



2025-2026 EPHA POD Instructions

WHO: A parent on duty (POD) is a requirement per USA Hockey to ensure only participants from the team are permitted into the locker room and to supervise conduct inside the locker room. The parent must be gender-matching to the players in the locker room being monitored and have completed the appropriate verification requirements listed below. The POD must adhere to the locker room supervision requirements outlined below, while enforcing the expectations laid out in the code of conduct, and enforcing EPHA policies for cell phone use, social media and music.

Locker Room Supervision:

1. At least one responsible, screened, and trained adult must be present at all times and during all team events (including all practices, scrimmages/games, development ice, dryland). [Consult with coaches and team manager on appropriate arrival/departure times for PODs].
2. The EPHA requires the locker room supervisor (Parent on Duty, POD) to be inside the locker room (and actively listening) at all times while participants are in the locker room. However, under no circumstances should an adult be alone in the locker room with an unrelated minor.
3. A POD can be relieved from supervision duties while the coaching staff gives pre-game prep and immediate post-game review.
4. The POD shall secure the locker room appropriately when the players are on the ice.
5. EPHA prohibits parents in the locker rooms, except for Mite/8U age groups and younger to assist with equipment.
6. Same gender coaches may also change in the locker rooms but must always have a base layer of clothing on at all times.
7. Unmonitored locker rooms are a violation of SafeSport and the cause of most complaints received. District 6 has implemented the following policy for each Association, which will be paid by the offending team. Fees vary from \$500 to \$2500 and are subject to change each season. Fees also escalate with each offense.

Player Code of Conduct

Code of Conduct includes using proper language, self-management, appropriate treatment of others, and proper respect of the facility and the property.

EPHA Cell Phone Policy

1. Using a mobile device's recording capabilities in the locker rooms is not permitted at USA Hockey sanctioned events. It may be acceptable to take photographs or recordings in a locker room in unique circumstances, such as a victory celebration, if all persons in the locker room are appropriately dressed and have been advised that photographs or recordings are being taken.
2. A violation of the cell phone policy will result in an immediate Grievance committee hearing. EDEN PRAIRIE HOCKEY ASSOCIATION POLICIES AND PROCEDURES | 2025-2026 35 3. Any monetary fines incurred due to violation of the cell phone policy will be the responsibility of the team and not the EPHA.

Individual Social Media and Electronic Communication Policy

1. If an adult (coach, manager, parent) needs to communicate directly with a minor via electronic communication or web-based conferencing, the minor's parents, or designated adult, must also be copied. If the adult communicates electronically to the entire team, at least one adult must also be copied.
2. Coaches and others in authoritative positions are prohibited from having minor participants join or be connected through personal social media applications. Official team pages may be set up for both parents and players to join, through which the coach can communicate to the team.

Team Music, Social Media and Group Chats Among Players

1. Team social media channels, group texting or other group communication platforms should be supervised by an adult to mitigate the risk of misuse.
2. All music played in the hockey locker room must be clean, suitable for all ages, and free of explicit content. Only radio edits or tracks without offensive language are allowed to maintain a respectful and inclusive environment for all team members

POD Verification (4 steps):

1. **USA Hockey Registration:** Register with USA Hockey *for the current season*. (A new registration is required EVERY season). Volunteers are Free <https://membership.usahockey.com/>
2. **Background Screening:** Complete the Background screening thru NCSI. The cost is \$30 and good for 2 seasons. You will be notified when trying to complete a new one if you are already covered. <https://www.ncsisafe.com/Members/SelfRegBatchCode.aspx?srb=35615801>
3. **SafeSport Training:** Complete SafeSport Online training EVERY season. After completing the Complete main course once (~2.5hrs), only a Refresher course is required in subsequent seasons (~ 20 mins). <https://www.usahockey.com/safesporttraining>
4. **Register as a Volunteer for EPHA Hockey:** Provide your USA Hockey # using the link at epHockey.com, under About, then Volunteer, for the association to be able to verify your compliance through USA Hockey.