



## **14. REP 'A' Hockey Policy & Procedures** *(Revised & Adopted May 2016)*

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SDMHA supports the competitive branch of hockey as outlined by Hockey Canada, BC Hockey and Pacific Coast Amateur Hockey Association. The Rep 'A' level of hockey has more demanding requirements for players and their families including; increased/full time commitments by players and their families, increased travel and increased expenses and costs.

It is the intent of this policy to provide an outline and direction for the Rep 'A' Selection process and program. In keeping with our goal to pursue Hockey Excellence, SDMHA will roster the best possible Rep 'A' teams to reflect our Association's highest standard of skills, abilities and character.

Those selected to participate on a Rep 'A' team including team officials, players and parents (guardians) of players, are required to conduct themselves in strict accordance to **SDMHA Codes of Conduct** as published on our web site. [www.southdeltahockey.com](http://www.southdeltahockey.com). All players will also be required to sign a **SDMHA Rep A Program Player Commitment Form** before the beginning of the Assessment Camp phase.

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### **14. Part A – Selection of Team Officials**

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#### **14.1 Selection of Rep 'A' Team Officials**

##### **General:**

**14.1.1** SDMHA is committed to selecting the best available coaches to fill the Rep A division coaching positions. All head coaches will be required to sign a SDMHA Rep A Hockey Coach Agreement detailing the requirements, expectations and responsibilities to coach an association Rep A team.

**14.1.2** All persons interested in coaching must complete and submit a SDMHA coaching application form by the posted deadline date.

**14.1.3** All head coaches must be approved by the Executive upon recommendation by the Rep A Coach Selection Committee consisting of the Director of Rep 'A' Hockey ('DIR Rep 'A'), the Executive Hockey Advisor (EHA), the Coach Coordinator (CC) and an appointed member(s) of the Executive. Assistant coaches must be approved by the DIR Rep A, EHA and the CC as detailed below.

**14.1.4** The DIR Rep A and the SDMHA Executive Hockey Advisor and Coach Coordinator have the authority to remove any team official from their role at any time due to any situation, event or behaviour that is reviewed and approved by the Executive to be unacceptable or inappropriate, after an appropriate and timely review has been conducted.

**14.1.5** A member of the Executive will be permitted to be a head or assistant coach of a SDMHA Rep 'A' team if they are determined to be the best qualified candidate by the selection committee as approved by the Executive.

**14.1.6** The SDMHA Executive Hockey Advisor and Coach Coordinator are permitted to be a coach (head or assistant) of a SDMHA Rep 'A' team in accordance to the guidelines set out in the Executive Hockey Advisor and Coach Coordinator Contract Job description (Schedule A). Appointments must be approved by the Executive upon recommendation by the selection committee.

## **14.2 Selection Process of Rep 'A' Team Coaches**

### **14.2.1 Head Coaches**

**14.2.1.1** In preparation for each hockey season, the DIR of Rep A, EHA, CC and the selection committee must select the head coaches in a reasonable time frame based on the circumstances (e.g. availability of qualified applicants).

**14.2.1.2** The following are the guidelines to be used to select the head coaches for Rep A teams:

- a) The DIR of Rep A or President must form a rep coach selection committee as approved by the Executive. This committee must consist of the DIR of Rep A, an appointed Executive member, the SDMHA Executive Hockey Advisor and the SDMHA Coach Coordinator.
- b) All applicants who submit an application within the communicated deadline are to be considered with the ultimate goal to select the best possible candidate to fill each position. A parent, as long as he/she is the best applicant, may be selected as the head coach of any rep team and this includes a team on which the coach has a child playing. Where qualifications are determined to be equal, a higher ranking will be given to a non-parent coach at the approval of the Executive.

**14.2.1.3** As per the Rep A tryout policy, the child/player of an appointed parent head coach must be rated sufficiently high enough by the independent evaluators during the tryout process before the parent can be officially named as the head coach to any Rep 'A' team.

**14.2.1.4** The rep coach selection committee will short list qualified applicants and interview them with the goal of being as consistent as reasonably possible during all the interviews. The purpose of the interviews is to assess the knowledge, skills, and character of each applicant. After the interviews at each division, the rep coach selection committee must rank all the applicants in an order of preference.

**14.2.1.5** The final ranking and recommendations of all the coaching applicants per division must be presented and discussed at an Executive meeting. The Executive will review the ranking and recommendations and at their discretion and based on valid, documented reasons, may change the recommendation as required. The Executive must approve the final ranking and recommendation of all the applicants for each division.

