

ETOBICOKE DOLPHINS GIRLS HOCKEY LEAGUE



CONSTITUTION AND BY-LAWS

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VISION STATEMENT

The Dolphins experience will be fun, safe, affordable and,
through recreational or competitive hockey,
females will reach their potential as a player, a teammate, and as a person.

MISSION STATEMENT

Dolphins will grow through a skill based hockey program
supported by a cohesive, accountable organization
focused on developing trusted, skilled coaches who care.

CONSTITUTION

Revised May 31, 2022

WHEREAS the Etobicoke Dolphins Girls Hockey League, established in 1993, has been formed to provide females in Etobicoke the opportunity to participate in the sport of hockey in a fair, organized and safe environment.

AND WHEREAS the Etobicoke Dolphins Girls Hockey League recognizes the need for all levels of play, for all caliber of players, the need for proper skill development and challenge so players may progress and improve while enjoying their association with the League and its members.

ARTICLE ONE

Name

The Name of the League shall be the **Etobicoke Dolphins Girls Hockey League** heretofore known as the **“League”** or **“EDGHL”**.

ARTICLE TWO

Governing Body

All hockey played under the jurisdiction of the League shall be governed by Hockey Canada (HC) Rules, subject to certain amendments set by the Ontario Women's hockey Association (OWHA) and the League. The specific quoting of the HC Rules and OWHA Rules in various subsections of the Constitution, By-Laws, Rep Policy, House League Rules and Discipline Policy does not eliminate the other HC Rules or OWHA Rules not otherwise included herein.

ARTICLE THREE

Objectives

The objectives of the EDGHL are as follows:

1. To promote and encourage the participation of girls and women in all aspects of female hockey.
2. To promote and encourage the development of female hockey.
3. To promote hockey as a game played primarily for enjoyment while also encouraging sportsmanship and life skills.

ARTICLE FOUR The Executive

1. All Executive positions are strictly voluntary. Executive members shall not realize any financial gain from any activity undertaken on behalf of the EDGHL as an executive.
2. The Executive of the EDGHL shall consist of the following positions:

President	Referee-in-Chief	Ice Scheduling Director
Vice-President	Tournament Director	House League Director
Administrator	Development Director	Sponsorship Director
Treasurer	Merchandise Director	Fundraising Director
Past President	Directors at Large	Director of Managers
Rep Director	(maximum 5)	
3. All Executive positions are for a two-year term. The election of Executive members takes place at the Annual General Meeting (the “**AGM**”). Executive elections shall be staggered so that approximately one-half of all Executive positions will be up for re-election at each AGM.
4. To be eligible for the position of President, a person must have been a part of the Executive of the EDGHL & hold a voting position for one year.
5. All Executive members may appoint assistants to help them in their duties but remain the sole person responsible for successfully accomplishing their responsibilities.
6. All persons participating in an endeavor on behalf of the EDGHL must be registered and insured with the OWHA. These assistants may be asked to report from time to time to the Executive and are expected to always conduct themselves in the best interest of the EDGHL.
7. The Executive shall have the power to fill any vacancies which may occur in its number any time throughout the year. The Executive may continue to operate with a vacancy.
8. Each Executive member is encouraged to present a year-end evaluation of his/her position, including their accomplishments, at the AGM.
9. The Executive shall have the power to form committees. Each Committee must have representation from the Executive. Each Committee will submit a report to the Administrator outlining Committee members, objectives, timelines, budget, and any other pertinent information.
10. Executive member year-end evaluations, accomplishments and Committee reports will be collected and may be published at the discretion of the Executive.
11. The President may only vote when it is necessary to break a tie.
12. Except for the President, Past President, and Directors at Large, each Executive has the right to vote on any matter at an Executive Meeting. All Executive members retain the right to vote at the AGM or Special Meetings of the League.
13. In the event two or more people share an Executive position with voting right they collectively are entitled to one vote.
14. The Past President shall sit on the Executive in a non-voting and advisory capacity. Directors at Large sit on the Executive in a non-voting capacity.
15. A minimum of four meetings of the Executive will be held per annum. Meeting dates will be decided based on the availability of the Executive members. Executive meetings to be determined by the Executive members.

16. A quorum is necessary to conduct a meeting of the Executive. A quorum exists when the lesser of 51% of eligible voting Executive members and six Executive members are present.
17. Meeting minutes will not be posted on the League website or circulated to the public, except for the AGM. Minutes of the AGM will exclude financials.

ARTICLE FIVE

Executive Removal / Suspension of Voting Privilege

Disciplinary action can be taken against an Executive member including expulsion from the Executive through an affirmative vote of greater than 75% of the Executive. Reasons for Executive discipline or removal may include, but are not limited to, non-performance of duty, disruptive behavior or prolonged or excessive unexplained absences from Executive meetings. The Executive member subject to disciplinary action is entitled to attend the meeting but is not eligible to vote. Executive members must be present to participate in a vote on a disciplinary matter.

The Executive may vote to suspend the voting privilege of any Executive member who is absent from the meeting and who has missed two or more consecutive meetings immediately prior to the meeting of the vote. The voting privilege of the Executive member can be reinstated by a vote at any subsequent meeting. In both circumstances only a majority vote is required and the decision to hold the vote is at the discretion of the Executive.

ARTICLE SIX

Annual General Meeting

1. The Annual General Meeting is to be held after May 15 and before June 30 of each year. Notification of the date, place, and time to be provided to all registered in the EDGHL 60 days prior by e-mail and on the EDGHL website.
2. Nominations to the Executive may be submitted in writing up to one (1) week in advance of the AGM but must state the nominee's agreement with their signature and, should their attendance not be possible at the AGM, they will be allowed to stand for election.
3. Elections to fill vacancies on the Executive will be by a majority vote of those present at the AGM and includes the vote of the Executive members except when voting for themselves.
4. There is one vote per registered player. This vote may be exercised by: the player, if she is age 16 or over, a parent or legal guardian of the player for players under 16, or by any other individual if so authorized by a written, signed proxy from the player or parent who is entitled to vote. All proxies must be registered with the Administrator at the opening of the Annual General Meeting. All such proxies must state:
 - a) the name of the absent member who is authorized to vote;
 - b) the name of the member who is authorized to cast the proxy vote at the meeting;
 - c) a statement that the member is authorized to cast the proxy vote on all matters which may arise at the meeting;
 - d) an authorized signature of the member referred to in Article Five (4)(a) above.

ARTICLE SEVEN

Special Meetings

The Executive may, by a majority vote, call a Special Meeting of the Members at any time for the purpose of, but not limited to, approval of amendments to the Constitution. Notice of a Special Meeting including time, location and purpose must be posted on the website and emailed to the membership 21 days prior to the date of the Special Meeting.

