guidelines listed above in Rule 5.

Rule 9. The SYHA, or any committee appointed by the SYHA Board of Directors, will enforce all violations and notify the individual(s) in writing, after a disciplinary hearing, outlining the sanction that is being set forth. This will be done in a timely manner.

Rule 10. Head coach, team manager, level coordinator, HOC Committee and SYHA Board will not handle parent vs parent issues. Please reach out to the appropriate law enforcement agency if you have concerns about your safety and/or well-being.

Parent/Guardian Code of Conduct Consequences

Violation of the Parent Code of Conduct is detrimental to the team and may be brought forward by any SYHA member witnessing or involved in a violation by following the grievance steps.

The SYHA may set forth a penalty ranging from a verbal warning up to suspending a parent from all team functions for the duration of the season. Continual abuse of conduct may result in permanent removal from the Sartell Youth Hockey Association.

Parent/Guardian & Date: _____

Parent/Guardian & Date: _____

Coach's Responsibilities and Rights

Responsibilities

The Coach Code of Conduct shall be consistent with the SYHA's mission statement. The personal growth and development of the hockey player should be the focus. Improving one's skills and having competitive teams should also be the goal.

SYHA coaches' responsibilities include:

- Demonstrate a positive attitude to players, coaches, and officials. Being a role model, the coach needs to uphold the authority of the officials.
- Be prepared and plan ahead for all practices.
- Utilize PEP (Power Edge Pro), dryland, or other skill-based opportunities as directed by HOC.
- Be present at all practices and games.
- Make arrangements for assistant coaches to run practices when unable to attend.
- Treat players fairly.
- Provide each player with positive and constructive feedback throughout the season.
- Provide on-ice "on-the-spot" feedback.
- Wear my helmet strapped at all times while on the ice.

Rights

- Be treated with respect by players, parents and the SYHA.
- Access to necessary safety and practice equipment.
- Access to all resource material within the Coaches Corner on the SYHA website.

The coaches are accountable to the HOC and the SYHA Board. All SYHA coaches are required to sign the following Code of Conduct at the beginning of each season.

Coach's Code of Conduct Form

The SYHA takes pride in our coaches. As the highest representative of the SYHA at any game and/or team function, it is important that our coaches set an example for the team and the community.

Therefore:

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, volunteers, and referees at any youth hockey event.
- I will utilize PEP (Power Edge Pro), dryland, or other skill-based opportunities as directed by the HOC. This will be consistent with my practice planning throughout each week during the season.
- I will treat players, fellow coaches, opponents, facilities, fans, and referees with respect.
- I will refrain from the use of any inappropriate language in the presence of players.
- I will respect and adhere to all rules and the Code of Conduct of the SYHA, District 5, Minnesota Hockey, and USA Hockey.
- I understand that if I cannot abide by these rules or violate them, I will be subject to disciplinary action as outlined in the SYHA Guidebook.

Coaches Signature & Date: _____

Coaches Printed Name: _____

Team & Season: _____

Coaches Code of Conduct Consequences

Complaints of violation of the Coaches Code of Conduct may be brought by following the grievance process by reaching out to the Level Coordinator and HOC Level Coordinator.

Board of Directors & Hockey Operations Committee Code of Conduct

The SYHA Board of Directors or Hockey Operations Committee (HOC), elected by the membership or appointed and approved by the Board, are expected to comply with the following set of rules concerning the use of information and decisions made at the Board of Directors meetings, the implementation of policies and business, and their conduct within the association.

1. No member of the Board or HOC shall knowingly withhold, conceal, or furnish misleading information to any person(s) in the association regarding issues discussed, voted on, or passed by the Board in regularly scheduled, special, or committee meetings.
2. No member of the Board or HOC shall directly or indirectly use SYHA funds, equipment, supplies, or other resources or their position as a member of the board for personal benefit.
3. On behalf of SYHA, no member of the Board or HOC will directly or indirectly offer to pay, promise to pay, or make a payment from SYHA funds to any supplier without compliance with pre-approved board expenditures.
4. No member of the Board or HOC will use SYHA funds or assets for any unlawful or improper purchases or establish undisclosed or unrecorded funds or assets.
5. No member of the Board or HOC shall offer or grant preferential treatment to any member, member's child, or their child during traveling tryouts, or any time during their term on the board.
6. No board member or HOC shall use their standing or influence to benefit the position or play of their child during tryouts or the season. Board and HOC members will be held to the same code of conduct as the parents/spectators regarding their behavior before, during, and after a game.
7. In any situation where there is a possibility of conflict of interest, unethical conduct, or the appearance of such, the Board or HOC member is expected to immediately disclose the facts to the President of the Board in the presence of at least one other Board member.
8. No member of the Board or HOC will discuss confidential information regarding a player, parent, or coach-their conduct, financial standing, tryout status, history with the association, past grievances, or issues with anyone outside of the board. This would include any family members of the board member or HOC, who may inadvertently be privy to such information.
9. Issues and concerns addressed to Board or HOC members, outside of their area of responsibility will be directed or redirected to the appropriate Board or HOC member or procedure in place for that particular issue.

I agree to treat my fellow Board or HOC members, SYHA coaches, SYHA players, and other association members with respect in my participation on the SYHA Board of Directors or Hockey Operations Committee by following this Code of Conduct.

Signed: _____ Date: _____