**14.2.1.6** At the discretion of the Executive, additional applicants may be sought either prior to or after the rankings have been confirmed. This would be done if there is a concern for any reason that more applicants should be considered (e.g. the children of the current applicants may not be rated sufficiently high enough to have a coach for one or more rep teams in the division, none of the applicants have sufficient experience, etc.) If this provision is used, the Executive must ensure the additional applicant(s) is/are interviewed by the same or a similar group of persons who interviewed the original applicants. After the interview(s), the Executive must revisit the rankings of all the applicants and approve a final ranking of the applicants for the division.

**14.2.1.7** The DIR Rep A and/or the EHA will advise the applicants within one week of the above-noted Executive meeting. A non-parent applicant that is ranked number one may be advised that he/she has been granted a team. All parent applicants that are ranked number one will be advised that he/she has been conditionally granted a team in that division. The granting of the team to a parent coach will only be finalized when/if the sufficient ranking of his/her child during the tryout process is determined by the evaluators.

### **14.3 Assistant Coaches**

**14.3.1** The head coach of each Rep A team must select his/her assistant coaches as follows:

**14.3.1.1** Prior to naming an assistant coach under any circumstance approval must first be obtained from the DIR of Rep A Hockey and EHA, upon consultation with the A team head coach.

**14.3.1.2** An assistant coach may be named at any time as approved by the DIR of Rep A and the EHA if he/she does not have a child on the team.

**14.3.1.3** If the proposed assistant coach has a child trying out for the team, then this person cannot be named as an assistant coach until such time that it is determined that his/her child is rated sufficiently high enough to be on the team as approved by the DIR Rep A and the EHA.

**14.3.1.4** All assistant coaches are to be named by the end of September.

**14.3.1.5** In the event there is a need to add an assistant coach after the end of September, the team must first obtain approval from the DIR Rep A and the EHA.

### **14.4 Team Manager and Hockey Canada Safety Person (HCSP)**

**14.4.1** The head coach of each Rep A team must select his/her Team Manager and Hockey Canada Safety Person as follows:

**14.4.1.1** A person may be named at any time if he/she does not have a child on the team.

**14.4.1.2** If the proposed Team Manager and/or Hockey Canada Safety Person has a child trying out for the team, then this person cannot be named to the position until such time that it is determined that his/her child is rated sufficiently high enough to be on the team. Prior to naming a person to these positions under this situation, approval must first be obtained from the DIR of Rep A Hockey.

**14.4.1.3** The Team Manager and Hockey Canada Safety Person must be named at the time of rostering the team or by the end of September at the latest.

**14.4.1.4** In the event there is a need to add a Team Manager or Hockey Canada Safety Person after the end of September, the team must first obtain permission from the DIR of Rep A Hockey.

## **14. PART B – Selection of Rep 'A' Teams**

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### **14.5 Selection of Rep 'A' Teams**

The tryout process will consist of the following camps/phases:

- 1. TRYOUT CAMP (TC);**
- 2. ASSESSMENT CAMP (AC1, AC2, AC3);**
- 3. FINAL ASSESSMENT CAMP (FAC1, FAC2, FAC3)**

All players having indicated at the time of registration that they wish to try out for assignment to any SDMHA Rep 'A' team must attend all sessions of the Tryout Camp (TC). Players attending Major Midget, Academy or Junior team tryouts must still pay the SDMHA Rep A Tryout Fee and attend at least one tryout session in order to remain eligible for an assignment to an SDMHA Rep A Team.

### **General**

**14.5.1** The goal of the Rep 'A' tryout process is to place players interested in playing Rep A hockey on the appropriate team (e.g. A1, A2, A3), based on their skills and abilities. SDMHA is committed to providing a fair and objective evaluation to all players; however it is important to note that there will always be a level of subjectivity in any process used to evaluate players. Every attempt will be made to make sure that the process is clear and well communicated to all participants. Rep 'A' player applicants that have paid their full tryout fee, will be contacted well in advance of the tryout dates and provided with comprehensive information regarding the details of the tryout process, (times, dates, format, policies, etc).

**14.5.1.2** The same evaluation process will be used for all divisions from Atom to Midget; however the process could be adjusted according to the number of Rep A players and teams per division. The final number of teams per division is at the discretion of the Executive.

**14.5.1.3** The general principles and procedures of the Rep A tryout process will be used in the Juvenile division; however SDMHA recognizes that the Juvenile division is different from the other divisions in various ways and thus the process may be modified to fit the circumstances.

**14.5.1.4** Applicants must be registered SDMHA players and must have paid the applicable Rep A Tryout Fee. The applicant must be from the Atom, Pee Wee, Bantam and Midget divisions if a team is declared. Initiation, Tyke, Pre-Novice and Novice aged players (Hockey 1 to 4) are not permitted to try out for any rep teams, but **Exceptional Player Status** could be granted for an H4 player to attend the Tryout Camp (TC) for Atom Rep A upon recommendation from the EHA and CC to the Dir Rep A Hockey and approvals by the Executive. If approved the player would need to be evaluated as one of the top 15 forwards or top 10 defencemen at the Tryout Camp in order to continue to the Assessment Camp phase of the tryouts, as approved by the EHA and Executive. If the Atom division has three teams, then the player would need to make the A1 or A2 team in order to stay in the program or be reassigned back to Hockey 4.

