

**Ted Reeve Thunder Minor Hockey**

**Ted Reeve Thunder  
Policies and  
Procedures**



Revised  
8/25/2019

# **Ted Reeve Thunder Handbook 2019-2020**

## **Section 1: Ted Reeve Mission Statement:**

The purpose of the Ted Reeve Thunder is to promote, govern and improve hockey in the area bounded by the Greater Toronto Area.

To foster a community spirit among members, supporters, and teams and to maintain and increase interest in the game of hockey in the Greater Toronto Area.

## **Section 2: Rules of Operation:**

These rules are intended to set out the current policies of the Club which will be applicable to the Teams and its players during this period. While they are intended to be comprehensive, the Rules and policies are not exhaustive and the Club reserves the right, in its discretion, to make such changes and additions from time to time as it deems appropriate. Notice of any changes and/or additions will be given to Team Officials and, when appropriate, directly to parents/guardians on a timely basis.

## **Section 3: The Club:**

Ted Reeve Thunder Minor Hockey was incorporated as a non-share capital corporation by Letters Patent issued by the Province of Ontario on April 11<sup>th</sup>/2016 and operates Ted Reeve Thunder (the Club) under this name which is operated under the Rules of Operation and the rules of the Greater Toronto Hockey League (the GTHL).

### **Club Directors and Officials:**

The club is governed by the Ted Reeve Thunder Minor Hockey Directors, some of whom act as Club Officials. The Club Directors are primarily responsible for reviewing the general performance of the club from time to time.

The General Manager is responsible for administering the day to day operations of the Club and its teams. When and if deemed necessary, the President or appointed Director from the Ted Reeve Thunder Minor Hockey will take over the day to day operations of the Club.

### **Responsibilities of the President**

- a) Along with General Manager be responsible for the finances of the Teams
- b) Signing officer with the GTHL
- c) Attend hearings whenever possible
- d) Will preside at all Executive and General Meetings with the usual privilege of office.
- e) Supervise and direct all the operations of the T.R.T. and / or any other interests or activities entered into by members of the T.R.T. using the name T.R.T.
- f) The President may appoint a member of the Executive to preside at an Executive Meeting in his absence.
- g) The president will have the veto power over any Board decision if not having a 2/3 majority.
- h) Attend team meetings when required.

### **Responsibilities of the General Manager**

- a) Responsible for the communication with the coaches and managers
- b) Responsible for the daily operation of the club
- c) Have all players and team officials' cards into the HCR
- d) Attend GTHL hearings whenever possible
- e) Ensure all team officials are aware of all GTHL, OHF, Hockey, Canada and Club policies and rules and fines that may accompany any infractions (i.e. tampering, etc.)
- f) Forward all necessary and updated information to coaches and managers when new information arises
- g) Signing officer of the Club
- h) Communicate with the GTHL staff
- i) A signing officer of the organization

### **Responsibilities of the Assistant General Manager**

- a) When the President or General Manager is absent, the Assistant General Manager will act on their behalf.

### **The Club Teams:**

Unless otherwise determined by the Club or the GTHL, the Club will register and operate A or AA teams in the GTHL comprising of Minor Atom, Atom, Minor Pee Wee, Pee Wee, Minor Bantam, Bantam, Minor Midget, Midget Junior and Midget teams.

Under no circumstances will the Club be responsible for any obligations, financial or otherwise, incurred by a Team, unless such obligation is approved in writing and contained in a document signed by the President and at least one other authorized signing officer of the Club.

#### **Organization Logo:**

- a) **Ted Reeve Thunder Minor Hockey official name and logo must be used on all our approved apparel.**
- b) The Ted Reeve Thunder Organization will decide on the apparel used by the teams and the suppliers.

No unauthorized use of our Club Logo will be permitted. Failure to adhere to this rule and policy will be considered a violation of the Club policy and the individuals will be dealt with accordingly

#### **Number of Players per Team:**

- a) The team is to sign a minimum of 16 players by the start of the regular season in September unless in extenuating circumstances requiring written permission from the General Manager to have fewer.
- b) Late registration players that sign with a team after the regular season commences will have the registration fee pro-rated as determined by the club. The same applies for team fees.