ARTICLE EIGHT

By-Laws, Rep Policy, House League Rules & Discipline Policy

The Executive may, from time to time, set, repeal, or amend such By-Laws, Rep Policy, House League Rules and Discipline Policy as it deems necessary for the conduct of the business of the League in a manner consistent with this Constitution. The said By-Laws, Rep Policy, House League Rules, and Discipline Policy shall be set out as Parts 1 through 4 as attached hereto.

ARTICLE NINE

Constitutional Amendment

Amendments to the Constitution will be made by a 2/3 majority vote at the AGM. Amendments to be considered must be submitted in writing to the Administrator, not less than 21 days prior to the AGM.

ARTICLE TEN

Appointment of Auditor

The Executive shall appoint an external auditor to conduct an annual audit of the books and records of the EDGHL. The auditor may attend the AGM.

Part 1

BY-LAWS

Revised May 31, 2022

SECTION A

EXECUTIVE

1. Roles and Responsibilities

The Executive shall set the policies of the League with due regard for the promotion of the League's objectives. The Executive shall be responsible for the operation of the League, assigning duties to its members as it may see fit.

Each Executive member shall present a written year-end evaluation of his/her position, with suggestions for improvements. The Administrator will hold the evaluations for presentation at the discretion of the Executive.

a. President

- The president presides over all Executive meetings and assists in all areas of operation as required ensuring the Constitution, By-Laws, Rep Policy, House League Rules and Discipline Policy of the EDGHL are being supported and adhered to.
- The President will sign any contract into which any member of the Executive may find it necessary to be signed in their duties on behalf of the EDGHL.
- The President ensures all obligations made by the EDGHL are met whether it is to register members, or any outside parties dealt with as required to operate the League and will represent the EDGHL at all Association meetings as a voting member.
- Negotiate ice contracts with the City and private, if required.
- She/he is responsible for ensuring any registering the EDGHL will do with OWHA and any other Associations the EDGHL may decide to become affiliated with.

- The Registrar is responsible for contractual negotiations with the online registration web site provider.
- the President will oversee the business ensuring legal opinion is obtained as required, and external auditors are retained to review the financials on an annual basis.
- The President will represent the EDGHL at all Association meetings as a voting member. This activity may be delegated to an Executive member as required.
- Negotiate ice contracts with the City and private, if required.
- The President and the Executive will appoint a Discipline Chair and/or Co-Chairs prior to the commencement of a new season.

b. Vice-President

- The Vice-President assists the President in his/her duties and assumes the duties of the President should the President become unable to do so and will preside over meetings in the absence of the President.
- He/she will ensure proper notification of the date, place and time of the AGM is made to the registered members of the EDGHL. As part of this notification, he/she will provide notice of proposed Constitution amendments and executive positions up for re-election. This notification will occur within 30 days prior to the AGM.
- The VP is responsible to ensure adequate publicity and advertising of the League and its activities are organized. He/she may utilize various tools, e.g. newsletters, newspaper, marketing and promotion, in order to keep the communication channels open for registered and non-registered members.
- It is the VP's responsibility to ensure the annual House League sponsorship fee is established by the date of the AGM each year.
- He/she will work with the House League Sponsorship Director to ensure proper application of sponsor names to the sweaters, will check all bills for accuracy and turn them over to the Executive for prompt payment.
- The Vice-President is one of the two signing officers authorizing all cheques issued on behalf of the EDGHL.

c. Administrator

- The Administrator arranges the date, place, and time of all Executive meetings, informs the Executive of these dates, and records the minutes of these meetings.
- The secretary must provide a copy of the minutes to each Executive member within two weeks after each meeting.
- The Administrator is responsible to arrange the date, place, and time of the Annual General Meeting - AGM
- The Administrator is responsible for maintaining records of all meetings and any correspondence on behalf of EDGHL. These records are the property of the EDGHL and are turned in to the President upon completion of his/her term as Administrator.
- The Administrator will manage and maintain all official league documents and forms created by the EDGHL.
- The Registrar is responsible for the day-to-day management of the online registration database, ensuring the appropriate information is distributed to the respective Executive members.
- He/she is responsible for registering all players, coaches, and staff in the RAMP System.
- The Registrar ensures that proper fees are paid by registered players and to our affiliated organizations by their due date and maintains the necessary records of same.
- The Registrar is one of the four signing officers for all cheques issued on behalf of EDGHL.

d. Treasurer

- The Treasurer must provide a written, updated financial report at each Executive meeting and a suitable yearend report at the AGM.
- The Treasurer is responsible to handle all banking and maintain records of all financial transactions on behalf of the EDGHL.
- The incumbent must have current accounting background.
- The Treasurer is one of the four signing officers authorizing all cheques issued on behalf of EDGHL.
- The Treasurer will work with the Referee-in-Chief to pay House League referees, obtaining adequate

records and signatures of payments made.

- The Treasurer is responsible for collecting all final rep team Financial Statements from the Director of Managers and keeping them on file.

e. Privacy Officer

- The Privacy Officer will be responsible for the compliance with PIPEDA privacy principles and for responding to access requests.
- The Privacy Officer will ensure the EDGHL is accountable for all personal information in its possession including that which may be transferred to a third party. Third party organizations who handle information on behalf of the EDGHL shall be contractually obligated to adhere to the standards of the EDGHL Privacy By-law.

f. Ice Scheduling Director

- He/she will be accountable for the scheduling and distribution of ice for the Rep and House League teams.
- These individuals will be unbiased and manage this task with the League's best interests in mind. They will work with the Director of Managers to provide all ice usage per team for billing purposes.

Referee-in-Chief

- The Referee-in-Chief is responsible for maintaining a pool of certified referees and schedules them for all HL and Rep games. He/she is required to provide information on re-certification to present referees and recruit new, interested parties.
- The Referee-in-Chief will be responsible to work with the Treasurer to pay referees and obtain adequate records and signatures of payments made. He/she may be called upon to contact referees for exhibition games however is under no obligation for payment of these games as this is the responsibility of the coach holding the exhibition game.
- He/she may appoint an Assistant Referee-in-Chief to assist with the scheduling and payment of House League referees and timekeepers.
- The Referee-in-Chief must present all disciplinary matters and appropriate reports, in writing, to the Executive within 24 hours of receipt from any referee in any game.
- The Referee-in-Chief must have Level Three certification.

g. Development Director

- The Development Director is responsible to organize all activities aimed at the development of players including establishing ice, fees to be collected and ensuring instructors are scheduled.
- If the Executive decides to appoint or hire a Coach Mentor, the Development Director is responsible for identifying appropriate candidates and for recommending a candidate to the Executive. The Development Director is accountable to monitor this position ensuring coaching development is successfully implemented as outlined in the contract.

h. Merchandise Director

- He/she will identify the League supplier via a sealed tendering process on an annual basis. Once the vendor is determined, the Merchandise Director will communicate to the Rep and House League teams.
- He/she will ensure all apparel bears the League name and/or logo and will ensure brand integrity.
- He/she will determine the player's sweater and sock needs for all Rep and will place orders, receiving delivery by the first scheduled ice time.
- He/she will coordinate the ordering of all House League office apparel.

i. Directors at Large

- Directors-at-Large will take on responsibility for League functions arising from monthly Executive meetings throughout the season.

j. REP Director

- The REP Director will be the liaison between the Rep teams and the President.
- He/she will attend competitive league meetings, e.g. OWHL & U22 Elite.
- He/she will establish the Coach Selection Committee on an annual basis ensuring qualified coaches are

identified for the appropriate team categories and skill levels.

