



JORDAN MINOR HOCKEY ASSOCIATION

Coaches/Trainers
2025/26 Season

Key Due Dates;

VSC (minimum receipt to be uploaded to OHF)

- October 17

Coach/Trainer Credentials

- October 17

AP forms to be completed

- October 31
 - There shall be no AP players allowed to play until all paperwork and approval completed.

Communicating

- Head coaches, assistant coaches, and trainers shall communicate with your bench staff (team) if going to be absent.
- There will be NO PARENTS stepping in to replace any absent bench staff, no exceptions.
 - Another rostered coach/trainer shall be allowed to fill in. Ensure GameSheet is reflecting the change for that particular game in question.

GameSheet (iPad) U9-U18 only

- To be filled out correctly every game, no exceptions. They will be audited after every game.
 - If a player is going to be absent, mark them away.
 - Ensure your player jersey # is correct.
- Please do not start the same game on multiple iPads, when your team is done filling out your part, pass it on to the opposing team.
 - If you arrive early, you will need to wait until appropriate iPad is available. If you aren't the next game (have 1 in-between excluding the one on ice), you will have to wait until the current game in play is done and use that iPad. The only iPad available when a game is currently happening is for the very next game.
- U15 & U18 are to use the iPads with black case only, U9-U13 ARE NOT to use these iPads.

COACHES/TRAINERS

1. All Head Coaches/Assistant Coaches/Trainers applications must be received by the last regular registration day or deadline set out by the executive.
2. All coaches/trainers for the current season will be chosen by the Coach Selection Committee.
3. Head Coaches may make specific requests for Assistant Coaches/Trainers. The Coaching selecting committee may or may not honor these requests.
4. The Coaching Selection Committee will approve all Assistant Coaches and Trainers for the current season.

5. Each House League team shall have 1 Head Coach, 1 Trainer, 1 Assistant Coach. Additional bench staff per team shall be approved by the executive.
6. Each Select Team shall have 1 Head Coach, 2 Assistant Coaches, 1 Trainer.
7. It is mandatory that all coaches and trainers be certified, no exceptions.
8. The Head Convenor and division Convenor with a no decision broken by the Hockey of Operations will approve coaching combinations that could give an unfair advantage in players, to a specific team.
9. All coaching staff must present documentation of suitability for coaching including but not limited to a Vulnerable Sector Check (must be in good standing). Any additional documentation required will be as directed by any OMHA Coaching qualifications requisites, policies, or items determined by the executive, in keeping with the objective of maintaining a safe environment for the players of the association.

Association Coaches

Coaches Code of Ethics

To conduct themselves within the rules and regulations of the **JLMHA** to meet the association's objectives.

REMEMBER THE ASSOCIATION'S OBJECTIVES

1. To provide adequate ice time for hockey for the children and young adults of the community.
2. To provide the best coaching available and thereby teach the basic skills of hockey.
3. To provide equalized ice time for **all** house league players.
4. To help our players enjoy the game of hockey.
5. To help our players develop positive attitudes of sportsmanship and respect for authority and rules.

Responsibilities/Duties:

1. Be fair and consistent at all times.
2. Make the game fun for the players.
3. Abusive language or conduct directed at players, game officials, other coaches, parents or Executive Members will not be tolerated.
4. Teach the players how to play the game competitively, fairly and with enthusiasm.
5. Teach the players the league rules and regulations. Seek written clarification from the appropriate committee when you disagree with a game official's interpretation.
6. Check your player's equipment regularly for defects. Do not let players use unsafe or broken equipment.
7. Keep the league equipment and equipment room in good, clean condition. Report association equipment defects immediately to the Equipment Director.
8. Enforce the dressing room rules: ▪ place all tape and garbage in refuse bin ▪ water fights are not allowed ▪ defacing dressing room or equipment will not be tolerated.
9. Cell Phones: No videos, still photos, or voice recordings of any kind may be taken using any device with recording capabilities in a Dressing Room or Dressing Environment. One (1) cell phone is only permitted to be used in a Dressing Room or Dressing Environment for the purposes of controlling music played in those spaces. We ask that ALL players have their cell phones stowed in their bags and not accessible while in the dressing room.
10. Minimum Attire: The OMHA definition of minimum attire is "clothing or a base layer that covers the pelvic region (ideally, coverage would be from waist to upper thigh but, at a minimum there needs to