#### **Team Officials Code:**

Subject to the overriding authority of the GTHL, the Club has exclusive control over its Teams and players registered with the organization for all periods sanctioned or mandated by the GTHL. In addition to the foregoing and to the other rights reserved below, the Club shall have primary responsibility for the following:

- a) Team Officials. The Club appoints and if necessary, replaces the Head Coach of each team and approves the selection of other Team Officials.
- b) GTHL Registration. The Club registers its players and Team Officials with the GTHL.

#### **Club Registration Fees:**

- a) The registration fee for the 2019-2020 season is \$1400.00/ player. This fee is paid directly to the club. This fee includes, but is not limited to the following: Hockey Canada player insurance, \$6,000.00 of practice per season/per team, GTHL team entry fees, and home and away jerseys and socks.

## Team Officials Responsibilities:

### Coaches and Team Officials Certification

- a) Only approved Team Officials will be reimbursed the cost of the course by the Organization on the condition that they must remain with the Organization for the following 2 years in order to be reimbursed. The amount will be credited on their team statement. The course must be approved by the Ted Reeve Thunder President or General Manager prior to the Team Official enrolling in the clinic and the course must pertain to their title.
- b) Refunds will only be credited once the Organization receives a copy of their invoice and have verification their certification has been completed.

### Head Coaches

- a) Must be familiar with Hockey Canada, GTHL and Ted Reeve Thunder Regulations.
- b) Must verify eligibility regarding residency when signing players.
- c) Must verify game sheets for suspensions after each game.
- d) Must check with referee prior to leaving arena if the information on game sheet is not clear.
- e) Is responsible for players', staff and parents' conduct on and off the ice prior to, during and after games.
- f) Completing proper game sheets for all games (regular, pre-season, exhibition, and tournament games), ensuring all suspensions are recorded and all affiliated players ("APs" / call ups ) are added to the game sheets.
- g) Ensure removal from the game sheet of any player or Team Official not present for the game. Playing a suspended player or having a suspended Team Official on the bench may result in a suspension to the Head Coach and further suspension to the player or Team Official (see GTHL Regulations 14.3 –14.5).
- h) Must verify and sign the game sheet. Should the Head Coach not be available for any game then the Team Official who is acting as Head Coach for that game is to sign the game sheet.
- i) Should a trainer not be present, check all players' equipment to ensure it meets safety standards.
- j) All correspondence with the GTHL **MUST** be directed through the Club's General Manager.
- k) Must attend all Organization meetings, or have a team representative attend.
- l) Must ensure that a member of the coaching staff or an assigned parent enters the dressing room to ensure that there are no damages, debris or any individual in the room prior to your team entering the dressing room.
- m) Must ensure that there are 2 individuals at all times in the dressing room with the players from the time they first enter the room until they have all left the dressing room following the end of the game.
- n) Must ensure that the team manager or individual assigned to open the door between floods at

games is the first to enter the room, not the players. It should be noted that any damages to a dressing room or any other part of an arena will be charged back to the offending team(s). Any fines or charges incurred due to these damages will be added to the team statements.

- o) Must not discuss releases with players/parents or guardians. All requests to release a player MUST go through the President or General Manager and address the reasons for the release request.
- p) Must be available a minimum 45 minutes before and after game/practice.
- q) Prepare team philosophy, strategies, organize practices with his staff prior to going on the ice.
- r) Prepare and submit team rules at start of season and re-visit the rules at meetings, if and when necessary.
- s) A Team Official of one team that is a parent on another team within the Organization will be regarded and treated as a Team Official of the Organization.
- t) Coaches are not permitted to make promises/deals with a player/parents/guardian in order to secure their commitment.
- u) Budgets are to be presented in writing to parents of the players prior to signing a Registration Certificate, updated budgets are to be forwarded to parents as per GTHL rules.
- v) No payment of team officials is to be made.
- w) Attend GTHL hearings for issues concerning their own team whenever possible

