2019-2020 HANDBOOK

BY-LAWS, REGULATIONS, RULES & POLICIES

ONTARIO WOMEN'S HOCKEY ASSOCIATION

WORLD FEMALE HOCKEY LEADERS

www.owha.on.ca

Ontario

CANADA

OWHA CODE OF CONDUCT

This Code of Conduct identifies the standard of behaviour which is expected of all Ontario Women's Hockey Association (OWHA) Members, including athletes, coaches, parents, directors, volunteers, staff, chaperones and others.
OWHA Teams, Associations, Programmes and Leagues are committed to providing a sport environment in which all individuals are treated with respect. Members of the OWHA shall conduct themselves at all times in a fair and responsible manner. Members shall refrain from comments or behaviours which are disrespectful, offensive, abusive, racist or sexist. In particular, behaviour which constitutes harassment, abuse, bullying or cyber-bullying will not be tolerated by the OWHA.

During the course of all OWHA activities and events, members shall avoid behaviour which brings OWHA members or the sport of hockey into disrepute, including but not limited to abusive use of alcohol and non-medical use of drugs.

Members shall not use unlawful or unauthorized drugs/narcotics or performance enhancing drugs or methods.

Members of the OWHA shall not engage in activity or behaviour which endangers the safety of others.

OWHA members shall at all times adhere to the OWHA Team, Association, Programme and League operational policies and procedures, to rules governing the OWHA events and activities and to rules governing any competition in which the member participates on behalf of the OWHA.

Failure to comply with this Code of Conduct and/or the OWHA Concussion Code of Conduct may result in disciplinary action, suspension or release from membership. Such action may result in the member losing the privileges that come with membership in the OWHA, including the opportunity to participate in OWHA activities and events both present and future.

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ONTARIO WOMEN'S HOCKEY ASSOCIATION

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MISSION STATEMENT

Through a provincially unified, collective voice, the OWHA promotes, provides, and develops opportunities for girls and women to play female hockey in the Province of Ontario.

AREAS OF EMPHASIS – 2019-2020

We are all very fortunate to have the privilege of personal involvement in hockey whether it is as a player, team staff, official, volunteer, spectator, or supporter. In order to maximize the experience, it is important for everyone to understand the game, rules, regulations, policies, and the responsibilities. Much information is available on the OWHA website and from the OWHA office. The OWHA Handbook and other relevant documents are posted on the OWHA website. It is the responsibility of team staff to be aware of all pertinent information and to inform players, parents, and others as appropriate.

ROWAN'S LAW – It is mandatory that all OWHA participants as well as parents and guardians of athletes who are under 18 years of age, coaches, trainers, officials, bench staff and all named-insured individuals make an annual written commitment and acknowledgement to follow the OWHA Concussion Awareness Resource.

In particular, the OWHA Harassment, Abuse, Bullying, and Misconduct Policy; the OWHA Screening Policy; the OWHA Insurance Guide; the OWHA Dressing Room Supervision Policy; the Camera Phones and PDA's Facility Alert; Hockey Canada's Safety Requires Teamwork and Safety For All; and the Emergency Action Plan are important documents that must be circulated and followed in addition to all other OWHA and Hockey Canada materials.

Bullying and cyberbullying will be treated as a deliberate attempt to injure, with offenders being suspended a minimum of four (4) games for the first (1st) offence and possible further suspension and/or release from Membership for a second (2nd) offence. It is the responsibility of all Participants in female hockey to promote an

environment that supports the physical and mental health of everyone involved.

Goaltenders are not “fair game.” Coaches are to instruct players on the importance of respecting the safety of goaltenders.

To assist with a positive experience for the 2019-2020 season, please note some areas of emphasis:

- All Participants must be registered with the OWHA and are bound by the OWHA By-Laws, Regulations, Policies, Codes of Conduct, and Values.
- OWHA registered Participants will only be covered by Hockey Canada insurance while participating in OWHA sanctioned activities.
- All on-ice and bench Participants during OWHA sanctioned games and/or practices MUST be eligible and registered on an OWHA approved Official Roster BEFORE participation. This includes power skating instructors, skills instructors, etc.
- All female hockey teams in Canada must play and practice with no intentional body checking.
- Mouth guards will be recommended, but not mandatory.
- No OWHA team is permitted to play any Ontario female hockey team that is not registered with the OWHA. OWHA registered teams wishing to play against female teams from outside of Ontario MUST receive advanced written approval from the OWHA.
- OWHA registered teams will not be permitted to play against any non-OWHA teams. Exceptions may be granted at the discretion of the OWHA.
- Team staff will be responsible and accountable for their team.
- Teams will be required to obtain OWHA approval to participate in a League.
- Players who reside outside of Ontario and/or who most recently played on a coed or female team outside of Ontario MUST satisfy important transfer requirements. These players MUST NOT be allowed on the ice until the proper approvals and fees are in place.
- All on-ice, bench, and dressing room staff MUST successfully attend complete the Respect in Sport Online (Speak Out) course in order to participate with an OWHA team. The only exception will be made for Senior teams consisting of players eighteen (18) years of age or older, where this will be a recommendation only.

- Vulnerable Sector Search will be required for team staff, officials, and volunteers who are eighteen (18) years of age or older. The two (2) deep rule is important in person as well as for phone calls and all forms of electronic communication.
- Teams/Associations are responsible for the conduct of all their registered Participants, with particular attention paid to the selection of their coaches and team staff in accordance with the OWHA Screening Policy, as well as their subsequent monitoring. There is no excuse for violation of the OWHA Codes of Conduct and Values.
- Bullying and cyberbullying are unacceptable and in violation of the OWHA Codes of Conduct and Values. The OWHA takes a strong stance against this dangerous behaviour that is disrespectful to the entire OWHA Membership.
- Minimum suspensions MUST be followed. Teams, Associations, Leagues, and sanctioned tournaments do NOT have the authority to lessen these suspensions. All suspendable offences MUST be reported in accordance with the OWHA Discipline Policy and Procedures.
- Multiple suspensions and violations of the OWHA Codes of Conduct and Values will NOT be tolerated with further participation and Membership privileges subject to the discretion of the Discipline Review Board.
- Permission to Skate will ONLY be valid between April 13, 2020 at 12:01 a.m. and May 31, 2020, inclusive, as well as between August 15, 2020 and September 30, 2020, inclusive.
- Novice and Atom tryouts are not permitted before September and must be in accordance with the Novice and Atom pathways.
- No games may be played between May 31 and August 15, 2020, inclusive on an annual basis.
- PAWSitive – The OWHA is an organization built on a foundation of respect and teamwork. The key to its success is a focus on empowerment to provide good people with the tools to do good things for all Participants in female hockey in the Province of Ontario.

ONTARIO WOMEN'S HOCKEY ASSOCIATION

This edition is prepared for easy and convenient reference. Should errors occur and/or if updated information becomes available, the interpretation shall be rendered through a process determined by the OWHA Board.

PART 1

BY-LAWS

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

[SEPTEMBER 14, 2019]

ONTARIO WOMEN'S HOCKEY ASSOCIATION BY-LAWS

ARTICLE 1
GENERAL

1.1 Purpose – These By-laws relate to the general conduct of the affairs of the Ontario Women's Hockey Association.

1.2 Definitions - The following terms have these meanings in these By-laws:

(a) *Act* – the *Ontario Corporations Act* or any successor legislation including the *Not-for-Profit Corporations Act, 2010* (upon becoming law).

(b) *Affiliated Committee* – means a committee referred to in Section 8.7.

(c) *Annual Meeting* - means the annual Members' meeting held in accordance with these By-Laws.

(d) *Auditor* – an individual appointed by the Members at the Annual Meeting to audit the Corporation's books, accounts, and records for a report to the Members at the next Annual Meeting in accordance with the Act.

(e) *Board* – the Corporation's Board of Directors.

(f) *Chair* – means the officer referred to in Section 6.7.1 and elected by the Directors from among themselves pursuant to Section 7.2.1.

(g) *Conflict of Interest* - A "Conflict of Interest" exists:

(i) when a Director, Officer, committee member, or task group member or employee has an interest, or may be perceived as having an interest, in a proposed contract or transaction with the Corporation; or

(ii) when a Director, Officer, committee member, or task group member or employee has a personal interest in a matter which may conflict with the Corporation's interests, missions, goals or operations.

(h) *Corporation* – the Ontario Women's Hockey Association.

(i) *Days* – Days including weekends and holidays.

(j) *Delegate* – means a person designated by a Member to represent that Member's interests at a Members' meeting.

(k) *Director* – an individual elected or appointed to serve on the Board pursuant to these By-laws.

(l) *Member* – means a member of the Corporation admitted as such in accordance with Article 2.

(m) *Officer* – an individual elected or appointed to serve as an Officer of the Corporation pursuant to these By-laws.

(n) *Ordinary Resolution* – a resolution passed by a majority of the votes cast on that resolution.

(o) *OWHA* - the Ontario Women's Hockey Association.

(p) *Participant* – A person registered with the OWHA or an OWHA Member or program. For certainty, no Participant in that capacity will have any voting rights whatsoever.

(q) *person* – includes individuals, associations, and corporations.

(r) *President/CEO* - means the individual appointed by the Board to serve as the President/CEO of the OWHA, and where appropriate, may include such individual duly designated by the President/CEO to act in that capacity.

(s) *Special Resolution* – a resolution passed by not less than two-thirds of the votes cast on that resolution.

(t) *staff member* – this term shall have the meaning determined by policy established by the Board from time to time.

1.3 Registered Office – The Corporation's registered office will be located within the Province of Ontario.

1.4 Corporate Seal - The Corporation may have a corporate seal, which may be adopted and may be changed by Ordinary Resolution of the Board.

1.5 Governing Body – The Corporation is the governing body of Female Hockey in Ontario.

1.6 Corporation's Purposes -To promote the participation of girls and women in all aspects of female hockey, to foster and encourage leadership programs in all areas related to the development of female hockey in Ontario, and to promote

hockey as a game played primarily for enjoyment while also fostering sportsmanship and life skills.

1.7 Affiliations – The Corporation will be affiliated with Hockey Canada.

1.8 No Gain for Participants or Members – The Corporation will be carried on without the purpose of gain for Participants or Members and any profits or other accretions to the Corporation will be used in promoting its purposes.

1.9 Ruling on By-laws – Except as provided in the Act, the Board will have the authority to interpret any provision of these By-laws that is contradictory, ambiguous, or unclear, provided such interpretation is consistent with the Corporation's purposes.

1.10 Conduct of Meetings – Unless otherwise specified in these By-laws, meetings of Members and meetings of the Board will be conducted according to *Call to Order (2nd Edition)* (Perry, Herb; Big Bay Publishing Inc.; 2004).

ARTICLE 2
MEMBERSHIP

2.1 Categories – The Corporation has the following category of Members:

(a) Team – A team that has been admitted as a Member in accordance with Section 2.2 or renewed as a Member in accordance with Section 2.3.

(b) Director Member – An individual who has been elected as a Director. Such Members shall be deemed to have been admitted as such upon election as a Director. Such a Member shall not have any voting rights whatsoever as a Member, including, without limiting the generality of the foregoing, at an Annual Meeting or at a special meeting of the Members (provided that, for greater certainty, this provision shall not restrict the ability of the relevant individual to vote in other capacities (including, for example, as a Director at Board meetings or as a committee member at the committee's meetings)).

Admission of Members

2.2 Admission of Members – Any candidate team may be admitted as a Member if:

(a) The candidate team makes an application for membership in a manner prescribed by the Board;

(b) The candidate team has paid dues as prescribed by the Board;

(c) The candidate team agrees to uphold and comply with the Corporation's By-laws, policies, procedures, rules and regulations;

(d) The candidate team meets any other condition of membership determined by the Board;

(e) The admission of the candidate team as a Member is in the best interests of female hockey in Ontario as determined by the Board or by any committee or individual delegated this authority by the Board; and

(f) The candidate team has been approved by Ordinary Resolution by the Board or by any committee or individual delegated this authority by the Board.

Renewal of Membership

2.3 Annual Renewal of Members – Any Member may be renewed annually as a Member if:

(a) The Member makes an application for annual renewal in a manner prescribed by the Board;

(b) The Member has paid dues as prescribed by the Board;

(c) The Member agrees to uphold and comply with the Corporation's By-laws, policies, procedures, rules and regulations;

(d) The Member meets any other condition of membership determined by the Board;

(e) The annual renewal of the Member is in the best interests of female hockey in Ontario as determined by the Board or by any committee or individual delegated this authority by the Board; and

(f) The annual renewal of the Member has been approved by Ordinary Resolution by the Board or by any committee or individual delegated this authority by the Board.

Membership Year, Dues and Duration

2.4 Year – The Membership year will be determined from time to time by the Board.

2.5 Dues – Membership dues will be determined from time to time by the Board.

2.6 Duration – Membership duration is accorded on an annual basis and Members must re-apply for Membership annually.

2.7 Deadline – Members will be notified of the Membership dues at any time payable. If Membership dues are not paid within sixty (60) Days of:

2.7.1 the Member becoming a Member;

2.7.2 the relevant Membership renewal date; or

2.7.3 the date of a notice of default (as applicable);

the Board may determine that the Member who has not paid the Membership dues will no longer be eligible to be a Member.

Non-Transferability, Expulsion, and Termination of Membership

2.8 Non-Transferability – Membership in the Corporation is non-transferable.

2.9 Expulsion – A Member may be expelled from the Corporation:

2.9.1 as a result of and in accordance with the outcome of a discipline hearing in accordance with the Corporation's policies, procedures, rules and regulations related to discipline. For greater certainty, in such a situation, neither Subsection 2.9.2 nor Subsection 2.9.3 shall apply; or

2.9.2 as determined by the President/CEO, for failing to pay Membership dues or monies owed to the Corporation by the relevant deadline date(s) prescribed by the Board. For greater certainty, in such a situation, neither Subsection 2.9.1 nor Subsection 2.9.3 shall apply; or

2.9.3 by Special Resolution of the Board at a duly called meeting, provided notice of fifteen (15) Days is given and the Member is provided with the opportunity to be heard at such meeting. Notice will set out the reasons for the proposed expulsion and termination of membership and the Member receiving the notice will be entitled to submit prior to the relevant meeting a written submission opposing the termination. For greater certainty, in such a situation, neither Subsection 2.9.1 nor Subsection 2.9.2 shall apply.

2.10 Termination – Subject to Section 2.13, Membership in the Corporation will terminate immediately upon:

(a) The expiration of the Member's annual Membership, unless renewed in accordance with these By-laws;

(b) The Member fails to maintain any of the qualifications or conditions of membership described in Article II as determined by the Board;

(c) Subject to Section 2.11, resignation by the Member given by written notice to the President/CEO;

(d) Expulsion of the Member in accordance with Section 2.9;

(e) Dissolution of the Corporation; or

(f) The Member's dissolution.

2.11 Resignation of Member – A Member's resignation will become effective the date on which the notice is received at the Corporation's registered office. When a Member who is subject to a disciplinary investigation or action of the Corporation resigns, that Member will nonetheless be subject to any sanctions or consequences resulting from the disciplinary investigation or action.

2.12 Discipline – A Member may be disciplined in accordance with the policies, procedures, rules and regulations relating to discipline which are passed by the Board from time to time.

2.13 Dues or Others Monies Payable – Notwithstanding any other provision of these By-Laws, any dues or other monies owed to the Corporation by a Member whose Membership has for any reason been terminated or suspended will remain due.

ARTICLE 3
MEETINGS OF MEMBERS

3.1 Annual Meeting - The Corporation will hold meetings of Members at such date, time and place as determined by the Board within the Province of Ontario. The Annual Meeting will be held within fifteen (15) months of the last Annual Meeting.

3.2 Special Meeting - A special meeting of the Members may be called at any time by Ordinary Resolution of the Board.

3.3 Notice - Written or electronic notice of the date of a Members' meeting will be given to all Members in good standing, Directors, and the Auditor at least thirty (30) Days

and not more than fifty (50) Days prior to the date of the meeting. Notice will contain a reminder of the right to vote by proxy, a proposed agenda, and reasonable information to permit Members to make informed decisions.

3.4 Waiver of Notice – Anyone who is entitled to notice of a Members' meeting may waive notice, and attendance at such a meeting is a waiver of notice of the meeting.

3.5 Error or Omission in Giving Notice - No error or omission in giving notice of any Members' meeting shall invalidate the meeting or make void any proceedings taken at the meeting.

3.6 New Business - No other item of business will be included in the notice of the Members' meeting unless notice in writing of any other item of business properly the subject of a decision at a Members' meeting (as determined by the Board in its sole discretion) has been submitted to the Board sixty (60) Days prior to the Members' meeting in accordance with procedures and content as approved by the Board. Copies of all such proposals together with copies of any amendments thereto then proposed by the Board and copies of all resolutions put forward by the Board shall be sent to all Members with the agenda and the notice calling the relevant meeting.

3.7 Quorum – Ten percent (10%) of the Members in good standing either present in person or by proxy will constitute a quorum. If a quorum is present at the opening of a Members' meeting, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

3.8 Closed Meetings – Meetings of Members will be closed to the public except by invitation of the Board.

3.9 Agenda – The agenda for the Annual Meeting will at least include:

(a) Approval of minutes of the previous Annual Meeting

(b) Presentation of reports

(c) Presentation of Financial Statement and the report of the Auditor

(d) Appointment of Auditor

(e) Election of Directors

(f) Business as specified in the meeting notice

3.10 Scrutineers – At the beginning of each meeting, the chair of the meeting may appoint one or more scrutineers who will be

responsible for assisting the chair of the meeting to ensure that votes are properly cast and counted.

3.11 Adjournment - With the majority consent of the Members present, the Members may adjourn a meeting of Members and no notice is required for continuation of the meeting, if the meeting is held within thirty (30) Days. Any business may be brought before or dealt with at any adjourned meeting which might have been brought before or dealt with at the original meeting in accordance with the notice calling the same.

Voting at Meetings of Members

3.12 Voting Rights – Subject to the final sentence of this Section 3.12, each Member in good standing shall have one (1) vote at any Members' meetings. Subject to the final sentence of this Section 3.12, each Member in good standing is entitled to appoint a Delegate to exercise that Member's vote at any Members' meetings. A Member referred to in Subsection 2.1(b) shall not have any voting rights whatsoever and, accordingly, shall not be entitled to appoint a Delegate.

3.13 Record Date – The record date determined by the Board will determine the list of Members who are eligible to vote at a Members' meeting. The date will be no more than fifty (50) Days prior to the meeting.

3.14 Delegates – A Member will appoint in writing (inclusive of electronic notice) to the Corporation, at least seven (7) Days prior to the meeting of Members, the name of the Delegate to represent the Member. A Delegate must:

3.14.1 be at least eighteen years of age;

3.14.2 not have been found under the *Substitute Decisions Act*, 1992 or under the *Mental Health Act* to be incapable of managing property; and

3.14.3 be a registered Participant in good standing.

3.15 Determination of Votes – Votes will be determined by a show of hands (except in the case of elections which require a secret ballot), unless a secret ballot is requested by a Member.

3.16 Majority of Votes - Except as otherwise provided in these By-laws or by the Act, the majority of votes will decide each issue. In the case of a tie, the chair of the meeting shall not have a second or casting vote, and the relevant resolution shall be deemed to have been defeated.

ARTICLE 4
PARTICIPANTS

Participant

4.1 Any person will be a Participant if that Participant registers with the OWHA or an OWHA Member or program.

Participation Renewal

4.2 A Participant shall renew registration with the OWHA or an OWHA Member or program if and as required by OWHA.

Fees

4.3 A Participant shall pay fees regarding such Participation if and as required by OWHA.

Entitlement to be a Participant

4.4 A person may cease to be entitled to be a Participant:

4.4.1 as a result of and in accordance with the outcome of a discipline hearing in accordance with the Corporation's policies, procedures, rules and regulations related to discipline; or

4.4.2 as determined by the President/CEO, for failing to pay fees or monies owed to the Corporation by the relevant deadline date(s) prescribed by the Corporation; or

4.4.3 pursuant to a decision of the President/CEO in relation to the safety or security of any person.

Discipline

4.5 A Participant may be disciplined in accordance with the policies, procedures, rules and regulations relating to discipline which are passed by the Board from time to time.

Dues or Others Monies Payable

4.6 Notwithstanding any other provision of these By-Laws, any dues or other monies owed to the Corporation by a Participant whose entitlement to participate has for any reason ceased or for any reason has been suspended will remain due.

ARTICLE 5
GOOD STANDING

Good Standing

5.1 Definition – A Member or a Participant, as the case may be, will be in good standing provided that, as determined by the Board or by any committee or task group delegated this authority by the Board:

(a) the Member's Membership has not terminated or the Member has not ceased to be a Member;

(b) in the case of a Member, the Member has not been suspended or expelled from Membership;

(c) in the case of a Participant, the Participant has not been suspended;

(d) the Member or Participant, as the case may be, is not subject to restrictions or sanctions imposed by the Corporation (including, without limiting the generality of the foregoing, pursuant to a determination or decision of the Board or by any committee or task group delegated this authority by the Board);

(e) the Member or Participant, as the case may be, has completed and remitted all documents as required by the Corporation;

(f) the Member or Participant, as the case may be, has complied with the Corporation's By-laws, policies, procedures, rules and regulations (including, without limiting the generality of the foregoing, the Corporation's Code of Conduct and the Corporation's values);

(g) the Member or Participant, as the case may be, is not subject to a disciplinary investigation or action by the Corporation, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board or by any committee or task group delegated this authority by the Board; and

(h) in the case of a Member, has paid all required Membership dues and other monies owed to the Corporation;

(i) in the case of a Participant, has paid all required fees and other monies owed to the Corporation.

5.2 Member Ceasing to be in Good Standing – A Member that ceases to be in good standing, as determined by the Board or by any committee or task group delegated this authority by the Board, will not be entitled to vote, to make or to second motions or to speak at Members' meetings, or be entitled to the benefits and privileges of Membership until such time as the Board or by any committee or task group delegated this authority by the Board is satisfied that the Member has met the definition of good standing.

5.3 Participant Ceasing to be in Good Standing – A Participant that ceases to be in good standing, as determined by the Board or by any committee or task group delegated this authority by the Board, shall not be entitled to the benefits and privileges of being a Participant until such time as the Board or by any committee or task group delegated this authority by the Board is satisfied that the Participant has met the definition of good standing.

ARTICLE 6
GOVERNANCE

Composition of the Board

6.1 Composition of the Board - The Board will be composed of seven (7) elected Directors.

Eligibility of Directors

6.2 Eligibility – To be eligible for election as a Director, an individual must:

(a) Be eighteen (18) years of age or older;

(b) Not have been found under the *Substitute Decisions Act*, 1992 or under the *Mental Health Act* to be incapable of managing property;

(c) Not also be a Director or staff member with any OWHA Association or League;

(d) Have no Conflict of Interest which the Board has determined is unacceptable;

(e) Not have the status of bankrupt;

(f) Have a satisfactory Vulnerable Sector Search and Criminal Record Check (as determined by the Board);

(g) Have completed Speak Out or Respect in Sport;

(h) Have a permanent Ontario address, phone number, and internet access;

(i) Have agreed to comply with the Corporation's By-laws, policies, procedures, rules and regulations (including, without limiting the generality of the foregoing, the Corporation's Code of Conduct and the Corporation's values); and

(j) Not have been a Director for at least two (2) years after having been a Director for two (2) consecutive terms of two (2) years each.

Election of Directors

6.3 Nominations Committee – The Board will appoint a Nominations Committee. The Nominations Committee shall consist of an odd number of individuals not exceeding seven (7), not more than one (1) of whom shall be a current Director (provided that any such Director must not be standing, nor intending to stand, for election at the relevant election). The Nominations Committee will be responsible for:

6.3.1 establishing standards based on and related to the Skills and Characteristics listed in Section 6.4;

6.3.2 soliciting, receiving and considering nominations for the election of Directors; and

6.3.3 providing a list of all nominations received, recommending to the Board appropriate nominees to stand for election as Directors, and recommending to the Board which potential nominees should not be permitted to stand for election as Directors.