be coverage of the buttocks and genitalia) and the chest area of every participant. Ideally, Minimum Attire above the waist should include clothing or a base layer covering most of the body between the neck and the waistline, it must, at a minimum, include clothing that covers most of the upper torso, such as a sports bra." All participants are to use Minimum Attire for use of the Dressing Room or in Dressing Environments where more than one participant is present. Some options available to meet these requirements can be: arriving at the rink wearing Minimum Attire; utilizing an appropriate private space to change to Minimum Attire (e.g. private restroom stalls, empty dressing room, etc.); or using a towel to cover up while changing into Minimum Attire.

11. Showers are an extension of the Dressing Room or Dressing Environment and players must utilize Minimum Attire to access the showers (i.e. walking to and from). Minimum Attire is not required in the shower itself but a best practice is to wear swimwear.
12. GameSheet on the iPad will be utilized for all games.
13. Coaches must list all the players that are not attending as "Not Playing/Away".
14. All team officials must sign for themselves.
15. Do not allow players on the ice surface until;
 - a) The zamboni has left the ice
 - b) The service door is fully closed
 - c) At least one referee is on the ice surface.
16. Have the player's line up at center ice after the warm up to shake hands.
17. Have the players vacate the ice surface immediately after the game ends. Visiting team exits first.
18. Have the players vacate the tidy dressing room no later than 20 minutes after a game ends. Coaches are responsible for the conduct of their players in the dressing room, in the dressing room walkway, on the players bench, in the penalty box, and on the ice surface.

Note: Arena staff will closely monitor dressing room condition and report offenders to the Executive.

Substitutions

1. Each team may request the opportunity to roster a player in the division below as a substitute player (aka AP Player). Forms must be signed by the player, parent/guardian, and players current coach to allow the player to move up to the higher division as a substitute player. All releases will be given to the Convenor of the division involved.
2. The Convenor will maintain a list of eligible players.
3. A House League team shall not play with less than 6 players + goalie.
4. Head Coaches may request eligible AP players to give themselves a maximum of eleven players, including one goalie (10 skaters + 1 goalie).
5. If more than eleven (11) players are present during the game a substitute (AP player) player must be dropped from the roster.
6. All requests for substitutions must go through the Division Convenor.
7. The division convenor must attempt to use all of the players on the eligible list before using a player a second time. If there is more than 1 substitute player rostered to 1 team, these players must be rotated to ensure equal opportunity. This will be closely monitored by the Division Convenor.

Tardiness

1. Any players not able to make a game or practice must inform the coaches with the Sportsheadz app, phone or email.
2. When players are consistently absent from games or practices, the Head Coach will call the parents and try to clear up the situation.
3. When a player continues to be late or absent, the Head Coach will report the problem to the Division Convenor and take the necessary action he/she sees fit. A Coach, however, may not remove a player from the team or league.
4. When a coach has reported this problem a second time, the Division Convenor will contact the player and parents and attempt to resolve the problem through the "Handling of Disputes" process.
5. When it becomes necessary only the Executive or the Rules/Discipline committee will vote to remove a player from the league.