## **Managers**

- a) The Financial Manager, along with the coach, are responsible for the financial matters of the team.
- b) The Communication Manager is responsible for the communication matters of the team.
- c) Managers must attend all Organization meetings when the Head Coach is not available to attend.
- d) Submit request to the General Manager or President for approval of tournaments and exhibition games.
- e) Coaches, Trainers and Managers must provide parents and players with information relating to results from regular meetings with Organization, game changes, suspensions, and player list and a preliminary team budget and team financial statement three times per year through email.
- f) Financial Manager to collect all players' registration fees.
- g) Managers are responsible for organizing fundraising events for the team.
- h) Managers must not allow their team to participate in tournaments or exhibition games without written approval from the G.M. or President and the GTHL.
- i) Managers should organize all out of town tournaments at least three (3) months in advance and provide parents and coaches all necessary maps, hotel locations and schedule of games, prior to team leaving for the tournaments.
- j) The Organization understands that there is a lot of work involved in managing a team and does not discourage the use of (2) individuals to manage the team as long as only one manager is the contact person.
- k) Address and attempt to resolve "concerns or issues" with parents, players and team staff. Should

the issues require a Resolution Committee Meeting, then the G.M. must be advised in writing of the details about the issue and the attempt made to resolve the issues/concerns.

- l) Budgets are to be presented in writing to parents of the players prior to signing a Registration Certificate, updated budgets are to be forwarded to parents as per GTHL rules.
- m) Managers/Coaches are not to hire Skills Trainers or spend any monies until the parents have approved the team budget. Approval is deemed to be signing of team registration card.

### **Trainers**

- a) Trainers must have a valid HTCP certification in order to be on the players' bench.
- b) Trainers are responsible for checking all players' equipment to ensure safety standards, prior to each game.
- c) Proper management of player injuries.
- d) Proper management of First Aid Kit and water bottles.
- e) Complete injury reports when a player has been taken to the doctor or hospital from an arena. Fax the reports to the GTHL and the Club General Manager.
- f) Trainers are not to allow players on the ice for games or practices unless they are dressed in full equipment (including BNQ throat protectors).
- g) If a player has been injured, a return to play form must be received by the team trainers prior to returning to play or practice and signed by a family doctor or doctor who has been treating the player. The note must be faxed or emailed to the GTHL office.

### **Team Officials on the Bench**

- a) No individual is allowed on the bench unless they are registered with the Ted Reeve Thunder.
- b) No team official from another organization is allowed on the bench unless he/she has been given permission in writing by the GTHL to both the General Manager of both the Ted Reeve Thunder and the other organization.

### **Skills Development Training**

- a) No team shall use the services of a skills development trainer who is affiliated or registered to another organization without the written permission of the President and /or designate.

## Organization

- a) The Organization's primary responsibility is to its players.
- b) The Organization will do its best to provide coaching staffs that will teach and motivate the players so that they can play to the best of their ability.
- c) The Organization will only register Team Officials that have obtained the required NCCP & HTCP certification required under GTHL Rules and Regulations.
- d) The Organization is responsible and reserves the right to discipline Team Officials, parents, and players that are not in compliance with Hockey Canada/GTHL Rules and Regulations and Ted Reeve Thunder Procedures.
- e) To the best of its ability, the Organization is responsible for providing the best possible facility for their teams and appropriate game times for its players and parents.
- f) Overall management of the Ted Reeve Thunder will be the responsibility of the President and General Manager.
- g) The President and General Manager are responsible for ensuring that the Ted Reeve Thunder CLUB CONSTITUTION AND BY LAWS ARE FOLLOWED and administering any minor disciplinary action deemed necessary. For more serious situations, an Executive Discipline Committee will be convened.
- h) Players will not be released by the Organization should they owe money at the end of the season. All teams are to advise the General Manager by end of February of any player owing money.
- i) The Organization is responsible for ensuring that all Team Officials are in possession of a valid and up to date Criminal Record Check as specified in the GTHL Speak Out, Policies and Procedures. The appointment of any Team Official will be revoked should this not be the case.
- j) The Organization may add suspensions in addition to the minimum GTHL suspensions to players/parents/Team Officials for unbecoming/inappropriate behavior.
- k) The Organization may discipline parents/players/team officials for unbecoming/inappropriate behavior.
- l) The Organization will keep all team officials informed of all changing rules as set out by the OHF and GTHL via email.
- m) Any allegations of tampering that is brought to the attention of the Organization will be investigated.



### **Parent or Guardian Code:**

- a) All parents and guardians shall adhere to the Club's policies and procedures.
- b) Parents and guardians have an obligation to remain positive and show respect towards Club Officials, Team Officials and all players at all times. Failure to do so may result in your son/daughters' removal from the team.
- c) Any disagreement will be dealt with as per Club and GTHL policies and procedures.
- d) Any parent in the opinion of the Club who is found to have acted in such a manner that sheds a negative light on the organization may have his/her son/daughter suspended from the team for a length to be determined by the Club.