The Nominations Committee shall report to the Board after which the Board by Ordinary Resolution shall identify the nominees who will stand for election as Directors. For greater certainty: all nominations for election of Directors must follow this procedure; and an individual may not be nominated for election as a Director from the floor of a Members' meeting.

6.4 Skills and Characteristics – Potential nominees will have one or more of the following skills and/or characteristics:

Characteristics

(a) Commitment and capacity (time, energy, expertise) to fulfill the commitment as a Director

(b) Knowledge about roles and responsibilities of a Director, Officer, Board and Staff

(c) Experience in formulating policy

(d) Experience in thinking strategically

(e) Knowledge about the sport of Female Hockey

(f) Ability to identify principal business risks and ensure implementation of appropriate systems to manage those risks

(g) Knowledge of organizational performance mechanisms and ability to monitor, evaluate and report

(h) Ethical and values based behaviour

(i) Representative of client population (athlete & coach)

(j) Other attributes valued by the Board of Directors

Skills

(a) Accounting designation (e.g. CPA)

(b) Legal designation (e.g. LL.B)

(c) Professional qualifications (e.g. MD, PhD, MBA, Sport Science)

(d) Personnel Management (e.g. Human Resource Professional designation)

(e) Media/Marketing/Public Relations contacts/experience

(f) Fundraising and funding source contacts

(g) Administration/Management experience

(h) Government relations/contacts

(i) Organizational development/Strategic Planning experience

(j) Other skills valued by the Board of Directors

6.5 Nomination - Any nomination of an individual for election as a Director will:

(a) Include the written consent of the nominee by signed or electronic signature;

(b) Comply with the procedures and standards established by the Board and/or the Nominations Committee; and

(c) Be submitted to the Corporation's registered office no later than 4:00 pm Eastern Time sixty (60) Days prior to the Annual Meeting.

6.6 Election of the Directors – Subject to Section 6.7, the Directors will be elected at each Annual Meeting as follows:

(a) The Members shall elect three (3) Directors for a two (2) year term at each Annual Meeting occurring in an odd numbered year using the procedure described in Section 6.8.

(b) The Members shall elect four (4) Directors for a two (2) year term at each Annual Meeting occurring in an even numbered year using the procedure described in Section 6.8.

(c) Where pursuant to Section 6.14 the Board has appointed a Director for a term expiring at such Annual Meeting, and the term of the former Director whose departure caused the vacancy would have extended until the next Annual Meeting, the Members shall elect a Director until the next Annual Meeting.

6.7 First (1st) Members' Meeting – At the first (1st) Members' meeting after the ratification of these By-Laws:

6.7.1 The incumbent Chair of the Board of Directors shall continue in office as a Director and as Chair until the Annual Meeting occurring in 2018;

6.7.2 The Members shall elect three (3) Directors for a one (1) year term using the procedure described in Section 6.8 (subject to Subsection 6.12.2);

6.7.3 The Members shall elect three (3) Directors for a two (2) year term using the procedure described in Section 6.8.

6.8 Director Elections – Elections for Director positions will be decided in accordance with the following:

(a) Same Number of Valid Nomination as Position(s) – Winner(s) declared by acclamation.

(b) Greater Number of Valid Nominations than Position(s) – The nominee(s) receiving the greatest number of votes will be elected. In the case of a tie for the final position(s) available, a second (2nd) vote will be conducted with respect to those positions with only the tied nominees being eligible for election to such position(s). If there continues to be a tie after such second (2nd) vote, then the winner(s) will be declared by a coin toss carried out by the chair of the meeting.

6.9 Post-Election Eligibility – An elected Director who does not meet any of the eligibility requirements for election as a Director shall have sixty (60) Days to meet such

requirement(s) or will be automatically deemed to be removed as a Director.

6.10 Terms and Limit on Terms - Directors will serve terms of two (2) years and will hold office until they or their successors have been duly elected in accordance with these By-laws, unless they resign, are removed from or vacate their office:

6.10.1 provided that each Director may only serve two (2) consecutive terms of two (2) years each; and

6.10.2 provided further that the one (1) year term served by a Director elected pursuant to Subsection 6.7.2 shall not be considered to be a "term" for the purposes of Subsection 6.10.1.

Resignation and Removal of Directors

6.11 Resignation of Director - A Director may resign from the Board at any time by presenting his or her notice of resignation to the Board. This resignation will become effective the date on which the notice is received at the Corporation's registered office. When a Director who is subject to a disciplinary investigation or action of the Corporation resigns, that Director will nonetheless be subject to any sanctions or consequences resulting from the disciplinary investigation or action.

6.12 Vacate Office - The office of any Director will be vacated automatically if:

(a) Subject to section 6.13, the Director resigns;

(b) The Director is removed;

(c) the Director is absent from any (2) meetings of the Board within each year of the Director's term of office;

(d) The Director is found under the *Substitute Decisions Act*, 1992 or under the *Mental Health Act* to be incapable of managing property;

(e) The Director becomes bankrupt;

(f) The Director otherwise becomes ineligible to be a Director in accordance with Section 6.2; or

(g) The Director dies.

6.13 Removal – A Director may be removed by Special Resolution of the Members at a Members' meeting called for the purpose of considering such removal, and provided that the Director has been given notice of, and the opportunity to be present and to be heard at, such a meeting.

Filling a Vacancy on the Board

6.14 Vacancy - Where the position of a Director becomes vacant for whatever reason and there is still a quorum of Directors, the Board may appoint a qualified individual to fill the vacancy for a term expiring not later than the close of the next Annual Meeting.

Board Meetings

6.15 Call of Meeting – A Board meeting will be held at any time and place as determined by the Chair, or by written requisition of at least three (3) Directors.

6.16 Chair – The Chair will be the chair of all Board meetings; in the absence of the Chair, the Vice-Chair will be the chair of the meeting.

6.17 Notice – Written notice of Board meetings, served other than by mail (which may include notice delivered by electronic communication of which a record of transmission can be and is kept (such as email)) will be given to all Directors at least seven (7) Days prior to the scheduled meeting. Notice served by mail will be sent at least fourteen (14) Days prior to the meeting. No notice of a Board meeting is required for a meeting referred to in Section 6.20 or if all Directors waive notice, or if those absent consent to the meeting being held in their absence.

6.18 Board Meeting With New Directors – For a meeting referred to in Section 6.20, or for a Board meeting at which a Director is appointed to fill a vacancy on the Board, it is not necessary to give notice of the meeting to the newly elected or appointed Director(s).

6.19 Number of Meetings – The Board will hold at least four (4) meetings per year (which may include the meeting referred to in Section 6.20).

6.20 Board Meeting After Annual Meeting - The Board shall, without notice, hold a meeting within ten (10) Days following the Annual Meeting.

6.21 Quorum – At any Board meeting, quorum will be a majority of Directors.

6.22 Voting – Each Director is entitled to one vote. Voting will be by a show of hands, written, or orally unless a majority of Directors present request a secret ballot. Resolutions will be passed upon a majority of the votes being in favour of the resolution. In the case of a tie, the chair of the meeting shall

not have a second or casting vote, and the relevant resolution shall be deemed to have been defeated.

6.23 No Alternate Directors – A Director's obligations as a Director are personal and cannot be delegated or assigned in any manner. For greater certainty, at a meeting of directors, no-one shall act for an absent Director.

6.24 Closed Meetings – Board meetings will be closed except by invitation of the Board.

6.25 Meetings by Telecommunications - A Board meeting may be held by telephone conference call or by means of other telecommunications technology. Directors who participate in a meeting by telecommunications technology are considered to have attended the meeting.

Duties of Directors

6.26 Standard of Care – Every Director will:

(a) Act honestly and in good faith with a view to the Corporation's best interests; and

(b) Exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

Powers of the Board

6.27 Corporation's Powers – Except as otherwise provided in the Act or these By-laws, the Board has the powers of the Corporation and may delegate any of its powers, duties, and functions (including those listed in Section 6.28).

6.28 Empowered – The Board is empowered, including but not limited to:

(a) manage the Corporation's affairs in accordance with the Act and these By-laws (including, without limiting the generality of the foregoing, establishing policies, procedures, rules and regulations);

(b) Make policies, procedures, rules and regulations relating to the discipline of Members, and have the authority to discipline Members in accordance with such policies, procedures, rules and regulations;

(c) Make policies, procedures, rules and regulations relating to the management of disputes within the Corporation and deal with disputes in accordance with such policies, procedures, rules and regulations;

(d) Employ or engage under contract such persons as it deems necessary to carry out the Corporation's work;

(e) Determine registration policies, procedures, rules and regulations, recommend membership dues, and determine other registration requirements;

(f) Enable the Corporation to receive donations and benefits for furthering the Corporation's purposes;

(g) Make expenditures for furthering the Corporation's purposes;

(h) Borrow money upon the Corporation's credit as it deems necessary in accordance with these By-laws; and

(i) Perform any other duties from time to time as may be in the Corporation's best interests.

ARTICLE 7
OFFICERS

7.1 Composition – The Officers will be comprised of the:

7.1.1 Chair,

7.1.2 Vice-Chair,

7.1.3 Secretary,

7.1.4 Treasurer, and

7.1.5 President/CEO

7.2 Selection of Officers – The Officers shall be selected as follows:

7.2.1 The Chair shall be elected by the Directors from among themselves at the Board meeting referred to in Section 6.20 (or at any other Board meeting if there is a vacancy in the position of Chair);

7.2.2 The Vice-Chair, the Secretary, and the Treasurer shall be appointed from among the Directors by resolution of the Board at the Board meeting referred to in Section 6.20 (or at any other Board meeting if there is a vacancy in any of these positions).

7.2.3 The President/CEO shall be appointed by the Board from time to time.

7.3 Term – Subject to Section 7.5, the term of office for the Officers shall be as follows:

7.3.1 The term of office for each of the Chair, the Vice-Chair, the Secretary, and the Treasurer shall be until the earlier of:

(a) the first (1st) Board meeting after the next Annual Meeting after his or her election or appointment; and

(b) the date on which the relevant individual ceases to be a Director.

7.3.2 The term of office of the President/CEO shall be in accordance with the resolution by which he or she is appointed by the Board and any written agreement entered into between the Corporation and the President/CEO.

7.4 Duties - The duties of Officers are as follows:

(a) The Chair will be the chair of the Board, will preside at the Annual Meetings and special meetings of the Members and at meetings of the Board, may be a signing officer of the Corporation and will perform such other duties as may from time to time be established by the Board.

(b) The Vice-Chair will, in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair, and will perform such other duties as may from time to time be established by the Board.

(c) The Secretary will perform such duties as may from time to time be established by the Board.

(d) The Treasurer will chair the Finance/Audit Committee and will perform such other duties as may from time to time be established by the Board.

(e) The President/CEO will be empowered by the Board to manage the Corporation's affairs, shall be the official spokesperson for the Corporation, will represent the Corporation as necessary, will attend all meetings as required, and will perform such other duties as may from time to time be established by the Board. The President/CEO shall represent the OWHA on all matters including hockey, government and external organizations. For greater certainty, the President/CEO shall not be a Director.

7.5 Removal – An Officer may be removed by Ordinary Resolution at a Board meeting, provided the Officer has been given notice of and the opportunity to be present and to be

heard at the meeting where such Ordinary Resolution is put to a vote.

7.6 Vacancy – Where the position of an Officer becomes vacant for whatever reason and there is still a quorum of Directors, the Board may, by Ordinary Resolution, appoint a qualified individual to fill the vacancy for the remainder of the vacant position's term of office.

ARTICLE 8
COMMITTEES AND TASK GROUPS

Committees and Task Groups

8.1 Appointment of Committees and Task Groups - The Board:

8.1.1 shall appoint the following two (2) standing committees:

(a) the Finance/Audit Committee; and

(b) the Nominations Committee; and

8.1.2 may appoint such other committees or task groups as it deems necessary for managing the Corporation's affairs.

8.2 Composition, Duties and Terms of Reference - Subject to the provisions of these By-Laws, the Board may appoint members of committees or task groups or provide for the election of members of committees or task groups, may prescribe the duties and terms of reference of committees or task groups, and may delegate to any committee or task groups any of its powers, duties, and functions.

8.3 President/CEO Ex-officio – The President/CEO will be an ex-officio non-voting member of all committees and task groups.

8.4 Removal - The Board may remove any member of any committee or task group.

8.5 Debts – No committee or task group will have the authority to incur debts in the Corporation's name.

8.6 Affiliated Committees – include, without limitation:

(a) OWHA approved Associations consisting of more than one (1) registered OWHA Member team; and

(b) OWHA approved Leagues consisting of more than two (2) registered OWHA teams.

ARTICLE 9
FINANCE AND MANAGEMENT

9.1 Fiscal Year – The Corporation's fiscal year will be as the Board may determine.

9.2 Bank - The Corporation's banking business will be conducted at such financial institution as the Board may determine.

9.3 Auditors - At each Annual Meeting the Members will appoint an auditor to audit of the Corporation's books, accounts and records in accordance with the Act. The auditor will hold office until the next Annual Meeting. The auditor will not be an employee, Officer, or Director and must be permitted to conduct an audit of the Corporation under the *Public Accounting Act*, 2004, as amended.

9.4 Annual Financial Statements – The Directors will approve financial statements (evidenced by signature of one (1) or more Directors) of the Corporation of the Corporation's last fiscal year but not more than six (6) months before the Annual Meeting and present the approved financial statements before the Members at every Annual Meeting as required by the Act. A copy of such financial statements will be provided to any Member requesting a copy.

9.5 Books and Records - The necessary books and records of the Corporation required by these By-laws or by applicable law will be properly kept.

9.6 Signing Authority – Contracts, agreements, deeds, leases, mortgages, charges, conveyances, transfers and assignments of property, leases and discharges for the payment of money or other obligations, conveyances, transfers and assignments of shares, stocks, bonds, debentures, or other securities, agencies, powers of attorney, instruments of proxy, voting certificates, returns, documents, reports, or any other instruments in writing to be executed by the Corporation will be executed in accordance with the Corporation's financial policies.

9.7 Property - The Corporation may acquire, lease, sell, or otherwise dispose of securities, lands, buildings, or other property, or any right or interest therein, for such consideration and upon such terms and conditions as the Board may determine.

9.8 Borrowing - The Board may from time to time, in accordance with the Corporation's financial policies:

(a) Borrow money on the Corporation's credit;

(b) Issue, reissue, sell or pledge debt obligations including bonds, debentures, debenture stock, notes or other like liabilities (whether secured or unsecured) of the Corporation;

(c) Give a guarantee on behalf of the Corporation to secure performance of an obligation of any person; and

(d) Charge, mortgage, or pledge all or any currently owned or subsequently acquired real or personal, moveable or immovable property of the Corporation, including book debts, rights, powers, franchises and undertakings, to secure any debt or liability of the Corporation.

Remuneration

9.9 No Remuneration – With the exception of the President/CEO, all Directors, Officers and members of committees or task groups will serve their term of office without remuneration except for reimbursement of necessary expenses as approved by the Board. This section does not preclude a member of a committee or task group from providing goods or services to the Corporation under contract or for purchase. Any member of a committee or task group will disclose a Conflict of Interest in accordance with these By-laws.

Conflict of Interest

9.10 Conflict of Interest – A Director, Officer, committee, or task group member or employee who has a Conflict of Interest will disclose fully and promptly the nature and extent of such Conflict of Interest to the Board, committee, or task group as applicable, and to the President/CEO (or if the President/CEO has a Conflict of Interest, to the Board, committee, or task group as applicable, and to the Chair), and shall refrain from voting or speaking in debate regarding any contract, transaction or matter to which the Conflict of Interest relates, shall refrain from influencing the decision on any contract, transaction or matter to which the Conflict of Interest relates, and will otherwise comply with the requirements of the Act regarding conflict of interest and any Conflict of Interest policy adopted by the Board from time to time.

ARTICLE 10
AMENDMENT OF BY-LAWS

10.1 Voting – New By-laws may only be created and these By-laws may only be amended, revised, repealed or added to in accordance with the following:

(a) A proposed new By-Law or an amendment to, revision to, repeal of or addition to these By-Laws must be initiated by the Board of the OWHA.

(b) Any new By-Law or amendment to, revision to, repeal of or addition to these By-Laws passed by the Board shall be in force until confirmed, confirmed with amendments or rejected by a majority vote at the Members' meeting at which such new By-Law or amendment to, revision to, repeal of or addition to these By-Laws is considered.

(c) By an affirmative vote of a majority of the voting Members present at a meeting duly called to consider a new By-Law or an amendment to, revision to, repeal of or addition to these By-Laws, the Members may confirm, confirm with amendments or reject any such new By-Law or amendment to, revision to, repeal of or addition to these By-Laws. Upon confirmation or confirmation with amendments, any new By-law or amendment to, revision to, repeal of or addition to these By-Laws will be effective immediately.

(d) Any new By-Law or amendment to, revision to, repeal of or addition to these By-Laws by the Board, which fail to be confirmed or confirmed with amendments, may not be re-introduced for a period of one (1) year.

10.2 Effective Date – By-laws amendments are effective from the date of the resolution of the Directors unless rejected or confirmed with amendments by the voting Members at the relevant Members' meeting.

ARTICLE 11
NOTICE

11.1 Written Notice - In these By-laws, written notice will mean notice which is hand-delivered or provided by mail, fax, electronic mail or courier to the address of record of the person to whom the notice is sent.

11.2 Date of Notice - Date of notice will be the date on which receipt of the notice is confirmed verbally where the notice is hand-delivered, electronically where the notice is faxed or emailed, or in writing where the notice is couriered, or in the case of notice that is provided by mail, three (3) Days after the date the mail is post-marked

11.3 Error in Notice - The accidental omission to give notice of a meeting of the Board or of the Members, the failure of any Director or Member to receive notice, or an error in any notice which does not affect its substance will not invalidate any action taken at the meeting.

ARTICLE 12
DISSOLUTION

12.1 Dissolution – The Corporation may be dissolved in accordance with the Act.

ARTICLE 13
INDEMNIFICATION

13.1 Will Indemnify - The Corporation will indemnify and hold harmless out of the Corporation's funds each Director and any individual who acts at the Corporation's request in a similar capacity, their heirs, executors and administrators from and against any and all claims, charges, expenses, demands, actions or costs, including an amount paid to settle an action or satisfy a judgment, which may arise or be incurred as a result of occupying the position or performing the duties of a Director or and any individual who acts at the Corporation's request in a similar capacity.

13.2 Will Not Indemnify - The Corporation will not indemnify a Director or any individual who acts at the Corporation's request in a similar capacity for acts of fraud, dishonesty, bad faith, breach of any statutory duty or responsibility imposed upon him or her under the Act. For further clarity, the Corporation will not indemnify an individual unless:

(a) The individual acted honestly and in good faith with a view to the Corporation's best interests; and

(b) If the matter is a criminal or administrative proceeding that is enforced by a monetary penalty, the individual

had reasonable grounds for believing that his or her conduct was lawful.

13.3 Insurance - The Corporation will, at all times, maintain in force Directors' and Officers' liability insurance.

ARTICLE 14
RATIFICATION AND ADOPTION OF THESE BY-LAWS

14.1 Ratification – These By-laws were ratified and adopted by an Ordinary Resolution of the Members at a meeting of Members duly called and held on January 7, 2017.

14.2 Repeal of Prior By-laws – In ratifying and adopting these By-laws, the Members repeal all prior By-laws of the Corporation provided that such repeal does not impair the validity of any action done pursuant to the repealed By-laws.

PART 2

REGULATIONS

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

REGULATIONS

REGULATION ONE – Categorization

(A) Categorization will be managed in accordance with the OWHA Categorization Policy.

(B) The online Team Application Form (Intent to Register, ITR), due on or before August 31st, indicates each team's registered category and division from the previous season. If a team wishes to change its category, please update to the desired category and division on the ITR form. The change will be automatically granted until October 1st of the current season in accordance with Regulation Three (A) (2)

(C) The OWHA will circulate a list of teams that are registered in a specific division at the OWHA Fall Forum to authorized team delegates.

(D) If a team wishes to submit a category change with its Roster, which is due before participation in a tournament, exhibition or league game, but no later than October 1st, the change will be automatically granted in accordance with Regulation Three (A)(2)

(E) After October 1st of the current season, teams will remain in their division/category as circulated unless a Request for Re-Categorization form or a Request OWHA Team Category Review form is received by the OWHA as an official position of a Team or Association.

(F) All requests for re-categorization of your own team and all requests for a review of another team must be submitted on the applicable form, i.e. "Request for Re-Categorization" form or "Request OWHA Team Category Review" form, and submitted to the OWHA office no later than a date to be set annually by the OWHA. Each individual request must be submitted on a separate "Request for Re-Categorization" form or "Request OWHA Team Category Review" form and signed by the designated authority.

(G) Upon receipt of the written Request OWHA Team Category Review form, the OWHA will contact the team, in writing, to make a decision to either move up or provide written rationalization as to why the team should stay in its current category.

(H) If the team wishes to remain in its current category, the OWHA will review all pertinent information and render a decision.

(I) The OWHA will circulate an updated list of teams in a specific division no later than a date to be set annually.

(J) Input on the circulated list from an official position of a Team or Association will be accepted no later than a date to be set annually. Such input must be on either a Request for Re-Categorization form or a Request OWHA Team Category Review form.

(K) No movement (re-categorization) will occur unless a properly completed Request for Re-Categorization form or a Request OWHA Team Category Review form is received on or before the deadline from a Team or Association. An application to request a review of the category of another OWHA team must be endorsed by the requester's Association.

(L) The dates of Categorization decisions and Appeals will be set in accordance with the OWHA Categorization Policy.

(M) Online Game Reports of all games played must be recorded in accordance with the OWHA Categorization Policy. Failure to complete the Game Report may result in ineligibility for Provincials. Competitive teams shall have access to scores from Game Reports received.

(N) The OWHA has the authority to move any team at any time, in accordance with the OWHA Categorization Policy, notwithstanding that a team may not have been petitioned for re-categorization.

(O) Appeals will be heard in accordance with the OWHA Appeals Policy.

(P) All appeals must be submitted in writing to the OWHA Office in accordance with the OWHA Appeals Policy.

(Q) Upon the receipt of a categorization appeal, the OWHA will provide to the appellant, within 3 to 4 days, all information that was available at the time of the decision.

(R) Categories:
All teams playing within the OWHA shall play within approved OWHA categories. OWHA teams within the Province of Ontario shall play under the following categories:

COMPETITIVE **Note: All ages are as of December 31st.**

Senior “AAA”	Open Age	Highest category
Senior “AA”	Open Age	Lower category than “AAA”
Senior “A”	Open Age	Lower category than “AA"
Senior “BB”	Open Age	Lower category than “A”
Senior “B”	Open Age	Lower category than “BB”
Senior “C”	Open Age	Lower category than "B"
Intermediate “AA"	21 & under	Highest category
Intermediate “A”	21 & under	Lower category than “AA”
Intermediate “B”	21 & under	Lower category than “A”
Int. “C” (if req’d)	21 & under	Lower category than “B”
Midget “AA”	17 & under	Highest category
Midget “A”	17 & under	Lower category than “AA”
Midget “BB”	17 & under	Lower category than “A”
Midget “B”	17& under	Lower category than “BB”
Midget “C”	17& under	Lower category than “B”
Bantam “AA”	14 & under	Highest category
Bantam “A”	14 & under	Lower category than “AA”
Bantam “BB”	14 & under	Lower category than “A”
Bantam “B”	14 & under	Lower category than “BB”
Bantam “C”	14 & under	Lower category than “B”
Pee Wee “AA”	12 & under	Highest category
Pee Wee “A”	12 & under	Lower category than “AA”
Pee Wee “BB”	12 & under	Lower category than “A”
Pee Wee “B”	12 & under	Lower category than “BB”
Pee Wee “C”	12 & under	Lower category than “B”
Atom “AA”	10 & under	Highest category
Atom “A”	10 & under	Lower category than “AA”
Atom “BB”	10 & under	Lower category than “A”
Atom “B”	10 & under	Lower category than “BB”
Atom “C”	10 & under	Lower category than “B”
Novice “A”	8 & under	Highest category
Novice “B”	8 & under	Lower category than “A”
Novice “C”	8 & under	Lower category than “B”
Masters	35 years+	

IMPORTANT NOTE RE NOVICE HOCKEY

Hockey Canada has created mandatory requirements for novice hockey that impact OWHA programs. The goals and objectives 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 and encourage aspects of fitness, fair play and cooperation while having fun.