**14.5.1.5** At any time during the Rep A tryout process, the DIR of Rep A has the authority to remove any player from the Rep A tryouts as approved by the EHA, if he/she has any concern about the safety of the player (e.g. a player is not sufficiently skilled enough to be involved in the rep tryout process and is at potential risk of being injured). If this should occur, the tryout fee will be refunded.

**14.5.1.6** At any time during the rep tryout process, the DIR of Rep A in consultation with the EHA or CC, has the authority to suspend any player from a tryout session if he/she forms the opinion that the player is playing in an excessively aggressive and/or dangerous manner (e.g. fighting, checking of players from behind, head shots, etc.). The DIR Rep A must advise the Executive of the suspension immediately and in consultation with the President or appointed Executive Oversight member determine the appropriate course of action.

**14.5.1.7** All players must agree to abide by the rules, regulations and policies of Hockey Canada, BC Hockey, PCAHA, and SDMHA.

**14.5.1.8** Players will be assigned to evaluation sessions in their age grouping (e.g. Atom, Pee Wee, Bantam, Midget and Juvenile). The possibility of an exceptional player being placed in a higher division will be considered only after the preliminary evaluation sessions in the player's age category.

**14.5.1.9** The player evaluations will be done in accordance to the player rating scale set out by the DIR of Rep A Hockey and the EHA as approved by the Executive. The appropriate evaluation criteria will vary based on the division. A member of the Executive Board will be appointed to each division as an **Executive Oversight** to help the EHA, CC, DIR Rep A and Division Managers. The Executive members appointed will not have a child in the division they will be appointed to. If the DIR Rep A has a child trying out for the Rep A program, then the Executive Oversight will be responsible to oversee that particular division in their place.

**14.5.1.10** The evaluations will be conducted by the appointed independent evaluators. These evaluations will be supervised and conducted in conjunction with the SDMHA Executive Hockey Advisor and Coach Coordinator. An "independent evaluator" is defined as a person either contracted from outside SDMHA or a current member of SDMHA who doesn't have a child/relation trying out for Rep 'A' hockey or is coaching Rep 'A' hockey in a specific division they are appointed to, or is a member of the SDMHA Executive.

**14.5.1.11** The evaluation process of each division will be managed by the DIR Rep 'A' Hockey, EHA, CC, and the Executive Oversight as directed by the Executive. If one or more of the above individuals has a child participating in the tryout process, they will recuse themselves from the management of the evaluation process for that division. For each division, the DIR of Rep A and the EHA and CC are responsible for the Rep A tryout process and are to work together on the various issues that arise during the tryout process, with the aim of reaching decisions through mutual agreement. If mutual agreement cannot be reached on an issue, the matter will be referred to the Executive Oversight who has the authority to make a final and binding decision.

**14.5.1.12** Rep Division Managers (RDM's) will participate in the evaluation process as a facilitator. RDM's are primarily responsible for organizing the tryouts, communicating with the membership and coaches and ensuring the tryout process is adhered to. Further, the RDM's will ensure all timelines are followed and report to the DIR of Rep A Hockey and/or Executive Oversight.

**14.5.1.13** The independent evaluator's player rankings and data on the performance of each player will be maintained by the DIR Rep A or the Executive Oversight – the details which shall be maintained until such time that the evaluations, rankings and information are no longer needed. The specific evaluations and rankings of each individual player will remain **confidential**. The information about the performance of each player, in a general manner, will be made available by the DIR Rep A Hockey to the parent(s) upon written request as per the Appeal Policies and Procedures.

**14.5.1.14** Once appropriate information has been shared with player/parent and a player is reassigned, he/she may not be recalled to this level unless placed there due to a successful appeal.

**14.5.1.15** An appeal of a player reassignment may only be initiated after each camp/phase of the tryout process under limited circumstances (details are contained in the section on appeals of a player's evaluation).

**14.5.1.16** In the case of a team or division head coach or association contracted staff member who is an appointed team or division head coach that has a child trying out for the team or division he/she is appointed to coach, his/her child must be rated sufficiently high enough by the evaluators to make the team. More specifically, **being an appointed coach does not guarantee his/her child a position on the team**. The only exception to this policy is if the placement of the coach is in the best interests of SDMHA and/or there are no other reasonable alternatives, the Executive may then approve the placement of the player to the team. If this should occur, the team must carry one extra player on the team and this player must be the one who would have been moved to the lower level team.