- He/she is responsible for ensuring all Rep team players, coaches and assistants are registered with OWHA and any other Associations the EDGHL may decide to become affiliated with.
- He/she will co-ordinate all tryout activities.
- He/she may appoint Rep Conveners to assist with the liaison between the Rep teams and the Rep Director.

k. House League Director

- The House League Director is responsible to oversee the smooth operation of all House League games and must appoint a Convenir in each age division by the first scheduled game.
- With the help of Division Conveners the House League Director will assign coaches to all teams by the first scheduled game.
- The House League Director is responsible for creating the house league schedules and will distribute these to all coaches by the first week of house league.
- The House League Director will ensure that ice is available for all House League games and will work with the Sponsorship Director and House League Equipment Manager to ensure that all teams have sweaters, socks, and adequate goaltending equipment.
- He/she must ensure that the Referee-in-Chief knows all scheduled game times.
- He/she will decide the play-off format each season and must announce the format by Dec. 31 and provide written rules and regulations 2 weeks prior to the first play-off game.

l. Sponsorship Director

- The Sponsorship Director is responsible for obtaining the required sponsorship fee for each team in the House League.
- The annual sponsorship fee is based on the cost of one set of sweaters and socks and the cost of placing sponsor names on the sweaters, the cost of a plaque and team picture.
- The Sponsorship Director must ensure each sponsor receives the appropriate tax receipt, thank you plaque and picture by May 31 of each year.
-

m. Fundraising Director

- The Fundraising Director is responsible for coordinating fundraising activities for the benefit of the EDGHL.

n. Tournament Director

- The Tournament Director is responsible for coordinating the planning, organization and running of the EDGHL Pink The Rink Tournament.

o. Director of Managers

- The Director of Managers is the liaison between the Rep teams and the Executive for teams financial management purposes.
- He/she is responsible for ensuring payment to the league of all expenses incurred by all Rep teams
- He/she is responsible for ensuring team financial accountability by all Rep teams coaches and managers.

p. Past President

- This position will be filled by the most current President on completion of his/her term.
- The Past President will be a non-voting member of the Executive, serving in an advisory capacity.
- He/she may assist as needed and/or assume special projects.

2. Meetings

a. Scheduling

- The first meeting of the newly elected Executive shall be held within six weeks of the AGM.
- The meeting schedule for the entire year will be established by the Executive at their first meeting.

b. Location

- Meetings will be held at the Ford Performance Center, online or hybrid.

c. Attendees

- Meetings will be limited to Executive members with the following exception:
Any member or group of members may request to meet with the Executive to discuss a particular concern. Such a meeting will be coordinated through the Rep Director or House League Director per agenda policy.
- The concern of the member(s) will be the first item on the agenda after which the Executive will meet privately.

d. Agenda

- The agenda will include the approval of previous meeting minutes, current business updates, committee updates, and new business.
- All proposed agenda items are to be forwarded to the Administrator one week prior to publication.
- The Administrator is to obtain the President's approval for any member requests that are to be included in the agenda.
- The agenda will be published to the Executive one week prior to the meeting date.

e. Minutes

- The minutes will include action items, name of individual(s) responsible for the action item, and timing to complete the action item.
- Action items will remain in the minutes until completion.
- Minutes will be prepared by the Administrator and published to the Executive one week prior to the next meeting.

f. Voting

- A quorum is necessary to pass any motions made at an Executive meeting. A quorum exists when the lesser of 51% of eligible voting Executive members and six Executive members are present.
- As much as is practical notice should be given on matters to be voted on at the upcoming meeting in the agenda distributed by the Administrator in advance of the meeting.
- The Executive member(s) directly affected by the voting item must be present at the time of the vote.
- Executive members should make every effort to be present in person to participate in a vote.
- A motion may be approved based on a consensus vote. Consensus is reached when a majority of the Executive accept the motion.
- Where consensus cannot be reached, issues may be resolved through a formal vote. The vote may be by secret ballot or show of hands. The vote will be decided by a majority (more than 50 percent) of the members. The President may vote only to break a tie.
- With the exception of circumstances detailed in Article Five motions may be made by email provided that full, true and plain disclosure of the issue to be voted on is made in the email and all supporting facts and documents are submitted. Executive members may vote on the issue by responding directly to the administrator who will tabulate the votes and report the results to the Executive by email or at the next Executive meeting. For the purposes of a motion petitioned through email a majority is defined as more than 50% of eligible voting Executive members.

3. Committees

- Each year the Executive will review the EDGHL Vision and Mission Statements and update, if required.
- The Executive will prioritize areas which have been identified to achieve the Vision and Mission statement and establish a schedule in which committees will be activated.
- The Executive will assign a committee chairperson for each committee to be activated, and provide this person with guidelines on mandate and completion time for work.

- d. The committee chairperson will circulate committee minutes to the Executive in accordance to the timelines of the next executive meeting.
- e. The committee will present a detailed plan which will outline how and when they will accomplish their task, including what measurement system they will use to monitor progress. This detailed plan will be approved by the Executive prior to the official start of the committee's work.
- f. The committee chairperson will provide monthly updates and/or discuss vital issues with the Executive and seek approval for all recommendations.

4. Conflict of Interest

- a. From time to time an Executive member may have a conflict of interest due to involvement with another hockey association, professional or financial interest, employment, etc. When any matter which creates a conflict of interest comes before the Executive, that member must declare the conflict of interest and will not be allowed to vote on any such matter.
- b. Any conflict of interest known at the time of elections at the Annual General Meeting must be disclosed to the Executive prior to the election.
- c. Failure to declare a conflict of interest will result in disciplinary action by the Executive.

SECTION B Documentation Amendements

Proposed amendments to the By-law, Rep Policy, House League Policy or Discipline Policy must be initiated by an Executive member and presented for vote at a regularly scheduled meeting. Proposals must be received in writing by the Administrator at least seven days in advance of a regularly scheduled monthly meeting.

