



For the kids, For the game, For the fun of it!

Waterloo Girls Minor Hockey Association

Novice Program Handbook

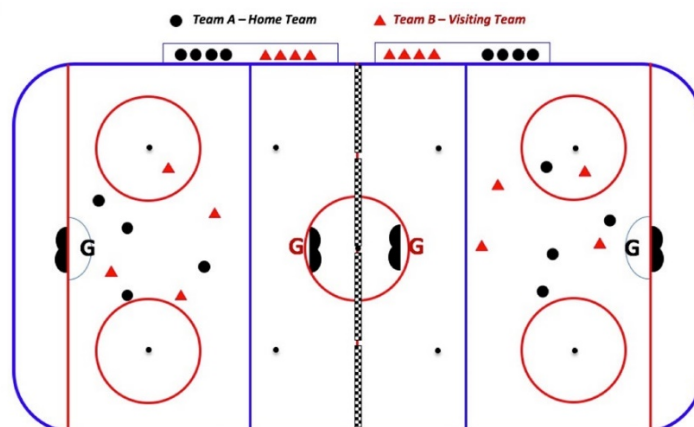


Table of Contents

1 General Principles for LTPD – Novice Program	3
1.1 Seasonal Structure	3
2 Game Play	4
2.1 Half-ice	4
2.2 Full-ice (Transition Phase).....	4
2.3 Officiating.....	4
3 Novice Programming Overview	5
3.1 Leagues, Tiering and Ages.....	5
3.2 Combined vs Separated Minor Novice and Major Novice.....	5
3.3 Competitive vs Recreational Novice	5
3.4 Practices.....	6
3.5 Games	6
4 WGMHA Novice Season Programming – Choosing Team Structure	6
5 Novice Team Formation Process.....	7
6 Novice Program Staff	7
7 Teams.....	7
7.1 Competitive Major Novice Team(s)	7
7.2 Ravens Major Novice Program – Age 8.....	8
7.3 Ravens Minor Novice Program – Age 7.....	9
7.4 Ravens Combined Novice Program – Age 7 & 8	9
8 Jerseys and Name Bars	9

1 General Principles for LTPD – Novice Program

- No positional play taught, meaning forward and defense specific roles not defined.
- No full-time goalies. Players must rotate through all positions including goalie. At no time should a player be 'assigned' as the goalie at the Novice age level.
- No scores will be kept, and no elimination style playoffs will be held.
- Jamborees replace the traditional tournament. These are teams that come together for a weekend, typically, to play games in a round robin style with no scores kept or elimination games
- Mandatory half-ice games. Only exception is for Age 8 or Combined program, Transition Phase – after January 15th full-ice games which are optional.
- Consistent days and times for practices and games.
- Fair/Equal Ice Time – no exceptions.
- 5:1 player-to-coach ratio maximum needs to be adhered to. On ice assistants count toward this number.
- All Head Coaches, Assistant Coaches and On-ice Assistants must have Coach 1 regardless if they possess a higher certification. The Coach 1 is considered "Age specific" and required now for Novice.
- Station based practices are recommended as outlined on Hockey Canada and OWHA websites.

1.1 Seasonal Structure

- Refer to the OWHA website for up-to-date information
- The season consists of 3 phases which are outlined below. The WGMHA Novice Program will be entering the Kitchener Girls Local League (KGLL) for all its Novice half-ice teams for 2019-20.

Development Phase: 8 weeks. September to October will consist of station-based practices with no more than 4 half-ice exhibition games. The exhibition games will be held with Ravens players, if possible, and be used to create suitable teams to optimize development.

- Teams do not need to be formalized until the end of the Development Phase; end of October.
- About 17 ice times; 10 practices + 4 exhibition games or scrimmages + 3 tryouts.

Regular Season Phase: 12 weeks. November to January will consist of station-based practices with half-ice games in the KGLL.

- Teams will participate in the KGLL run by the KMHA. 10 games during this phase.
- Teams may be rebalanced, if needed, to ensure proper development and fair play.
- About 39 ice times; 23 practices + 1-2 Jamboree's + 10 games.
- Competitive teams may add additional ice time.
- Jamboree by KMHA: Jason Cripps Memorial Tournament, end of December.
- Each team may add 1 additional Jamboree.

Transition Phase:

- Teams will be tiered into suitable pools in the KGLL. 6 games plus home-and-home at end of season with a suitable team.
- About 24 ice times; 13 practices + 1 Jamboree + 8 games.
- End of season Jamboree may be done.