**14.5.1.17** The maximum player allotments will be adhered to as set out in these policies. The only exceptions are the Exceptional Player designation, a successful appeal, or players who have been granted Exemption Status – details about these exceptions are provided below.

**14.5.1.18** After the completion of the Tryout Camp and the reassignment of players to the Assessment Camp (as detailed below), players may only be reassigned down a maximum of one level at a time. For example, a player who is successful in making the initial assignment to the Assessment Camp 1 (AC1) can only be reassigned one level at a time to the Final Assessment Camp 2 (FAC2). While it is unlikely, it is conceivable that a player could be reassigned from AC1 to FAC2 and then from FAC2 to 'C' level, but they cannot be reassigned from AC1 directly to 'C' level, unless there is no A2 team in the division.

**14.5.1.19** Except for under exceptional circumstances, which will be defined at the sole discretion of the Executive, all players must play on the team that they are assigned based on the evaluation process. For example, a player determined to be strong enough to play on the A1 team must play on this team and will not be allowed to play on a lower level team (e.g. the A2 team).

**14.5.1.19.1** In order to use the "exceptional circumstance" provision, the parent(s) of the player must submit a detailed request in writing to the DIR Rep A Hockey as soon as the parent(s) realize that an exceptional circumstance exists. This request must contain the detailed, appropriate information to support the request. The DIR of Rep 'A' Hockey must present the request within a reasonable time frame to the Executive, who must either deny or approve the request. If the request is denied, the player may remain on the assigned team or the player may be allowed to move to the "C" level. If the player moves to a "C" team, the vacant position on his/her Rep A team must be filled by a player from the next lower team (this includes from 'C' house level up to an A team) and so forth until the rosters of all the affected Rep A teams are full.

**14.5.1.19.2** It is important to note that the use of the “exceptional circumstance” provision will only be approved by the Executive in relation to truly exceptional circumstances.

**14.5.1.19.3** In general, an “exceptional circumstance” is a highly unique situation. An example of an exceptional circumstance is a situation in which the parent(s) of a player realize that they can no longer afford to play on a Rep 'A' team due to the anticipated cost for the hockey season (e.g. a change in family's economic circumstances).

**14.5.1.19.4** Parents/players may wish to opt out of a placement. If the parents/player decides **not to accept** an assignment, the player will be assigned directly to the “C” level without an opportunity to appeal the assignment. This policy is in place to ensure the integrity of the tryout process and ensure that coaches, in the respective camps, have the opportunity to select the best team possible from the talent pool available to them. As such it is required that when all male and female players commit to the Rep A Hockey Program and Tryouts, it will be for a spot on any one of the designated teams; A1, A2, and A3.

## **14.6. Tryout Format**

The Rep A tryout process will have three phases: the **Tryout Camp (TC)** the **Assessment Camp (AC)** and the **Final Assessment Camp (FAC)**. Following are the details of each Camp Phase:

### **14.6.1. Tryout Camp (TC)**

**14.6.1.1** Each player will be asked to select a position (goalie, forward, defence) he/she wishes to try out for before the start of the Tryout Camp in order to present their skills and abilities in the most favorable light. Players can also request a tryout for both defence and forward positions prior to the start of the camp as approved by the EHA and Dir Rep A.

**14.6.1.2** All players trying out for Atom, Pee Wee and Bantam Rep A teams are expected to attend all of their sessions, unless prior permission has been granted in writing by the DIR of Rep A Hockey upon approval by the Executive for Exemption Candidate Status, due to extenuating circumstances. Please refer to section **14.10 - Exemption Candidate Status**.

**14.6.1.3** All players trying out for a Midget team, including players trying out at other camps such as Major Midget and Junior teams, are expected to attend all of their sessions unless prior permission has been granted in writing by the VP of Rep A Hockey. Due to players of this age group trying out at other camps, more latitude will be given regarding their attendance at the SDMHA evaluation sessions. However, these players must still follow the procedures outlined in the section on “Exemption Candidates” should they be unable to attend any evaluation session. **In order to remain eligible for assignment to any SDMHA Rep A team, players must attend at least one tryout session.**

**14.6.1.4** Any injuries, illnesses and/or absences that may affect the player's performance during the evaluation process must be reported to the DIR of Rep A Hockey in advance of the TC or immediately upon occurrence. Based on a reasonable time period determined by the DIR of Rep A, the player may be granted exemption candidate status for prolonged injury or illness.