SECTION C Privacy

EDGHL will comply with the OWHA Privacy Policy.

1. Accountability

- a. The EDGHL shall designate the President, Vice-President, Rep Director, House League Director, and Administrator jointly accountable for compliance with this By-law.
- b. The EDGHL will implement internal policies which will facilitate adherence to the Privacy By-law including, but not limited to the following:
 - Security measures at all levels designed to protect personal information in its possession.
 - Procedures designed to respond to enquiries and/or complaints.
 - Staff training in all facets of information management, including awareness of the EDGHL Privacy By-law.

2. Consent

- a. The EDGHL will collect personal information online for the uses specified in OWHA Privacy Policy.
- b. All members of the EDGHL will have the opportunity to consent to the use of their personal information on an annual basis. A member of the EDGHL agrees that the act of registering constitutes implied consent to such use of their personal information by the EDGHL, its teams, OWHA, OWHA leagues and HC.

- c. If at any time an individual wishes to withdraw their consent to the use of their information, he/she may do so by contacting the EDGHL Privacy Officer or delegate at any time, subject to legal or contractual restrictions and by providing reasonable written notice. Previous consent will be removed from the EDGHL database upon receipt of a written request and that request will be communicated to the pertinent team, OWHA, OWHA league and /or individual within ten business days.
- d. The EDGHL may collect personal information without consent where reasonable to do so and where permitted by law.

3. Accuracy

- a. The EDGHL shall strive to ensure to the extent that it can, that the information entrusted to it is maintained in an accurate manner. The EDGHL shall attempt to maintain the privacy interests of the individual and attempt to ensure that decisions are not made for or about an individual based on personal information that may be flawed.

SECTION D Harassment / Abuse Policy

1. The EDGHL will not tolerate any form of physical, psychological, sexual abuse or harassment by any of its players, officials, volunteers, or employees, and will abide by the harassment policy of Ontario Women's Hockey Association (OWHA) & Hockey Canada (HC).
2. All incidents of harassment or abuse will be reported, at the discretion of the Executive, to Ontario Women's Hockey Association (OWHA) & Hockey Canada (HC) for appropriate disciplinary action. In addition, any incidents, which may be of a criminal nature, will be reported to the local police.
3. All volunteers, officials, and employees will be required to undergo Vulnerable Sector Screening (VSS)/ Criminal Record Checks (CRC) provided through the Ramp Registration System. All completed Rep and House League screening checks must be submitted to EDGHL Administrator prior to any team activity.

SECTION E Code of Conduct

Players, parents, coaches and all involved stakeholders must be aware of and adhere to an appropriate behavioral code of conduct both on and off ice which will serve to accomplish the objectives of the League and which will be a credit to the Dolphins organization. In particular, the development of respectful attitudes towards players, coaches, referees and opponents is to be encouraged. The principles of fair play and respect will be consistent for all teams.

SECTION F League Wear

All member teams wishing to wear team apparel or provide team accessories, e.g. equipment bags and off ice apparel, that identify them as members of the EDGHL must purchase these items from the official EDGHL supplier. This policy is in effect to ensure consistent quality, uniformity of appearance for all teams and standardization of the EDGHL logo. Any team failing to comply with this policy will face disciplinary action from the Discipline Chair, which may result in team fines up to \$2,000, loss of EDGHL supplied practice ice or other measures deemed appropriate by the Discipline Chair.

SECTION G

Referees

1. Referees must be certified as required by the rules and regulations of HC and OWHA and must provide proof of such certification to the Referee-in-Chief.
2. Referees for House League will be scheduled and paid by the Assistant Referee-in-Chief. Payment to the referees for House League exhibition games that are played outside the regular House League schedule is the responsibility of the coach organizing the game.
3. The Referee in Chief, House League Director, and the Assistant Referee-in-Chief to establish a fee structure for the House League referees and timekeepers by mid-September. This established fee structure will be presented to the Executive in September for record keeping purposes. The OWHL dictates the referee and timekeeper fee schedule for Rep games.
4. Referees for Rep games will be scheduled by the Referee-in-Chief. Payment to the referees for all Rep games is the responsibility of the team organizing the game.
5. Referees are expected to act in the best interest of the League in all matters and to cooperate with the Executive in accomplishing the goals of the League.

SECTION H

Bench Staff

1. All Rep coaches must be approved by the Executive.
2. House League coaches will be assigned by the House League Director by the first scheduled game.
3. At a minimum, one person on the Rep and House League benches must have a valid NCCP Coach Level certificate. Rep teams must have one person with a valid Hockey Trainers Program Certificate. Fundamentals level is acceptable for the following: U7Tyke, U9 Novice divisions of House League.
4. All House League and Rep bench staff and managers should ensure that HC and OWHA guidelines on player safety on and off the ice are rigorously followed. Notably, they should always be in the presence of another adult when with players. HC guidelines for Safety Requires Teamwork should be carefully read and understood by all bench staff.
5. All staff working directly with the players on and off the ice must attend the OWHA Respect in Sport for Activity Leader course and obtain their certificate.

SECTION I

Permission to Skate and Release

1. EDGHL House League and Rep players who wish to try out for a team with another association must obtain a Permission to Skate form. This form must be signed by a designated member of the Executive.
2. Those players who were registered with another OWHA-recognized association in the past season must provide an authorized Permission to Skate form before being allowed on the ice for Rep tryouts or House League team selection. It is the coach's obligation to ensure that the necessary form is in his/her possession prior to the player going on the ice.

3. EDGHL House League or Rep players who wish to join another association must obtain a Release from the League electronically.
4. Any player coming from another OWHA-recognized association and has been offered a position on a House League or Rep team, must provide an authorized OWHA player release electronically.

SECTION J

Registration

1. Intent to Register for Rep and House League teams with the OWHA and/or any other association will be completed and submitted by the Administrator.
- 2.
3. Player registration with the OWHA will be completed by the appropriate Administrator. This documentation will be submitted to the OWHA by the appropriate Rep Director or the Registrar. If not previously OWHA registered, the player must provide a copy of proof of age.
4. All players must register with the EDGHL online prior to any team activity.
5. Rep team players shall not participate in any House League programs.

SECTION K

Finances

1. Rep Teams

- a. All costs for the formation and registration of a Rep team are the responsibility of the Rep team itself. The EDGHL does not assume responsibility for any Rep team expenses, however it may become involved in assistance through fund raising endeavors.
- b. Try-out ice to be obtained from the Ice Scheduler and paid for by the Rep Team. This fee will be added to your new season. All monies collected will be forwarded to the Treasurer, the Rep Team running the Try Outs.
- c. All Rep team players must pay the League Registration fee per year.

2. House League

- a. Costs for all scheduled House League activities are included in the player registration fee. Costs for additional events such as skills clinics, exhibition games or participation in House League tournaments are the responsibility of the player and/or the team involved.