Please refer to the OWHA web site at http://owha.on.ca for detailed information on requirements for novice hockey.

HOUSE LEAGUE Note: All ages are as of December 31st

Senior	Open Age
Masters	35 years+
Senior House League	20 & over
Senior House League Competitive	20 & over
Intermediate	21 & under
Midget	17 & under
Bantam	14 & under
Peewee	12 & under
Atom	10 & under
Novice	8 & under
Hockey FUNdamentals Program (HCIP)	Open Age

(1) A House League is one in which the eligibility of players to participate is not restricted by skill level. Typically, a House League accepts all individual registrations and divides the players into equal teams based on age and ability. These teams then compete against each other. Placement of players on teams and teams in league groupings is entirely at the discretion of leagues and local associations, considering local conditions, fairness, and appropriate risk management. All players must register with the OWHA according to OWHA requirements.

(2) Development Stream (DS) is a subset of the House League Program and must be in compliance with the Development Stream (DS) Program Policy.

(T) The OWHA adopts the Hockey FUNdamentals Program (Hockey Canada Initiation Program – HCIP), which stresses fun and basic technical skill development for all ages and levels**,** for use in its hockey program.

REGULATION TWO

Regions

For the purposes of the Association, the Province of Ontario shall be divided into nineteen (19) regions and districts as outlined below:

Region A	District “1”	-	Addington, Dundas, Frontenac, Glengarry, Grenville, Leeds, Lennox, Stormont
Region C	District “3”	-	Ottawa-Carleton, Lanark, Renfrew, Prescott, Russell
Region E	District “9”	-	Hastings, Northumberland, Prince Edward, Peterborough, City of Kawartha Lakes, Haliburton
Region G	District “12”	-	Durham
Region H	District “13”	-	York
Region J	District “15”	-	Muskoka, Parry Sound, Simcoe
*Region K	District “19”	-	Halton Region South, Peel Region South (Mississauga)
*Region L	District “17”	-	Dufferin, Wellington, Halton Region North, Peel Region North (Brampton)
Region M	District “25”	-	Brant, Waterloo
Region N	District “21”	-	Hamilton-Wentworth, Niagara, Haldimand, Norfolk
Region O	District “29”	-	Huron, Perth
Region P	District “33”	-	Lambton, Essex, Kent
Region Q	District “37”	-	Toronto
Region R	District “31”	-	Elgin, Middlesex, Oxford
Region S	District “45”	-	Manitoulin, Nipissing, Sudbury
Region T	District “46”	-	Algoma, Sudbury West (all points west of and north of Massey)
Region U	District “50”	-	Cochrane, Timiskaming
Region V	District “27”	-	Bruce, Grey
Region W	District “55”	-	Kenora, Rainy River, Thunder Bay

*Note: Division line being Derry Road

REGULATION THREE

Registration

(A) (1) All teams are able to register in the category they wish up to October 1st. This request will be granted in accordance with Regulation Three (A)(2). After October 1st, if a team wishes to change its category, the team must apply as required.

(2) Associations may not register more than one team in the same category unless the categories above are filled, with the exceptions of House League, Senior, and Masters teams.

(3) Up to two players may be added to the team's roster after November 30th and before January 1st by submitting, through the OWHA's registration data system, the proper registration information, signatures and fees. These players will be eligible for participation in Regional Playdowns and Provincial Championships provided all provisions are satisfied.

(4) Players added to a team roster after December 31st will be eligible for tournament play but not for Regional Playdowns and/or Provincial Championships. Participation in league play will be at the discretion of the league.

(B) The OWHA will not be responsible for late or incomplete registration forms which could result in processing delays in validating or assigning a team's category or a player's eligibility.

(C) Teams late in registering will not be eligible for the Provincial Championships.

(D) All teams must be fully registered with the completed Team Waiver forms submitted and dues paid prior to participating in any exhibition, league or tournament game.

(E) In order to register with a team or association other than the one with which she has already been registered for the current season, or with one which she was registered for the previous season, or with which she was registered for the last season in which she played, a player must first obtain an OWHA "Player Release" from her previous team or association. A player may be released from one association to another only once during a season, unless a change of the player's family domicile has taken place or with special approval from the OWHA Registrar. If a player's request for a release is denied, the player may appeal in writing to the

OWHA office for special approval of the OWHA Registrar. Failure to comply with this Regulation will result in a two (2) game suspension for the head coach and/or player in question.

(F) Each team taking part in Interprovincial or International leagues and/or Interprovincial or International championships must register in accordance with OWHA requirements and must submit a Request for Sanction for approval through the OWHA's registration data system.

(G) A legal proof of age document shall accompany each player's original registration in an age-restricted category. Falsification of the player's date of birth shall result in suspension of the player or team official involved.

(H) University Teams: Teams which play in the Ontario University Athletics (OUA) may register as house league teams and may participate in a maximum of two OWHA tournaments per year in a category no lower than Senior A. University teams that do not play in the OUA shall register in the same manner as other OWHA teams.

(I) Insurance fees are non-transferable from one member to another.

(J) Registration must be in compliance with the OWHA Membership Renewal Policy.

REGULATION FOUR
Officials

(A) All on-ice officials must be currently registered through the Hockey Canada Officiating Program in order to be eligible to officiate OWHA games.

(B) All on-ice officials must provide proof of current certification in order to have valid insurance coverage.

(C) All on-ice officials shall act in accordance with the OWHA Officials' Code of Conduct.

REGULATION FIVE
Instructors, Coaches and Trainers

(A) All OWHA teams must have at least one female staff registered and OWHA recommends at least one female coach to be registered. It is the responsibility of all teams to know and follow the requirements as outlined in Team Official Qualification Requirements Policy.

(B) All OWHA teams must have a registered trainer with a minimum of HTCP Level 1 certification present at all OWHA sanctioned events.

REGULATION SIX

Provincial Hosting

A letter of intent to bid to host an OWHA Provincial Championship must be submitted to the OWHA office by October 1st of the season preceding the Championship. A complete bid package must be received by December 15th of the season preceding the Championship. The OWHA will announce the host site at the Annual General Meeting of the same season as the proposal was submitted.

REGULATION SEVEN

Amendments

All proposed amendments to the Regulations shall be determined by the OWHA Board and must be received in writing by the OWHA Office, at least 60 days in advance of the Annual Members Meeting.

PART 3

RULES

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

RULES

RULE ONE

(I) Rules for Competition

(A) Hockey Canada rules shall be followed.

(B) The OWHA Board may amend Hockey Canada rules to be more restrictive in nature.

(C) Leagues and/or Associations may amend Hockey Canada and/or OWHA rules to be more restrictive in nature.

(D) Teams may only play against OWHA registered teams unless sanction is received from the OWHA. A request for sanction must be submitted through the OWHA's registration data system at least ten (10) days prior to the event. No OWHA team will be permitted to play any female Ontario hockey team that is not registered with the OWHA. Failure to comply will result in sanctions.

NOTE: In (D) above, the first two times the word "sanction" is used refer to a request for approval. The last time the word "sanction" is used refers to a consequence.

(E) All game sheets for registered competitive teams must record the OWHA TEAM NUMBERS and be signed by all team members, prior to participating in a game. In the case of house league teams, all game sheets will list the team members and will be signed by one of the coaching staff to verify eligibility.

(F) All OWHA teams must use the official OWHA game sheets.

(G) The OWHA recommends that OWHA teams encourage the practice-to-game ratio as 2 to 1.

(II) Equipment

(A) Required equipment to participate in hockey: Helmet - CSA approved, Facemask – CSA approved, Shoulder pads (chest protector), Throat Protector- BNQ approved, Elbow pads, Hockey pants or hockey girdle, Gloves, Shin Pads, Pelvic Protector (Jill), Hockey Skates, Socks, Hockey Stick and Hockey Sweater. It is recommended that every player participating in an Ontario Women's Hockey Association sanctioned game or practice shall at all times while engaged in play or practices, practice drills or scrimmages on the ice surface wear an intra-oral mouth guard.

(B) All team officials participating in on-ice activities must wear a properly fastened CSA hockey approved helmet. Trainers or any other team officials attending an injured player are considered exempt from this rule.

RULE TWO

Tournaments

(A) An OWHA registered team may participate only in tournaments which have been sanctioned by the OWHA or by another governing body affiliated with the International Ice Hockey Federation. The list of OWHA Sanctioned Tournaments may be found on the OWHA web page.

(B) To be eligible to participate in a tournament outside Ontario, a team must obtain permission from the OWHA. A Sanction Request must be submitted on the OWHA's registration data system at least twenty (20) days prior to the event.

(C) Only female teams which are registered with the OWHA or another governing body affiliated with the IIHF may participate in an OWHA sanctioned tournament.

(D) There are four (4) types of tournaments:

1. COMPETITIVE TOURNAMENTS

TEAMS	PLAYERS
☑ Teams registered Competitive with the OWHA ☑ Teams from outside Ontario properly registered with their provincial or national governing body affiliated with the IIHF ☑ Teams registered Senior House League or Masters with the OWHA, only if they have played in fewer than two competitive tournaments during the season and subject to the agreement of all teams in the division. House League teams are not permitted to enter a competitive tournament. **Ineligible Teams** ☒ All unregistered teams ☒ All House League & DS Teams	☑ Players properly registered on the competing OWHA team ☑ Players from outside Ontario properly registered with their provincial or national governing body affiliated with the IIHF **Ineligible Players** ☒ All unregistered players

2. HOUSE LEAGUE TOURNAMENTS

TEAMS	PLAYERS
☑ OWHA House League registered teams ☑ House League teams from outside Ontario properly registered with their provincial or national governing body affiliated with the IIHF ☑ Teams registered House League within the OWHA may participate in an unlimited number of house league tournaments. **Ineligible Teams** ☒ Any team registered OWHA or elsewhere as a Competitive or DS Team ☒ All unregistered teams	☑ Players registered only House League and playing House League hockey within an association ☑ Players from outside Ontario and properly registered House League with their provincial or national governing body affiliated with the IIHF **Ineligible Players** ☒ Any player also registered on an OWHA Competitive Team is NOT eligible ☒ All unregistered players

3. ASSOCIATION TOURNAMENTS

TEAMS	PLAYERS
☑ Teams made up of players who are from the same association, the appropriate age and registered with the OWHA **<u>Ineligible Teams</u>** ☒ Any team registered as an OWHA Competitive team ☒ All unregistered teams ☒ FUNdamentals program participants	☑ Players properly registered and from same association ☑ Pick-up form shall apply to house league players only ☑ May use substitute house league players of the appropriate age provided the substitute house league player is registered with, & regularly participates on another team in the same association ☑ Competitive players from same team are eligible **<u>Ineligible Players</u>** ☒ A house league player is ineligible if she is not registered with the competing team's association. ☒ A competitive player is not eligible if she is not registered with the competing team. ☒ A substitute who is a competitive player. ☒ All unregistered players

4. DS TOURNAMENTS

TEAMS	PLAYERS
☑ OWHA Development Stream registered teams ☑ Teams registered DS within the OWHA may play in three OWHA sanctioned DS tournaments. **Ineligible Teams** ☒ Any team registered OWHA or elsewhere as a Competitive or House League Team ☒ All unregistered teams	☑ Only players currently rostered in an Association's House League may play on that Association's DS team. **Ineligible Players** ☒ Any player also registered on an OWHA Competitive Team is NOT eligible ☒ All unregistered players

In summary

HOUSE LEAGUE TOURNAMENTS:

For players who play House League hockey ONLY

ASSOCIATION TOURNAMENTS:

For players who may play only House League hockey or may play both House League and Competitive hockey

DS TOURNAMENTS:

For players who play House League hockey only and have been assigned to a DS team in accordance with OWHA regulations

(E) A registered house league team may participate in an unlimited number of house league tournaments. House league tournaments are made up of teams whose players only register on one specific house league team roster.

(F) A registered Senior House League team may participate in a maximum of two competitive tournaments and an unlimited number of Senior House League tournaments.

(G) A registered Masters team may participate in a maximum of two Senior competitive tournaments and an unlimited number of Senior House League and Masters tournaments.

(H) Any time a proposed host invites more than one team to participate in any games, exhibition or otherwise, they must

apply for an OWHA tournament sanction, unless special exemption is received from the OWHA.

(I) An application for a permit to host a Sanctioned Tournament must be submitted to the OWHA Office at least sixty (60) days prior to the first day of the tournament. The numbered Tournament Sanction permit, if granted, shall be subject to the following conditions:

1) The tournament must conform to all current OWHA By-Laws, Regulations, Rules and Policies. OWHA Minimum Suspensions must be observed. All suspendible infractions occurring during the tournament must be reported as follows:
   (a) Within 48 hours of the end of the tournament, the tournament convenor or his/her delegate, must forward to the OWHA office, the Major Penalty Report Form, with applicable complete game sheets and reports.
   (b) The coach or team official of a team whose member commits a suspendible offence must submit a copy of the game sheet immediately to the OWHA Office.
   (c) Copies of game sheets confirming suspensions have been served, must be forwarded immediately to the OWHA office prior to the player(s) and or team officials returning to participation in any OWHA sanctioned game or event.

2) The host of a Sanctioned Tournament must be a registered OWHA Association or an OWHA team. Exemptions would be made as follows:
   1. Written support from a local association AND
   2. Approval of the OWHA.

3) There are four (4) types of tournaments:
   1. Competitive - rep teams
   2. House League - house league registered players
   3. Association - teams made up of players who are from the same association, the appropriate age and registered with the OWHA.
   4. DS - DS teams

4) Tournaments cannot be held on the weekends of Provincial Championships without special approval.

5) All teams participating in the tournament must be properly registered with the OWHA or with their appropriate provincial or national governing body affiliated with the IIHF. All OWHA teams must carry a copy of the approved official OWHA roster. All out of Province teams must present at tournament registration their proper approval from their governing body.

6) All players participating in the tournament must be properly registered through the OWHA (or their appropriate provincial or national governing body affiliated with the IIHF) to play on the team with which they are listed, or qualified to play by a proper OWHA "Pickup Consent" form or IIHF equivalent

7) No player may play on more than one team in a tournament.

8) No team may compete in a lower category than the one in which it is registered with the OWHA except a team that has been re-categorized, shall have 30 days from the date it is notified of the re-categorization to play in any tournament that it is already registered in at the time of re-categorization. This does not apply if the team requests their own re-categorization.

9) Tournament hosts must apply for a Tournament Permit specifying the divisions that are going to be offered. There will be no "OPEN" categories.

10) Tournament hosts must first accept teams in their advertised OWHA category prior to accepting teams from a lower category. If teams of more than one category must be scheduled to play in the same division, the tournament host must explicitly advise all teams in the proposed division, giving them the opportunity to withdraw from the tournament with a full refund of their tournament entry fee. When competitive teams of more than one category must play in the same division, they should be adjacent categories (e.g. BB and B, or A and BB, or B and C, etc.).

11) Divisions of three teams or fewer can only proceed with the permission of all teams in the division.

12) All on-ice officials must be at least Level II HCOP currently registered referees, except for House League Tournaments or House League Tournament Divisions, where one Level I HCOP official will be permitted when paired with a minimum Level II official. If the on-ice officials are not OWHA registered officials, the Tournament Host must submit a list with the Official(s) name, registration number, Association and contact information, within 48 hours following the end of the tournament.

13) The fee for hosting an OWHA Sanctioned Tournament shall be $10.00 per participating team. If, however, the Permit Application is NOT received at least sixty days prior to the first day of the tournament, the fee shall be $12.00 per participating team.

14) For its first Sanctioned Tournament, the Host Committee must purchase an OWHA Sanctioned Tournament Banner, to be retained for use in future Sanctioned Tournaments. The purchase price of the Banner will be the current cost to the OWHA.

15) The OWHA Sanctioned Tournament Permit and Banner shall be prominently displayed in the tournament arena throughout the tournament.

16) The Permit Number is to be used on all advertising, invitations and correspondence regarding the tournament. The OWHA logo and name are registered trademarks and cannot be used without written permission from the OWHA.

17) The words “Sanctioned by the OWHA” are to be used in all tournament advertising. A sample copy of all tournament invitations/information must be sent to the OWHA Office.

18) No team may compete in more than three tournament games in one day. If more than one game in a day is required, there must be a minimum of 2 (two) hours rest or 3 (three) hours scheduled between games.

19) All Tournament schedules (game times, locations, divisions/categories) must be finalized and received by participating teams and the OWHA office two (2) weeks prior to the event. Novice and Atom Divisions must have games which are scheduled to start no earlier than 7:00 a.m. and no later than 8:00 p.m. Pee Wee Divisions must have games that are scheduled to start no later than 9:00 p.m. Failure to comply will result in a fine of $200.00 payable to the OWHA within thirty (30) days.

20) Within one week following the end of the tournament the Tournament Host will forward to the OWHA Office the top copy of each game sheet, all "Pickup Consent" forms used in the tournament and a completed "Tournament Game Report" form listing the scores of all games in the tournament.

21) The Major Penalty Report form**,** with applicable complete game sheets and reports, must be forwarded to the OWHA Office within forty-eight (48) hours following the end of the tournament.

22) Failure to comply will result in a fine of $200.00 payable to the OWHA within thirty (30) days.

(J) No team/player may participate in more than one hockey tournament on the same dates.

(K) Pickup Players:

(1) Pickup players are permitted for tournaments only, and not for Regional Playdowns or Provincial Championships.

(2) Pick up players are not permitted to replace suspended players.

(3) For each pickup player used in a tournament, a team must:

(a) disclose in writing on the official game sheet that the player is a pickup player; and

(b) present the Tournament Host with a "Pickup Consent" form signed by the official contact of her team authorizing her to be a pickup for the specific tournament.

(4) A team may use a maximum of three (3) pickup players from;

(i) a lower category of the same age division,

(ii) lower category and/or lower age division, same category or lower, to bring the total team strength

up to, but not to exceed the number of registered players on the team (examples: Bantam AA can pick up players from Bantam A, BB, B, C, House League, Peewee AA, A, etc). Bantam C can pick up players from Bantam House League, Peewee C, Peewee House League, etc). House League teams may pick up a maximum of three (3) players laterally within the same category, same or lower age division.

(5) Pickups are to be registered OWHA players only and the pickup player may only participate with one team during the tournament.

(6) The OWHA Registrar may authorize lateral movement of a goaltender in any emergency situation.

(7) A player's own team must honour any suspension incurred by that player while acting as a pickup player for another team.

(L) In the case of Association tournaments, the above noted provisions relating to "pickup players" and the requirements of the "Pickup Consent" form shall apply to house league players only. Any player registered as competitive may not be used as a substitute. If an Association team requires substitute players for a tournament because the team's regular players are unavailable, it may use substitute players of the appropriate age provided the substitute is registered with and regularly participates on another House League team in the same association. The tournament organizers will still require a fixed roster for each team prior to commencement of the tournament. Further, the tournament organizers may reject a team application by reason of the manner in which the substitutes are chosen.

(M) The Regulation regarding Pickup Players and the use of the "Pickup Consent" form shall not apply to Senior House League Tournaments. Any substitute players used by a Senior House League team for a tournament must be registered with other Senior House League teams or House League teams.

(N) "AA" category teams in Atom, Pee Wee, Bantam, Midget and Intermediate will not be allowed to enter "BB", "B" or "C" divisions of the next older age groups in a Sanctioned Tournament. "A" category teams in Atom, Pee Wee, Bantam, Midget and Intermediate will not be allowed to enter "B" or "C" divisions of the next older age groups in a Sanctioned

Tournament. Intermediate “AA” & “A” teams may compete in Senior “AAA”, Senior “AA” and Senior “A” divisions of tournaments.

(O) The host of a Sanctioned Tournament must submit a list of participating teams to the OWHA Office and must submit a written confirmation to teams of their acceptance or refusal, at least four (4) weeks in advance of the tournament. Failure to comply may result in a fine of $200.00

(P) Tournament Withdrawal

(1) Written notice of withdrawal from a tournament must be received by the Tournament Host four (4) weeks prior to the tournament. Failure to comply will result in a fine of $200.00 payable to the OWHA within 30 days.

(2) If a team withdraws from a tournament other than as specified in RULE TWO (I)(10), the following fines will be levied by the OWHA, to be divided 60% to the OWHA and 40% to the tournament host. All fines are in addition to the fine levied in #1 above.

7-10 days prior to tournament	$100.00
2-6 days prior to tournament	$150.00
0-1 day prior to tournament	$200.00
No show	$300.00

(3) Penalized teams may appeal these penalties on the grounds of unavoidable accident or unforeseen circumstances as per Appeal Procedures.

(4) The Tournament Host is entitled to retain the tournament entry fee of any team which withdraws 4 weeks or less prior to the tournament.

(Q) The OWHA may sanction a tournament involving a non-member or private enterprise entity so long as the OWHA Association or Team obtaining the sanctioning is the official OWHA host and maintains a material involvement in the planning, operation and financial oversight of the tournament.

(R) A full financial report must be received in the OWHA office within sixty (60) days after the completion of the tournament. Such non-member or private enterprise entity must have in place and file with the OWHA appropriate and adequate insurance coverage for the duration of the tournament.

RULE THREE

Regional Playdowns and Provincial Championships

***MISSION STATEMENT**: The OWHA Provincial Championship is an annual competition to determine a Champion in each Division and Category and to provide an opportunity for each Region in the province to have representation.*

(A) <u>Team and Player Entry and Eligibility for Regional Playdowns and Provincial Championships</u>

(1) (a) Competitive teams wishing to qualify for Regional Playdowns and Provincial Championships must submit a performance bond of $200.00 which must accompany their completed registration forms which are due October 1st.

(b) The Provincial Championship estimated fees will be set at the OWHA Annual Members Meeting. All teams advancing to Provincials must submit the set fee (minus the $200.00 bond) within 7 days of being notified of advancing to the Provincial Championships.

(2) The OWHA office will forward to each team a list in writing, of all teams in Ontario eligible for Regional Playdowns in their category. All eligible teams must have enough ice and ensure their calendar is clear to make room for enough playdown games to be held between February 1st and the second Sunday in March. All teams should assume they will have playdowns. The OWHA President or designate shall have the authority to resolve any and all conflicts, to ensure all requirements are met. If a team is unable to provide the required amount of reasonable ice time, the team will be ineligible for Regional Playdowns.

(3) Participating teams will be notified no later than February 1st of the eligible teams.

(4) Any team that has been re-categorized will have up to 7 days from the date it is notified of its re-categorization to request a refund of its Provincial performance bond. (Refer to OWHA Categorization Policy).

(5) Any teams withdrawing from the Regional Playdowns after the playdown notification date, February 1st, will lose their bond money. Any team withdrawing from the Provincial Championships after the closing date of Regional Playdowns will be assessed a $500.00 fine.

(6) To be eligible for Regional Playdowns and/or Provincial Championships, all teams must have played five (5) OWHA sanctioned games and all players must have played a minimum of 5 of their OWHA sanctioned games with their team against other teams in their registered category, or a minimum of five OWHA sanctioned games with their team with one or two of them being against teams one category higher and the rest being against other teams in their registered category prior to January 15th. Exemptions may be granted at the discretion of the OWHA designate. The team must have participated in at least one OWHA sanctioned tournament or play in a recognized competitive league with teams in their registered category prior to January 15th. All "AA" teams are exempt from the tournament participation requirement. Teams unable to meet criteria, must apply in writing to the OWHA Office prior to January 15th.