Team Development

1. The JLMHA shall consist of no more than seven divisions: U7, U8/9, U11, U13, U15, U18 and Select.
2. Each division will have as many teams as registration allows and ice time availability permits under the following guidelines:
 - a. U7 – Unlimited number of players (unless a maximum amount is set).
 - b. U8/9 – Minimum of 12 players per team (this includes a goalie), with a maximum of 14 players.
 - c. U11-U13 - Minimum 12 players including a goalie, with a maximum of 16 players including a goalie
 - i. Minimum 4 teams per division as long as each team has at least 11 players including goalies. If less than 4 teams within a division, that division will participate in the Niagara District Hockey League.
3. *U15 - Minimum 13 players with maximum of 15 plus a goalie (14-16 total).
 *U18 - Minimum 15 players with maximum of 17 plus a goalie (16-18 total).
 - a. U15 & U18 - Unless a minimum of 4-5 teams per division is created, these divisions will continue to participate in the Niagara District Hockey League.
4. Whenever possible team rosters shall be filled out to meet the guidelines with players/goalies from the next division down (only with the players and player's parents' consent -this may be reversed after 6 games at the request of the parents or player).

*The Hockey of Operations and Vice President have the right to change this total if deemed fit.

Team Selection Process

The team selection process will be as follows:

1. Each division team selection group will consist of the DOH, VP President and Assigned Head Coach.
2. Final ratings will be completed by DOH, VP and Head Coach after registration is completed. Players will be rated at the end of each season by their team coaches.
3. Each player will be assigned one of the following rating numbers at the team selection meeting by the Convenor and Head Coaches.
 - 1-beginner*
 - 2-needs work*

3-average

4-good

5-skilled

4. Any disagreement on ratings will be discussed and decided by the Head Convenor and the Division Convenor. Director of Hockey will settle a tie by them.
5. Players of coaches will be assigned to the coach's team.
6. When all registration cards are in the five assigned piles, the Convenor will shuffle each pile and place them in the number of team piles required by the team development guidelines in #2.
7. Siblings shall be placed on the same team with the lower rated sibling going to the team of the higher rated brother.
8. Each team roster will be given a number and a corresponding number will be placed in a container. Each Head Coach will draw a number from the container.
9. Trades of players must be for players of equal rating, one for one. The Convenor must bring forward to the Director of Hockey and Vice President if trades are requested.
10. Final approval of each team roster shall be made by the Head Convenor and the Division Convenor.
11. The Convenor and Head Coaches will write down the names and phone number/email of their team players.

Rules for additional roster changes:

- a) The Executive Sub-Committee must approve additional players (late registrants, etc.). Those players will be designated to a team by the Convenor provided there is space available.
- b) Players will not be allowed to play in the JLMHA house league if they are registered with any other OMHA, Alliance or other center, with the exception of players eligible for AP status as outlined in the OMHA policies and procedures.
- c) Team Equalization:
 - i. Meetings held in early November of the current season
 - ii. Attended by the President or Director of Hockey, Division Convenor, the Head Convenor and all Division Head Coaches.
 - iii. A majority of the above must be in favor of a trade(s) taking place
 - iv. The above majority must approve the trade(s)

NOTE: If players are to be moved the convenor and not the Coaches will notify the affected players

Team Line-Ups

Team line-ups will be left to the discretion of the coaches but within the guidelines laid out in the policies and procedures for equal ice time. Coaches **will** provide equalized ice time for **all** house league players. Reports of unfair ice time will be brought before the Executive Rules/Disciplinary committee for review.

DISPUTES

When a dispute arises in Minor Hockey the following rules will apply.

NOTE: To maintain an accurate record of the circumstances all disputes and their resolutions must be in

writing.

1. Take the written dispute to the Division Convenor. If the Convenor can resolve the dispute, the written dispute and resolution will be reported at the next Executive meeting.

Dispute Unresolved

2. The Division Convenor and Head Convenor (Vice President) will attempt to resolve the dispute. The written dispute and resolution will be reported at the next Executive meeting.

Dispute Unresolved

3. Disputes will go to the Rules/Discipline Sub-Committee. The written dispute and resolution will be reported at the next Executive meeting.