SECTION L

Exhibition Games / Tournaments

1. Rep

- a. All exhibition games and tournaments must be reported to the Rep Convener & Ice Scheduler who oversees the operation and activities of Rep teams.

2. House League

- a. All exhibition games and tournaments must be reported to the House League Director & Referee in Chief who oversees the operation and activities of all House League teams. House League tournaments are to be only on Christmas Break, Family Day Weekend and after the Championship Day.

SECTION M

Mouth Guards

Mouth guards are mandatory for all players registered with the EDGHL. This includes both house league and rep players. Mouth guards must be worn for all games and practices. It will be the responsibility of the coaching staff to ensure their players are wearing their mouth guards. Failure to abide by this rule will result in disciplinary action as stated in Part 4 – Discipline Policy: Section C, Number 9.

Part 2

REP POLICY

Revised May 31, 2022

SECTION A

Objectives

1. To provide a high quality competitive Rep hockey program.
2. To encourage excellence among the Rep Team players and coaches.
3. To provide an environment where all players, parents and staff feel they have been treated fairly.
4. To place equal importance on the development of all of Rep players, regardless of age or skill level.
5. To encourage the formation of teams with equivalent player skill levels within the team recognizing that hockey teams operate best when the gap between the strongest and weakest players on a team is not excessive.
6. To provide an environment in which all players are challenged and can improve, not just to win games at all costs.
7. To serve primarily girls and women from the western half of the City of Toronto, who reside in the area for which the Etobicoke Dolphins is the closest girl's hockey association.
8. To achieve a balance between offering a Rep experience for as many qualified players as possible, while recognizing that in competitive sports, not every player will make a team.

SECTION B

Team Categories and Levels

1. All players will play in the appropriate age categories as set out by HC and OWHA.
2. Movement to a higher age category will not be permitted unless a compelling reason can be provided by the coach. Permission for such movement may only be obtained by written request to the Dolphins Executive. If possible, this request should be made prior to try-outs.
3. The only exception to 2) above will be - Midget level players will be permitted to try out for and play for the Intermediate team.

4. No player shall move from one team to another without prior approval by the Rep Director.
5. Ultimately, the level of team (i.e. AA, A, BB & B) is determined by the OWHA. Prior to tryouts, the level of a given team will normally be determined by its predecessor the year before. Recategorization is subject to current OWHA policies.
6. If a new team is formed and did not have a predecessor in the previous year, the prospective coach in consultation with the Rep Director will discuss an appropriate initial level to start.

SECTION C

Coach Evaluation and Selection

The coaches of the Etobicoke Dolphins Rep Teams play a central role in achieving the overall objectives of the League in general and the individual Rep Teams in particular. The procedures for choosing and evaluating coaches are important in ensuring the ongoing growth and development of the League.

1. To assess the opinions of players and parents on the performance of the Coaching staff for each Rep Team, a survey will be administered by the Rep Director in mid-December. Survey results may be obtained from the Rep Director upon request.
2. Each year, prospective coaches must apply for a coaching position. There is no assumption that because a coach has held the position for one year that she or he will be given the position in the next year.
3. All coaches of existing teams who wish to continue with their current team for the following year will advise the Rep Director by January 15 of their intent. Continuing coaches will be asked to send documentation of their team's performance to the Rep Director for the purpose of evaluation.
4. For teams in which a coaching candidate has not been identified for the next season, the Rep Conveners will widely circulate Coach Application forms throughout the Etobicoke Dolphins Hockey League by February 1. The Rep Conveners will also advertise generally throughout the league for prospective coaches. The distribution of application forms will specifically address the opportunity for that particular team(s) with an opening.

The Rep Conveners will actively seek out and encourage applications from individuals who have experience in coaching. The individuals from whom applications are sought will be provided with documentation that clearly sets out the objectives of the League and the Rep Teams as well as the responsibilities of the coach (i.e. the present document). The information gathered from the applications will be of sufficiently consistent detail that informed and relatively unbiased decisions can be made by the Coach Selection Committee.

5. The Rep Director will establish a Coach Selection Committee which will include the Rep Director and at least three other individuals with knowledge and experience in female hockey. The Coach Selection Committee will be chosen and will be able to meet, discuss and evaluate applications by February 28. The responsibilities of the Committee will include the review of applications, the verification of references and credentials, the interview of candidates and the final decision making on coach selection.
6. The Coach Selection Committee will make decisions on new and current coaches by March 15. It is hoped that the Committee will be able to provide constructive criticism and concrete proposals for continuing coaches so that the deliberations of the Committee will also be of value to the Coaches. The Committee will forward its recommendation for approval by the Executive by March 21.
7. The Rep Director will advise successful candidates of coaching positions by no later than April 1. These decisions must be made in time for the Rep try-out publication deadlines.

SECTION D

Team Selection

1. Current Players

- a) Prior to the try-outs, the Rep Director will obtain a listing of all current Dolphin Rep players and will distribute to the next year's coaches a list of those eligible (by age) to play for their teams. The coaches will evaluate these players, and prepare a list of core players whom they would like to have on their team. The number of core players may be different for each team and the coach is encouraged to discuss this in advance of the try-outs with the Rep Convener.
- b) If a new coach is unfamiliar with the roster of existing players, then she or he should evaluate the players to decide who they would like on their team. It is not our intent to stock an entire team with players lured away from other hockey organizations.
- c) If the coach is able to identify a core group of existing Dolphins players who would be appropriate for the planned level of team, then the Coach is encouraged to consult with the Rep Convener about seeking additional players at the try-outs in order to fill out the team roster. If the coach cannot identify this core group and cannot make a convincing presentation that an appropriate level team can be fielded, then the Rep Director, in consultation with the Executive, will indicate to the coach that this team will not be formed.
- d) At the coach's discretion, it is anticipated that some of the players in this core would be offered positions on the team prior to the tryouts.

2. Try-outs

- a) Try-outs will usually be held in the last 2 weeks of April based on the OWHA guidelines.
- b) Try-outs for the higher-level tiers (i.e. AA or A) will be conducted first. It is hoped that the coaches of these teams will choose their roster of players after the second try-out and will then have made their final decisions prior to the start of the next series of try-outs.
- c) For the next level teams (i.e. BB & B), two try-outs will be conducted. In special circumstances, try-outs may be conducted in September if a team has been unable to complete its roster in late April.
- d) The majority of the team should come from our traditional drawing area, being the western half of the City of Toronto. A maximum of 5 players may come from other OWHA Girls Hockey Associations.
- e) Players who do not reside in the area defined in d) above will not be considered "imports" if they played for the Etobicoke Dolphins the previous year.
- f) If players chosen for a team are from outside the Dolphins organization, then they must obtain proper releases(electronically) consistent with OWHA rules.