(7) Eligibility for Provincial Championships: A Player must have participated in the Regional Playdowns in order to be eligible for the Provincial Championship. If a player is unable to meet this criteria, the designated team official must apply in writing to the OWHA Office for exception.

(8) Pickup players are not eligible for Regional Playdowns or Provincial Championships. However, in certain circumstances, a team may be permitted to pick up a goaltender. If a team's goaltender is injured or unavailable for a legitimate reason, that team must apply, with proper documentation, to the OWHA Office for permission to pick up a goaltender. The OWHA Registrar will decide whether to grant such permission. If permission is granted, the team's designated goaltenders will be ineligible to play. The pickup goaltender must be currently registered with an OWHA team, either in the same category or a lower one.

(9) The Midget "AA" OWHA Provincial Championship winner will be eligible to represent Ontario in the Esso Cup, National Female Midget Hockey Championship. In the event the winner of the OWHA Midget "AA" Provincial Championship cannot attend the Esso Cup, National Female Midget Championship, the second place team at the OWHA Midget "AA" Provincials will represent Ontario.

(10) A team wishing to lodge a protest must have the protest lodged by a registered team official of that team to the referee before the teams leave the ice after the game in question. A $200.00 fee must be issued to a member of the protest committee immediately following the game. The protest will be dealt with by the OWHA. The fee will be returned if the protest is upheld.

(11) If re-categorization results in an association having more than one team eligible for playdowns at the same category, the teams will be treated as any teams playing down in the same region. One of the teams may choose to request a re-categorization upwards, if they would prefer not to compete against another team from the same association.

(B) <u>Playing Rules and Regulations for Regional Playdowns</u>

(1) Teams, local associations, or groups of associations may submit bids to host a "tournament-style" Regional Playdown in one or more categories. Bids should be submitted to the OWHA Office by February 1st of the playing season. The OWHA designate will either approve a bid or announce that Regional Playdowns for a specific category and region will be determined per the rules. Regional Playdowns may be held as part of a sanctioned tournament, but must follow all rules governing Regional Playdowns.

(2) Regional Playdown game(s) will be allowed to be played during regularly scheduled and playoff league association games(s) if mutually agreed upon by both participating teams and the OWHA designate and all playing Rules and Regulations for Regional Playdowns are followed.

(3) The OWHA office is responsible for coordinating Regional Playdowns, held for the purpose of determining a Regional Champion in each division and category. Period lengths in each series will be of the same duration for ALL games. If unanimous agreement on period length cannot be reached, the final and binding decision for period lengths will be determined by the OWHA designate. The minimum period/game length is 10/10/10, with no overtime except for RULE THREE (B)(9)(b). There will be no curfew.

(4) It is mandatory to use minimum Level II HCOP currently registered referees.

(5) Gate fees shall not be charged for OWHA Regional Playdown games.

(6) Commencing at Bantam, all categories A and higher (Bantam A, Bantam AA, Midget A, Midget AA, Intermediate A, Intermediate AA, Senior A, Senior AA,) must use the three official system in Regional Playdowns. Referees in a three official system must be a minimum Level III. Under exceptional circumstances and with the approval of the OWHA designate(s), other arrangements may be made.

(7) One 30 second timeout will be permitted per team/per game in all categories of OWHA Regional Playdowns.

(8) Games that must be ended due to a serious injury that requires an ambulance to be called or due to a serious mechanical equipment failure in the arena that makes playing dangerous or impossible are permitted to be ended despite there being no curfew. Any Playdown games ended after the start of the third period due to the previously noted reasons will be considered a complete game at the point of curfew. Games ended prior to the end of the Second Period will be null and void and must be rescheduled and replayed in their entirety.

(9) **FOR TWO TEAMS:**

Upon mutual agreement, two teams involved in a regional playdown may select either a three game format with the first team to reach 4 points advancing or a five game format with the first team to reach 6 points advancing.

If agreement cannot be reached then the three game format will be used**.** Prior to the series beginning, the home ice advantage for the third game may be determined by a coin toss or ice availability.

Win	-	2 points
Tie	-	1 point
Loss	-	0 points

Prior to the series starting, the decision will be made by the OWHA designate and the teams involved whether they will follow RULE THREE (B)(9)(a) or RULE THREE (B)(9)(b) format. If the teams cannot agree with the format, RULE THREE (B) (9) (a) will be used.

(a) If the series is tied in points after three (or five) games, the following tie-breakers will be used:

i. Goals scored minus goals against in three (or five) games;
ii. Fewest goals allowed in three (or five) games;
iii. Most periods won in three (or five) games;
iv. Fewest penalty minutes in three (or five) games;
v. First goal scored in series;
vi. Flip of a coin.

OR

Prior to the series starting, teams will pick either (i) or (ii) below

(b) (i) If the series is tied in points after three (or five) games, there is a provision of two 10 minute stop time sudden victory overtime periods. If still tied in points, after regulation time and overtime, then a shoot out will take place using three shooters on each team, alternating with the home team having the option to shoot first. If still tied, the remaining players will shoot until the same numbered shooter has scored and the other has not.

OR

(ii) There is a provision for a fourth (or sixth) game may be played, with provision of two 10 minute stop time sudden victory periods. If still tied in points, after regulation time and overtime, then a shoot-out will take place using three shooters on each team, alternating with the home team having the option to shoot first. If still tied, the remaining players will shoot until the same numbered shooter has scored and the other has not.

(10) **FOR THREE, FOUR AND FIVE TEAMS:**

(a) Prior to start of round-robin series, a decision will be made by the and the teams involved whether they will follow RULE THREE (B)(10)(b) or RULE THREE (B)(10)(c) and must be approved by the OWHA designate.

(b) A single round robin will be completed. The winner will be the team with the most points. If tied in points, the following tie-breakers will be followed:

i. Number of wins;
ii. Record against other tied teams;
iii. Goals scored minus the goals against in round robin games;
iv. Fewest goals allowed in round robin play;
v. Most periods won in round robin play;
vi. Fewest penalty minutes in round robin play;
vii. First goal scored in series;
viii. Flip of a coin.

(c) A double (home and home) round robin will be completed, <u>if all participating teams have the required ice and agree to this format unanimously</u>. If tied in points, the tie-breakers in RULE THREE (B)(10)(b) will be followed.

In case of more than two teams, tie-breakers will follow the numerical order until all ties are broken.

(11) **FOR SIX OR MORE TEAMS:**

(a) The OWHA designate will approve the Playdown format to be used.

(b) If tied in points, the following tie-breakers will be used:

i. Number of wins;
ii. Record against other tied teams;
iii. Goals scored minus the goals against in round robin games;
iv. Fewest goals allowed in round robin play;
v. Most periods won in round robin play;
vi. Fewest penalty minutes in round robin play;
vii. First goal scored in series;
viii. Flip of a coin.

In case of more than two teams, tie-breakers will follow the numerical order until all ties are broken.

(12) In all divisions, Regional Playdowns must be completed by the 2nd Sunday in March, using the current criteria, otherwise the OWHA designate shall have the authority to declare a Regional Champion. The Provincial

Championship shall be a competition among the declared representatives of each region.

(13) Home team must submit the score to the OWHA within 24 hours of the game. Game sheet must be e-mailed within 48 hours of the game to the OWHA office.

(14) Teams are required to bring two sets of sweaters (light and dark) to Regional Playdown games. The home team will wear their light-coloured sweaters. Goalies must dress in the same colour sweater as the team is wearing. Any conflict in sweater colour will result in the home team having to change.

(15) All players of each team must wear the same identically coloured hockey socks on both legs, goalies excepted.

(16) A team wishing to lodge a protest must have the protest lodged by a registered team official of that team to the referee before the teams leave the ice after the game in question. A $200.00 fee must be issued to a member of the protest committee immediately following the game. The protest will be dealt with by OWHA. The fee will be returned if the protest is upheld.

(17) Protests dealing with judgments or dealing with calls that do not deal directly with the outcome of the game will not be heard.

(18) Any violation of (12), (13), and (14) above will result in a $200.00 fine per occurrence.

(C) <u>Playing Rules and Regulations for Provincial Championships</u>

(1) It is mandatory to use minimum Level II HCOP currently registered referees.

(2) Commencing at Bantam, all categories A and higher must use the three official system in Provincial Championships**.** Under exceptional circumstances and with the approval of OWHA designate, other arrangements may be made.

(3) The Provincial Championship shall be a competition among the declared representatives of each region.

(4) All games except the championship will consist of a minimum of three (3), ten (10) minute stop time periods. Period lengths will be determined annually by the OWHA designate.

(5) There will be no overtime played in round robin series, unless designated by the OWHA.. Points will be awarded as follows: two (2) points for a win, one (1) point for a tie and no points for a loss. In quarter finals, semi-finals, and championship games, if the game is tied at the end of

regulation play then teams will play ten (10) minute stop time sudden victory periods until a goal is scored. Teams will not switch ends for the first overtime period but will switch ends after each successive period until a winner is declared.

(6) If there is a tie in points after round robin games, the following tie-breakers will be used to break the tie:

i. Number of wins;
ii. Record against other tied teams;
iii. Goals scored minus the goals against in round robin play;
iv. Fewest goals allowed in round robin play;
v. Most periods won in round robin play;
vi. Fewest penalty minutes in round robin play;
vii First goal scored in series;
viii. Flip of a coin.

In case of more than two teams, tie-breakers will follow the numerical order until all ties are broken.

(7) One 30 second timeout will be permitted per team/per game in all categories of OWHA Provincial Championships.

(8) All disciplinary matters will be dealt with by the Disciplinary Board of the OWHA.

(9) There will be a three (3) minute warm up prior to each game, starting as soon as the ice resurfacer gates are closed, but no earlier than thirty (30) minutes prior to the scheduled start time.

(10) Floods (addition or deletion) will be at the discretion of the OWHA and/or the referee on the ice if the need arises (i.e. overtime, weather conditions, etc.).

(11) Teams are required to bring two sets of sweaters (light and dark) to the Provincial Championships. The home team will wear their light-coloured sweaters. Goalies must dress in the same sweater colour as the team is wearing. Any conflict in sweater colour will result in the home team having to change.

(12) All players of each team must wear the same identically coloured hockey socks on both legs, goalies excepted.

(13) Any violation of (11) and (12) above will result in a warning for the first offence and forfeit of the game for a second offence.

RULE FOUR

Suspensions

(A) All OWHA members must follow the OWHA Discipline Policy and Procedures .

(B) The OWHA Chairperson or designate shall have the power to suspend summarily any player, coach, manager, person, team, member or individual for any breach or violation of any of the provisions of the OWHA, By-laws, Regulations, Rules, Policies Values, Code of Conduct, playing rules or any decision or ruling of the OWHA, or for unsportsmanlike conduct on or off the ice, or for abusive language to any of the officials, or for the alleged infraction of the amateur definition, provided that the Chairperson is satisfied that such player, coach, manager, person, team, member or individual as the case may be has committed such breach or violation, such suspension to be automatically and continuously effective until dealt with by the OWHA who shall deal with such suspension within fifteen days thereof.

(C) (1) Any suspendible offense which occurs in any OWHA game (league, tournament, exhibition and/or Regional Playdown or Provincial Championship in or outside of Ontario) during the current season must be reported to the OWHA office within twenty-four (24) hours of the infraction(s) by the coach or other team official OR prior to the player or team's next game, whichever is less.

(2) Additional suspensions will be imposed wherever conditions and circumstances warrant.

(3) Leagues, local associations, individual teams and the OWHA may assess additional suspensions if warranted.

(4) Player/Team official may also be required to appear before an OWHA disciplinary board.

(5) Once a player or team official has been suspended/ejected from a game, she/he cannot return to the ice to participate in any post-game ceremonies (hand shaking, medal presentations, etc.). If the suspended person does return to the ice, further suspensions will be issued.

(6) It is the responsibility of each team manager and/or coach to ensure his/her players and/or team staff sit out their minimum suspensions. If a team plays twenty (20) games or less during the season, the person will sit out the minimum suspension or three weeks, whichever is less. When in doubt as to the relevant suspensions, contact the OWHA office. If you are unable to reach an

OWHA designate, sit player(s) and/or team officials in question until clarification can be obtained.

(7) Any player or team official currently under suspension is not eligible to participate in any OWHA games until his or her suspension has been completed. The OWHA may extend the suspension to include all OWHA activities if warranted. Note that suspensions are valid in all branches of Hockey Canada.

(8) Minimum Suspensions cannot be appealed and any individual suspension of seven (7) games or less may not be appealed.

(9) The OWHA will uphold additional suspensions issued by teams, leagues and/or associations upon written notification to the OWHA Office.

(10) The coach or team official of a team whose member commits a suspendible offence must send a copy of the game sheet to the OWHA office (stats@owha.on.ca) within twenty-four (24) hours of the infraction OR prior to the player or team's next game, whichever is less. Game sheets must be submitted electronically. Faxes will not be accepted.

(11) Copies of game sheets confirming suspensions have been served, must be forwarded within twenty-four (24) hours of the game, by the coach or other team official, OR prior to the player or team's next game, whichever occurs first, to the OWHA Office (stats@owha.on.ca) Game sheets must be electronically submitted. Faxes will not be accepted.

RULE FIVE

Protests

(A) OWHA member teams may file a protest on any OWHA sanctioned game.

(B) Matters that may be protested are:

(1) a game official's interpretation of a rule which in the opinion of the aggrieved team may have given the opposition team a distinct advantage.

(2) an improperly registered, an unregistered, ineligible or a suspended player or team official participating in a game or being on the player's bench during a game.

(C) Time allowed for filing a protest: A protest must be filed within 48 hours of the starting time of the game in question.

(D) To protest a team must:

(1) (a) with respect to protest relating to the interpretation of a rule, notify the referee verbally of the protest before, during, or at the end of the game, before they leave the ice,

OR

(b) with respect to an improperly registered, unregistered, ineligible, or suspended player or team official, notify the OWHA office within 48 hours of the start of the game.

(2) prepare the protest in writing.

(3) file the protest with the OWHA Office.

(4) accompany the protest with a $200.00 protest fee, refundable if protest is upheld.

(5) deliver or send by email a copy of the protest to the protested team and notify the OWHA at protests@owha.on.ca within 48 hours.

(E) Within 5 business days of a protest being filed, the OWHA Chairperson shall set a date for hearing the protest. The hearing date will be no more than 10 business days after the filing date.

(F) The OWHA Chairperson shall notify all parties to the protest as soon as the hearing date is set. This notice shall inform the parties of the time, place and date of the hearing.

(G) To defend against a protest a team must:

(1) prepare a rebuttal in writing.

(2) file the rebuttal with the OWHA Chairperson within 48 hours of receiving the protest.

(H) If the protest is based on a game official's interpretation of the rules, the team against whom the protest is filed need not defend against the protest. The protest committee will hear the matter on the strength of the protest submission, with both teams and the game officials present.

(I) Protests at Provincial Championships must be dealt with at the time of the protest.

RULE SIX

Appeals

(A) Matters that may be appealed:

(1) for a player's release.

(2) supplementary game(s) above the minimum suspension added by the OWHA that takes the suspension to 8 games or more.

(3) a decision by a League, Team or association.

(4) any issue dealing with Harassment and Abuse shall be handled in accordance with Hockey Canada policies and

procedures and, as such, any application for appeal to the OWHA may or may not be heard in accordance with policies and procedures established by the OWHA

(B) To appeal, an individual, team, league, or association must submit written documentation stating the reasons for the appeal and facts supporting the appeal to the OWHA Office.

(C) Time allowed for filing an appeal:

(1) for a player's release an appeal may be filed at any time

(2) for a suspension of more than 7 (seven) games, except for a minimum suspension which cannot be appealed, an appeal must be filed within 48 hours of receipt of the suspension.

(3) All other appeals must be filed within 7 business days of receipt of notice of a decision.

(D) A $200.00 Appeal Fee must accompany the appeal. The $200.00 Appeal Fee may be refundable at the discretion of the Appeal Committee. The fee does not apply to an appeal by a player for her release.

(E) Within 5 business days of the appeal being filed the OWHA Chairperson or her/his designate shall set a date for hearing the appeal. The hearing date will be no more than fifteen (15) business days after the filing date. The OWHA Chairperson or her/his designate shall notify all parties 24 hours in advance of the appeal as soon as the hearing is set.

(F) The OWHA Chairperson or her/his designate shall notify all parties to the appeal as soon as the hearing date is set. His/her notice shall inform the parties of the time, place and date of the hearing.

(G) The appeal tribunal has the authority to uphold, increase, or decrease a suspension.

(H) The Appeal Tribunal shall render its decision not more than 5 (five) business days after the hearing.

RULE SEVEN

Amendments

All proposed amendments to the Regulations shall be determined by the OWHA Board and must be received in writing by the OWHA Office, at least 60 days in advance of the Annual Members Meeting.

GLOSSARY

THE ASSOCIATION: In this document, “the Association” refers to the Ontario Women’s Hockey Association.

AN ASSOCIATION: For purposes of this document, “an association” refers to a local association which provides OWHA registered teams and/or a FUNdamentals program for girls and/or women.

CATEGORY: Each OWHA registered team has a category. The category includes the age division and the distinction between house league and competitive, and for competitive teams also includes the competitive level expressed as a group of letters between AA and C.

COMPETITIVE TEAM: A competitive team is registered as one of the age group or senior competitive categories.

HOCKEY FUNDAMENTALS PROGRAM: A hockey FUNdamentals program is an instructional program following a curriculum developed by Hockey Canada. This program is not considered a team or teams.

HOUSE LEAGUE TEAM: A house league team is registered with the OWHA as one of the House League categories, including DS. This category includes Senior House League Open Age, Senior House League 20 & Over, and Masters, as well as the various age group divisions listed.

INDEPENDENT TEAM: An independent team is an OWHA registered team that is not part of a local association.

PICKUP PLAYER: Pickup player refers to a player used in a tournament under Rule Two (K).

TEAM: A team is a group of players and staff properly registered and approved by the OWHA.

PART 4

POLICIES

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

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Please visit the OWHA website for important updates, additional policies and materials.
www.owha.on.ca

ONTARIO WOMEN'S HOCKEY ASSOCIATION

ANTI DOPING POLICY AND DOPING CONTROL PROGRAM

POSITION STATEMENT

The Ontario Women's Hockey Association (OWHA) is unequivocally opposed to illegal drug usage. In its sport, ice hockey, The OWHA is similarly unequivocally opposed to the use of banned and restricted substances and methods by athletes for the purpose of performance enhancement. This position applies to all members/ participants of the game of hockey within the OWHA structure.

Those persons who counsel or assist an athlete in the use of banned and restricted substances and methods for the purpose of performance enhancement must be considered as much at fault as the athlete using the substance or method, and may, in some cases, be more so. In particular, the OWHA cannot and will not, tolerate any encouragement of the use of such substances or methods by those in positions of leadership or influence over athletes, such as administrators, coaches, trainers, managers, medical and paramedical practitioners, sport scientists, and indeed other athletes.

Fair and equal competition is an essential ingredient of sport. Doping control (testing for the use of banned and restricted substances and methods) is a means of attempting to ensure that such is the case.

With a view promulgating this aspect of fair play in athletic competition, the OWHA will ensure that all of its representatives, in a position to do so, will use their best efforts to see that effective national and international anti-doping education and doping control programs are in place.

The OWHA's Board of Directors has adopted the Doping and Control Policy as established by Hockey Canada and by the Canadian Centre for Ethics in Sport (CCES). For further information, please see the CCES website at www.cces.ca.

Policy Approved September, 2019

OWHA APPEAL POLICY

Appeals

(A) Matters that may be appealed:
- (1) for a player's release.
- (2) supplementary game(s) above the minimum suspension added by the OWHA that takes the suspension to 8 games or more.
- (3) a decision by a League, Team or association.
- (4) any issue dealing with Harassment and Abuse shall be handled in accordance with Hockey Canada policies and procedures and, as such, any application for appeal to the OWHA may or may not be heard in accordance with policies and procedures established by the OWHA Board.

(B) To appeal, an individual, team, league, or association must submit written documentation stating the reasons for the appeal and facts supporting the appeal to the OWHA Office.

(C) Time allowed for filing an appeal:
- (1) for a player's release an appeal may be filed at any time
- (2) for a suspension of more than 7 (seven) games, except for a minimum suspension which cannot be appealed, an appeal must be filed within 48 hours of receipt of the suspension.
- (3) All other appeals must be filed within 7 business days of receipt of notice of a decision.

(D) A $200.00 Appeal Fee must accompany the appeal. The $200.00 Appeal Fee may be refundable at the discretion of the Appeal Committee. The fee does not apply to an appeal by a player for her release.

(E) Within 5 business days of the appeal being filed the OWHA Chairperson or her/his designate shall set a date for hearing the appeal. The hearing date will be no more than fifteen (15) business days after the filing date. The OWHA Chairperson or her/his designate shall notify all parties 24 hours in advance of the appeal as soon as the hearing is set.

(F) The OWHA Chairperson or her/his designate shall notify all parties to the appeal as soon as the hearing date is set. His/her notice shall inform the parties of the time, place and date of the hearing.

(G) The appeal tribunal has the authority to uphold, increase, or decrease a suspension.

(H) The Appeal Tribunal shall render its decision not more than 5 (five) business days after the hearing.

Policy Approved September 2019

OWHA CAMERA PHONES & PDA'S FACILITY ALERT

The Ontario Women's Hockey Association points out this very important information:

Technology advancements have allowed cell phones and PDA's (personal digital assistants) to carry new functions - such as cameras that allow users to secretly photograph objects in front of them while appearing to dial a number.

The ability to snap photos without others knowing has raised significant concern for members of the O.R.F.A.'s (Ontario Recreation Facilities Association) Aquatic Committee. The potential exists for deviant behaviour of camera-phone users photographing other patrons undressing or showering in locker rooms.

O.R.F.A. President, Dan McArthur recommends that signage be posted immediately that "Prohibits the use of cell phones, and personal digital assistants in all recreation facility change rooms". "Some of these phones can be used as cameras," said McArthur and "If someone uses a phone this way and takes a photo and puts it on the Internet, it's a violation of personal privacy and should not be tolerated by building owners".

What's alarming is how popular, widespread -- and clandestine -- these phones are. Global sales of mobile phones that can take, send and receive pictures rose 65 percent in the last quarter from 5.2 million units to 8.6 million phones sold, according to market research firm Strategy Analytics. These numbers do not include snap-on cameras for the phones that can be purchased for as little as $100.

According to O.R.F.A. Executive Director, John Milton, this issue will quickly become a real problem to Association members and the general public at large; much worse than it is now. Cell phones already take better pictures than most video cameras; cell-phones eliminate the evidence (send it somewhere else), rather than storing it where it can easily be found; unlike video cameras, cell-phones don't require disguises or excuses to be brought into such sensitive areas as schools, gyms, locker rooms, bathrooms, beaches, etc., etc.

Note: Special thanks to the City of Pickering, Town of Ajax and City of Waterloo for their input and sharing of information regarding this Facility Alert.

Policy Approved September 2019

OWHA CANADIAN FLAGS ON TEAM UNIFORMS POLICY

All registered players with the OWHA and all on-ice personnel within the Association shall be required to wear or have embossed on their jerseys a standard Canadian Flag patch either on their left sleeve or on their upper right chest.

Any concerns of non-compliance are to be reported, in writing, to the OWHA President by an OWHA registered contact or voting representative.

Policy Approved September 2019

OWHA CATEGORIZATION POLICY

(A) Categorization will be managed in accordance with the OWHA Categorization Policy.

(B) The online Team Application Form (Intent to Register, ITR), due on or before August 31st, indicates each team's registered category and division from the previous season. If a team wishes to change its category, please update to the desired category and division on the ITR form. The change will be automatically granted until October 1st of the current season in accordance with Regulation Three (A) (2)

(C) The OWHA will circulate a list of teams that are registered in a specific division at the OWHA Fall Forum to authorized team delegates.

(D) If a team wishes to submit a category change with its Roster, which is due before participation in a tournament, exhibition or league game, but no later than October 1st, the change will be automatically granted in accordance with Regulation Three (A)(2).

