



Welcome to Frontenac Minor Hockey and thank you for coaching!

2021/2022 FMHA Executive Committee

President – Al Pixley president@frontenachockey.ca	Coach Co-ordinator – Brent Hole coach@frontenachockey.ca
Vice President – Jeff Peck vice-president@frontenachockey.ca	Ice Scheduler – Al Pixley apixley@hotmail.com
Secretary – Kym Garrah secretary@frontenachockey.ca	Community Relations – Liz Melkman admin@frontenachockey.ca
Treasurer - Debbie Donovan treasurer@frontenachockey.ca	Fundraiser – Reshelle Leonard fundraiser@frontenachockey.ca
Registrar – Heather Hasler registrar@frontenachockey.ca	Equipment Manager – Dale Sager daleandamanda.sager@gmail.com
Registrar – Stephanie Thompson registrar2@frontenachockey.ca	ICHL Co-ordinator – Jon Ubdegrove jubdegrove@dbaeng.com
Harassment – Crystal Brash crystalbrash@gmail.com	Referee in Chief – Willie Wilson sffr252@gmail.com
IP/Tyke Co-ordinator – Kelsey Shulist IPtyke@frontenachockey.ca	Development – Jeff Ottenhof development@frontenachockey.ca
OMHA Representative – Don Rowat omha@frontenachockey.ca	

Team Organization

In order to stay organized and keep communication open between coaches and parents for your team, it would be a good idea to have a team manager or parent help out with weekly communications/emails on practice times/game times etc. The coach does not have to do all the work – ask parents to help out!

Team Rosters

You will need an electronic approved team roster from OMHA. You may only play players from your approved OMHA team roster. Heather Hasler/Stephanie Thompson (Registrars) will submit your team roster to OMHA and send you the approved roster by email. You need to have a copy of your approved team roster with you at all games/tournaments in case you are asked for it. You could be asked for it anytime by a referee etc.

Coach/Bench Staff

Every team must have a minimum of 2 certified bench staff (Coach and a Trainer) certified within the Hockey Canada system to be approved on a team roster by OMHA. You may also add an assistant coach and an assistant trainer or a manager for a maximum of 5 bench staff. Each team can only have 1 manager listed on team roster but is not required to have a manager listed unless they will be on the bench for games.

All volunteers on the ice or bench must have Respect in Sport activity leader (online course) – can be found on the OMHA website at www.omha.net and must have a CPIC – please contact Brent Hole.

A helper can be on the ice and not on the team roster but must report name and date of birth to Debbie Donovan so they are covered for insurance purposes. In the event that you are short a coaching staff member for a game, please follow the following rules:

- You may borrow a FMHA coach/trainer provided they are on an FMHA approved roster (including the AT LARGE roster). You may borrow the opposing teams trainer if needed but please let the referee know prior to the game.
- All coaches/bench staff must sign the game sheet for the position that they have been approved for – for example a trainer must sign as a trainer and assistant trainer can only sign in the assistant trainer spot on the game sheet (the only exception is an assistant coach may sign as a coach when acting as the head coach).
- Roster AT LARGE – this is a FMHA roster of volunteers that will help out but are not on a specific team roster, you may contact the Registrar for one of these volunteers if necessary.

All *new* players in hockey must have a birth certificate in Hockey Canada to be eligible on the team roster, the Registrar will let you know if one of your players has an outstanding birth certificate. This player cannot play a game until he/she has emailed or given the birth certificate to the Registrar.

Respect in Sport “Parent Program” is an OMHA mandatory course for at least one parent to complete before their child may be added to an electronic team roster to play hockey for the 2021/2022 hockey season, the Registrar will let you know if this course is missing for a player.

Please give at least **3 days** notice for any changes to your team roster to be updated and returned to you.

On ice Insurance

If someone is assisting you for practice but they are not on any of FMHA team rosters they must be added to OMHA on ice insurance, they cannot participate until added to the on ice insurance policy. Please submit your request for inclusion on FMHA insurance policy this person's date of birth and address, this is required to send to OMHA. On ice volunteers must be at least 14 years of age in full equipment, over 14 – 18 years of age must have a neck guard, gloves and helmet.

Game Sheet Rules – iPADS

Please ensure that the games are being uploaded when using the iPad. There is a blue cloud beside the game on the iPad if it has not been uploaded.

Game numbers --- these can be found on the Frontenac calendar on the website -- no excuse for not filling this in.

Please use the exact game number - IE U18#214 not 214.

Please ensure the proper team name is filled out:

Sample

Center – Frontenac

Team Name – U18 LL Team 2

Division – U18

ICHL or CC

Game Number – U18#026



Make sure that all bench staff sign the electronic game sheet -- if they are away mark them away --- it is a one game suspension to the Head Coach if a signature is missing.