- Waterloo Cup participation (End of season House League wrap-up)
- Possible OWHA event for Competitive teams

2 Game Play

2.1 Half-ice

- Refer to the OWHA [Rules for Half Ice](#) and note that the KGLL may have modifications to the rules. For the 2019-20 season the following outlines gameplay.
- The following is subject to change:
 - o 4-on-4 with goalies (5v5)
 - o 3 min WU
 - o 2x 20min halves; rotate 1 team on benches at the half. 1 faceoff per half to start the game
 - o Coaches from both teams should meet and discuss the game approach prior to the game. For example: matching strength of players between the split teams; blending strength of players within the split; whether one team switches ends for second period, etc.
 - o When one team has too few players for 2 half-ice games, one game should be played (9 and 9) and additional players will practice on the other half. For the second half, switch the players to allow all players to play in a game
 - o Buzz every 1 to 2 minutes for changes but clock never stops. Change on the fly. If < subs all players remaining on must tag up at bench. KGLL will start with 1:30 buzzer.
 - o Buzzer = immediate relinquishment of the puck or a penalty
 - o Penalty = loss of possession if penalized team has possession. 3 meter free zone for loss of possession. Offending player will miss 1 shift as official records number and notifies coach. Always even strength
 - o Officiated games with 1 official per half of ice. For Age 8 Transition Phase (full-ice after Jan 15th) 2 officials. WGMHA will use officials, which are optional, after November 1st. This is to provide development for officials

2.2 Full-ice (Transition Phase)

- Phase-in normal game rules (offsides, etc.)
- 10-10-12 stop time

2.3 Officiating

- Must have 1 referee for each half-ice game, or 2 referees for a full-ice game
- May be HCOP officials or staff but cannot be a Head Coach. Staff should be dressing like a referee
- Exhibition games in Development Phase will use staff for officiating
- WGMHA home games during the Regular Season Phase and Transition Phase will use HCOP officials to promote development of officials

3 Novice Programming Overview

The Waterloo Girls Minor Hockey Association provides a Novice Program to enable girls to play hockey in a Hockey Canada / OWSHA required format with emphasis on fun, skill development and fair play. The focus is on “*Developing Skills First*” for all participants. The goals and objectives of Novice hockey programming are to:

- Teach all basic skills of hockey so players can enjoy the game.
- Assist in development and enhancement of physical literacy and basic motor patterns.
- Develop and encourage the concepts of being a team member through player participation in both on-ice and off-ice activities.
- Encourage aspects of fitness, fair play and cooperation while having fun.

3.1 Leagues, Tiering and Ages

Minor Novice = Age 7 players

Major Novice = Age 8 players

Combined Novice = both Age 7 & 8 players

Competitive Novice = higher tier of Novice half-ice meant for Major Novice aged players

Recreational Novice = Novice half-ice meant for any player aged 7 or 8

KGLL = Kitchener Girls Local League run by KMHA

LLFHL = Lower Lakes Female Hockey League

WOGHL = Western Ontario Girls Hockey League

3.2 Combined vs Separated Minor Novice and Major Novice

The Hockey Canada program permits running either a separated Minor (age 7) and Major (age 8) Novice Program, or a Combined (age 7&8) Novice Program. The decision on which structure WGMHA will choose each season will be based on the numbers of registrants entered for the Novice division. If possible, separate Minor and Major Novice teams will be run.

3.3 Competitive vs Recreational Novice

The OWSHA Novice Program allows for a Competitive Novice league using a tiering system. The Competitive division is designed for Major Novice, not Minor Novice. The WGMHA will field a competitive team, or teams, if viable, which will be selected with tryouts. The team(s) will be for Major Novice (age 8) players only, unless there is not enough interest for a roster of 18. In this case, Age 7 players may be added, based on skills shown in a tryout, to complete the roster. Age 6 players may not play under any circumstances.

Recreational Novice is for Minor and Major Novice players. Age 6 players may only play with approval from the LMC and OWSHA and are typically only allowed in order to complete a Novice Recreational roster.