(E) After October 1st of the current season, teams will remain in their division/category as circulated unless a Request for Re-Categorization form or a Request OWHA Team Category Review form is received by the OWHA as an official position of a Team or Association.

(F) All requests for re-categorization of your own team and all requests for a review of another team must be submitted on the applicable form, i.e. "Request for Re-Categorization" form or "Request OWHA Team Category Review" form, and submitted to the OWHA office no later than a date to be set annually by the OWHA. Each individual request must be submitted on a separate "Request for Re-Categorization" form or "Request OWHA Team Category Review" form and signed by the designated authority.

(G) Upon receipt of the written Request OWHA Team Category Review form, the OWHA will contact the team, in writing, to make a decision to either move up or provide written rationalization as to why the team should stay in its current category.

(H) If the team wishes to remain in its current category, the OWHA will review all pertinent information and render a decision.

(I) The OWHA will circulate an updated list of teams in a specific division no later than a date to be set annually.

(J) Input on the circulated list from an official position of a Team or Association will be accepted no later than a date to be set annually. Such input must be on either a Request for Re-Categorization form or a Request OWHA Team Category Review form.

(K) No movement (re-categorization) will occur unless a properly completed Request for Re-Categorization form or a Request OWHA Team Category Review form is received on or before the deadline from a Team or Association. An application to request a review of the category of another OWHA team must be endorsed by the requester's Association.

(L) The dates of Categorization decisions and Appeals will be set in accordance with the OWHA Categorization Policy.

(M) Online Game Reports of all games played must be recorded in accordance with the OWHA Categorization Policy. Failure to complete the Game Report may result in ineligibility for Provincials. Competitive teams shall have access to scores from Game Reports received.

(N) The OWHA has the authority to move any team at any time, in accordance with the OWHA Categorization Policy, notwithstanding that a team may not have been petitioned for re-categorization.

(O) Appeals will be heard in accordance with the OWHA Appeals Policy.

(P) All appeals must be submitted in writing to the OWHA Office in accordance with the OWHA Appeals Policy.

(Q) Upon the receipt of a categorization appeal, the OWHA will provide to the appellant, within 3 to 4 days, all information that was available at the time of the decision.

(R) Categories:
All teams playing within the OWHA shall play within approved OWHA categories. OWHA teams within the Province of Ontario shall play under the following categories:

COMPETITIVE **<u>Note</u>: All ages are as of December 31st.**

Senior “AAA”	Open Age	Highest category
Senior “AA”	Open Age	Lower category than “AAA”
Senior “A”	Open Age	Lower category than “AA"
Senior “BB”	Open Age	Lower category than “A”
Senior “B”	Open Age	Lower category than “BB”
Senior “C”	Open Age	Lower category than "B"
Intermediate “AA"	21 & under	Highest category
Intermediate “A”	21 & under	Lower category than “AA”
Intermediate “B”	21 & under	Lower category than “A”
Int. “C” (if req’d)	21 & under	Lower category than “B”
Midget “AA”	17 & under	Highest category
Midget “A”	17 & under	Lower category than “AA”
Midget “BB”	17 & under	Lower category than “A”
Midget “B”	17& under	Lower category than “BB”
Midget “C”	17& under	Lower category than “B”
Bantam “AA”	14 & under	Highest category
Bantam “A”	14 & under	Lower category than “AA”
Bantam “BB”	14 & under	Lower category than “A”
Bantam “B”	14 & under	Lower category than “BB”
Bantam “C”	14 & under	Lower category than “B”
Pee Wee “AA”	12 & under	Highest category
Pee Wee “A”	12 & under	Lower category than “AA”
Pee Wee “BB”	12 & under	Lower category than “A”
Pee Wee “B”	12 & under	Lower category than “BB”
Pee Wee “C”	12 & under	Lower category than “B”
Atom “AA”	10 & under	Highest category
Atom “A”	10 & under	Lower category than “AA”
Atom “BB”	10 & under	Lower category than “A”
Atom “B”	10 & under	Lower category than “BB”
Atom “C”	10 & under	Lower category than “B”
Novice “A”	8 & under	Highest category
Novice “B”	8 & under	Lower category than “A”
Novice “C”	8 & under	Lower category than “B”
Masters	35 years+	

HOUSE LEAGUE <u>Note</u>: All ages are as of December 31st

Senior	Open Age
Masters	35 years+
Senior House League	20 & over
Senior House League Competitive	20 & over
Intermediate	21 & under
Midget	17 & under
Bantam	14 & under
Peewee	12 & under
Atom	10 & under
Novice	8 & under
Hockey FUNdamentals Program (HCIP)	Open Age

(S) (1) A House League is one in which the eligibility of players to participate is not restricted by skill level. Typically, a House League accepts all individual registrations and divides the players into equal teams based on age and ability. These teams then compete against each other. Placement of players on teams and teams in league groupings is entirely at the discretion of leagues and local associations, considering local conditions, fairness, and appropriate risk management. All players must register with the OWHA according to OWHA requirements.

(2) Development Stream (DS) is a subset of the House League Program and must be in compliance with the Development Stream (DS) Program Policy.

(T) The OWHA adopts the Hockey FUNdamentals Program (Hockey Canada Initiation Program – HCIP), which stresses fun and basic technical skill development for all ages and levels**,** for use in its hockey program.

OWHA CATEGORIZATION PROCEDURE

(a) If a team has been moved, appealed, had their appeal denied, there will be no further request accepted by the specific team to further review their team.

(b) If a team has been moved and they did not appeal, the team may request a move later.

(c) If a team requested to be re-categorized and it was denied and the team did not appeal, the team may request a move later.

(d) If a team was moved, appealed and won their appeal and the Categorization Committee receives a second request from an outside member, the process will start again.

(e) If there are extenuating circumstances that might make a difference after a re-categorization has occurred (ie loss of players through injury and/or moves), the team may make a request, in writing on the applicable form (Request for Re-Categorization form), to the Chair of the Categorization Committee for relief to have their team reviewed again. The Chair of the Categorization Committee, in conjunction with the President of the OWHA, will make a determination if the request should go before the Categorization Committee again. If relief is granted to have the request reheard by the Categorization Committee for a second time and the team's higher level is confirmed by the Categorization Committee, there will be no further right of Appeal.

(f) **In accordance with REGULATION ONE – Categorization (N), the OWHA President or designate shall have the authority to move a team, at any time, that is playing at a category due to Regulation THREE – Registration (A) (2). All teams that are moved to a category through this process will automatically be reviewed by the Categorizing Committee at their winter meeting with decisions of the Categorizing Committee final and binding with no opportunity for appeal.**

(g) The team re-categorized will be notified of the time to Appeal and in order to have an Appeal Hearing, they must complete the attached Appeal Application Form with the applicable fee by the date as advised to the OWHA.

(h) The written facts supporting the Appeal regarding the team being re-categorized will be accepted at the time of the original submission, prior to the Appeal, or at the Appeal Hearing.

(i) New material may be provided to the Appeal Committee by both parties.

(j) The OWHA Appeal Tribunal shall be formed and operate in accordance with the OWHA By-Laws, Regulations, Rules, Policies and Procedures.

IMPORTANT NOTE RE NOVICE HOCKEY

Hockey Canada has created mandatory requirements for novice hockey that impact OWHA programs. The goals and objectives 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 and encourage aspects of fitness, fair play and cooperation while having fun.

Please refer to the OWHA web site at www.owha.on.ca for detailed information on requirements for novice hockey.

Policy Approved September 2019

ONTARIO WOMEN'S HOCKEY ASSOCIATION
Code of Conduct – PARENTS/GUARDIANS

This Code of Conduct identifies the standard of behaviour which is expected of all Ontario Women's Hockey Association (OWHA) Members, including athletes, coaches, parents, directors, volunteers, staff, chaperones and others.

OWHA Teams, Associations, Programmes and Leagues are committed to providing a sport environment in which all individuals are treated with respect. Members of the OWHA shall conduct themselves at all times in a fair and responsible manner. Members shall refrain from comments or behaviours which are disrespectful, offensive, abusive, racist or sexist. In particular, behaviour which constitutes harassment, abuse, bullying or cyber-bullying will not be tolerated by the OWHA.

During the course of all OWHA activities and events, members shall avoid behaviour which brings OWHA members or the sport of hockey into disrepute, including but not limited to abusive use of alcohol and non-medical use of drugs.

Members shall not use unlawful or unauthorized drugs/narcotics or performance enhancing drugs or methods.

Members of the OWHA shall not engage in activity or behaviour which endangers the safety of others.

OWHA members shall at all times adhere to the OWHA Team, Association, Programme and League operational policies and procedures, to rules governing the OWHA events and activities and to rules governing any competition in which the member participates on behalf of the OWHA.

Failure to comply with this Code of Conduct and/or the OWHA Concussion Codes of Conduct may result in disciplinary action, suspension or release from membership. Such action may result in the member losing the privileges that come with membership in the OWHA, including the opportunity to participate in OWHA activities both present and future.

OWHA Conduct Policy for Parents/Guardians

Definition

Anyone watching a particular athletic activity or event whether sitting or standing is considered a spectator. A spectator may be a parent, a relative, friend, teammate, opposing player, administrator or coach not directly involved in the game. Spectators are an important part of any athletic activity; however, they are not essential. Spectators should never influence the outcome of an event and must never pose a distraction to players, other spectators, timers, score keepers and referees.

Goal Statement

Any spectator watching an OWHA sanctioned event will be expected to respect and adhere to the Spectator Conduct Policy.

Actions

In addition to the responsibilities of this OWHA Code of Conduct, spectators of athletes and spectators at events will:

- Support the game of Female Hockey.
- Encourage athletes to play by the rules and resolve conflicts without resorting to hostility or violence
- Stress the importance of participation.
- Avoid spectator-imposed pressures to win.
- Be supportive of the athlete, team, coach, opponents and officials.
- Respect the decisions and judgments of officials and encourage athletes to do the same.
- Maintain a supportive, constructive atmosphere conducive to the athletes' personal development.
- Refrain from negative communications with players, coaches, the scorers' table or game officials.

Policy Approved September 2019

ONTARIO WOMEN'S HOCKEY ASSOCIATION
DEVELOPMENT STREAM (DS) PROGRAM

Development Stream (DS) is a subset of the House League Program, not another level of hockey, offering a tryout-based, enhanced opportunity for House League players who are:

a) Looking for a development bridge to competitive hockey or

b) Do not wish to make the commitment, in time or cost, to competitive hockey but are seeking more competition and skill development that is afforded by house league alone.

c) There will be no DS program in Novice division.

PROCESS AND REQUIREMENTS

1) The Association must offer both Competitive AND House League programs.

2) DS teams may be formed in atom, peewee, bantam and midget divisions. The Intent to Register (ITR) fee is $25 per team.

3) DS teams may only be formed from a registered OWHA House League. All players must be registered within House League in the same division within your association.

4) A player who is registered to a competitive team CANNOT be on a DS team.

5) DS teams may only be formed if there are 2 or more teams in the same division with a minimum of 12 players per team.

6) DS tryouts may begin after House League registration is complete and submitted to OWHA & not before November 1st.

7) DS registration may commence after House League registration is complete and submitted to OWHA & not before December 1st. Games may be played once the registration is complete.

8) Teams may only play 17 players in a game but may roster up to and including 25 players. Pick up players are **not permitted** for a DS team.
9) A DS team will not be permitted to register as a competitive team.
10) DS teams may participate ONLY in DS divisions of sanctioned tournaments.
11) DS teams are permitted to play a maximum of 8 exhibition games against other DS teams and attend a maximum of 3 DS tournaments each season.
12) Schedules of exhibition and tournament games MUST be entered on the OWHA online registration system prior to any games being played. All game scores must be entered as soon as they are complete.
13) DS teams are not permitted to play in a league.
14) Players playing on a DS team may also fully participate on their house league team and in house league tournaments.
15) If a DS team is found to be in violation of requirements, the staff will be suspended and the players will be deemed to be members of the house league only. The Association is subject to losing its approval to operate DS teams for a full season.

GUIDING PRINCIPLES

- The Values of the OWHA.
- The purpose of this project is to provide opportunities for players as noted in the rationale above.
- This project is designed to support house league teams and players and is to be managed accordingly.
- The onus is on the association and house league management to ensure the integrity of this project.

Policy approved September 2019

OWHA DRESSING ROOM SUPERVISION POLICY

To provide a safe and comfortable dressing room environment with proper supervision for the player and team officials.

TWO DEEP DRESSING ROOM POLICY

It will be the Policy of the Ontario Women's Hockey Association that, when any player under the age of 18 is in the team dressing room(s) before, during and after a game, tryout or practice, a minimum of two of the following shall be present in the dressing room(s) or immediately outside the dressing room(s) with the door ajar: two team or association officials, properly screened or one such official and an adult person, 18 years or older, associated with the team. The OWHA recommends at least one of the individuals supervising a dressing room be a female.

SANCTIONS

Any person found to be in violation of this policy will receive a warning for a first offence, a two week suspension for a second offence, and a one year suspension for a third offence.

Policy Approved: September 2019

OWHA FEMALE REGISTRATION POLICY

In some cases, a female registering with the OWHA may affiliate to some minor hockey programs.

In some cases, a female registering with a minor hockey program may participate with the OWHA as a Female Development Player.

Details regarding application of the policy in specific areas are available from the OWHA office.

Policy Approved September 2019

OWHA FORFEITURE POLICY

A GAME SHALL or MAY BE FORFEITED WHEN:

1. A Team does not appear for that game.

2. When a game is declared forfeited due to the non-appearance of the team (Hockey Canada rule 10.14 (d), the team in attendance shall be declared the winner and the score recorded as 5-0. The incident shall be reported to the OWHA President to take any further actions as may be authorized in the organization's Constitution, By-Laws, and Regulations.

3. Team refuses to start play (Hockey Canada Rule 10.14).

4. When a game is declared forfeited in accordance with Hockey Canada Rule 10.14, the non-offending team shall be declared the winner and the score shall be recorded as per the Official Game Report if the non-offending team was in the lead at the time of the infraction or as 5-0 if the non-offending team was not in the lead. The players on both teams shall be credited with all personal statistics earned to the time the forfeit was declared. The incident shall be reported to the OWHA President.

5. A Team is unable to continue play due to having insufficient players (fewer than a goaltender and three (3) other players).When a game is declared forfeited due to a team having insufficient players to continue play, either through injury and/or penalties, the non-offending team shall be declared the winner and the score shall be recorded as per the Official Game Report if the non-offending team was in the lead at the time of the infraction or as 5-0 if the non-offending team was not in the lead. The players on both teams shall be credited with all personal statistics earned up to the time the forfeit was declared. The incident shall be reported to the OWHA President.

6. Both teams are unwilling or unable to continue the game.

7. When a game may be declared forfeited due to both teams being unwilling or unable (insufficient players) to continue the game, the score shall be recorded as 0-0 with no points awarded either team. The players on both teams shall be credited with all personal statistics earned up to the time the forfeit was declared. The incident shall be reported to the OWHA President.

8. If a team played a game with one (1) or more ineligible participants a game may be forfeited..

9. A game may be declared forfeited due to a team playing with one (1) or more ineligible participants. If the game is ruled a forfeiture, the non-offending team shall be declared the winner and score shall be recorded as per the Official Game Report if the non-offending team was in the lead at the time of the infraction or as 5-0 if the non-offending team was not in the lead. The players on both teams shall be credited with all personal statistics earned up to the time the forfeit was declared. Should the game in question be part of a tournament, the offending team shall automatically be relegated to the final position in any preliminary round robin series (if applicable) or to the final position in the tournament standings. The use of an ineligible player shall be reported to the Branch President.

FORFEITURE PROCEDURE:

A. The OWHA Board of Directors shall address the procedure for managing forfeitures.

B. The OWHA Discipline Panel shall set the procedure to secure information and rule on forfeitures involving Provincial playdowns, Provincial Championships. Decisions may not be appealed to the OWHA.

C. OWHA Sanctioned Tournaments – any proposed changes to the forfeiture policy must be approved by the OWHA Tournament Committee prior to circulation and, once approved, must be circulated to all participating teams prior to the start of the tournament.

D. OWHA Leagues – any proposed changes to the forfeiture policy must be approved by the OWHA Board of Directors prior to circulation and, once approved, must be circulated to all teams in the league prior to commencement of the league.

E. Notwithstanding the above, the OWHA Board of Directors reserves the right to review the circumstances and rule as it deems appropriate.

Policy Approved September 2019

OWHA HANDSHAKE POLICY – POST GAME

It is the policy of the OWHA that teams shake hands immediately following each game. This policy is consistent with the OWHA Values.

Teams are reminded that on-ice officials do have the authority to prohibit the handshake. We do hope this will not be necessary.

From time to time, a situation may arise where individual team members and/or the entire team should take precautions. Please note the example of a procedure implemented at the 2003 OWHA Provincial Championships due to SARS.

Policy Approved September 2019

OWHA HAZING POLICY

The OWHA and Hockey Canada take hazing very seriously and urge all team staff and those involved with teams to implement strict policies against hazing regardless of the level of hockey you are involved with.

The Hockey Canada policy currently defines hazing as “an initiation practice that may humiliate, demean, degrade, or disgrace a person regardless of location or consent of the participant(s)”.

The following regulation applies to all OWHA members and participants:

A player, team official, executive member, team, club, association, or any other OWHA/Hockey Canada registered participant found, by an investigative process, to have condoned, initiated or, to the detriment of another, participated in hazing actions or behaviours shall be subject to discipline up to and including expulsion form Hockey Canada registered programs.

Discipline must relate to the degree of severity of the incident(s).For greater certainty:

a) Any party failing to cooperate with the investigative process may be subject to suspension as determined by the OWHA.

b) All discipline decisions related to hazing must be approved by the OWHA.

c) All hazing matters involving the OWHA High Performance programs will be dealt with by the OWHA President and/or designate(s).

The OWHA urges all those involved to educate and create awareness around the negative consequences of hazing and to help create a positive environment for all participants.

Policy Approved September 2019

HELMET STICKER POLICY

The Application of Stickers on Helmets

Hockey Canada Policy

Hockey Canada requires all players to wear helmets that are CSA certified from the manufacturer. It is the responsibility of the equipment user to ensure that throughout the life of the helmet the CSA certification is maintained. Hockey Canada recommends that prior to applying anything to the helmet including stickers that they refer to the manufacturer's instructions and if applicable the sticker manufacturer to confirm the type of adhesive they are applying will not jeopardize CSA certification and/or the manufacturer's warranty. It is the sole responsibility of the equipment user to ensure that they are not applying adhesives or other materials that may affect the integrity of the helmet and ultimately void the CSA certification and/or the manufacturer's warranty.

Summary

All players within Hockey Canada must wear a CSA certified hockey helmet and the CSA sticker must remain on the helmet at all times. The following summarizes guidelines related to the application of stickers on the CSA certified helmet:

- It is recommended that you do not apply anything to the helmet, however, if the user decides to apply materials such as stickers then it is their responsibility to ensure that it meets approval of the helmet manufacturer.
- It is important that the manufacturer instructions for care of the helmet are carefully read and followed to ensure proper maintenance of this piece of equipment.

Questions and Answer

1. What does this policy mean to the user?

Hockey Canada will continue to require all players to wear a CSA certified helmet and a CSA certified facial protector (where applicable) as stated in rule 24 (b). It is the responsibility of the parents and players to ensure that if they are applying a sticker to the helmet that the adhesive meets the requirements of the manufacturer and of CSA and the application of the sticker has been

approved by the manufacturer. Hockey Canada Officials will no longer remove a player's helmet from play for the application of stickers. Note that this does not by any means allow for other alterations of the helmet or the facial protector.

2. Why is this policy being brought forward?
As you are aware it has become very difficult to police situations in which stickers have been applied to the helmet. There are many stickers that exist that could be approved by the manufacturer but because Hockey Canada cannot differentiate between these and stickers that should not be applied we have had to have a policy of no stickers on the helmet. This policy puts the responsibility of ensuring that stickers are approved by the manufacturer back in the hands of the parents and players.

3. Why do some adhesives affect the helmet integrity?
Some glue creates an exothermic reaction which can alter the molecular composition of the plastic, therefore reducing its strength and protection.

4. How quickly can adhesive effect the helmet?
This depends on many factors including how much the helmet is worn and what material the helmet is made of.

5. Could a unique mark be used to identify stickers that are safe to apply to the hockey helmet?
This is unfortunately not a realistic solution, as it would be very difficult to mark small stickers such as numbers. The other problem is that the mark could be copied and applied to stickers that are not suitable. This type of situation would be difficult to police.

6. Is there another way to affix decals as opposed to glue?
The problem with other application methods is that helmets often get wet and this would cause the stickers to fall off.

7. If a specific manufacturer approves a sticker to be applied to their helmet does this mean the sticker may be applied to a helmet from another manufacturer?
No, the approval from one manufacturer does not mean that the sticker can be applied to all helmets. Approval has to be sought from the manufacturer of the particular helmet.

Policy Approved September 2019

ONTARIO WOMEN'S HOCKEY ASSOCIATION

HOCKEY HELMET POLICY

All OWHA hockey team officials, volunteers, NCCP instructors, employees, guest instructors and others are required to wear CSA approved hockey helmets during all on-ice activities. Trainers or any other team officials who enter the ice surface for the purpose of attending an injured player are exempt from this rule (we do note that some municipalities make this a requirement). Any person found to be in violation of this rule will receive a warning for the first offence, a two week suspension for a second offence, and a one year suspension for a third offence

Policy Approved September 2019

ONTARIO WOMEN'S HOCKEY ASSOCIATION
INCLUSION POLICY

1.1 The Ontario Women's Hockey Association (OWHA) is the Provincial Sports Organization (PSO) for Female Hockey in the province of Ontario.

1.2 The OWHA governs and registers Female Hockey Players, Teams, Associations, Leagues and Programs.

1.3 The OWHA supports and promotes Female Hockey for recreation and enjoyment.

1.4 The OWHA supports and promotes the pursuit of excellence.

1.5 The OWHA is committed to providing teams and programs for the under-represented women's and girls population of Ontario in sport.

1.6 The OWHA supports participation of girls and women in low income families, indigenous people, older women and newcomers to Canada.

1.7 The OWHA supports the participation of girls and women with disabilities and is committed to working with experts in various fields in order to provide a welcoming and safe environment.

1.8 The OWHA supports the participation of the LGBTQ community in hockey.

1.9 The OWHA is committed to provide an environment that is safe and respectful.

1.10 The OWHA supports the right of its members, participants and staff to participate and work in an environment that prohibits discriminatory practices and promotes equitable opportunities.

Policy Approved September 2019

OWHA MEMBERSHIP RENEWAL POLICY

The Ontario Women's Hockey Association shall have only one class of Members. Those Members are the duly constituted Teams that are responsible for the operations of the team within the OWHA. Some teams are independent and some are part of an Association that is recognized and approved by the OWHA on an annual basis in accordance with the OWHA's Association Policy.

Membership

A. Membership is accorded on an annual basis and all Members will make an application for renewal of membership each year.

B. It is the responsibility of the applicant to uphold and comply with the OWHA's By-laws, policies, procedures, rules, regulations, values, Code of Conduct and to meet any other condition of membership determined by the Board.

C. The annual renewal of membership is to be in the best interests of female hockey in Ontario as determined by the Board and is at the sole discretion of the OWHA Board or by any committee or individual delegated such authority by the Board.

D. All teams registered and in good standing with the OWHA in the previous hockey season are to submit their ITR (Intent to Register) along with the appropriate fee to the OWHA Office on or before August 31st.

E. OWHA approved Associations may register teams in the divisions or categories that are in compliance with OWHA requirements and in those that they honestly believe will provide fair and equitable competition for all teams and players, notwithstanding that the OWHA Board or designate will retain its right to accept, reject or change the selected category to support the best interests of the OWHA membership.