### **Player's Obligations:**

Players shall:

- a) Represent their team with dignity at all times.
- b) Always play to the best of their ability within the spirit of true sportsmanship by:
  - \* showing respect for the rules of the game, the game officials and their decisions, and their opponents.
  - \* using their best efforts to maintain composure while on the ice, and
  - \* refraining from trash talking or making improper gestures, whether on the ice or off the ice.
- c) Demonstrate respect for their teammates and treat them fairly and equally.
- d) Demonstrate respect for their coaches and other Team Officials.
- e) Make their commitment to the Team, its programs and its goals a major priority.
- f) Attend all games and other events prescribed by the team in accordance with the rules established by the Head Coach from time to time.
- g) Where equipment is provided by the Club or Team, use only such equipment and ensure that it (including sweaters and socks) is maintained in proper state of repair and not altered in any manner.
- h) Abide by the Team dress code at all reasonable times which includes wearing game socks and jerseys only during games and not at practices.
- i) Refrain from using alcohol and prohibited drugs.

The foregoing list of obligations is not exhaustive and may be supplemented by the Club or the Team from time to time upon giving the player and his/her parent/guardian reasonable notice.

### **Refund Policy:**

A charge of twenty-five dollars (\$25.00) will be charged for each game or practice session that the Team has scheduled from the day of card signing to the end of the season. If a cheque is to be payable by the team, the Club will pay the player on behalf of the team from the team's account. Before the cheque is released, all items supplied by the club must first be returned to the Team Manager. The coaching staff must notify the General Manager in writing, of the last date the player is to have played and show the refund calculations prior to the pro-rata refund being authorized for release by The Club.

Refund Policy after midnight September 15<sup>th</sup> - If a player is successful in securing a release from the GTHL, no refund or registration fee will be made.

### **Ice Time:**

- a) The Head Coach shall make all decisions regarding the amount of ice time afforded to a player in the reasonable exercise of his or her discretion, having regard to the best interests of the team.
- b) Any player denied reasonable ice time, or parent/guardian thereof, shall be entitled to request and obtain an explanation for such decision, without fear or threat of repercussion, provided such request is made in both a civil and appropriate manner.
- c) If a parent or guardian is still not happy with the explanation, he or she can put their complaint in writing to the General Manager and he will talk to the Head Coach of your concerns.

### **Complaint Procedures:**

To avoid emotional or angry outbursts and behaviors at both games and practices, the 24-hour rule is in force to all parents, players and guardians. This requires you to wait a period of 24 hours before making your concerns known to the appropriate party. If a parent, guardian or player has observed the 24-hour rule, he/she is to first approach the Team Manager with their complaint in writing so that the facts of the complaint are properly set out and understood.

A copy of this complaint is to be filed with the Club General Manager. The Team Manager will take the complaint to the appropriate Team Official and a meeting will be set up to discuss the complaint with the appropriate parties within 48 hours. If the issue cannot be settled, the parent, guardian or player may bring it to the attention of the Club General Manager.

### **Verbal, Mental or Physical Abuse:**

If a parent or guardian believes their son or daughter has been subjected to verbal, mental or physical abuse by any Team Official, they are to notify the Club General Manager and President for immediate investigation.

### **Official Team Budgets:**

All team budgets must first be presented to the General Manager for approval prior to presentation to the Team parents. Once the Club General Manager has given approval, Team budgets are then presented to the parents before they sign their son/daughter's players card. Their approval is to be in writing.

### **Team Budget Limits:**

The amount each team is allowed to budget is unlimited, provided the budget is passed by the majority of team parents in writing. The signature of each parent is required to demonstrate the budget was passed.

### **Team Meetings:**

The Head Coach will meet with the parents/guardians at least 3 times each season. The first meeting should be held prior to the commencement of the season and the other meetings should be arranged whenever practicable to coincide with the delivery of the team's financial summaries. The purpose of the meetings will be to review the matters of interest relating to the Team, including its financial affairs.

Additional meetings may be held if requested by the Club, the Head Coach or parents/guardians representing 30% of the players.