3.4 Practices

- WGMHA will book 2 practice sessions per week for the season for each player with 1 weekend time and 1 weekday time
- Practice sessions will be used for home games when possible the 2 per week scheduled practices will not be booked not by team, but by age group if numbers permit
- Competitive teams may add additional practice times with parent approval and a budget
- Practices will have a minimum of 5:1 coach-to-player ratio
- Any coach on the ice must have Coach 1 certification (age specific)
- All players will practice as a group with mostly station-based practices; team-based practices are not encouraged
- Practice times will be same time, same place, as mandated by Hockey Canada for the Recreational and Competitive players
- Competitive teams may obtain additional ice for extra practice times or exhibition games during the season, but the schedule is dependent on the available ice (may not be set time and day). Any additional ice must be paid for by the team
- Recreational teams may obtain additional ice, but it should not exceed 1-2 per month and it must be paid for by the team

3.5 Games

- All games are half-ice with no exceptions except as noted below:
 - Competitive team during the Transition Phase – after January 15th
 - Major Novice team during the Transition Phase – after January 15th
 - Combined team, with no age 6 players on it, during the Transitions Phase – after January 15th
- Playing full-ice is never mandatory. It is an option. Teams may choose to remain at half-ice unless the league in which they play cannot accommodate the request (other teams are playing full ice)
- It is recommended to have set goalies for each specific game but rotate players playing goalie for each game played
- The purpose of the game is to have a competitive, even-strength game with the other team. Coaches should meet prior to games to discuss how to best achieve this

4 WGMHA Novice Season Programming – Choosing Team Structure

The WGMHA will use the following as a guide in choosing appropriate programming:

- If a Competitive Major Novice team, or team(s) are viable they will be formed first using tryouts
- Novice Competitive teams will be named using the old format. For example, for the 2019-20 season, **Novice B – Half Ice** will be the team name
- If multiple Competitive teams are to be made, teams will be formed to make even-strength teams and the teams will be named Novice B1 – Half Ice, B2 etc
- After Competitive teams are formed, separate Minor and Major Novice teams may be made
- If numbers do not permit separate Major and Minor Novice teams, but teams may be made with 1-2 players moving from the other age to fill a roster
- If more than 3 players will be of different age, Combined 7/8 teams may be formed with emphasis on even-strength teams

- The decision on how to structure the Recreational teams will be decided by the Novice Program Staff and Director of House League to optimize development of the players
- Recreational teams, regardless of format chosen, will be named **Novice 1**, **Novice 2**, and so on

5 Novice Team Formation Process

- The WGMHA will form teams with a target of 18 players per team
- Teams do not need to be formed until the end of October (Development Phase)
- Competitive Major Novice teams should be formed by mid-October via tryouts
- Recreational Novice teams should be formed after Competitive teams are formed
- There must be 4 pre-season practices for all players prior to any Competitive Team tryouts
- Tryouts cannot begin until after the first week of school is completed in September
- Tryouts must consist of a minimum of 3 tryouts with no releases during the process
- Tryouts should avoid interfering with the Thanksgiving holiday weekend

6 Novice Program Staff

- Prior to September, Novice staff will be recruited to include Head/Lead Coaches, Assistant Coaches, On-ice Assistants, Trainers and Dressing Room / Bench Staff.
- The staff will be a collective team for the Development Phase (Sep-Oct) with the Head/Lead Coaches coordinating and running practices
- Competitive Novice Head Coach, or Coaching Team will be a separate application process as they involve tryouts. Once selected they will still work with the Novice Program Staff as a collective team but when performing tryouts will assess players without any Novice aged parents, using independent evaluators
- Coach 1 certification required by all coaches and on-ice staff
- RIS and VSS required by all staff
- HTCP 1 required by Trainers
- A minimum of 1 Trainer is required for any practice or game
- A minimum of 5:1 Coach-to-Player ratio is required for practices
- No more than 5 staff on a bench for a game
- Head Coach may not also act as the Trainer for a game

7 Teams

7.1 Competitive Major Novice Team(s)

- Head Coach(s) or Coaching Team(s) selected prior to tryouts
- Team(s) selected by tryouts in Development Phase (Sep-Oct) using independent evaluators and the approved Coach or Coaching Team
- Team(s) to be formed by October 31st but target is mid-October
- Only players that are of age may play on the team. Age 7 players may be added if there are not enough interested age 8 players to fill a roster of 18. Age 6 players are forbidden under any circumstance.
- If there are more than 18 age 8 players interested in playing on the team then the tryouts will only be for Age 8 Novice players. Players then selected based on skills.