**14.6.1.5** During the TC, all skaters will receive at minimum of three on-ice evaluation sessions that consist of one skills session and two scrimmages. For the Bantam and Midget divisions, if the registered number of skaters not including goalies is below 30, then the scrimmage format will be reviewed and potentially modified based on the number of skaters. This will be reviewed with the players prior to the beginning of the camp. Goalies will have a goalie only skills evaluation session for each division and also participate in the three concurrent on-ice evaluation sessions. Every effort will be made to balance the time and intensity of each goalie's try out experience. For example, if one goalie seems to be getting many more shots than the other, the EHA, Coach Coordinator or DIR of Rep 'A' will ask for the goalies to switch ends.

**14.6.1.6** The players will be required to report to the evaluation skills session and scrimmages as directed by SDMHA, through communications via email well in advance of the TC.

**14.6.1.7** During the TC, goalies will be evaluated by independent evaluators during the goaltending skill session, the player skill session and scrimmages.

**14.6.1.8** The independent evaluators will conduct goalie and player evaluations during and at the end of each on ice session. The Division coaches, EHA, CC, or Executive members will not be evaluating players. This process will be supervised by the EHA and/or CC. At the completion of each session, the evaluation sheets from each evaluator will be given to the Rep Division Manager to upload the player ratings into the Master Evaluation Sheet for the respective division. All players and goalies will be evaluated for each skill session and scrimmage based on a rating system developed by SDMHA and a final ranking will be produced based on the average rating of all sessions upon completion of the Tryout Camp. The evaluation information from each session will only be shared with the EHA, CC, Rep Division Manager, Division Head Coaches and DIR Rep A and/or Executive Oversight. Upon the completion of the Tryout Camp, the appointed team head and/or division coach will make the final selection of players to be assigned to the assessment camps as approved by the EHA and DIR of Rep 'A' based on the overall rankings.

**14.6.1.9** Upon the completion of the Tryout Camp, all players will be advised of their assignment for the next phase of the evaluation process via email.

**14.6.1.10** Players will be assigned to the various camps: AC1, AC2, AC3 or to the 'C' House level. Players assigned to the 'C' level of hockey will be notified of the 'C' schedule and attend the 'C' practices.

**14.6.1.11** The following serve as targets for the desired player allotments for the AC1, AC2 and AC3 camps. It is within the discretion of the DIR Rep A Hockey and the Executive Hockey Advisor to nominate less than the maximum allowable players. Maximum allotments may also be exceeded in as approved by the DIR Rep A and EHA in consultation with the Executive Oversight.

The desired player allotment to the Assessment Camps (AC) are as follows:

**AC1 Camp:**

**Maximum 21 players plus 2-3 goalies**

**AC2 Camp:**

**Maximum 15 players plus 1-2 goalies**

**Note:** The maximum number of players (skaters) not including exempt players as approved by the executive that could be assigned to the two Assessment Camps A1/A2, is 36 players not including goalies, unless exceptions are also made as per 14.6.1.11.

**AC3 Camp:**

**Maximum 12 players plus 1-2 goalies**

**Note:** The maximum number of players (skaters) not including exempt players as approved by the executive that could be assigned to the three Assessment Camps A1/A2/A3, is 48 players not including goalies, unless exceptions are also made as per 14.6.1.11.

#### **14.6.2 Assessment Camp (AC)**

As a result of the evaluations during the Tryout Camp, players will be assigned to the various camps: AC1, AC2, AC3 and C level hockey.

##### **14.6.2.1 AC1 - Assessment Camp 1**

- a) This Camp Phase will commence following the TC and shall be completed approximately seven to ten days (7-10) after the completion of the TC at the discretion of the DIR Rep A and the EHA.
- b) SDMHA will provide a minimum of four ice slots for evaluations for practices, scrimmages, and/or exhibition games against teams from other associations (with the appropriate exhibition game numbers). As part of the evaluation process, the coaches may use dry land sessions (with sanctioning by BC Hockey) and extra ice sessions (e.g. practices) to enhance the evaluation process. All costs connected to these additional activities will be at the expense of the players invited to this camp.
- c) On the completion of this AC1 camp, a maximum of twenty (20) players including goalies will be carried to the Final Assessment Camp 1 (FAC1).
- d) The player reassignment process will be at the discretion of the individual Team Head Coach. Player exit interviews will occur when the Head Coach decides which players he will be reassigning. A meeting will be held with each player as outlined in the "Reassignment Procedures" at which time the player will be notified of his/her reassignment for the Final Assessment Camp.