Dispute Unresolved

- The executive Sub-Committee will resolve any written disputes that reach their level. Their decision will be final. The dispute and resolution will be reported at the next Executive meeting.
- At the discretion of the Head Convenor or the Executive Sub-Committee Chairman, those parties involved in a dispute will be allowed to make a statement (not argue) in their own defense.
- All coaches are asked to put into writing any complaints about referees and give it to the Convenor who will pass it on to the Rules/Discipline Committee for perusal.
- If a parent or guardian has a problem with a coach, the parent or guardian shall make every effort to resolve the problem with that coach before commencing with the above dispute resolution procedure.

EQUIPMENT

During Games and Practices:

- 1 Players, including goalies are to wear all equipment required by the OMHA Official Rules and Regulations. This equipment must be CSA approved and in good condition.
- 2 Helmets will not be removed by hockey players while on the ice surface.
- 3 Helmets must be worn on the player's bench at all times while play is in progress. Repairs should take place behind the protective glass panel.
- 4 When a player does not have their proper equipment (stick excluded) he/she will sit out until the proper equipment can be obtained.

Name Tags:

1) JLMHA will provide name tags for all players except the U7 division if required.

Goalie Equipment:

A full set of goalie equipment consists of the following:

- 2 leg pads • 1 blocker • 1 catcher • 1 goalie stick • 1 chest protector • 1 arm/shoulder protector • 1 goatsbeard (aka dangler) • helmet.

SCHEDULING

Overall Season Schedule:

1. Registration

Registration will be at the discretion of the Registrar

2. Setting of Teams

Ratings to set up teams shall be held the first 2 weeks of the new regular hockey season. A selection committee will then work together to form teams, with the possibility team trades may take place after a few games take place.

3. Start of Practices

The season begins with a minimum of one practice for each Jordan Team.

4. Playoffs

Championship games are pre-scheduled to be played on or about near the end of March each season. The two qualifying contenders from each division shall be designated to play on the scheduled championship game day. This is subject to change.

Weekly Schedule:

The association shall attempt to give each house league hockey team from U9-U13 the following depending on the number of teams and ice time available):

- One regular scheduled practice hour per week.
- One regular scheduled game hour per week.
- Or the equivalent of two hours of ice per week, per team.
- In hockey, all teams shall share practice hours with another team from their division or another division as assigned by the scheduler.
- Hockey teams in the higher divisions and age groups shall practice and play games as assigned by their Convenor.
- U7 will have the equivalent of two hours of ice per week.
- U15 & U18 will practice when the schedule deems right. These two divisions will have at least 1 home game and 1 away game per week. This is subject to change.

TEAM STANDINGS

The following guidelines will be used to determine regular season and playoff standings (for in house teams only).

1. Total Points (for season or play-off round)

If Points Are Tied

2. Most Wins

If 2 Teams Are Still Tied

3. Record between the two teams (regular season head-to-head applies to regular season and playoff head-to-head applies to playoffs)

If still tied or If 3 Or More Teams Are Tied

1. Goals for reduced by goals against (Highest Plus/Minus)
2. Lowest number of goals against
3. Least number of penalty minutes

Play-Off *Format* ONLY

1. 4 Team division: shall use a double round robin style play down with the top two teams, (as determined by the above standings determination process), advancing to play on championship game in their respective division final.
2. 5&6 Team Divisions: shall use a double or single (as determined by the division convenor in conjunction with the DOH) round robin style play down with the top two teams, (as determined by the above standings determination process), advancing to play on championship day in their respective division final.

Overtime Guidelines:

- 5 min 3-on-3
- 3 player shootouts, best of 3 wins
- 1 player sudden death shootout

JORDAN COACHES/PLAYERS

Game Regulations:

LINE AND PLAYER CHANGES

In the U9 division, defensemen will change on a regular line change with the forward line. At no time will a defenseman be changed when his mate receives a penalty. The remaining defenseman must finish his/her regular shift.