F. OWHA approved Independent teams may register in the division and category that is in compliance with OWHA requirements and one in which they honestly believe will provide fair and equitable competition for all teams and players, notwithstanding that the OWHA Board or designate will retain its right to accept, reject or change the selected category to support the best interests of the OWHA membership.

G. All OWHA teams are subject to re-categorization in accordance with the OWHA Categorization Policy.

H. All association and independent competitive teams must register in the Region where they play the majority of their home games.

I. All teams must be fully registered with the completed Team Waiver forms submitted and dues paid prior to participating in any exhibition, league or tournament game.

J. Each team may register a maximum of 17 skaters and a maximum of 2 goaltenders, except in Senior divisions where each team may register a maximum of 18 skaters and a maximum of 2 goaltenders.

K. All OWHA competitive teams must register eligible players and staff information no later than October 1st of each season through the OWHA online registration system and must submit the completed Team Waiver forms along with the appropriate dues and Provincial Bond for those teams wishing to apply for provincial championship eligibility to the OWHA office.

L. All Fundamentals, House League, Senior Over 19 and Masters teams must register players and staff information by November 15th of each hockey season in the same manner as competitive teams. No House League team may change categories from House League to competitive after December 31st.

M. All competitive teams must submit, on the OWHA registration database, properly completed Game Reports of all games played within 48 hours of the completion of the game. The Game Report must list the OWHA team number of the opposing team. Game Reports must be completed for all games including exhibition, tournament and league games from the first game played in a season up to and including January 15th of the current season. Failure to submit the Game Reports within the time frame noted may result in the following fines and sanctions and may result in rendering the team ineligible for Provincials and/or continued participation within the OWHA.

N. 1 to 5 days late $100.00

O. 6 to 11 days late $200.00

P. 12 days or more $200.00 plus the team will be ineligible for Provincial Championship

Q. Regardless of a team's intention to participate in Provincials or not, Game Reports of all games must be submitted on or before the above-noted deadlines or the fines will be applied.

R. Additional players may be added throughout the season to Fundamentals program or House League within OWHA requirements.

S. Up to two players may be added to the competitive team's roster after November 30th and before January 1st. These players will be eligible for participation in Regional Playdowns and Provincial Championships provided all required provisions are satisfied.

T. Players added to a competitive team roster after December 31st will be eligible for tournament play but not for Regional Playdowns and Provincial Championships. Participation in League play shall be at the discretion of the League.

Membership Dues 2019-2020

Dues are set by the OWHA Board on an annual basis

Team Dues – annual dues that apply to all teams - $25.00

Participant Dues for players, bench and on-ice staff – include the OWHA participant registration dues as well as affiliation dues and insurance through Hockey Canada - $53.00

Fundamentals Program Participants Dues- $38.00

Late Team Penalties

For late team registrations, the following registration penalties will apply:

1 to 7 days late	Current dues + $50.00
8 to 14 days late	Current dues + $100.00
15 or more days late	Current dues + $200.00

NOTE: All teams playing under the authority of the OWHA are responsible through their local associations for defraying all costs of playing hockey in their area.

Policy Approved September 2019

OWHA NEW MEMBERSHIP POLICY

A team or group of teams interested in membership in the OWHA may apply in accordance with the following:

(i) Anyone wishing to register a new team/association or expand from team to association status must make application to the OWHA on the applicable form.

(ii) A $50 fee must accompany the application. No application will be reviewed until the fee has been paid. The official date of application will be the date that OWHA receives the fee payment.

(iii) The approval of membership is to be in the best interests of female hockey in Ontario as determined by the Board and is at the sole discretion of the OWHA Board or by any committee or individual delegated such authority by the Board

(iv) The OWHA decision is final and the applicant will be notified in writing. Appeals will not be accepted.

(v) Input will be gathered by the OWHA from existing OWHA registered teams and/or associations in the surrounding area of the application to learn the impact of a new group on their program. Applicants will not solicit this input.

(vi) Association status is granted to serve teams in the Intermediate category and under or Senior divisions, or for both. To request a change in status, an Association must apply to the OWHA. The request may be approved or denied.

(vii) Groups with association status registering one (1) team only for two (2) consecutive seasons will lose association status and must re-apply to the OWHA to regain association status. Independent teams failing to register for one (1) season will lose their membership and must re-apply to the OWHA.

(viii) All newly approved teams or groups granted association status are placed on probation for one year to ensure adherence to the By-laws, regulations, rules, policies and Code of Conduct of the OWHA. It is a requirement for full approval that, upon completion of the probationary period, they provide proof of their operation as an independent female hockey structure with contacts for their

Board of Directors and a copy of their constitution, approved and filed with the OWHA office.

(ix) The OWHA reserves the right to revoke membership for cause at any time while on probation. Any change in status/name requires an application to OWHA

(x) Requests for any team/association to change their name must be submitted to the OWHA Office on the OWHA Name Change Application Form for approval. No fee will apply.

NOTE: While an application is under review, the applicant cannot advertise and must follow OWHA By-laws, rules, regulations and policies, especially in regards to the tampering guidelines. Only after an application has been approved is it possible to start making announcements or publish advertisements to attract players.

DEFINITIONS

TEAM - A team is a group of players and staff properly registered and approved by OWHA.

ASSOCIATION STATUS - A group of 2 or more teams as defined above, operated under an OWHA approved By-laws, administered by an independent executive and having persons designated as Signing Officers for Permission to Skate and to approve player releases.

Full Association may offer all levels of Female Hockey

Junior Association may offer Novice to Intermediate only

Senior Association offers Senior Hockey only

House League Association offers House League only, no competitive.

Policy Approved September 2019

OWHA PLAYER MOVEMENT POLICY

Player Movement/Tryouts

1) "Permission to Skate" forms must be filled out and signed by a designated executive member of the player's current association/team and presented to the association/team for which the player wishes to try out before she is allowed on the ice. Failure to comply will result in a minimum two (2) game suspension for the offending player and/or head coach.
2) No "Permission to Skate" forms may be used for the period between October 1st and two days after all the Provincial Championships for any teams during the current season.
3) In order to register with a team or organization other than the one with which she has already been registered for the current season, or with one which she was registered for the previous season, or with which she was registered for the last season in which she played, a player must first obtain an OWHA "Player Release" from her previous team or organization. A player may be released from one organization to another only once during a season, unless a change of the player's family domicile has taken place or with special approval from the OWHA Registrar. The "Player Release" must be properly executed. If a player's request for a release is denied, the player may appeal in writing to the OWHA for special approval in accordance with its policies and procedures. Failure to comply with this regulation will result in a two (2) game suspension for the head coach and/or player in question.

Policy Approved September 2019

PLAYERS 8 YEARS OLD & YOUNGER REGISTRATION & PICKUP POLICY

1. PURPOSE

1.1 Players eight (8) years of age and under are part of the modified ice hockey program which is a model that progresses the experience and ice surface with age of the players to ensure size appropriate ice surfaces for maximum development.

1.2 A second tenet of the modified ice hockey program is that at ages eight (8) and under the concept of an exceptional player does not exist. Players eight (8) and under will vary in their progression along the development path based on many factors in their personal and sport growth.

1.3 Traditional methods of tiering in Female Hockey has been to address the opportunities for girls to participate in a Female Hockey program.

1.4 Tiering of players may be achieved through a number of different methods and the concept of a player participating at an older chronological age group is one of those options.

2. PICK UP PLAYERS EIGHT (8) AND UNDER

2.1 Players will be eligible to be picked up to a higher Division or Category once they are registered in an OWHA 8 and under program that is age appropriate.

2.2 Pickups of Novice 8 and under Players to Novice will occur only when Novice programs are participating in modified ice hockey during the first half of the season.

2.3 Novice Players may be picked up to Atom only once the Novice program has transitioned to full ice programming.

3. PICK UP PLAYERS FIVE (5) YEARS OF AGE PLAYING UP

3.1 Players that are five (5) years of age where an Association offers programming for specific age groups (i.e. 5, 6, 7 and 8) if deemed by the Association the opportunity to participate with Players six (6) years of age. The criteria an Association must evaluate is:

3.1.1 The impact on having the Player participate with their peers at five (5) years of age. Will it negatively impact their development?

3.1.2 The impact on the Player in participating with their peers at five (5) years of age. Will it negatively impact the Player's development?

3.1.3 The impact on the development of the Players six (6) years of age. Will it negatively impact their development?

3.1.4 Is the decision to move the Player up to ensure programming exists for the Players six (6) year of age?

3.2 Players that are five (5) years of age are not eligible to participate in programming of Players that are seven (7) and/or eight (8) years of age unless they have written OWHA Approval.

4. PICK UP PLAYERS SIX (6) YEARS OF AGE PLAYING UP

4.1 Any requests for a Player or Players six (6) years of age to register for programming for Players seven (7) years of age or mixed programming (Players 7 and 8 years of age) must be submitted by the Association to the OWHA for approval unless the programming is cross ice and consistent with the modified ice program for Players six (6) years of age.

4.2 The OWHA will have a process to review and work with Associations to address their reasons and rationale for the request. The OWHA will evaluate the following criteria but is not limited to only this set of criteria:

4.2.1 Does the rationale of the request align with the Hockey Canada objectives?

4.2.2 Does the rationale provide opportunities for the player and other players to participate in Female Hockey?

4.2.3 Does the request focus on the impact to one Player or to the overall impact of Players at the age affected?

4.2.4 The impact on having the Player(s) participate with their peers at six (6) years of age. Will it negatively impact their development?

4.2.5 The impact on the Player(s) in participating with their peers at six (6) years of age. Will it negatively impact the Player's development?

4.2.6 The impact on the development of the Players seven (7) years of age. Will it negatively impact their development?

4.2.7 The impact on league creation at both ages.

4.3 Players that are six (6) years of age are not eligible to participate in programming of Players that are eight (8) years of age unless they have written OWHA approval.

5. PICK UP PLAYERS SEVEN (7) YEARS OF AGE PLAYING UP

5.1 Any requests for a Player or Players seven (7) years of age to register for programming for Players eight (8) years of age must be submitted by the Association to the OWHA for approval unless the programming is cross ice and consistent with the modified ice program for Players seven (7) years of age.

5.2 The OWHA will have a process to review and work with Associations to address their reasons and rationale for the request. The OWHA will evaluate the following criteria but is not limited to only this set of criteria:

5.2.1 Does the rationale of the request align with the Hockey Canada objectives?

5.2.2 Does the rationale provide opportunities for the player and other players to participate in Female Hockey?

5.2.3 Does the request focus on the impact to one Player or to the overall impact of Players at the age affected?

5.2.4 The impact on having the Player(s) participate with their peers at seven (7) years of age. Will it negatively impact their development?

5.2.5 The impact on the Player(s) in participating with their peers at seven (7) years of age. Will it negatively impact the Player's development?

5.2.6 The impact on the development of the Players eight (8) years of age. Will it negatively impact their development?

5.2.7 The impact on league creation at both ages.

5.3 Players that are seven (7) years of age are not eligible to participate in programming of Players that are nine (9) years of age unless they have written OWHA approval.

6. PICK UP PLAYERS EIGHT (8) YEARS OF AGE PLAYING UP

6.1 Any requests for a Player or Players eight (8) years of age to register for programming for Players nine (9) years of age must be submitted by the Association to the OWHA for approval unless the programming is cross ice and consistent with the modified ice program for Players eight (8) years of age.

6.2 The OWHA will have a process to review and work with Associations to address their reasons and rationale for the request. The OWHA will evaluate the following criteria but is not limited to only this set of criteria:

6.2.1 Does the rationale of the request align with the Hockey Canada objectives?

6.2.2 Does the rationale provide opportunities for the player and other players to participate in Female Hockey?

6.2.3 Does the request focus on the impact to one Player or to the overall impact of Players at the age affected?

6.2.4 The impact on having the Player(s) participate with their peers at eight (8) years of age. Will it negatively impact their development?

6.2.5 The impact on the Player(s) in participating with their peers at eight (8) years of age. Will it negatively impact the Player's development?

6.2.6 The impact on the development of the Players nine (9) years of age. Will it negatively impact their development?

6.2.7 The impact on league creation at both ages.

6.3 Any request for a Player to participate up from an Association providing mixed programming (Players 7 and 8 years of age) based on the Player already participating in the transition to full ice as a seven (7) year old will require written OWHA approval.

Policy approved September 2019

SOCIAL NETWORKING POLICY

SOCIAL NETWORKING is defined as communicating through on-line communities of people such as, but not limited to, Facebook, Twitter, You Tube, blogging, etc.

The Ontario Women's Hockey Association understands the importance of SOCIAL NETWORKING, however, it also allows for inappropriate unsupervised conduct which may be detrimental to the welfare of the OWHA, and the future of OWHA players.

The OWHA holds the entire OWHA community, including Executive Members, Managers, Coaches, Trainers, Players, Scouts, Support Staff, on/off-ice Officials and others who participate in SOCIAL NETWORKING to the same standards as it would with all forms of media, including television, radio and print.

Inappropriate behaviour over SOCIAL NETWORKING media will not be tolerated and may result in disciplinary action being taken by the OWHA.

Fran Rider, President
Ontario Women's Hockey Association

Policy Approved September 2019

OWHA TOBACCO POLICY

No participant (player, team official, on-ice official or off- ice official) may use any tobacco product including, but not limited to, cigarettes, chewing tobacco or smokeless tobacco (e-cigarettes) in any league, playoff, exhibition or tournament game, practice (on or off ice) or any other event sanctioned by any Member Partner. Any individual found to be contravening this policy will be ejected from that game or practice.

Policy Approved September 2019

OWHA WATER BOTTLE POLICY

SHARING WATER BOTTLES

There has been concern shown over the potential health risks related to the sharing of water bottles by players, officials, coaches and other participants. The Canadian Hockey Safety Program recommends the following protocol as it relates to the use of water bottles:

"Good team hygiene includes ensuring all players and staff have their own water bottles to prevent the transmission of viruses and bacteria. Bottles should be labeled and washed after each practice or game."

It is further recommended that officials avoid the practice of drinking from the goaltenders water bottle. If officials require water during a game, we suggest they have their own water bottle at the penalty bench.

Good hygienic practices will help to maintain a healthy team atmosphere and ultimately assist in keeping all participants healthy throughout the season.

Policy Approved September 2019

PART 5

SCREENING POLICY

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

SCREENING POLICY – UPDATED SEPTEMBER 2019

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1. SCREENING PROCESS

1.1 The OWHA will conduct the following 10-step screening process for OWHA Personnel and recommends that each team, association, league and programme follow the same 10-step screening process. Steps 1.9 and 1.10.2 of the 10-step screening process are mandatory for all organizations within the jurisdiction of the OWHA.

1.2 Volunteers and staff who do not meet or do not abide by the requirements of the screening process may not be accepted, may be disciplined or may be dismissed.

1.3 Position Design (Appendix C)

1.3.1 Clearly identify, define and control the design of positions. Each position has a set of conditions and level of risk. Determine screening standards based on position design.

1.4 Position Description (Appendix C)

1.4.1 Develop and maintain descriptions that define responsibilities, expectations and levels of supervision for each staff and volunteer position.

1.5 Application Form (Appendix D)

1.5.1 Prepare and make available appropriate forms for staff and volunteers and if the position requires other screening measures (medical exam, driver's record, police record check) the application form will so indicate.

1.6 Formal Recruitment Process

1.6.1 Post staff and volunteer positions and indicate that screening is a part of the application process.

1.7 Conduct Interviews

1.7.1 Conduct interviews for staff to ensure candidates meet the position requirements and fit in with the organization. Interviews for volunteer positions, for which the level of risk is determined to require

interviews, will be conducted under the supervision of the President or her/his designate.

1.8 Reference Check

1.8.1 Implement a standard reference check questionnaire and follow through with candidate's list of references.

1.9 Criminal Record Check (CRC)/Vulnerable Sector Screening (VSS) (Section 5)

1.9.1 The following individuals who are associated with the OWHA, and its member, teams, associations, leagues, and programmes must adhere to the OWHA Screening Policy:

1.9.1.1. members of the Boards of Directors;
1.9.1.2. full time staff, part time staff, interns and volunteers;
1.9.1.3. team officials (including but not limited to head coaches, assistant coaches, trainers and managers);
1.9.1.4. on-ice officials; and
1.9.1.5. anyone else who, through their duties on behalf of the OWHA may work with children.

1.9.2 The OWHA requires that a person identified in 1.9.1 submit a Criminal Record Check and a Vulnerable Sector Screening that has been completed in the six (6) months prior to submission. On-Ice Officials age 17 and under will be required to provide a Criminal Record Check. On-Ice Officials 18 years of age and older will be required to provide a Vulnerable Sector Screening Check. All On-Ice Officials must adhere to this Policy.

1.9.3 Every three (3) years following a VSS, a person identified in 1.9.1 need only complete a Criminal Records Check. (Example: Year one CRC/VSS, year two Criminal Offence Declaration Form (CODF), year three CODF and year four CRC). If a person

recertifies on-line, the CRC/VSS or CODF must be submitted directly to the OWHA. If a person recertifies in class, the CRC/VSS or CODF must be handed in at the clinic in a sealed envelope with the person's name printed on the front.

1.9.4 Any check submitted that is older than six (6) months must be accompanied by a Criminal Offence Declaration Form (CODF) or a notarized sworn document may also be used as an alternative to the Criminal Offence Declaration Form and a receipt from the local police station indicating that the process has been initiated for an updated CRC/VSS, which must be provided to the OWHA when received.

1.9.5 All staff members and volunteers with the organization MUST complete a "Criminal Offence Declaration Form" (see Appendix B). Recommended completion is as follows:

a. Full time staff – During the appraisal process and every three years.
b. Part time staff/students/interns – At start of term and every year after.
c. High Performance Team Staff (where applicable) – At start of term and every year after as identified in 1.9.2, 1.9.3 and 1.9.4
d. On-Ice Officials – at the time of their clinic as identified in 1.9.2, 1.9.3 and 1.9.4.

1.9.6 Any person identified in 1.9.1 who has been away from the organization for more than one year is required to complete the Criminal Record Check and Vulnerable Sector Screening upon their return.

1.9.7 Previous offences that may exclude a person's application for a position within the OWHA include, but are not limited to, offences against persons, offences involving property or offences related to substance abuse.

1.9.8 It is mandatory that Billets used within the OWHA be properly screened by the team or association or

league and in addition, complete a Criminal Record Check and Vulnerable Sector Screening.

1.10 Orientation and Training Sessions

1.10.1 The level of risk associated with a position (as indicated in the position description) will determine when an organization should conduct an orientation session with new staff and volunteers to help familiarize them with the organization's goals, objectives, policies and processes.

1.10.2 All team officials (including but not limited to head coaches, assistant coaches, managers and trainers) within the jurisdiction of the OWHA are required to be certified in the Speak Out Programme or Respect In Sport Activity Leader.

1.11 Supervise and Evaluate

1.11.1 The risk assessment of each position (as indicated in the position description) will determine the necessary level of supervision and evaluation in respect of a person's performance in his or her position (Examples: Supervision may include an unscheduled observation of a coach or on-ice official during a practice or game; or evaluation may include an annual or interim staff appraisal).

1.12 Follow Up

1.12.1 Follow up in respect of a person's performance in his or her position may be necessary and will be determined by the position description. An example of follow up may include an end of season interview with a coach.

2. SCREENING ADMINISTRATION

2.1 OWHA Responsibility

2.1.1 The OWHA President or designate will maintain records of all OWHA Personnel required to be certified in Speak Out or Respect in Sport Activity Leader. The Criminal Record Checks, of staff and volunteers of the OWHA who are required to submit such information, will be directed to and maintained by the OWHA President or designate.

2.1.2 All personal records maintained by the OWHA will be obtained and secured in compliance with the OWHA Privacy Policy.

2.2 OWHA Member Responsibility

2.2.1 For the purposes of reporting to Hockey Canada and policy development, OWHA member Teams and Associations are required to maintain records of all Speak Out or Respect in Sport Activity Leader certified personnel within their jurisdiction and provide relevant statistical information to the OWHA at the conclusion of each season (number of training sessions, e-Learning participants (Respect in Sport Activity Leader) and number of certified participants, etc.).

3. SAFEGUARDS

3.1 Security safeguards will be implemented to ensure all personal information is protected from theft as well as unauthorized access, disclosure, copying, use or modification thereof. The level of safeguards employed shall be directly related to the level of sensitivity of the personal information collected. The more sensitive the information, the higher the level of security employed. Methods of protection and safeguards to be employed will include but in no way be limited to locked files, offices and storage areas, need to know access as well as technological measures such as passwords and encryption.

4. MINIMUM REQUIREMENTS BASED ON POSITIONS

Board of Directors
Writing clear position descriptions Requesting/requiring Criminal Record Checks and Vulnerable Sector Screening Conducting orientation and training sessions

Full-time/Part-time Staff, Students/Interns
Writing clear position descriptions Requesting/requiring Criminal Record Checks and Vulnerable Sector Screening Establishing a formal recruiting process, Conducting orientation and training sessions Using an application form Conducting interviews Following up on references Supervising and evaluating Follow up on program participants

Team Officials
Writing clear position descriptions Requesting/requiring Criminal Record Checks and Vulnerable Sector Screening Conducting orientation and training sessions Speak Out/Respect in Sport, Activity Leader Gender Identity and Expression Requirements

On-ice Officials
Writing clear position descriptions Requesting/requiring Criminal Record Checks and Vulnerable Sector Screening Speak Out/Respect in Sport Activity Leader

5. OWHA CRIMINAL RECORD CHECK

5.1 All individuals holding the title of team official (including but not limited to head coach, assistant coach, trainer, assistant trainer, manager), on-ice official and anyone else determined by the Risk Assessment Tool which is contained in Appendix A of the OWHA Screening Policy shall be subject to Criminal Record Checks which include the Vulnerable Sector Screening and a search of the National Sex Offender Registry.

5.2 Individuals with outstanding Criminal Code convictions or who have been charged with such offences that have not yet gone to trial but which continue to be prosecuted, shall not be eligible to hold any position with the OWHA (this includes teams, associations, leagues, programmes, tournaments and all sanctioned activities).

5.3 Offences which deem the Individual ineligible to participate in any capacity as determined by Appendix B.

Note: this is a reference only and not a complete list of of applicable **offences:**

5.3.1 Any sexual assault
5.3.2 Any sexual intercourse
5.3.3 Any sexual exploitation
5.3.4 Any invitation to sexual touching
5.3.5 Any indecent acts and/or exposure
5.3.6 Any making, distributing, possessing or sale of child pornography
5.3.7 Any indictable criminal offences for child abuse
5.3.8 Luring a child
5.3.9 Voyeurism
5.3.10 Any offence for trafficking and/or importing and/or possession for the purpose of trafficking of any drugs and/or narcotics
5.3.11 Any production of a substance (specifically, as defined in the Controlled Drug and Substances Act – C.D.S.A.)
5.3.12 Any other indictable criminal code offences such as, murder, manslaughter, incest,

influencing, explosives substances offences, arson related offences, counterfeiting and conspiracy

5.3.13 Any multiple offences related to impaired driving and/or care and control and/or drive over 80 milligrams

5.4 Offences for which disqualification from participation is **ten (10)** years from expiration of the penalty imposed by the courts. **The participation is eligible to apply for a hearing after this time.** Note this is a reference only and not a complete list of applicable **offences:**

5.4.1 Assault with a weapon

5.4.2 Assault causing bodily harm

5.4.3 Aggravated assault

5.4.4 Any current prohibitions or prohibition orders forbidding the individual from having contact with children under the age of 14

5.4.5 Robbery

5.4.6 Any other offences pertaining to violence, whether or not involving weapons.

5.4.7 Any indictable criminal code offences related to impaired driving and/or care and control and/or drive over 80 milligrams

5.5 Offences for which disqualification from participation is three (3) years from the expiration of the penalty imposed by the courts, **not the date of the charge or conviction**. Note this is a reference only and not a complete list of applicable **offences:**

5.5.1 Assault

5.5.2 Threatening

5.5.3 Any possession of a substance (specifically, as defined in the Controlled Drug and Substances Act – C.D.S.A.)

5.5.4 Any theft and/or fraud and/or related offence (applicable to a person while in a Position of Trust of Finances)

5.5.5 Any convictions pertaining to illegal substances, other than for manufacture, distribution and/or trafficking

5.5.6 Any firearm related offences (other than use of firearm in the commission of an offence, see above)

5.5.7 Any other indictable criminal code offences such as break and enter, mischief, resisting and obstructing offences, dangerous driving, flight from police offences, failure to remain offences, criminal harassment and breaching orders and failing to comply offences

5.6 **Multiple (non-indictable) offences for impaired driving from alcohol and/or drugs.**

5.6.1 **Any individual that has two or more offences within the previous ten (10) years is deemed ineligible.**

5.6.2 **Once an individual has only one offence in the past ten (10) years they may at their option apply for a hearing to request reinstatement in accordance with the Hearing Process.**

5.6.3 **Offences will expire after ten (10) years from the expiration of the penalty imposed by the courts (i.e. 2010 impaired probation to 2011, expiration 2021)**

5.7 **Offences for which the individual has to abide by specific criteria as a participant.**

5.7.1 For a first offence related to Impaired driving and/or care and control and/or drive over 80 milligrams resulting in a summary conviction, the individual may not drive any other participant to and from sanctioned activities while the driver's license is suspended.