**14.6.2.2 AC2 - Assessment Camp 2**

- a) This Camp Phase will commence following the TC and shall be completed approximately seven to ten days (7-10) after the completion of the TC at the discretion of the DIR Rep A and EHA.
- b) SDMHA will provide a minimum of four ice slots for evaluations for practices, scrimmages, and/or exhibition games against teams from other associations (with the appropriate exhibition game numbers). As part of the evaluation process, the coaches may use dry land sessions (with sanctioning by BC Hockey) and extra ice sessions (e.g. practices) to enhance the evaluation process. All costs connected to these additional activities will be at the expense of the players invited to this camp.
- c) On completion of the AC2, a maximum of twenty (20) players including goalies may remain in the pool, at the discretion of the team head coach. **This will include reassignments from the AC1 camp.**
- d) The player reassignment process will be at the discretion of the individual Team Head Coach. Player exit interviews will occur when the Head Coach decides which players he will be reassigning. A meeting will be held with each player as outlined in the "Reassignment Procedures" at which time the player will be notified of his/her reassignment.

**14.6.2.3 AC3 – Assessment Camp 3**

- a) This Camp Phase will commence following the TC and shall be completed approximately seven to ten days (7-10) after the completion of the TC at the discretion of the DIR Rep A and EHA.
- b) SDMHA will provide a minimum of four ice slots for evaluations, practices, scrimmages, and/or exhibition games against teams from other associations (with the appropriate exhibition game numbers). As part of the evaluation process, the coaches may use dry land sessions (with sanctioning by BC Hockey) and extra ice sessions (e.g. practices) to enhance the evaluation process. All costs connected to these additional activities will be at the expense of the players invited to this camp.
- c) On completion of the AC3, a maximum of seventeen (17) players including goalies may remain in the pool, at the discretion of the team head coach. **This will include reassignments from the AC2 camp.**
- d) The player reassignment process will be at the discretion of the individual Team Head Coach. Player exit interviews will occur when the Head Coach decides which players he will be reassigning. A meeting will be held with each player as outlined in the "Reassignment Procedures" at which time the player will be notified of his/her reassignment.

### **14.6.3 Final Assessment Camp (FAC)**

**14.6.3.1** The goal of this Final Assessment Camp phase is to set initial rosters of each Rep 'A' team. Upon the completion of this phase, each team will have a maximum of 19 players as per PCAHA regulations.

**14.6.3.2** The FAC camp will begin the day following the completion of AC1 and AC2. Each team will be required to determine their roster within a 7-10 day period at the discretion of the DIR Rep A and the EHA and in conjunction with PCAHA guidelines (typically by last week of September of the given year).

**14.6.3.3** On the completion of this camp, all rosters will be finalized (except for possibly the Midget Division due to players returning from other camps). Any reassignments made after this date will have to be approved by the SDMHA Executive.

## **14.7 EVALUATION PROCEDURES**

### **A) Tryout Camp (TC) Evaluations**

**14.7.1** Evaluations for each division will be conducted by independent evaluators that have been approved by the Executive prior to the beginning of the Tryout Camp. As much as reasonably possible, the same independent evaluators should be used for the duration of this camp. The purpose of this evaluation is to produce a rated list and overall ranking of players for the Assessment Camp phase. If the division has a female player in the TC, the Dir of Female Hockey will be notified.

**14.7.2** The player evaluations will be done in accordance to the player selection criteria as per a rating scale set out by the EHA and CC, as approved by the DIR Rep 'A'. Players will be evaluated on the following skills to play the game; skating, passing, puck control, shooting, positional play, game understanding and compete level.

**14.7.3** At the completion of each on-ice session, the evaluations from each evaluator will be given to the Rep Division Manager (RDM), to upload the player ratings into the Master Evaluation Sheet for the respective division for review by the EHA, CC, DIR Rep 'A' and/or Executive Oversight and respective division coaches. All players and goalies will be evaluated for each skill session and scrimmages based on a rating system developed by SDMHA. A final ranking for each player will be produced based on the average rating of all sessions upon completion of the Tryout Camp. The Final Rankings will be reviewed by the EHA, CC, the division coaches, DIR Rep A and/or Executive Oversight and the rosters for the Assessment Camps will be determined. If one or more of these individuals has a child in a division being discussed, they may be asked to recuse themselves from these meetings.

**14.7.4** Players must be evaluated on their performance during the tryouts sessions. They are not to be selected based on previous performance and/or their estimated potential in the future.

**14.7.5** At the completion of the Tryout Camp the EHA, the DIR Rep 'A' Hockey or Executive Oversight and the appointed divisional Rep 'A' coaches shall complete the Assessment Camp Roster forms. These forms will be used to identify the players to be assigned to each Assessment Camp or reassigned to 'C' level (i.e. AC1, AC2, AC3). The players will then be informed of their assignment via email.

14.7.6 Players granted an appeal will not count towards the maximum player allotments outlined previously. A player will not be removed from the Assessment Camp Roster form until they have been assessed during the Assessment Camp.