- If there are not 18 age 8 players interested in playing on the team then age 7 players interested may attend the tryouts. All age 8 players will be allotted a roster spot and the age 7 players will be selected based on skill.
- No tryouts are permitted until after the first week of school in September.
- A minimum of 4 practices prior to tryouts are required and all players in Novice should be included in the “Pre-season” practices.
- Prior or during tryouts, after the 4 pre-season practices, an information session will be held by the Novice B Head Coach, or Coaching Team, to give information to all interested parents.
- A list of interested players will be created and maintained from the date of the Competitive Team Pre-Tryout meeting, to the end of the 3rd tryout. This list is required to know how many Major Novice players are trying out and interested Minor Novice players. Players attending tryouts do not have to commit to playing until after the 3rd tryout.
- Formal tryouts will be a minimum of 3 sessions (skill session, small area game session, and a formal half-ice game). 2 additional tryouts may be added but should be Exhibition games which count toward the allotment for the team.
- Teams will play in the KGLL in a Tiered division.
- The regular practice sessions set up for the Novice Program will all be conducted with the rest of the Novice teams included, meaning the competitive teams will not be segregated from the other players.
- Additional practices for the team may be added as approved by the parents.
- The teams may add 2 additional Jamboree’s and will participate in the Jason Cripps Memorial Tournament held in the December holiday break.
- The team needs to have a budget and bank account as per the Rep Handbook procedures if they intend to purchase additional ice

The idea of Competitive Novice Half Ice is to group higher skilled, age 8 players together so that games are fair, and all players develop in line with LTPD. It is not to have the team run practices that are separate from the rest of the Novice players. Hockey Canada is also wanting players kept in their age bracket, so age-appropriate development is taking place.

7.2 Ravens Major Novice Program – Age 8

- Head / Lead Coaches will work together to prepare and run station-based practices with the on-ice staff, and this may involve multiple teams or ages
- Teams will be created by the staff to meet the criteria in section 3
- 6oz (black) pucks will be used
- Standard nets used
- WGMHA will assemble 1 large pool of players in September
- No age 6 players are permitted on the team.
- 1-2 age 7 players may be added to the team if required to meet numbers, but a team can carry 16-18 players

7.3 Ravens Minor Novice Program – Age 7

- Head / Lead Coaches will work together to prepare and run station-based practices with the on-ice staff, and this may involve multiple teams or ages
- Teams will be created by the staff to meet the criteria in section 3
- 4oz (blue) pucks will be used
- Mini nets or standard nets may be used
- WGMHA will assemble 1 large pool of players in September
- No age 6 players are permitted on the team unless required to meet numbers. Any age 6 player addition must be approved by the Ravens League Management Committee (LMC) and OWHA
- 1-2 age 8 players may be added to the team if required to meet numbers, but a team can carry 16-18 players

7.4 Ravens Combined Novice Program – Age 7 & 8

- If numbers do not permit running a separate Age 7 and Age 8 program all players will be combined in the same pool with the aim of making even teams
- It is acceptable to have a Major Novice team, a Combined Novice team, and a Minor Novice team
- Age 6 players are not permitted on the team unless required to meet numbers.
- If an age 6 player is on a Combined Novice team the team cannot play full-ice at any time during the season
- The Combined Novice Program will run as directed in the Age 8 Novice Program, with the following change:
 - 4oz pucks (blue) 1st half, regulation 6oz pucks (black) pucks for the remainder
 - Mini or Standard nets may be used

8 Jerseys and Name Bars

- Tryout jerseys will be available for tryouts and any Exhibition games
- Ravens jerseys may be used for Exhibition game and will be used for the Regular Season
- Players will supply their own practice jersey and practice socks
- Socks will be provided for games and may not be worn for practices
- Name bars at Novice are not required
- It is recommended that jerseys be maintained by the staff at this age level using the team jersey bags. A parent can be appointed to care for the jerseys, airing them out and washing them
- Teams may elect to take jerseys home. If doing so, the sweaters *must* be kept in a suitable garment bag which cannot be stored inside the players hockey bag. Players are not permitted to wear an association jersey other than for games, team building events such as a team outing to a hockey game, or for a special occasion such as a school sports day. These occasions should be approved by the Head Coach. Jerseys not returned, or damaged due to mishandling will be billed to the team
- With the numbers of players on the teams at this age there may be overlapping numbers
- It is not permitted to wear name bars upside down, exchange name bars with other players, or wear mismatched socks during games. White jersey, white socks. Black jersey, black socks.