5.7.2 It is the obligation of any person subject to screening by virtue of this policy to advise their organization's Professional designate responsible for screening of a charge or conviction under any offence listed in this Policy.

5.8 The Ontario Women's Hockey Association or its designate shall be responsible for the collection and retention of Criminal Record Checks and Vulnerable Sector Screening Check, which must be under the designates control and secured in a safe storage area.

Criminal Records Checks and Vulnerable Sector Screening for all on-ice officials is the responsibility of the Ontario Women's Hockey Association.

Police Services will not do Vulnerable Sector Screening for individuals under 18 years of age.

Under the new Criminal Record Check Reform Act of Ontario individuals under the age of eighteen (18) cannot apply for a Criminal Record Check.

Criminal Record Checks and vulnerable Sector Screenings are valid for three (3) years.

6. CRIMINAL RECORD CHECK HEARING PROCESS

6.1 Upon review of a registered participant's Vulnerable Sector Screening submission to the Ontario Women's Hockey Association, if a registered participant is deemed ineligible as per Section 5 of the OWHA Screening Policy, and therefore unable to participate as an official or volunteer in OWHA/Hockey Canada programming, they will be notified of such ineligibility in the form of a letter from the OWHA. The registered participant's team and/or association delegate/president will be notified of this ineligibility electronically.

6.2 The term of this ineligibility is based on a specific offence contained within the submission and the time identified in Section 5 of the OWHA Screening Policy.

6.3 The OWHA Record Check Inspector will determine the eligibility for a hearing and will communicate this directly to the member.

6.4 If the registered participant is eligible they will be given the opportunity to forward a letter of consideration to the President of the OWHA, requesting special dispensation from the application of the Section 5 of the Screening Policy.

6.5 Supporting documentation must be submitted to the OWHA prior to the hearing date and at the participant's expense. Required documents include but are not limited to:

6.5.1 Police Reports (arrest report, general occurrence report, witness report, regarding the incident(s).

6.5.2 Court Records (details of actual conviction)

6.5.3 Probation orders

6.5.4 Parole orders

6.5.5 Release documents

6.6 If the participant is granted a hearing by the President, a hearing will be arranged and the participant will be sent notification of the date, time and location of the hearing. The fee for this hearing will be $200.00 and payment is to be received prior to the hearing. At the conclusion of the hearing, the panel will render its decision in writing and forward to the OWHA office. The office will inform the participant of the decision and the participant's team and/or association delegate/president will be notified electronically.

6.7 In the event that the participant does not show for a hearing, the hearing will be dismissed, the participant will be notified and the ineligibility will remain in effect pending a new hearing at the expense of the participant.

6.8 The participant would NOT be eligible to participate in any OWHA's sanctioned activity until such time as a decision is made through this hearing process.

RISK ASSESSMENT TOOL

The Risk Assessment Tool is not a scientific assessment, but is designed to help alert you to potential factors in a volunteer or staff position. No single check-list fits all situations so organizations are encouraged to adapt this tool to meet their specific needs and any local legal obligations.

8 QUESTIONS TO CONSIDER WHEN ASSESSING THE RISK LEVEL ASSOCIATED WITH EACH POSITION.

1) Does the person in this position serve people who may be vulnerable?
   - Children under the age of 18
   - Persons with communication or language boundaries

2) Does the person in this position allow access to players?
   - Direct contact with players at the rink or away from the rink
   - Driving players in their vehicle within Hockey Canada's Speak Out parameters

3) Does the person in this position require making physical contact with a player's body?
   - Demonstrating a skill
   - Touching the player
   - Contact with bodily fluids

4) Does the person in this position have access to property or equipment?
   - Personal equipment
   - Facility equipment
   - Organization equipment

5) Is the person in this position involved in making decisions about a player's future or movement within the system?
   - Perceived or actual position of authority

6) Does the person in this position have access to confidential information?

- Personal documents or communications

7) Does the person in this position have access to money?
   - Personal funds
   - Organizational funds

8) Is the person in this position involved in making decisions on behalf of the organization?
   - Perceived or actual position of authority
   - Enters into agreements on behalf of the organization

If you answered "Yes" to any question above here are some suggested steps:
➲ Reference Check ➲ Criminal Record Check/Vulnerable Sector Check Requirement ➲ Regular supervision ➲ Participant evaluation of position ➲ Specific behaviour code is provided

ONTARIO WOMEN'S HOCKEY ASSOCIATION
225 Watline Ave., Mississauga, Ontario L4Z 1P3
www.owha.on.ca

CRIMINAL OFFENCE DECLARATION

Print Name: _____

Date of Birth: _____
Month/Day/Year

Telephone Number: _____

Email Address: _____

OWHA Referee Number: _____

Member: _____

Clinic Location: _____

Date: _____

Failure to execute this process will be in violation of the OWHA Screening Policy, this will mean that the official will be considered to be not in good standing and may be subject to further discipline.

I, _____
(Print Name)

hereby declare that:

☐ I have no convictions for offenses under the Criminal Code of Canada as specified in the OWHA Screening Policy up to and including the date of this declaration for which a person has not been issued or granted under the Criminal Records Act (Canada).

☐ I have no convictions for offenses in any other country up to and including the date of this declaration for which a pardon has not been issued or granted.

OR

☐ I have the following convictions for offences under the Criminal Code of Canada as specified in the OWHA Screening Policy for which a pardon under the Criminal Records Act (Canada) has not been issued or granted:

☐ I have the following convictions for offenses in another country up to and including the date of this declaration for which a pardon has not been issued or granted:

Supplementary Information, Including Outstanding Charges, Warrants or Orders.

DATE	LOCATION	CHARGE	DISPOSITION

Any questions can be directed to the OWHA office.

Signature of Applicant: _____

Date: _____

9. APPENDIX C - POSITION DESIGN AND DESCRIPTION

POSITION DESIGN:

Clearly identify, define and control the design of positions. Each position has a set of conditions and level of risk. Determine screening standards based on position design.

Position Title	Be brief (2-3 words) but descriptive
Purpose of Position	A short sentence or two identifying key reasons for volunteer involvement, in relation to the organization's mission or goals.
Risk Level	Based on the Risk Assessment of the position, and used as the basis for what screening mechanisms will be required for this position.
Skills and Qualifications	Include the attitudes, knowledge, past experience, background, education and personal traits that are directly related to the ability of the applicant to meet the duties/activities/responsibilities.
Boundaries and Limitations	What is the person in this position not allowed to do? What is outside of the parameters of the position?
Vulnerability of Persons Served:	Are the persons served by this position vulnerable and if so in what way?
Screening Requirements	List of applicable screening techniques for this position.
Supervision and Support	To whom is the person in this position directly responsible? How is the position supervised? What are the reporting and evaluation mechanisms?

POSITION DESCRIPTION:

Develop and maintain descriptions that define responsibilities, expectations and levels of supervision for each staff and volunteer position.

Duties/Activities/ Responsibilities	Be specific about regular duties to be performed, duties performed on occasion, and any special equipment used. Do not list every step of every activity; this can be expanded on in the position training.
Time Commitment	Minimum number of hours, frequency, days and times and length of commitment.
Location:	Where will the person in this position work? Is it off site, isolated or unsupervised?
Orientation and Training	Both initial and ongoing training, making clear what is required and what is optional.
Benefits	Include organization's commitment to the position, personal benefits, whether out of pocket expenses are covered by the organization.

SAMPLE DESIGN AND DESCRIPTION: House League Head Coach

The following is a sample Head Coach position design and description:

POSITION TITLE:	House League Head Coach
VULNERABILITY OF PERSONS SERVED:	Work directly with young children between ages of 5 and 15
LOCATION:	Local Arena Facility, public setting
PURPOSE OF POSITION:	To teach skills, supervise children and create a safe, social and welcoming environment for the players
RISK LEVEL:	High, working in close proximity to children
TIME COMMITMENT:	1 weekend game and 1 week night practice, 2 tournaments per season, year end banquet
ACTIVITIES & RESPONSIBILITIES:	Oversee all team activities Manage the safety of the participants Comply and ensure compliance of his or her team with the rules, regulations, policies and processes of the team, league, team, and association, OWHA and Hockey Canada
SKILLS, QUALIFICATIONS:	Caring, friendly and patient attitude Ability to communicate with parents and children

	Must be certified in Speak Out or Respect in Sport Activity Leader Must have Coach Level certification Criminal Record Check/Vulnerable Sector Screening
BOUNDARIES & LIMITATIONS:	The Head Coach is bound by the OWHA Code of Conduct and all rules, regulations, by laws, articles and policies of the OWHA.
ORIENTATION & TRAINING:	All new Coaches will be provided with an orientation prior to the start of the season.
SUPERVISION & SUPPORT:	The Head Coach is responsible to the team, association, league President and Board of Directors.
BENEFITS:	All Head Coach positions are eligible for various volunteer awards.

10. APPENDIX D – SAMPLE APPLICATION FORM

OWHA APPLICATION FORM

This form is to be completed and forwarded to the OWHA Office by the date specified in the posting.

Contact Information

Name:					
Address:					
Home Ph:		Work Ph:		Mobile Ph:	
Preferred Email:					

Position you are applying for:	
Relevant certification or education:	
Years of relevant experience:	
Are you eligible to work in Canada?	☐ Yes ☐ No

☐ Please ensure you have attached your resume and at least 3 references (maximum one personal).

Screening

The Ontario Women's Hockey Association is committed to reducing harassment, abuse, bullying and misconduct in our programs. As a priority we are screening volunteers and staff to ensure the highest quality of personnel to support our programs and create a friendly and welcoming environment for our participants. Some positions require additional screening.

Please be advised that your position requires a Criminal Record Check and a Vulnerable Sector Check.

_____

Signature Date

I hereby acknowledge that the information provided above is accurate to the best of my knowledge.

11. APPENDIX E – CRIMINAL RECORD CHECK/VULNERABLE SECTOR SCREENING DEFINITIONS

11.1 Criminal Records Check (CRC)

11.1.1 A Criminal Record Check is a search that is used to determine whether an individual has a criminal record. The search can be based on an individual's name and date of birth, or for much greater assurance, it can be based on fingerprints for positive identification.

11.1.2 A Criminal Record Check is performed against the national repository of criminal records maintained by the Royal Canadian Mounted Police (RCMP), which holds approximately 4.2 million records.

11.1.3 Checks are also in many cases performed against a Canadian police service's local records.

11.2 Vulnerable Sector Screening (VSS)

11.2.1 A VSS check is initiated by the local police in the jurisdiction where the individual lives.

11.2.2 A VSS check is designed to protect vulnerable participants from dangerous offenders by uncovering the existence of a criminal record and/or a pardoned sexual offence conviction and is recommended as part of an overall employment or volunteer screening process. The results of the check can help to determine whether an individual is suitable to work in positions where they will be in close contact with vulnerable people.

11.2.3 The police will use the Canadian Police Information Centre (CPIC) system as well as their own database to conduct a background search based on an individual's name, gender and date of birth. If the gender and date of birth match to a pardoned sex offender record, the individual will be asked to

provide fingerprints to confirm his or her identity. Be assured that:

- This is not an accusation of criminality: fingerprints are used to confirm identity only.
- Fingerprints will be destroyed after 90 days - when the check is complete. As with all civil checks, the RCMP and Local Police do not keep fingerprints on file and they will not be searched for future purposes.

PART 6

HARASSMENT, ABUSE, BULLYING AND MISCONDUCT POLICY

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

HARASSMENT, ABUSE, BULLYING AND MISCONDUCT POLICY

PROMOTING POSITIVE HOCKEY BEHAVIOUR

For More Information:

Ontario Women's Hockey Association

225 Watline Avenue

Mississauga, Ontario

L4Z 1P3

Phone 905-282-9980

Fax 905-282-9982

Email info@owha.on.ca

www.owha.on.ca

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POLICY STATEMENTS

1.1 The Ontario Women's Hockey Association (OWHA) is committed to provide an environment that is safe and respectful. The OWHA supports the right of all its members and staff to participate and work in an environment that prohibits discriminatory practices of all kinds and promotes equitable opportunities.

1.2 It is the policy of the OWHA that there be no harassment, abuse, bullying or misconduct of any participant in any of its programs.

1.3 The OWHA expects every athlete, coach, assistant coach, trainer, manager, official, parent, guardian, family member, director, officer, volunteer, employee and chaperone within the OWHA to take reasonable steps to safeguard the participants against harassment, abuse, bullying or misconduct.

1.4 The OWHA will make all reasonable efforts to promote awareness of the problems of harassment, abuse, bullying and misconduct among all its members.

1. EFFECTIVE DATE

2.1 June 27 1998
2.2 Revised July 2014
2.3 Revised June 2016
2.4 Revised July 2017

2. OWHA REQUIREMENTS

3.1 OWHA Member Teams, Associations, Programmes, Leagues and individuals are responsible for creating awareness and understanding of this policy and for following this policy.

4. DEFINITIONS

4.1 Legislation

4.1.1 Child Protection Legislation – Ontario Child and Family Services Act (CFSA)

(a) Ontario Child, Youth and Family Services Act
https://www.canlii.org/en/on/laws/stat/so-2017-c-14-sch-1/149635/so-2017-c-14-sch-1.html

(b) Reporting child Abuse and Neglect
http://www.children.gov.on.ca/htdocs/English/topics/childrensaid/reportingabuse/index.aspx

4.1.2 Human Rights Legislation

(a) Canadian Human Rights Act
https://www.canlii.org/en/ca/laws/stat/rsc-1985-c-h-6/130627/rsc-1985-c-h-6.html

(b) Ontario Human Rights Code
http://www.ohrc.on.ca/en/ontario-human-rights-code

4.2 Child

In the Province of Ontario Child means a person between the age of 0 and 18 years.

4.3 Adult

Adult means a person who has reached the age of maturity. In the Province of Ontario this age is 18 years.

4.4 Bullying

Bullying describes behaviours that are similar to harassment, but occur between children that are not addressed under human rights laws. Bullying can be broken down into six categories:

4.4.1 Physical Bullying:

Hitting, shaking, shoving, kicking, spitting on, grabbing, beating others up, damaging or stealing another person's property; used most often by boys.

4.4.2 Verbal Bullying:

Name calling, hurtful teasing, humiliating or threatening someone, degrading behaviors; may

happen over the phone, through text messaging or chat rooms, through social media sites, in notes or in person.

4.4.3 Relational Bullying:

Trying to cut off victims from social connection by convincing peers to exclude or reject a certain person, spreading rumours or giving the "silent treatment; used most often by girls. This may happen in person, over the phone, through the computer.

4.4.4 Discriminatory Bullying:

Discriminatory bullying targets people because of their sexual orientation, ethnicity, gender identity, skin colour, religion, weight, appearance, disability, nationality or other things that are perceived to make them "different".

4.4.5 Reactive Bullying:

Engaging in bullying as well as provoking bullies to attack by taunting them

4.4.6 Cyber Bullying:

Involves the use of information and communication technologies such as email, cell phones and text messaging, camera phones, instant messaging, social networking sites such as Facebook, Twitter, Instagram, Tumblr, Flickr, Myspace etc., defamatory personal websites (such as Network 54), or other forms of electronic information transfer to support deliberate, repeated and hostile behaviour by an individual or group that is intended to harm others, threaten, harass, embarrass, socially exclude or damage reputations and friendships.

Bullying is not…

- Conflict between friends
- An argument between people of equal power
- Accidental
- Normal relational development challenges
- A "one-time" event (usually)
- Friendly teasing that all parties are enjoying

- Something people grow out of

Bullying is…

- Hurting behaviours based on oppression and “meanness”
- Based on power differentials
- Intentionally harmful
- Intense and long in duration
- Repeated over time (generally)
- Oppressive – isolates victims
- Caused by many factors and behavioural challenges

4.5 Harassment

Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work conditions. Any of the different forms of harassment must be based on a prohibited ground of discrimination in the Ontario Human Rights Legislation, including race, ethnicity, colour, religion, age, sex, marital status, family status, disability, pardoned conviction and sexual orientation.

Types of behaviour which constitute harassment include, but are not limited to:

- Unwelcomed jokes, innuendo or teasing about a person's looks, body, attire, age, race, religion, nationality, sex or sexual orientation.
- Condescending, patronizing, threatening or punishing actions, **based on a ground of discrimination**, which undermine self-esteem or diminish performance.
- Practical jokes **based on a ground of discrimination,** which causes awkwardness or embarrassment, endanger a person’s safety or negatively affects performance.
- Unwanted or unnecessary physical contact including touching, patting or pinching (in the case of minors, this is defined as abuse under the Child and Family Services Act).

- Unwelcome flirtation, sexual advances, requests or invitations (if minor involved, covered under Child Protection Legislation).
- Behaviours such as those described above which are not directed towards individuals or groups but which have the effect of creating a negative or hostile environment.

What is criminal harassment?

Criminal harassment—often known as stalking—involves following another person; monitoring them or someone close to them, or their home; contacting them repeatedly against their wishes or threatening them. For a charge of criminal harassment to be laid, the victim must have reason to fear for his/her safety (or the safety of someone else) and the perpetrator must know — or could reasonably be expected to know—that the victim is fearful (Family Violence in Canada, A Statistical Profile, 2001).

Criminal charges may also be laid in harassment cases if a person has been physically or sexually assaulted.

4.6 Abuse

Child abuse is any form of physical, emotional and/or sexual mistreatment or lack of care, which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and/or breach of trust.

4.6.1 Emotional Abuse

Emotional abuse is a chronic attack on a child's self-esteem; it is psychologically destructive behaviour by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child's needs but it is not simply benching a player for disciplinary reasons, cutting a player from a team after tryouts, refusing to transfer a player, limiting ice time and yelling instructions from the bench.

4.6.2 Physical Abuse

Physical abuse is when a person in a position of power or trust purposefully injures or threatens to injure a

child. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.

4.6.3 Neglect

A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air.

Some examples of neglect occurring in a sport environment are:

- *Inadequate Shelter/Unsafe Environments:* Failure to maintain equipment or facility; forcing athletes to participate without proper protective equipment.
- *Inadequate Clothing:* Preventing athletes from dressing adequately for weather conditions or making them stay in wet clothes as punishment following a game.
- *Inadequate Supervision:* Leaving young athletes unsupervised in a facility or on a team trip (OWHA Policy on Dressing Room Supervision).
- *Lack of Medical/Dental Care:* Ignoring or minimizing injuries; ignoring medical advice; not seeking medical or dental attention when warranted.
- *Inadequate Education:* Encouraging athletes to not do homework, to not attend school, or to drop out.
- *Inadequate Rest:* Overdoing or increasing workouts as punishment; prohibiting adequate sleeping or resting time.
- *Inadequate Moral Guidance & Discipline:* Not providing adequate supervision during team functions; hiring strippers or prostitutes; offering pornography to young athletes.

4.6.4 Sexual Abuse

Sexual abuse is when a child is used by a child with more power or an adult for his or her own sexual

stimulation or gratification. There are two categories of sexual abuse: contact and non-contact.

4.6.4.1 Contact

- Touch and fondled in sexual areas
- Forced to touch another person's sexual areas
- Kissed or held in a sexual manner
- Forced to perform oral sex
- Vaginal or anal intercourse
- Vaginal or anal penetration with object or finger
- Sexually oriented hazing

4.6.4.2 Non-Contact

- Obscene calls/remarks on a computer, cell phone or in notes
- Voyeurism
- Shown pornography
- Forced to watch sexual acts
- Sexually intrusive questions or comments
- Indecent exposure
- Forced to pose for sexual photographs or videos
- Forced to self-masturbate
- Forced to watch others masturbate

Duty to Report

Abuse and neglect are community problems requiring urgent attention. The Ontario Women's Hockey Association (OWHA) is committed to help reduce and prevent the abuse and neglect of participants. The OWHA realizes that persons working closely with children and youth have a special awareness of abusive situations. Therefore these people have a particular reporting responsibility to ensure the safety of Canada's young, by knowing their provincial protection legislation and following through as required.

The Province of Ontario has mandatory reporting laws regarding the abuse and neglect of children and youth, which are contained in Section 72 of the Child and Family Services Act (CFSA). Consequently, it is the policy of the OWHA that

any OWHA personnel (part-time and full-time staff, volunteer, participant, team official, on ice official) or OWHA partner (parent, guardian) who, has reasonable grounds to suspect that a participant is or may be suffering or may have suffered from emotional, physical abuse and neglect and/or sexual abuse shall immediately report the suspicion and the information on which it is based to the local child protection agency and/or the local police detachment. In Ontario a person is considered a child up to the age of eighteen.

Those involved with the OWHA in providing hockey opportunities for participants understand and agree that abuse or neglect, as defined above, may be the subject of a criminal investigation and/or disciplinary procedures. Failure to report an offence and thereby, failure to provide safety for participants may render the adult who keeps silent legally liable for conviction under the CFSA.

4.7 Hazing

Hazing is an initiation practice that may humiliate, demean, degrade or disgrace a person regardless of location or consent of the participant(s).

4.8 Misconduct

Misconduct refers to the behaviour or a pattern of behaviour that is found, by a formal (for example an independent investigation) or informal process (i.e. for example an internal fact finding), to be contrary to the OWHA Code of Conduct and that is not harassment, abuse or bullying.

4.9 Complaint

Any allegation, verbal or written, that involves bullying, harassment, abuse or misconduct within the jurisdiction of the OWHA.

4.10 OWHA Personnel

OWHA personnel include OWHA office employees, and committee chairs and members, Directors and Officers and any other personnel that may be identified by the OWHA President or Chairperson.

4.11 Billet

Any individual who applies or is requested to host a traveling player or players for an OWHA sanctioned hockey activity, on his or her premises during periods when the player(s) will otherwise be unsupervised and outside of the care of parent(s), guardian(s), coach or other designated adult.

RECEIVING A COMPLAINT

5.1 Complaints must be submitted in writing and on the OWHA Complaint Intake Form (Appendix A).

5.2 OWHA Responsibility:

5.2.1 If a Complaint is directed to the attention of the OWHA, all relevant information will be forwarded to the appropriate team/association/individual(s) for follow up and/or investigation.

5.2.2 If a Complaint concerns an OWHA Officer, Director, representatives while acting in the capacity of their OWHA position or OWHA Staff, the complaint will be handled by the OWHA, OHF or Hockey Canada when deemed appropriate.

5.2.3 Upon notification of a Complaint the OWHA will report the situation and all relevant information to the Hockey Canada Insurance Department in accordance with Hockey Canada guidelines.

5.2.4 If a Complaint is addressed to the OWHA but relates to an action within an OWHA Member Team/Association, the OWHA President will request the relevant OWHA Member Team/Association to conduct an investigation within an agreed time frame. The Complaint will be referred to that Member Team/Association to be dealt with in accordance with this and that Member Team/Association's policies.