**B) Assessment Camp (AC) Evaluations**

**AC1, AC2, AC3 Camps:**

14.7.8 If the A1, A2, or A3 coaches for the specific Rep division have already been appointed by the selection committee, then the appointed Coaches for that division will conduct the evaluations and if required, appointed independent evaluators as approved by the DIR Rep 'A' Hockey and the EHA.

14.7.9 If the A1, A2, or A3 coaches have not already been appointed by the selection committee, then the DIR Rep 'A' Hockey and the SDMHA Executive Hockey Advisor may appoint a coach based on his/her ranking during the rep coach selection process. At this time, this appointed Coach would then conduct the evaluations during this camp.

**C) Final Assessment Camp (FAC) Evaluations**

14.7.10 Evaluations for this camp will be conducted by the appointed divisional Rep 'A' Coaches and if required, appointed independent evaluators as approved by the DIR Rep 'A' Hockey and the EHA.

14.7.11 If no coach has been appointed to a team, then the evaluations will be conducted by a minimum of two independent evaluators in conjunction with the DIR Rep 'A' Hockey, EHA and/or CC.

**14.8 REASSIGNMENT PROCEDURES**

14.8.1 At the completion of the Tryout Camp Phase, all players will receive a notification by email advising him/her of his/her placement for the next camp phase of evaluations (e.g. AC1, AC2 camp).

14.8.2 For Assessment Camp evaluations, all player reassignments will be completed on or before the completion of this camp. One or more of the DIR Rep 'A' Hockey, RDM or Executive Oversight are to be in attendance. The coaches are to meet with each player and parent if desired, to advise the player of their strengths and improvement areas and his/her placement (e.g. remain in the AC1 pool or being released to the AC2 camp). These player meetings are to be conducted in a professional manner that will maintain the self-confidence and esteem of each individual.

The following is a guideline for this process:

- a) The player should be changed; his/her equipment packed up and ready to depart the arena.
- b) The player's equipment should be placed outside of the arena (i.e. in parent's vehicle) and thus there should be no need to return to the building following the meeting.
- c) A meeting room will be utilized that will permit the player and parent to depart the meeting without having to pass by his/her peers or parent group. The player and parent(s) are required to leave immediately after reassignment. A SDMHA official will be assigned to monitor this.

- d) Players will be called individually as per order determined by coaches. Coaches are encouraged to balance the number of reassignments amongst themselves. Players must be advised to leave immediately after receiving their placement.
- e) A minimum of one adult SDMHA representatives shall be present during the meetings (i.e. Executive Oversight/Member, DIR 'A' Hockey, Rep Division Manager).
- f) Players should be provided with information about their performance, including their strengths and areas for improvement. Any questions the player or parent may have should be addressed at this time.

**14.8.4** During the Final Assessment Camp (FAC), using the above guidelines, coaches must make these reassignments in a manner that maintains the self-confidence and esteem of each individual. Additionally, at the completion of this camp, the coaches are to meet with each player and advise the player of his/her placement (e.g. remain in the FAC1 pool or be reassigned to the FAC2 or 'C' level). These meetings must be done in accordance with the above guidelines. The Division Rep Managers and DIR 'A' Hockey are to be informed of any reassignments during this time.

**14.8.5 Player Reassignments:** Parents are permitted to attend the player reassignment meetings. The coaches will review this process at the parent meetings prior to the start of the camp. Parents are to leave with their child or meet up with their child after the meeting and then leave promptly. **A parent's failure to adhere to this policy may result in a loss of a spot in the Rep 'A' hockey program for their child.**

#### **14.9 APPEAL OF A PLAYER'S EVALUATION**

Appeals to SDMHA will be considered only after each camp phase. Each appeal will be assessed a **\$100.00** administration fee, which is payable in cash prior to the appeal being reviewed.

**These appeals will be handled under the following considerations:**

**14.9.1** All appeals must be forwarded in writing to the DIR Rep 'A' Hockey and the SDMHA EHA within forty-eight hours (48 hrs) of the player's reassignment. The appeal must provide detailed evidence to substantiate one or more of the "reasons for appeal" listed in 14.9.7.

**14.9.2** As soon as reasonably possible and no later than 3 days after receiving an appeal and confirmed payment, an appointed Appeal Committee will review the appeal to determine if there is sufficient evidence to hold an in person hearing.

The Appeal Committee will be appointed by the Executive in conjunction with the DIR Rep 'A' Hockey. If the appeal is not supported by the Appeal Committee, the person submitting the appeal shall be notified of this decision in writing as soon as possible. If the Appeal Committee supports the initial appeal, an in person hearing is to be held as soon as possible taking into consideration that expediency is important as this process may affect the movement of other players.

**14.9.2.1** The Executive Board has the authority to modify the composition of the Appeal Committee (e.g. due to the DIR of Rep 'A' Hockey being unavailable, potential conflict of interest, etc.).

