

## **POLICIES AND PROCEDURES**

**MISSION STATEMENT:** HNP Hockey provides its members an opportunity to engage in a competitive sport where fellowship and love of the game are paramount in an environment governed by safety and fair play. Scores are not recorded and the game's success is measured by balanced teams having fun. Members are required to respect others and to take responsibility in achieving the goals of both the League and the greater Community.

### **MEMBERSHIP**

1. Applicants, before joining HNP Hockey shall:
  - a) demonstrate sufficient skills and experience to engage in competition at an appropriate level, and
  - b) demonstrate the ability and intent to avoid causing injury to themselves and others.
  - c) be accepted as Probationary Members for one year and shall be formally reviewed before regular Membership is granted.
  
2. To play HNP Hockey an individual must:
  - a) be a member in good standing of HNP Hockey, and
  - b) have paid in full HNP Hockey fees on or before the first game of the season.
  
3. Members shall upon becoming a member of HNP Hockey acquaint themselves with *Policies and Procedures*, and shall assume responsibility for informing themselves of amendments/additions which may be introduced as required and published on the HNP Hockey website. See ([www.hnphockeylondon.ca](http://www.hnphockeylondon.ca)) *Policies and Procedures*.
  
4. Membership in HNP Hockey may be revoked for contravention of these Policies.

### **CONDUCT**

1. Members shall:
  - a) adhere to the *Policies and Procedures* of HNP Hockey at all times.
  - b) conduct themselves on-ice in a manner that
    - adheres to the CARHA *Official Rule Book* (available at [www.carhahockey.ca](http://www.carhahockey.ca)) and
    - recognizes local "in house" additions/amendments that may be introduced as directed by the Player Review Committee.
  - c) co-operate with Captains and Convenors at all times.
  
2. In accordance with the contract between HNP Hockey and Western Fair Sports Center, alcohol may be consumed in licensed areas of the building only.

## **ORGANIZATION**

### 1. Members shall:

- a) be assigned to one of the three Divisions and play solely within that Division
- b) recognize and accept that members, based on need, ability, or health issues
  - may be transferred between Divisions as determined by the Convenors.
  - may be transferred between teams within the Division as determined by the Convenor.

## **IN-HOUSE RULES**

1. Goal crease: Play shall be stopped when, regardless of the location of the puck, an attacking player on his own volition skates into the goal crease (blue ice); play shall be resumed by conducting a face-off in the offending team's zone.
2. Avoiding injury: A penalty (minor or major) shall be assessed when, in the judgement of the referee, a player has failed to attempt to restrain an action that may cause or have caused injury.

## **DISCIPLINARY PROCEDURES**

Introduction - Found in our Constitution, elsewhere in this document and in *RZone* are references to the principles of fair play, safety and camaraderie. Each player is required to be responsible for the well-being of others as well as himself. Captains and Convenors will remind players collectively and counsel them individually of their obligations in these matters. Those who do not respond favourably will be subject to the following formal discipline procedure.

1. Progressive Discipline: The principle of 'Progressive Discipline' applies where, although penalties increase upon repeat occurrences, the offending player is given the opportunity to modify his behaviour. A code of conduct is discussed and agreed to by all parties. Failure to comply with the agreed-upon terms and conditions of behaviour as outlined will result in a longer term suspension.

### 2. Suspensions

l) Automatic Suspension - Major penalties result in ejection from the game and an automatic suspension is prescribed in accordance with the following:

- a) One-game suspension – three penalties in one game (first offence)
- b) Three-game suspension
  - i) All major penalties including but not limited to –
    - three penalties in one game (second and subsequent offence)
    - ejection from game by referee decision
    - rough play that endangers any player's safety
    - fighting

- avoidable action that results in another player's injury
- openly questioning referee's decision
- physical contact with referee
- serious infraction judgement call

c) A Division Convenor, upon investigation, may impose a suspension of 1, 2, or 3 games for a serious infraction or for a documented repetitive issue. (These cases may be referred to PRC at any time as deemed necessary.)

II) Deliberated Suspensions - The Player Review Committee shall impose "number-of-games" or "period-of-time" suspensions as deemed appropriate.

### 3. Re-Instatement:

Offending members may return to play having served:

1. a one-game automatic suspension - upon completion of suspension
2. an initial "number-of-games" suspension - upon satisfactory consultation with the Division Convenor (or the Referee-in-Chief if he imposed the suspension).  
Note: This is an option exercised at the discretion of the Division Convenor - otherwise the PRC will convene a meeting.
3. a "number-of-games" suspension [other than (b) above] - upon accepting an agreed-upon code of conduct at PRC meeting
4. a "period-of-time" suspension imposed by the PRC and wishing to re-join the League upon:
  - i. applying for a re-instatement to HNP Hockey
  - ii. agreeing to conditions of return
  - iii. accepting an agreed-upon code of conduct and consequences of non-compliance therewith
  - iv. being placed in sequence on the membership applicant waiting list

## FINANCES

Banking Policy The funds of the Corporation shall be deposited with a financial institution as approved by the Board. All cheques shall require the signature of two signing officers from a list of signing officers who have been approved by the Board of the Corporation.

Investment Policy Investments of the Corporation shall be limited to short term deposits and money market type of investments issued by a financial institution that has been approved by the Board of the Corporation. The term of such investments shall not exceed 3 years. All such investments must be insured by the Canadian Deposit Insurance Corporation.

Surplus Policy The level of accumulated surplus shall be maintained within a range of 20% -30% of annual revenues. The actual dollar amount of the surplus will be reviewed

annually and the fees charged to players will be adjusted when necessary to bring the surplus into the target range.

Refund Policy HNP Hockey fees may be pro-rated as follows:

- A new HNP Hockey member joining the League after commencement of the season. Such new members shall pay an administrative fee of \$25, in addition to the prorated fee
- Compassionate grounds – for a member who withdraws from playing in the league for the balance of the season due to injury, illness or family obligations. Players must declare their intent to withdraw as soon as possible.
- No refunds shall be given for a member who leaves within 2 months of the end of the season
- All refunds shall be reduced by an administrative fee of \$25
- No refunds will be considered for work or vacation reasons
- Pro-rated refund of dues shall be disbursed at season's end
- A player must apply for a refund in writing to the Convenor of their division, before the end of February and include:
  - The reason for withdrawal
  - A self-addressed stamped envelope
- Any refund shall be determined by the Convenor based on the number of games remaining in the season
- The Board reserves the right to suspend the payment of refunds at any time.

#### **OTHER**

Soliciting support, sponsorship, endorsement or approval for activities or events to involve HNP Hockey (the Organization) or HNP Hockey players (the Members) is not permitted in dressing rooms or in any HNP Hockey sanctioned venue. The approved annual Christmas Collections for the London food Bank and for the Salvation Army are excepted.

#### **About Rzone**

HNP Hockey is about safe, fun play and enjoying the dressing room. It's not about winning at all costs, improving one's personal stats or beating the other team. It's not about ranting at the referees or other players.

Those thinking differently are advised to acquaint themselves with this program.

HNP Hockey supports its partners in the Greater Community, Western Fair District and the City of London, and fully subscribes to the City's Rzone program. It applies to all members.

Anyone unable to abide by this program is not a suitable candidate for HNP Hockey.

[www.london.ca/rzone](http://www.london.ca/rzone)

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