SECTION E

Sweaters

1. Each year all Rep teams are required to purchase their team sweaters and socks through the EDGHL. The cost per team will be established annually by the EDGHL Merchandise Director and Rep Director. The cost will include the home and away game sweaters with number of choice at time of order, and game socks. The cost will not include player name or sponsor patches.
2. All team orders must be submitted to EDGHL by May 10th or a date specified by name supplier of each year to ensure delivery by the first week of September.
3. All Rep Jersey sets are paid for by the EDGHL and then they are billed back to each respective team by the Director of Managers.
4. At the end of each season the players may keep their respective sweaters and socks.

SECTION F

Finances

1. Each team determines its own financial plan which should be based on sound budgeting. The Director of Manager will be consulted about the budget for appropriateness.
2. Expenses which need to be planned include Rep Fees to OWHL League fees, referees and timekeepers, ice time, tournaments, OWHL Championship Game, skills clinics, team parties, trophies, off ice apparel, and miscellaneous items.
3. Additional funds can be raised through sponsorship or fund-raising activities which are to be organized by the individual team. Any and all additional costs for the formation and registration of a Rep team are the responsibility of the Rep team itself.
4. Rep Teams must submit a proposed budget to the Director of Managers by April 1st for the coming season. A final Financial Statement must be submitted to the Director of Managers on December 15th & April 1st.

SECTION G

Roles and Responsibilities

1. Rep Conveners

- a) Rep Conveners assist the Rep Director in any of his/her duties.
- b) Rep Conveners report to the Rep Director on any matters pertaining to their Division.

2. Coach Objectives

- a) To provide the best possible opportunity for girls and women with an interest in hockey in achieving their individual objectives.
- b) To help improve individual hockey skills, particularly the fundamentals of skating, shooting, passing, stick handling, goal tending and team concept.
- c) To teach the importance of hockey safety and appropriate play and conduct.
- d) To teach team concepts and develop teamwork.
- e) To encourage winning and losing with class; to encourage the development of respectful attitudes towards players, coaches, referees and opponents.
- f) To help create an experience that the athletes will look forward to each and every practice and game.

Coach Responsibilities

- a) All coaches will abide by the OWSA Constitution and Regulations which indicates that at least one coach on a team must have an NCCP coaching certification at the appropriate level and each team must have an appropriate trainer.
- b) Ensure that each practice and game is instructive and create an atmosphere of fun for the players; when appropriate, use external instructional resources (e.g. skating).
- c) Monitor performance/development of players and institutionalize measurement methods. This will help each player improve her individual skills and encourage team effort.
- d) Communicate effectively with the Assistant Coach, manager, players and parents and ensure that there is an open line of communication between all parties. Develop a code of conduct and, working with the manager, ensure that this code of conduct is communicated effectively to all players and parents.
- e) Encourage discipline, effort and commitment; in particular, emphasize the importance of respect between players, coaches, players, opponents and referees.
- f) Ensure that the conduct of players before, during and after games and practices is a credit to the Etobicoke Dolphins Girls Hockey League.
- g) Work with the team manager in ensuring the scheduling of games and practices is in keeping with the age of the players and house league scheduling.
- h) To consider the level of Rep Team that is being coached and plan team development at a level that is appropriate for the age group (i.e. emphasize skills development for Novice and strategy for older players). This general approach will be described at the outset of the year so that surprises are minimized.

- i) Attend coaching clinics and improve their coaching abilities.
- j) Ensure injury reports are submitted to the appropriate individuals as per OWHA policy.
- k) All coaches must be aware of and abide by OWHA policy on harassment and abuse.

1. Manager Responsibilities

- a) Assist the coach to develop appropriate code of conduct for players, coaches and parents.
- b) Organize all on and off ice activities and provide schedules as far in advance as possible.
- c) Provide parental liaison through regular meetings.
- d) Prepare the team budget and organize fund raising and sponsorship. Ensure that in the identification and development of sponsors, existing house league sponsors are not diverted to the Rep Team.
- e) Collect a player commitment fee in April at Tryouts, the remaining 50% of the player fees by October 31 and the balance by December 31.
- f) The manager must be accountable to the parents for the financial management of the team and must provide mid-year (i.e. mid-December) and year-end statements. All expenses will be explained. The manager must ensure that all players have paid their annual fees by the end of December, otherwise they will not be allowed to play the following year or obtain a release.
- g) The manager is the principal source of office team information for parents and all parental concerns about organizational issues should be directed to the manager.
- h) Ensure that all players on the team are properly registered with OWHA prior to the first practice or game. Any player who is not registered is not insured and therefore cannot play or practice.
- i) Should be aware of OWHA Rules and Constitutional By-Laws and ensure that safety and conduct issues set out by HC are followed.
- j) Ensure that all staff and volunteers working directly with the players have had a VSS or CRC completed.
- k) Is responsible for identifying two designated team mothers, if the age level of the players deems it necessary.
- l) All exhibition games and tournaments must be reported to the Rep Director, Referee in Chief, and Ice Scheduler.

SECTION H

Disciplinary Action

1. Should a player(s) not adhere to the team and/or league code of conduct as set out from time to time by the team or the EDGHL, the coaching staff and/or EDGHL shall have the right to suspend and/or terminate a player(s), at any time during the season. The coach must report such suspension and/or termination to the Executive in writing within seven (7) days outlining the reason(s) for such termination.
2. The EDGHL encourages the coaching staff to have a meeting with the player and parents to discuss the player's conduct that is in question and to issue a warning that if such conduct does not improve then it will result in a suspension and/or termination from the team. At any time the coaching staff may request the Executive to attend any such meeting to discuss the situation at hand and to offer guidance to all parties concerned. However, the coaching staff and/or EDGHL may terminate a player without any warning or meeting, if such behavior and/or conduct are severe enough to warrant such termination.
3. Any monies, including sponsorships or fundraising, paid to date are non-refundable at the discretion of the coaching and management staff of the team.

Part 3

HOUSE LEAGUE POLICY

Revised May 31, 2022

SECTION A Objectives

1. To provide a high quality house league hockey program.
2. To ensure that house league players are involved with a team of the appropriate age group.
3. To serve females from the western half of the City of Toronto who reside in the area for which the Etobicoke Dolphins is the closest female hockey association.
4. To provide an environment in which all participants have equal opportunities to play, to learn, and to have fun.

SECTION B Team Organization

1. There will be seven divisions as follows:

	Ages
U7	4 – 6
U9	6 - 8
U11	9 - 10
U13	11 - 12
U15	13 - 14
U18	15 – 17
Senior/Ladies	18 & over

These ages are approximate. The House League Director and/or Executive may adjust these levels slightly in order to obtain divisions with a reasonable number of players.