Notice of the matters to be discussed at each meeting shall be given to one parent/guardian of each player at least 2 days prior to the date of the meeting. Meetings will be held at a location convenient to the majority of the attendees and will be chaired by the Head Coach.

### **Sponsorship:**

Teams are encouraged to solicit support from corporate sponsors in order to reduce the financial burden on parents/guardians. As consideration, the Team at its sole cost, may grant sponsors the right to place their names and/or logo on clothing used by the Team. To ensure consistency and quality, the General

Manager must approve all sponsorship cresting. With respect to team jerseys, only 2 sponsorship patches shall be allowed; the location and size of which must be approved by the General Manager.

### **Supplementary Team Rules:**

The Team may adopt policies and rules in addition to or in furtherance of the matters contained herein. No such policies or rules shall be effective unless approved by the Club and a copy provided to each of the Team players and one of their parents/guardians. Once effective, any such policies shall have the same effect as if embodied in these Rules of Operation.

### **Team Bank Account:**

All Team monies will be placed in a selected Chartered Bank or Trust company under the name Ted Reeve Thunder Minor Hockey, and looked after by the President, General Manager or appointee of the Club and Manager of the Team. Once funds have been placed into your teams account, the team can ask the Club Manager for a withdrawal of funds as they are needed.

- a) The Head Coach or Team Representative along with a team parent/guardian have to request payment and provide adequate documentation before any funds can be released.
- b) All revenues of whatever nature or kind belonging to the Team including team fees, sponsorship contributions, and proceeds derived from fundraising activities shall be deposited into the Team's account without prior deduction immediately on receipt.

### **Club to Provide Statement of Cost to Each Team:**

The Club will provide the Team's Head Coach or Manager with the cost for the goods and services provided by the Club to the Team for the upcoming season which includes:

- a) GTHL registration fees and insurance levies
- b) Ice costs, equipment and gear (If available before the time of signing)

### **Head Coach to Submit Preliminary Team Budget:**

At least 30 days before the date fixed for the first Team tryout, each Team's Head Coach will submit a Preliminary Budget to the Club for approval. The Preliminary Team Budget must be prepared in accordance with the form given out by the Club and must include:

- a) Proposed Team revenue including sources
- b) Proposed Team expenses
- c) Reasonable detailed explanatory notes for each budgeted item all having regard to the information available at the time of submittal.

### **Team Will Provide the Preliminary Team Budget to Parents/Guardians:**

The approved Preliminary Team Budget will be provided to a parent/guardian of each proposed player prior to the signing of the player's registration card.

The parent/guardian must acknowledge in writing that he/she has received a copy of the Preliminary Team Budget by submitting a signed Acknowledgement of Receipt to the Club concurrently with the delivery of the registration card for such player.

### **Team Budget to be Submitted to Club and Parents/Guardians for Approval:**

The Head Coach will submit the Team Budget to the Club and a parent/guardian of each player prior to the commencement of the GTHL season. The Team Budget must be prepared on the form provided by the Club and must contain no material changes from the Preliminary Team Budget unless approval is first obtained from the club and parents or guardians representing 75% of the players on the Team. Changes, if any, shall be highlighted and appropriate explanations shall be provided. Clerical errors are accepted from this requirement.

### **Team Financial Summaries:**

The Team will produce 3 separate financial summaries on the form approved by the Club explaining the Team's financial status for the following periods:

- a) May 1<sup>st</sup>-September 30<sup>th</sup> 2019
- b) October 1<sup>st</sup> to January 30<sup>th</sup>, 2020
- c) February 1<sup>st</sup> to conclusion of season.

A copy of the Team's financial summaries will be given to a parent/guardian of each Team player no later than 10 days following the close of the period for which the summary is prepared.

#### **Use of Surplus Funds:**

If there is a surplus of funds available to the Team at the close of the GTHL season in any year, such surplus shall be used in such manner as the parents/guardians representing 75% of the players on the team reasonably determined.

If the Team fails to make such determination by April 15<sup>th</sup> of such year, the surplus funds shall be transferred to the Club immediately for safekeeping. Following receipt of substantially all the registration cards for the Team for the following season, the surplus funds will be returned to the Team as then reconstituted and shall be used to offset that season's expenses.