GOALIE REQUIREMENTS

1. Some teams have only one goalie. When the goalie is absent, the coach will try to get one of their other players to play goal. If this fails, the coach will contact their division convenor to advise. The next step is to contact the Registrar to seek permission to find an alternative goalie. The Executive expects the coach to make every effort to communicate any roster issues with their convenor.
2. A team with two goalies (usually select teams only) will share the goaltending duties equally. They must play half games (U9-U13) and full games at the discretion of the goalie and coach for U15 & U18.
3. No goaltending equipment will be changed during a game unless there is an injury.
4. Goalies may play out in the house league. In Select, goalies who play out must be registered as a player on the OMHA registry and approved.
5. If a goalie is ejected or injured and cannot finish the game, the game will continue with six players on the ice with no goalie until a substitute from that team can be dressed.
6. In U7 and U9 every player should be given the opportunity to play goal during the regular season.

Penalties

1. Penalties will be served by the player causing the infraction within the guidelines as set out by the OMHA. The rules below are minimum suspensions with additional suspension determined by the OMHA guidelines or review by the Executive Rules/Disciplinary Committee. The longest suspension in any case will take precedent.
2. When a player is assessed three minor penalties in a single game, that player will be suspended for the balance of that game only.
3. The coach will be suspended for the next league or play-off game if his/her team incurs the following within a single game:
 - a) U13 and down -26 minutes in penalties
 - b) U15 and up -36 minutes in penalties
4. Minor penalties count as 2 minutes, major penalties count as 5 minutes. This total does not include misconduct.

Suspensions

1. In accordance with the policy of the Ontario Minor Hockey Association; any player receiving a suspension in either House League or Roster Select must serve the suspension immediately following their next scheduled game (whether that being select game or House League).
2. If a player receives a suspension while playing in a tournament, it must be served in the tournament. If the tournament concludes and there are still games yet to be served, they will be served at his/her first House League/select games.

If a player is "called-up" and receives a suspension in either House or Roster Select, he/she shall serve the suspension in his/her regular carded House League team.
2. Coaches/Trainers receiving a suspension given out by a green armband referee (referee under the age of 18 years old), said suspension will be doubled from the set amount as set out by the OMHA Minimum Suspension List. There will be no appeals regarding this.
 - a. Any suspension given out by non-green armband referee is subject to be doubled by the JLMHA disciplinary committee. Each case will be reviewed.

Equal Ice/Equal Rotation

Purpose:

To provide a tool and direction to ensure fair and equal ice time/rotations to all members of JLMHA.

Definition:

1. Equal ice/rotation time exists to achieve the highest possible level of fairness to all players. It is acceptable within the context of the game to assume that defense may or may not, exceed the time, or rotations in comparison with forwards due to the nature and demands of the positions. Therefore, equal ice time may be better defined as equal rotations.
2. Equal rotations will be defined as follows:
 - a. Players will be defined in order by position (forward or defense). I.e: A team consisting of 11 skaters will consist of 7 forwards and 4 defense. The forwards will be numbered 1 through 7, the first shift will consist of forward 1,2 and 3, the second shift will consist of forwards 4,5, and 6. The third shift will consist of forwards 7,1, and 2. Etc. the defense will be rotated in the same manner.

Acceptable Rotations:

15 skaters	9 forwards	6 defense
14 skaters	9 forwards	5 defense
13 skaters	9 forwards	4 defense (U13, U15, U18)
13 skaters	8 forwards	5 defense (U7, U9, U11)
12 skaters	8 forwards	4 defense (U13, U15, U18)
12 skaters	7 forwards	5 defense (U7, U9, U11)
11 skaters	7 forwards	4 defense
10 skaters	6 forwards	4 defense
9 skaters	5 forwards	4 defense

3. This rotation must be maintained at all times. I.e shorthanded play, end of game, or playoffs.
4. A penalized player will not return to play until his turn in the rotation resumes.
5. Line changes will be of the same length of time every effort must be made to change the whole line (forward or defense) at the same time.
6. In U7 all players must be changed at the buzzer.
7. Coaches not adhering to this policy will be brought before the Rules/disciplinary Committee upon receipt of valid complaint.

U13 and below will adhere to a 3 goal/game/player limit.