**14.9.3** In cases where the appeal is on the grounds of a perceived bias (14.9.7a and 14.9.7 b), documented proof must be submitted along with the written request.

**14.9.4** If an in person hearing is justified, the Appeal Committee shall take the necessary steps to gather sufficient information to make an informed decision regarding the appeal.

**14.9.5** The placement recommendations made by the independent evaluators in the Tryout Camp will not be subject to appeal, unless there is evidence to substantiate one or more of the “reasons for appeal” listed in 14.9.7 below.

**14.9.6** Reassignments made during the Assessment Camp and Final Assessment Camp will not be subject to appeal, unless there is evidence to substantiate one or more of the “reasons for appeal” listed in 14.9.7.

**14.9.7** Appeals may be heard for the following reasons:

- a) Perceived bias against a player due to his/her sex, race or religion.
- b) Perceived bias due to a conflict of interest between the evaluators, the coaching staff or SDMHA Executive members or their delegates involved in the Rep 'A' tryout process.
- c) Current or past documented proof of issues between the parent(s) of the player and the members of the coaching staff.
- d) Tangible factors that may have affected a player's ability to be properly evaluated. The factors that will be considered are physical injuries, psychological issues or the inability to attend all the tryout sessions. **\*Note:** These factors will only be considered if the player has followed the required procedure of providing prior notification as detailed in these policies.

**14.9.8** If an appeal is successful, the player will be returned immediately to the higher pool for further evaluation. However, this does not provide the player with a guaranteed spot on the roster of the team.

**14.9.9 All decisions of the Appeal Committee are final – the decisions of the Appeal Committee cannot be appealed.**

#### **14.10 EXEMPTION CANDIDATE STATUS**

**14.10.1** Players applying for Exemption Candidate Status may only do so under five categories:

- a) **Illness/Injury;** Letter from a physician required.
- b) **Player Trying Out as a Play Up:** For the Peewee, Bantam and Midget divisions, players must first be approved and given an Exemption to tryout as a play-up to a higher age division by the Executive at the recommendation of the EHA and CC. If approved, the player would need to be placed in the A1 Assessment Camp and then make the A1 roster. If the player does not make the A1 roster at the higher level division, then the player will be returned to the highest level team in the age group below for further evaluation and placement on a team in that division.

c) **Psychological issues;**

d) **Unanticipated absence or Family Circumstance;** A circumstance that does not allow a player to participate in all or a portion of the Tryout process. This situation needs to be approved on a case by case basis, by the Executive prior to tryouts.

e) **Player Transfer to SDMHA:** In an event where a player's transfer form is pending approval by SDMHA and/or PCAHA and BC Hockey and has not been approved at the time of a tryout camp.

Any player falling into one of the above categories with the exception of b) will be given a chance to showcase their skills after the missed Tryout Camp. The player will be assigned into a designated Assessment Camp as approved by the Executive Hockey Advisor (EHA), Coach Coordinator (CC) and Executive and be evaluated accordingly by either EHA, CC or an independent Evaluator.

**14.10.2** As stated in the Tryout Camp, players are required to inform the VP Rep 'A' Hockey of any pre-existing issue that may affect their evaluation prior to the commencement of the evaluation/assessment process. Additionally, should an injury, illness or other issue arise after the start of the player assessment process, written notification must be forwarded to the DIR Rep 'A' Hockey immediately upon the occurrence of said issue.

**14.10.3** A player who has complied with the notification procedures may be considered by the DIR Rep 'A' Hockey for Exemption Candidate Status only under the five guidelines listed in number one above.

**14.10.4** Players in the Midget Division who are returning from Major Midget, Academy or Junior camps must also apply for Exemption Candidate Status. Players in this division will only be considered if they have followed these procedures:

- a) The player had registered with SDMHA and paid the try out fee prior to the commencement of the evaluation process.
- b) The player has made any outstanding Midget regular season registration fee payments required prior to attending any team skates.
- c) Players returning after the announcement of the team roster may only be placed on a team if roster spots are available. No player shall be reassigned to make room for an Exemption Candidate. Midget teams may make use of their full roster spots to accommodate late returning players.

**14.10.5** If given Exemption Candidate Status, the player's past performance may be taken into account in placing him/her in an appropriate tryout pool; however this initial placement does not provide the player a guaranteed spot on the roster of the team. Additionally, a player who has been granted Exemption Candidate status may be reassigned more than one level based on the evaluation of the player – for example, a player may start at the AC1 level, but be reassigned more than one level (e.g. to the AC2 or C level) if the evaluation indicates that this is the appropriate level for the player.

**14.10.6** There is no appeal of a player being rejected for Exemption status.