#### **Dispute Over Team Finances:**

Any complaint by a parent/guardian arising out of a Team budget or financial summary must be referred to the Club for resolution. The decision of the Club will be binding to all parties.

#### **Notices, Approvals and Authorizations:**

Any notice given to or approval or authorization granted by a parent/guardian of a player shall be deemed for all purpose to have given to or granted by all of the parents/guardians of such player.

#### **Payment of Fees:**

The parents/guardians responsible for each player shall make all payments required of such player on a timely basis in accordance with the rules prescribed for the Team. Failure to make such payments at the time or times prescribed, may result in the suspension of player until the Team receives such payment.

### **Player Injury:**

Neither the Club nor the Team is responsible for any injury suffered by a player, whether on or off the ice and howsoever caused. The GTHL maintains insurance, which may be applicable in certain events. Parents and guardians are urged to contact the GTHL for an explanation of such coverage.

### **Dispute Resolutions:**

The following procedure shall apply in the event the Club is requested to resolve a dispute or complaint arising between the parent/guardian of a player and the Team:

- a) The request for such resolution shall be in writing and shall set out the issue(s) and arguments in reasonable detail.
- b) A copy of such request shall be given to the Team and the Team shall have 5 days to deliver its written response to the parent/guardian and the Club, setting out its position in reasonable detail. The Club may extend the time for such response if it believes, acting reasonably, that additional time is needed.
- c) The Club shall cause a meeting to be held of all interested parties as soon as practicable after receiving the Team's response.
- d) The parties shall attend such meeting in person without legal counsel or other representation.
- e) The Club shall issue a statement in writing setting out its decision, including the reason(s) relied upon in reaching its decision, within 10 business days following such meeting. The decision shall be binding upon all interested parties.

### **Decisions Concerning Ice Time:**

Regular season

- a) All players are to be played during all 3 periods of the game.
- b) The last 5 minutes of the 3rd period belongs to the Head Coach.
- c) Should a player not be played anytime during the first, second or third period, the player and parent/guardian must be advised of the reason prior to leaving the arena after the game has ended.

## Playoffs

- a) All players are to be played during the playoffs.
- b) The last 5 minutes of the game belongs to the Head Coach.
- c) Should a player not be played anytime during the first, second or third period, the player and parent/guardian must be advised of the reason prior to leaving the arena after the game has ended.

## Tournaments

- a) All players are to be played during the tournament unless there is a valid reason not to play a player.
- b) In a case where a player is not being played during any part of the tournament, the player and parent/guardian must be advised of the reason after the said game.

## Tournaments:

### Local and Out of Town Tournaments

- a) Any team entering a tournament must advise the General Manager at least 8 weeks prior to the tournament date by email with the dates, the tournament name and place where the tournament is being held. The team must ensure that the time for travelling to and from the tournament destination is considered so that no regular season games are scheduled for any date during the team's absence at the tournament.
- b) The General Manager will submit the request to the GTHL; once approved, the written permission will be forwarded to the team Manager.
- c) The GTHL tournament fee (\$10.00) will be paid by the Organization.
- d) During the REGULAR SEASON teams may use their 3 exemptions in any way they wish, e.g. for tournaments or for special holidays. Teams may not enter a tournament after Feb 2 or until eliminated from play-offs.
- e) A team may not enter two (2) tournaments running at the same time.
- f) Any team entering a tournament must have a minimum of twelve (12) players in uniform, and must provide a copy of the game sheets to the GTHL office **within seven (7) business days** of returning from the tournament.
- g) Teams playing in GTHL play-off series WILL NOT BE PERMITTED to participate in any tournament (except OHF Championships).
- h) Any team wishing to participate in out of town tournaments during the Canadian or American Thanksgiving weekends will have their application treated on a FIRST COME FIRST SERVED basis. Only TWO (2) teams will be given permission to attend on each of these weekends.



- i) No team shall compete in any tournament unless that tournament has been granted a Sanction Permit by the appropriate governing body.
- j) All teams participating in O.H.F. Championships are required to have fifteen (15) players registered.
- k) No teams are allowed to participate in out of town tournaments that would coincide with the date that has been scheduled for the Organization's annual fundraising.
- l) A player who receives a suspension in a tournament game may not participate in any league or playoff game until such suspension is served in full.