Make sure you have the start AND end time completed on the game sheet (both paper and iPad)

Timekeepers name must be on game sheet (both paper and iPad)

If you are unsure of something please ask!!

Affiliate Players

All affiliated players must be approved by the OMHA contact Don Rowat and Brent Hole. This process is required to use players from the division directly below for ICHL, rep teams may roster players from ICHL league, or if goalie relief is required. Affiliated players must have “AP” beside their name on the game sheets. You will need to send an affiliated form that has been completed by the house league coach or team the player plays on full time to the OMHA contact (Don Rowat) for his signature and then this form is given to the Registrar to upload in Hockey Canada for approval by the OMHA. Once you receive back the approved roster with the player added, you may play this affiliated player ONLY when your ICHL team has less than 10 skaters, and if the player does not have his own team game with ICHL. If a player has a game with his primary house league team he CAN NOT play with the rep team or affiliated team in ICHL.

OMHA Contact

The Frontenac OMHA contact is Don Rowat omha@frontenachockey.ca.

You must contact Don for the following items:

- a travel permit if you are travelling with your team outside of the OMHA district (please see OMHA website) for example Ottawa, Westport. Please give at least **10 days** notice prior to needing a travel permit
- all affiliated player forms must be approved and signed by OMHA contact before added to the affiliated team
- all exhibition games must be reported to the OMHA contact prior to the game.

DO NOT contact OMHA directly, any questions regarding OMHA policies or rules should go through our local OMHA contact – Don Rowat or at least ask an executive member before calling OMHA directly.

Ejection from game

When you have a player ejected from a game by a referee, please ensure that there is parent support at the dressing room, players at any division should not be in dressing rooms unattended. Assign a parent-spectator to ensure coverage is there.

Suspensions

Suspensions must be reported immediately to Don Rowat omha@frontenachockey.ca. ICHL suspensions please report to Jon Ubdegrove.

Suspensions must be tracked by FMHA – it is important players are serving the correct amount – if an error occurs, there is no pardon...coach can be suspended and player can receive additional games - we want to avoid this - so please report! If there is a game suspension they must be marked on game sheet indicating the suspension is being served for example if player has 3 games (each game needs to be marked on game sheets 1 of 3, 2 of 3, 3 of 3).

Medical/Injuries

Please remember to send to OMHA all injury reports (www.omha.net). Please ensure follow up with family and the return to ice policy is followed. All players are required to have a completed medical form found on the Frontenac website under documents and the trainer for the team should have on them at all times.

Game cancellations

Please follow the EOMHL or ICHL rules on game cancellations. Games are only cancelled for bad weather...if you know that you will have coaches or players away, plan to replace them (use AP players and coaches/trainers can fill in from our AT Large roster).

All ice times outside of your regular scheduled practices/games must be approved by the President or the Treasurer. Do not contact the ice scheduler directly or your team will be responsible for paying for the ice! No exceptions!

Respect for referees/timekeepers

Please remember that these people are OMHA approved referees. These are local parents whom have taken the ref courses and teenage kids from our community who are learning!

If you have a legitimate concern with a referee/timekeeper, please send your concerns to our Referee in Chief Willie Wilson – if additional instruction or direction is required for the ref, it will be given by Willie Wilson.

Curfews

ICHL games are 50 minutes...you can help get your game completed by doing the following:

- getting your team on the ice for warm-up in time
- checking for timekeepers/referees
- do not have informal team chats b/w periods
- have your team ready in the circle to go by end of warm-up

Fundraising Events

Fundraising events need to be reported to fundraising coordinator Reshelle Leonard fundraiser@frontenachockey.ca, she can answer any of your questions regarding appropriate fundraisers. For the purchase of any Frontenac clothing apparel, please contact Reshelle Leonard so that the proper Frontenac Flyers logo is used to maintain our branding. Please report amount of fundraising done by your team at the end of the season.

Equipment

Game jerseys should only be used for games only, please tell your players to use a practice jersey for practices. Please contact Dale Sager for equipment/and or questions regarding equipment.

General Reminders

- No person's in dressing room until a coach has arrived, players should not be unattended in the dressing rooms and there should always be two adults in the dressing room at all times with the players
 - No players on ice until a coach is available (especially pertains to 5 pm practices). A coach should always be on the ice during practice
- No players/coaches on ice until zamboni has cleared off ice and given the go ahead to go on the ice
- 2 min buzzer during practices – coaches need to clean up ASAP
 - Off the ice at 10 min to the hour. No exception!
 - **NO ALCOHOL – NO EXCEPTIONS!!!**