2. Players will be assigned to the most appropriate level according to their age and caliber.
3. The first week of ice time will be an evaluation skate. Players will be graded and results will be used to create balanced teams.
4. In the event that initial rosters produce unbalanced teams, changes may be made by the House League Director and Conveners up to December 31. After this time there will be no changes except to add newly registered players to teams. If exceptional circumstances require player movement after December 31, then this must be approved by the Executive.
5. All teams must wear sweater and socks provided by the EDGHL.

SECTION C

General Operations

1. All disciplinary matters will be reported to and dealt with by the House League Director and President.
2. All injuries must be reported to the Convener who in turn reports the incident to the House League Director.
3. No player will remain on the ice in any game, practice, or clinic without full approved equipment. This includes a CSA approved helmet and face mask, BNQ approved throat protector, shoulder and elbow pads, hockey pants or girdle and shell, shin pads, jill, mouth guard, hockey gloves and hockey skates.
4. Off ice altercations involving players or team officials will receive an automatic 3 game suspension subject to review by the Discipline Chair.
5. Regular season champions are decided by highest total points, based on 2 points for a win, 1 point for a tie, and 0 for a loss. In the event of ties, final standings are decided by the following tie-breakers:
 - i. most wins
 - ii. head to head record amongst tied teams
 - iii. largest goal differential (goals scored minus goals against)
 - iv. fewest goals against
 - v. fewest penalty minutes
 - vi. most goals scored

If still tied, both teams will be declared regular season champions.

6. Play-off format will be decided by the House League Director and/or Executive. The play-off format and any special rules pertaining to play-offs (such as the use of Rep goaltenders) must be given to all coaches in writing at least 2 weeks before any playoff game.

SECTION D

Rules of Play

1. Players' names and assigned numbers must appear in the RAMP Gamesheet App. Coaches must sign the game sheet prior to commencement of play.
2. All games should start on time. In the event that one or more teams are not on the ice at the appointed time the referee may start the clock anyway.
3. Each team will dress one goaltender. In the event of an injured goaltender the team will be given 5 minutes to dress a new goaltender from the players on the bench.
4. Any player receiving 3 penalties in one game will be expelled for the remainder of that game. Any player obtaining more than 10 minutes in penalties in one game will be brought before the Executive or Discipline Chair and will risk expulsion from future House League games. A further 10 minutes in penalties may result in expulsion from the League.
5. Slap shots will not be allowed in any House League game.
6. During a game, a maximum of 3 goals can be counted towards the score by the same player. If a player scores more than 3 goals, the additional goals will not be counted, however the play will stop and a face-off will still take place at center ice. It is the responsibility of the referee and time keeper to determine when a player has reached the 3 goal limit and if possible notify the coach of this player to encourage her to pass the puck as her goals will no longer be counted. The 3-goal rule shall be in effect during regular season, play-off and championship play.

7. U7 Division

- a. Upon a skills assessment, the players will be divided into teams based on their caliber of play.
- b. 50 minutes of skills & drills will be scheduled every week. Standings will not be maintained.
- c. Goaltenders will not be utilized. Players will be in net on a rotation basis.
- d. A Championship day will occur, but no winner will be declared.

8. U9 Division

- a. The Novice Division will play two running time periods. The first period will be 24 minutes and the second period will be 21 minutes, using a 3 minute buzzer system. The final two minutes of the game will use stop time.
- b. U9 will have half ice games until January 15th.
- c. Standings will not be recorded or taken.
- d. Teams should start at opposite ends from their bench, in order to give the team the ability to pull the goalie during the final minutes of the last period of the game.
- e. There will be two lines, classified A and B, which play alternately until the final buzzer. Line A represents the stronger players, and line B the less experienced players.

NOTE: There is no reference to age - all players will be graded at the beginning of the season and will only be moved to a different caliber with the agreement of all coaches in the division.

- f. Each team will dress a goalie. The remaining players will be assigned to the A or B line. The A line may not have more than five players. If there are less than 4 B line players in attendance then a less experienced A player may be added to the line, with all players rotating equally. When players are absent, coaches must confer prior to the start of the game to ensure balance between opposing lines.
- g. All penalties will be served during the shift of the line on the ice at the time it occurred except in the last 3 minutes of the game when all outstanding penalties will be served.
- h. A further 2-minute penalty will be given should a lengthy delay occur before a player goes to the penalty box. Since play is running time and the clock continues at the sound of the whistle to call the penalty, this penalty will be considered a delay of game.
- i. The play is declared ended at the sound of the buzzer after each shift.

9. U11, U13, U15 & U18 Divisions

These Divisions will play two 10 and one 12-minute stop time periods. Lines are to be determined prior to the start of the game providing equal ice time for all. In the event of complaints regarding equal ice time a two-minute stop time buzzer system may be put into place.

9. Senior Division

The Senior Division will play two 10 and one 12-minute periods stop time.

- 10.** Conveners and coaches who wish to request an adjustment to playing rules to benefit the division must submit the request in writing to the Executive with an explanation.

SECTION E

Equal Ice Time

1. The mandate of the EDGHL House League is to provide all players equal ice time per game while understanding the need to satisfy numbers in attendance and playing positions requested. Fairness to all is the priority.
2. Coaches experiencing problems with players cannot use "benching" but should discuss the problem with the player and her parents. If there is no resolution, the Convener should be involved to assist and if necessary the House League Director and/or Executive will be involved to take action.

SECTION F

Roles and Responsibilities

1. Assistant Referee-in-Chief

- a) Schedules referees and timekeeper for all House League games.
- b) Using monies received from the Referee-in-Chief, ensures all referees and timekeepers are paid for their services.
- c) Provides the Referee-in-Chief with an account of payment made to the referees and timekeepers.

2. Conveners

a. Team Rosters

- The Convener is responsible for maintaining up to date lists of the players on each team. They are responsible for entering all team info into TeamSnap. Only the Convener can make changes to the team rosters. Teams should not exceed 16 players.
- If a new player is added to the division, the Convener should check with the Registrar to ensure the player has been registered. The Convener will then assign the new player to a team and notify the coach.
- If a player withdraws from the League, the Convener will notify the Registrar immediately. The Registrar will determine whether any refund is due. Players who withdraw from the League and receive a refund must return their sweater and socks to the Convener.
- The Convener should attempt to maintain good balance among the teams so that games are fun and competitive for all.

b. Communication

- The Convener will be a liaison between the Division and the House League Director and will be responsible for distribution of League paperwork to the teams. (i.e. newsletters)
- The Convener will bring any significant problems to the attention of the House League Director.

c. General Administration

- The Convener will ensure every coach (except Seniors) has two "Team Moms" to supervise the dressing room and to assist the Convener with communication to teams.