#### **Exhibition Games:**

- a) Any team wishing to play an exhibition game must first notify the General Manager or President, and call the Central Registry to inform them of the date, time and teams playing.
- b) In the case of any team playing an exhibition game WITHOUT FIRST obtaining permission from the GTHL through the General Manager or President, the Team Official deemed responsible for the breach will be suspended indefinitely, pending a review by the GTHL.
- c) **NOTE: REGULARLY SCHEDULED LEAGUE GAMES CANNOT BE CHANGED IN ORDER TO PLAY EXHIBITION GAMES.**
- d) Teams are responsible for arranging all on-ice officials & timekeeper and payment for their services.
- e) Teams **MUST** use official GTHL game sheets.
- f) A copy of the game sheet must be forwarded to the GTHL office **within seven (7) business days** in order to comply with the GTHL regulations.
- g) No player who receives a suspension in an exhibition game may participate in any league or playoff game until such suspension is served in full. Any Team Official who allows a player to participate in a game while under suspension will be automatically suspended until he /she appears before a Special Committee of the GTHL.

#### **GTHL Hearings:**

- a) The Head Coach will make every attempt to be present at GTHL hearings regarding the following issues whenever possible:
  - 1. Player Releases
  - 2. Team Official Suspensions
  - 3. Player Suspensions
- b) The team will be invoiced for the cost of hearings and any fines imposed by the GTHL.
- c) The fines imposed on any Team Official for violating GTHL Rules and Regulations will be paid by the Team Official prior to the hearing.

## **Affiliate Team Call-Ups:**

- a) Teams are permitted to call up players from their affiliated team during the course of the season as permitted by GTHL Rules and Regulations.
- b) The affiliate team's Head Coach must provide the opportunity to all his players that are capable to "play- up" and not the same one or two players.
- c) The Head Coach requesting players must first consider giving his own players the extra ice time, provided the team has the minimum players required by the GTHL, before requesting players from the affiliate team.
- d) The coach is permitted to request a "position" and not a specific player.
- e) AFFILIATE TEAMS will be confirmed each year.
- f) Read GTHL rules concerning call ups and import call ups and the number of games players can be called up too.

## **Signing Players/Commitments/Releases/Team(s) folding after the start of the season:**

Minor Atom to Midget Sr. – GTHL Rules and Regulations apply

During and following tryouts each team's Head Coach is responsible for offering positions on the team to players that have been assessed throughout the tryout period which the team's coaching staff feel can contribute to the overall success of the team.

The coaching staff must understand that when they offer a position to a player, they have made a commitment to the said player for the duration of the hockey season. The coaching staff are responsible for fulfilling this commitment. However, there could be a situation that would lead a Head Coach to request the President or General Manager to RELEASE him or her from such commitment to a player prior to November 15th.

RELEASES will be considered only by the General Manager or President under the following conditions:

1. A player who is a discipline problem.
2. A player who seriously disrupts the harmony of the team.
3. A player's parent who causes serious problems or disruptions to the team.
4. A player who has had promises made to him or his parents by the coaching staff and these promises have not been fulfilled.
5. A player who has been treated unfairly by one or more of the Team Officials of the team.
6. A player being released by the Organization.

The player and the player's parents must also be made aware that when they sign a Player Registration Certificate with a Ted Reeve Thunder team, they in turn are making a commitment to the Ted Reeve Thunder team for the duration of the hockey season. The Organization, the coaching staff, the parents, and the player all have responsibilities which must be met throughout the hockey season.

- a) RELEASES are the sole RESPONSIBILITY of the President or General Manager. **UNDER NO CIRCUMSTANCES DOES A TEAM OFFICIAL HAVE THE AUTHORITY TO AGREE TO A RELEASE**
- b) When a parent or player requests a RELEASE, the Head Coach must inform them that the request must be referred to the General Manager. The Head Coach must obtain the reason in writing as to why the RELEASE is being requested and this information should be forwarded to the General Manager. No money will be refunded with respect to either team or registration fees if the player/parent requests the release.
- c) The GTHL recognizes the President and General Manager as the only Club Officials with SIGNING AUTHORITY for the Organization. Should a Head Coach release the player without the consent of the President or General Manager, the Organization will levy consequences to the Head Coach and possibly other Team Officials of the offending team. In addition, the team will be responsible to reimburse the player any team fees and including any registration fees paid to the Organization.
- d) If a Head Coach decides to release a player with the consent of the President or General Manager, the team will be responsible for refunding the team fees and Organization fees on a pro-rated basis. Any money that the player is to receive from the team must be forwarded with one week of the player's release.
- e) Each team is responsible to carry the number of players assigned to it by the Organization, but at least fifteen (15) players as required by GTHL Rules and Regulations. Teams will be advised at the Coaches' meeting in April of each year prior to commencing the new season.
- f) Player releases at the Club level are issued only up to and including November 15 of that season, with the approval of the General Manager or President providing that the team is at its minimum 15 player roster as per GTHL rules.
- g) Players requesting a release after November 15 must contact the GTHL office.
- h) Should Ted Reeve Thunder fold a team after the start of the season, all players and Team Officials will remain part of the Club and will not be released until such time as all monies owing to the Club have been paid and all equipment belonging to the Club has been returned in good condition.

### **Sponsors/Sponsorships:**

- a) Each team is responsible for obtaining sponsorships and used accordingly to the Sponsors directions.
- b) All sponsor monies belong to the teams that have acquired the sponsors, not the Organization.

### **Summer & Non-Sanctioned Tournaments:**

- a) The Organization will not approve and will not provide equipment to teams who wish to participate in any tournament in the months between May and the beginning of the regular season, with the exception of the GTHL sanctioned Early Bird Tournaments.
- b) Teams that participate in non-sanctioned (Hockey Canada/OHF Member Partner/GTHL) tournaments and exhibition games prior to the start of the regular season do so at their own risk and are not allowed to wear any Ted Reeve Thunder uniform.

### **Dismissal of Team Officials:**

Team Officials will be dismissed by the Organization for the following: (the Organization reserves the right to determine if the dismissal is in order without the consent of players and parents.)

- a) NON-COMPLIANCE WITH OHF, HOCKEY CANADA AND Ted Reeve Thunder CLUB RULES.
- b) Misappropriation of team funds.
- c) Failure to make play-offs for two consecutive years.
- d) Failure to field a competitive team
- e) Failure to secure assistant coaches/ trainer /manager to provide a good learning base for players.
- f) Physical or verbal abuse of parents, Club or League officials.
- g) Failure to obtain a valid Criminal Record Check.
- h) Failure to abide by GTHL, Hockey Canada and Ted Reeve Thunder Club rules and policies

### **Suspensions of Team Officials:**

Team Officials will be suspended by the Organization for the following: (the Organization reserves the right to determine the length of any suspension)

- a) NON-COMPLIANCE GTHL, OHF, HOCKEY CANADA AND Ted reeve Thunder RULES.
- b) Corresponding directly with GTHL office without permission from GM or president.
- c) Participating in tournaments, exhibition games, team functions without approval from the General Manager, the President or the GTHL.
- d) Failure to supervise players at all times during team functions, practices and games.
- e) Failure to give advance notice to players regarding suspensions and practices.
- f) Failure to communicate with players/parents/Organization
- g) Failure to produce a financial statement to the Organization and parents of team involved.
- h) Failure to obey direct instructions from Club Officials (e.g. the General Manager or President).
- i) Failure to abide by GTHL, Hockey Canada and Ted Reeve Thunder rules and policies.

## **Tryouts:**

The Organization will be responsible for:

- a) Securing tryout ice for each team.
- b) Advertising on GTHL website and Ted Reeve Thunder Minor Hockey website

The Team Officials of each team will be responsible for:

- a) Ensuring that they have a minimum of two (2) people at the sign-in table at least 45 minutes before their team's allotted try-out time.
- b) Collecting the registration fee from each player on behalf of the Organization; cheques to be made payable to the "Ted Reeve Thunder Minor Hockey", not the team.
- c) After each try-out, providing a summary sheet of all players attending the tryout and fees collected.
- d) Have a preliminary budget to hand out to parents
- e) Ted Reeve Thunder Policies are on the web site for individuals to download at [www.tedreevehockey.com](http://www.tedreevehockey.com).
- f) Each player who commits to play for a Ted Reeve Thunder team and his/her parents/guardians are to sign the registration certificate during the tryouts.

## **Permission to Skate:**

The organization will not issue PTS forms until the end of the regular GTHL season.