- The Convener is responsible for preparing and filing the game sheets and keeping track of the standings for their Division.
- Neither the Convener nor the coaches may alter rules regarding on ice play in any division. Any requests for rule changes or clarification must go to the Executive via the Referee-in Chief.
- In the event of an injury, the Convener must complete the top section of the injury report form and request the parent to have their family doctor complete the bottom section. It is the responsibility of the parent to submit the form to the appropriate individuals as per OWHA policy.

3. Coaches

- a. House League coaches are required to have a minimum NCCP coach level certificate, for U7, U9 and U11 divisions. Coaches may request assistance from the EDGHL to obtain this.
- b. Coaches must ensure that all team members know the rules and receive the schedule of game times and any changes that occur.
- c. The coach is responsible for the goaltending equipment assigned to his/her team.
- d. Coaches must encourage good sportsmanship from his/her players and ensure that they conduct themselves properly while in any arena for a game.
- e. Coaches must assist the Executive of the EDGHL to provide a well-rounded House League, which may include help with fund raising projects.
- f. All coaches for levels other than Senior must have two team mothers (IF the division is age necessary) who oversee supervision in the dressing room.
- g. Coaches are not allowed to assign new players to their team. Playing a non-registered player will result in forfeiture of any points earned in that game.
- h. Coaches must communicate any disturbances, injuries or abnormalities to their division Convener within 48 hours of the situation.

4. House League Equipment Manager

- a. House League goaltending equipment must be purchased and maintained for all divisions by the Equipment Manager. Signed sheets to be obtained from a House League coach, goaltender and/or parent to verify what has been lent to them and subsequently returned. These sheets to outline the condition of the equipment when handed out and upon its return.

Part 4
DISCIPLINE POLICY
Revised May 31, 2022

SECTION A

Discipline Chair / Co-Chair

1. The Executive will appoint a Discipline Chair and/or Co-Chairs prior to the commencement of a new season.
2. The Discipline Chair / Co-Chair will be responsible for discipline decisions within Rep and House League.
3. The Discipline Chair and/or Co-Chairs reserve the right to impose additional suspensions should the severity of the offence warrant it without issuing a warning first.
4. All decisions from the Discipline Chair are final.
5. The Referee-in-Chief may be consulted for a rule clarification.
6. The Discipline Chair will monitor all suspensions during the current season.

SECTION B

OWHA / OWHL / EDGHL Suspensions

1. The Coach and/or Manager will be required to report any infraction incurring a misconduct, game ejection, game misconduct, gross misconduct, match as well as any 2 minute checking from behind penalty received by a player or team official within twenty-four (24) hours of the infraction being issued. In the case of a Tournament and/or Provincials, the Coach and/or Manager must report the infraction on the Monday following the Tournament and/or Provincials. The above infractions are to be reported to the Discipline Chair. **Failure to report any infraction as stated above will result in the Coach being suspended for 2 games for the first occurrence, 4 games for the second such occurrence and indefinitely for any further occurrences.**
2. *The Discipline Chair shall be responsible for contacting the player and coach within twenty-four (24) hours after the infraction has been reported to issue the subsequent warning / additional suspension to the player/coach. Should a suspension be issued to a player or coach during a tournament and/or provincials, the incident shall be deemed to be reported on the Monday following the tournament and/or provincials. Therefore any additional suspensions to be issued under this Policy shall take effect within twenty-four (24) hours from that date.
3. Should an additional suspension be issued at the end of the season or where a team does not have any more games to play, that suspension shall be served at the beginning of the following year.
4. A player and/or coach who is serving an OWHA suspension, does not require a hearing and has a maximum suspension of two games, may participate in all OWHA sanctioned activities except games for the duration of the suspension. Once the OWHA suspension has been served and only the EDGHL's suspension is left to serve, the EDGHL will allow a player to practice while serving their additional suspension.
5. Should additional suspensions over and above an OWHA suspension, the Discipline Chair and/or Co-Chair reserves the right to waive any additional EDGHL suspension that would have been incurred by a player/coach.

SECTION C

Additional EDGHL Suspensions

All EDGHL members must follow the OWHA and OWHL Minimum Suspension guidelines as circulated prior to the commencement of each hockey season. The following policies have been adopted for both Rep and House League:

1. Any member incurring a first time suspension for any infraction shall serve the minimum OWHA suspension, which will be considered their warning. However, as stated above, the Discipline Chair and/or Co-chair reserves the right to impose additional suspensions should the severity of the offence warrant it.
2. Any member incurring a second suspension for any infraction shall incur an additional one (1) game suspension over and above the OWHA suspension.
3. Any member incurring a third suspension for any infraction shall incur an additional two (2) game suspension over and above the OWHA suspension.
4. Any member incurring a fourth suspension of any infraction shall be suspended until further notice and will be requested to attend a Discipline Chair Hearing.
5. The exception to the above additional suspensions will be when a player receives her first 2 minute Checking from Behind penalty. There will be a first time exemption for this particular infraction. However, should a player receive any additional 2 minute Checking from Behind penalty or penalties during the season, then procedures 1 through 4 will apply. Please note that if any OWHA suspension shall apply to this infraction, the player must serve that suspension whether it is her first time or not.
6. Coaches for players 18 years of age and younger shall be responsible for their players' actions. Therefore, should a player or players incur a second or third suspension for any infraction, the coach will be suspended for one (1) game. This rule will be waived when the player is 19 years of age or older.
7. Any coach who verbally abuses an official, regardless of whether any penalty has been assessed by the official, will be suspended for 2 games for the first offence. For the second offence, the coach will be suspended indefinitely and a review will be held by the Discipline Chair.
8. Coaches may be suspended by the OWHA, and/or EDGHL for any incidents involving the inappropriate actions of any parent associated with their team.
9. A player who has been caught not wearing their mouth guard during a game or practice, will be issued a warning for the first occurrence. The second time a player is caught not wearing her mouth guard during a game or practice will not be able to participate in the game or practice, until she puts her mouth guard in. Any subsequent incidents of a player not wearing her mouth guard will result in a player being suspended for one game for each occurrence.

SECTION D

Appeals

1. Should a player/coach wish to appeal any additional EDGHL suspension, the Discipline Chair must receive the appeal in writing within twenty-four (24) hours.
2. Should the Discipline Chair receive a request in writing from a player/coach, then the Discipline Chair shall appoint two (2) additional Executive Members. The Executive Members shall be on a floating rotation and shall not have any affiliation to the team with which the player/coach is associated. The Discipline Chair may only vote when it is necessary to break a tie.
3. The Discipline Chair shall notify all parties of the impending hearing, which shall take place within forty-eight (48) hours from receipt of the request in writing.
4. Should this hearing involve a player, the player's parents (if the player is a minor) and coach must attend this hearing.