5.3 OWHA Member Responsibility:

5.3.1 OWHA Member Teams and/or Associations shall designate one person or committee to accept complaints originating from participants within their team/association. This person or committee will be identified on the OWHA Registration database at the beginning of each season.

5.3.2 Upon receipt of a Complaint the OWHA Member Team/Association will complete an OWHA Complaint Intake Form and submit it to the OWHA President or staff designate.

5.3.3 OWHA Member Teams/Associations will provide an annual report to the OWHA pertaining to complaints that meet the merits of the Speak Out/Respect in Sport Activity Leader Program on or before June 1 each year that will include: (a) The number of complaints of harassment, abuse, bullying and misconduct received, (b) the number of complaints of harassment, abuse, bullying and misconduct found to be with merit and those without merit, and (c) the number of Speak Out training sessions held, number of certified participants and the number of Respect In Sport Activity Leader certified participants for the season.

6. COMPLAINT ADMINISTRATION

6.1 Complaints of abuse, harassment, bullying or misconduct may be handled informally where possible, or formally, but within a reasonable time frame.

6.2 The OWHA and any members thereof are not required to deal with all complaints. The OWHA or member thereof may decide not to deal with the complaint if it is of the opinion that it:

6.2.1 could be more appropriately dealt with under another policy, rule or regulation;

6.2.2 is frivolous, vexatious or made in bad faith;

6.2.3 is not within the governing body's jurisdiction; or,

6.2.4 is based on occurrences that are more than six months old.

6.3 The OWHA or any member thereof will not deal with any complaint of abuse as defined in the Child Protection Legislation. Any investigation of a complaint of this nature will be left to the police or appropriate child protective agency.

6.3.1 During an investigation by the police or appropriate child protective agency the individual under investigation would be removed from participation.

6.3.2 If a complaint of abuse of a child participant results in a conviction, the OWHA and/or member thereof may discipline the individual convicted.

6.3.3 If a complaint of abuse of a child participant does not result in a conviction, the OWHA and/or member thereof may nevertheless discipline the individual subject to the complaint having merit.

6.3.4 Consideration of time served during the investigation will be taken into account in any further discipline applied.

6.4 Complaints of abuse, harassment, bullying or misconduct will not qualify a player for an automatic release. This is to ensure the safety of all players on the team, not just the one initiating the complaint. If a complaint is substantiated, the primary option is to address the behaviour of the offending party which may include disciplinary action up to and including suspension or removal.

7. INVESTIGATION:

7.1 In order to remain impartial for the purpose of hearing appeals, the OWHA will not engage in investigations except: (a) where it is inappropriate for the OWHA member to do so, or (b) if the initial investigation was conducted incorrectly as determined by the OWHA Chairperson and/or President or (c) if the complaint involves members from more than one OWHA member Association.

7.2 All investigations of harassment, bullying or misconduct will be conducted in accordance with the OWHA Privacy Policy. Disclosure of any part of the final report will be provided at the discretion of the OWHA President or designate and where third party confidentiality is required the report may not be provided. Upon the final determination a summary report may be available to the relevant parties who may include, but are not limited to, the person(s) who initiated the complaint, the person(s) against whom the complaint was made, any person(s) against whom any adverse finding is made.

7.3 When the OWHA is conducting an investigation, the report resulting therefrom, will be received by the OWHA Discipline Review Board for review and determination.

7.4 Any decision for the OWHA to contact the police on the basis of the Investigation Report will be made by the OWHA President.

7.5 OWHA Member Responsibility:

7.5.1 OWHA Member Teams/Associations are required to oversee all investigations within their jurisdiction.

7.5.2 Once directed to do so, an OWHA Member Team/Association may not cede its responsibility to:

7.5.2.1. complete the investigation and;

7.5.2.2. render a decision within the specified timeframe.

7.5.3 The failure of an OWHA Member Team/Association to complete an appropriate fact finding investigation and render a decision, once directed, may result in disciplinary action at the discretion of the OWHA Discipline Review Board, President or her/his designate.

7.5.4 OWHA Member Teams/Associations are encouraged to employ the services of a professional investigation firm or suitably qualified individual (i.e. a retired police officer).

8. INVESTIGATION DECISIONS

8.1 The following decisions resulting from any investigation may be made:

8.1.1 the complaint is with merit;

8.1.2 the complaint is without merit;

8.1.3 there is insufficient information to enable a conclusive decision to be made; or

8.1.4 the complaint is outside of the jurisdiction of the investigating body.

9. DISCIPLINE

9.1 Any athlete, coach, assistant coach, trainer, manager, official, parent, guardian, family member, director, officer, volunteer, employee or chaperone within the OWHA thereof found in violation of the OWHA Harassment, Abuse, Bullying and Misconduct Policy or the OWHA Code of Conduct, OWHA Code of Ethics and/or OWHA Social Networking Policy may be disciplined up to and including dismissal and/or revocation of membership in accordance with the OWHA By-Laws, Regulations, Rules, Policies and Procedures.

9.2 Any athlete, coach, assistant coach, trainer, manager, official, parent, guardian, family member, director, officer, volunteer, employee or chaperone within the OWHA who knowingly brings a false complaint against an OWHA participant may be disciplined up to and including dismissal and/or revocation of membership in accordance with the OWHA By-laws, Regulations, Rules, Policies and Procedures.

9.3 Any athlete, coach, assistant coach, trainer, manager, official, director, officer, volunteer or employee or chaperone who is the subject of a complaint of harassment, abuse, bullying or misconduct may be suspended from his or her position, or made subject to other precautions taken for the duration of an investigation. This action will be reviewed by the OWHA Discipline Review Board or other designate on a case by case basis in accordance with the OWHA By-laws, Regulations, Rules, Policies and Procedures.

9.4 Any coach, assistant coach, trainer, manager, official, director, officer, volunteer, employee or chaperone who is discovered by means other than a criminal record check to have a conviction that may impact upon their position, may be disciplined up to and including dismissal and/or revocation of membership in accordance with the OWHA By-Laws, Regulations, Rules, Policies and Procedures.

10. APPEALS

10.1 Except where otherwise provided, an appeal of any disciplinary matter will be regulated and heard in accordance with OWHA RULE SIX.

APPENDIX A – OWHA Complaint Intake Form

	ONTARIO WOMEN'S HOCKEY ASSOCIATION COMPLAINT INTAKE FORM	

Please note the following:

- Complaints of harassment, abuse, bullying or misconduct will not qualify a player for an automatic release.
- Definitions are provided below.
- Substantiated allegations of harassment, abuse, bullying or misconduct will be considered for sanctions ranging in severity from: no further action to expulsion.
- The OWHA cannot guarantee complete confidentiality. The contents of this document may be shared in an effort to resolve this complaint here within. By completing the form, you agree that the OWHA may share some or all of this information in the process of resolving the complaint.
- Complaints will be addressed according to severity, resources and safety for participants.
- Email completed form to support@owha.on.ca

Please complete the following:

1. **Person making the complaint:** ☐ Player ☐ Parent ☐ Administrator ☐ Official ☐ Other

First Name	Last Name	
Address		
City/Town	Province	Postal Code
Telephone Number	Fax Number	Email

2. **Person on whose behalf the complaint is made:** (to be completed if different from above)

First Name	Last Name
Birth Date (day / month / year)	

3. **Name of person(s) against whom you are complaining:**

First Name	Last Name
Title/Role	Name of Association/Team
First Name	Last Name
Title/Role	Name of Association/Team

4. **When did the last incident occur? (date):** _____

5. **Please check the ground(s) that best describes your complaint:**

A. ☐ Harassment (refer to Appendix A)

Type of behaviour:

☐ Conduct	☐ Gestures	☐ Comments

Based on:

☐ Race	☐ Ethnicity	☐ Disability	☐ Colour
☐ Religion	☐ Age	☐ Sexual orientation	☐ Sex
☐ Marital status	☐ Family status	☐ Pardoned conviction	

B. ☐ Abuse (refer to Appendix A)

Type of behaviour:

☐ Physical	☐ Emotional	☐ Sexual	☐ Neglect

Please note: Neither the OWHA, nor any Member thereof will investigate reports of abuse that meet the definition provided. This information will be provided to the appropriate authorities for follow up.

C. ☐ Bullying (refer to Appendix A)

Type of behaviour:

☐ Physical	☐ Verbal	☐ Relational	☐ Reactive

D. ☐ Hazing (refer to Appendix A)

E. ☐ Misconduct (refer to Appendix A)

Please note: Complaints of misconduct will generally be directed to the OWHA Member Team/Association for formal or informal resolution according to that organization's constitution or policies.

6. Particulars: Provide a summary of the incidents you are complaining about. Your summary must answer the following questions. Section 6 is to be no longer than 2 pages. You may attach any additional documents as necessary.

1. Date incident(s) happened
2. Where did the incident(s) happen?
3. Who was involved (Name and title/role)?
4. What happened?
5. How were you treated differently from others (if at all)?
6. How do the incident(s) relate to the ground(s) you selected?
7. Remedy/Resolutions you are seeking

Day/Month/Year

Signature of Complainant

DEFINITIONS

The following abbreviated definitions will be used to determine the grounds on which the complaint is made and the process to address it. For the complete definitions please see Section 4 of the OWHA Harassment, Abuse, Bullying and Misconduct Policy.

Misconduct

Misconduct refers to the behaviour or a pattern of behaviour that is found, by a formal (for example an independent investigation) or informal process (i.e. for example an internal fact finding), to be contrary to the OWHA Code of Conduct and that is not harassment, abuse or bullying.

Bullying

Bullying describes behaviours that are similar to harassment, but occur between children that are not addressed under human rights laws. Bullying is intentionally hurting someone in order to insult, humiliate, degrade or exclude him or her. Bullying can be broken down into six categories: Physical, Verbal, Relational, Reactive, Discriminatory and Cyber.

Harassment

Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work conditions. **Any of the different forms of harassment <u>must be based on a prohibited ground of discrimination in Human Rights Legislation</u>, including race, ethnicity, colour, religion, age, sex, marital status, family status, disability, pardoned conviction and sexual orientation..**

Hazing

Hazing is an initiation practice that may humiliate, demean, degrade or disgrace a person regardless of location or consent of the participant(s).

Abuse

Child abuse is any form of physical, emotional and/or sexual mistreatment or lack of care, which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children is an abuse of power or authority and/or breach of trust.

Abuse is an issue of child protection. Protection refers to provincial, territorial or Aboriginal band-appointed child protective services. A child may be need of protection from harm if abuse or neglect is suspected. Information about one's legal duty to report and circumstances under which reporting must occur according to child protection legislation is available at www.hockeycanada.ca.

Emotional Abuse

Emotional abuse is a chronic attack on a child's self-esteem; it is psychologically destructive behaviour by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child's needs.

Physical Abuse

Physical abuse is when a person in a position of power or trust purposefully injures or threatens to injure a child. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.

Neglect

A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air. Neglect may apply in a hockey setting where there is a chronic inattention in the hockey context, for example when a player is made to play with injuries.

Sexual Abuse

Sexual abuse is when a child is used by a child or youth with more power or an adult for his or her own sexual stimulation or gratification. There are two categories of sexual abuse: contact and non-contact.

APPENDIX B

ONTARIO WOMEN'S HOCKEY ASSOCIATION
Code of Conduct

This Code of Conduct identifies the standard of behaviour which is expected of all Ontario Women's Hockey Association (OWHA) Members, including athletes, coaches, parents, directors, volunteers, staff, chaperones and others.

OWHA Teams, Associations, Programmes and Leagues are committed to providing a sport environment in which all individuals are treated with respect. Members of the OWHA shall conduct themselves at all times in a fair and responsible manner. Members shall refrain from comments or behaviours which are disrespectful, offensive, abusive, racist or sexist. In particular, behaviour which constitutes harassment, abuse, bullying or cyber-bullying will not be tolerated by the OWHA.

During the course of all OWHA activities and events, members shall avoid behaviour which brings OWHA members or the sport of hockey into disrepute, including but not limited to abusive use of alcohol and non-medical use of drugs.

Members shall not use unlawful or unauthorized drugs/narcotics or performance enhancing drugs or methods.

Members of the OWHA shall not engage in activity or behaviour which endangers the safety of others.

OWHA members shall at all times adhere to the OWHA Team, Association, Programme and League operational policies and procedures, to rules governing the OWHA events and activities and to rules governing any competition in which the member participates on behalf of the OWHA.

Failure to comply with this Code of Conduct may result in disciplinary action, suspension or release from membership. Such action may result in the member losing the privileges that come with membership in the OWHA, including the opportunity to participate in OWHA activities.

APPENDIX C

OWHA CODE OF ETHICS

As a representative of female hockey, I support the Values, Mission and Code of Conduct of the Ontario Women's Hockey Association. It is an honour to work with others who share the desire to contribute to the positive growth and development of female hockey. I am pleased to support this document, thereby demonstrating my support for the high standards required by the volunteer role models for the players.

My commitment as a volunteer is to:

- recognize that positive communication is key to the success of the OWHA
- accept responsibility
- contribute to the best of my ability
- look at the big picture - supporting the advancement of female hockey throughout the entire Province of Ontario
- consider the "needs" and "desires" of every single player
- state my thoughts honestly and through proper channels
- refrain from participation on web site forums
- listen to other points of view with an open mind
- approach problems constructively, with a determined effort for a fair solution
- sincerely support majority decisions once they are made
- speak in a positive manner about the OWHA, its members, organizations and individuals involved and about female

hockey in general

- deal with concerns internally and constructively
- speak positively about peers - if there are concerns, talk to the individual(s) concerned, not to others
- graciously share the credit when things go right
- remain humble
- share the blame and work towards a solution when things go wrong
- do my own job and support others who are doing their work
- always speak positively about female hockey
- declare a conflict of interest in appropriate cases, stepping aside from decisions
- refrain from swearing
- avoid public confrontations
- wear neutral or OWHA clothing when representing the OWHA
- refrain from cheering for a team when wearing OWHA clothing
- refrain from wearing OWHA identification/clothing when representing a team, league or association
- agree to screening as per the OWHA/Hockey Canada Harassment and Abuse Policies and Procedures
- take time to enjoy the game, and, most importantly, the people in the game

Failure to comply with this Code of Ethics is considered to be a violation of the OWHA Code of Conduct.

APPENDIX D

OWHA
SOCIAL NETWORKING POLICY

SOCIAL NETWORKING is defined as communicating through on-line communities of people such as, but not limited to, Facebook, Twitter, You Tube, blogging, etc.

The Ontario Women's Hockey Association understands the importance of SOCIAL NETWORKING, however, it also allows for inappropriate unsupervised conduct which may be detrimental to the welfare of the OWHA, and the future of OWHA players.

The OWHA holds the entire OWHA community, including Executive Members, Managers, Coaches, Trainers, Players, Scouts, Support Staff, on/off-ice Officials and others who participate in SOCIAL NETWORKING to the same standards as it would with all forms of media, including television, radio and print.

Inappropriate behaviour over SOCIAL NETWORKING media will not be tolerated and may result in disciplinary action being taken by the OWHA.

APPENDIX E

OWHA VALUES

FAIR PLAY
FUN
EXCELLENCE
GOOD CITIZENSHIP
INTEGRITY & HONESTY
EQUITY

APPENDIX F

LINKS TO RESOURCES

Cyberbullying Resources
http://www.getcybersafe.gc.ca
http://www.needhelpnow.ca
http://www.prevnet.ca

Tip Sheet on Cyberbullying
http://www.opp.ca/ecms/files/250363910.6.pdf

PART 7

OWHA CONCUSSION AWARENESS RESOURCES

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

OWHA CONCUSSION AWARENESS RESOURCE

REQUIRES MANDATORY ANNUAL REVIEW AS A CONDITION OF MEMBERSHIP/PARTICIPATION

A REQUIREMENT BY THE PROVINCE OF ONTARIO

BACKGROUND

ROWAN STRINGER

In May 2013, 17 year old Rowan Stringer died as a result of a head injury she sustained while playing rugby with her high school team. In the week prior to her final game, Rowan had been hit twice, and likely sustained a concussion each time. These concussions were not recognized, and she continued to play. When she was hit again in her last game, she suffered what is known as Second Impact Syndrome – catastrophic swelling of the brain caused by a second injury that occurs before a previous injury has healed. Rowan collapsed on the field and died four days later in hospital.

A coroner's inquest was convened in 2015 to look into the circumstances of Rowan's death. The coroner's jury made 49 recommendations for how the federal government, as well as Ontario's government ministries, school boards and sports organizations, should improve the manner in which concussions are managed in this province.

CONCUSSION SAFETY LEGISLATION

Ontario is the first jurisdiction in Canada to pass concussion safety legislation, setting a precedent for sport legislation across the country. On March 7, 2018, Ontario passed *Rowan's Law (Concussion Safety), 2018* and related

amendments to the *Education Act*. This new legislation, which received all-party support, is intended to protect amateur athletes by improving concussion safety on the field and at school.

Rowan's Law Day was proclaimed and the first one held on September 26, 2018. The remaining sections of the legislation will be proclaimed once the regulations have been developed.

Rowan's Law (Concussion Safety), 2018, makes Ontario a national leader in concussion management and prevention by establishing mandatory requirements that call for:

- Annual review of concussion awareness resources that help prevent, identify and manage concussions, which athletes, coaches, educators and parents would be required to review before registering in a sport
- Removal-from-sport and return-to-sport protocols, to ensure that an athlete is immediately removed from sport if they are suspected of having sustained a concussion and giving them the time required to heal properly
- A concussion code of conduct that would set out rules of behaviour to minimize concussions while playing sport.

ROWAN'S LAW DAY – The Last Wednesday in September

In honour of the memory of Rowan Stringer, "Rowan's Law Day" is commemorated on the last Wednesday in September to raise awareness about concussions in sport. The first Rowan's Law Day was September 26, 2018.

KEEPING KIDS SAFE

Reducing the risk of concussions is always the goal. But concussions happen and knowing what to do – whether you're an athlete, a parent, a coach or a teacher – saves lives.

OWHA

The OWHA is the Provincial Sports Organization (PSO) for Female Hockey in the Province of Ontario. The OWHA, its members, participants and others, as referenced in the Act, and as a condition of membership/participation within the OWHA, are bound by the requirements of the Act and of the OWHA.

The OWHA is proud to keep the honour the memory of Rowan Stringer and express sincere thanks to the Stringer family and all those committed to working together to support concussion surveillance, prevention, detection, management and awareness.

OWHA MANDATORY REQUIREMENTS
OWHA CONCUSSION CODE OF CONDUCT

CONSUSSIONS in SPORT

A concussion is a common form of head or brain injury that causes changes in how the brain functions, leading to symptoms that can be physical, cognitive or emotional/behavioural. A concussion can occur from a direct or indirect blow to the head or body that causes the brain to move rapidly back and forth within the skull.

Though concussions are common sport injuries, particularly among children and youth, there are sometimes subtle symptoms that may go unnoticed. Without identification and proper management, a concussion has the potential to result in permanent or severe brain damage.

Ontario takes the health and well-being of athletes seriously. Ontarians want to know that amateur athletes are protected by a safe sport system where everyone understands concussions, actively minimizes the risk of concussions, and knows what to do immediately if someone is concussed.

The government is improving concussion safety to create a world class amateur sport system where athletes can participate safely.

The OWHA supports the government in improving concussion safety to create a world class amateur sport system where athletes can participate safely.

CONCUSSION CODE OF CONDUCT

OWHA participants, parents and guardians of athletes who are under 18 years of age, coaches, trainers, officials, bench staff and all named-insured individuals are required to make an annual written commitment and acknowledgement at the time of registration with the OWHA that:

1) They have read the age appropriate OWHA Concussion Awareness Resource within the past 3 (three) months and that they:
   a. Make a commitment to fair play and respect for all;
   b. Make a commitment to concussion recognition and reporting, including self-reporting of possible concussion and reporting to a designated person when an individual suspects that another individual may have sustained a concussion;
   c. Make a commitment to following and supporting the Hockey Canada return-to-sport process;
   d. Make a commitment to sharing any pertinent information regarding incidents of a removal from sport with the athlete's school and any other sport organization with which the athlete has registered;
   e. Coaches and trainers are required to make a commitment to providing opportunities before and after each training, practice and competition to enable athletes to discuss potential issues related to concussions;
   f. Make a commitment to zero-tolerance for prohibited play that is considered high-risk for causing concussions;
   g. Acknowledgement of mandatory expulsion from competition for violating zero-tolerance for

prohibited play that is considered high-risk for causing concussions;

h. Acknowledgement of escalating consequences for those who repeatedly violate the concussion code of conduct.

i. The OWHA/Hockey Canada Injury Report form and the Concussion Follow Up and Communication Form must be completed in a timely manner and submitted to the OWHA within the required time frame.

PRE-SEASON MEETING

It is the strong recommendation of the OWHA that all OWHA teams hold a pre-season meeting with players, parents and staff in attendance. An important item on the agenda is concussion education to re-enforce the OWHA Concussion Awareness Guide and to discuss responsibilities and communication channels within the team.

PERSONAL INFORMATION

The following rules apply with respect to personal information collected in the course of the OWHA and its members carrying out the OWHA's removal-from-sport and return-to-sport protocols:

A team/association must limit the collection, use and disclosure of personal information to that which is reasonably necessary for the purpose of carrying out the removal-from-sport and return-to-sport protocols.

A team/association shall limit access to such personal information to only those individuals who require it for the purpose of fulfilling their duties or obligations under the Act.

A team/association shall retain, disclose and dispose of such personal information in a secure manner.

The team/association shall ensure an OWHA injury report form is completed and sent to the OWHA office each time a participant has suffered a suspected concussion. The team/association shall ensure that its documents are managed

in accordance with its retention policy for personal information.

"Personal information" has the same meaning as in section 2 of the *Freedom of Information and Protection of Privacy Act*.

REMOVAL FROM PLAY PROTOCOL

The OWHA believes that the safety and health of hockey players is of paramount importance.

When an individual has suffered a suspected concussion, regardless of whether or not the concussion was sustained or is suspected of having been sustained during a sport activity associated with the OWHA, the following steps must be taken:

- Any hockey player who suffers a suspected concussion must stop participation in the hockey activity immediately. If there is doubt as to whether a concussion has occurred, it is to be assumed that it has.
- If an athlete is suspected of having a sustained a concussion, the protocol must require a designated person to call 9-1-1 if, in the designated person's opinion, doing so is necessary.
- The OWHA team/association must require make and keep records of all incidences where an athlete is removed from further training, practice or competition because they are suspected of having sustained a concussion. These must be reported to the OWHA on the OWHA/Hockey Canada injury form.
- When a designated person informs an athlete or, if the athlete is under 18 years of age, the athlete's parent or guardian that the athlete has been removed from further training, practice or competition, the protocol must require a designated person to advise the athlete or the parent or guardian that the athlete is required to undergo a medical assessment by a physician or a nurse practitioner before the athlete will be permitted to return to training,

practice or competition in accordance with the sport organization's return-to-sport protocol.

- The designated person must give the athlete or, if the athlete is under 18 years of age, the athlete's parent or guardian a copy of the sport organization's removal-from-sport and return-to-sport protocol when the athlete is removed from further practice, training or competition.

- The designated person must inform an athlete who has been diagnosed as having a concussion or, if the athlete is under

  18 years of age, the athlete's parent or guardian of the importance of disclosing the diagnosis to any other sport organization with which the athlete is registered or school that the athlete attends.

- The team/association must make a record of the athlete's progression through the graduated return-to-sport steps up until the time the athlete is fully cleared to return to play.

- A designated person may rely on the information received from an athlete or, if the athlete is under 18 years of age, from the athlete's parent or guardian in carrying out the designated person's responsibilities under a sport organization's return-to-sport protocol if it was not conducted under the supervision of the hockey team/association.

- When a player is diagnosed by a medical doctor as having a concussion, the individual must stop participation in all hockey activities immediately.

- The participant is not permitted to return to any hockey activity until written permission is given by a medical doctor or nurse practitioner.

- Return to full participation shall follow the adopted Hockey Canada Safety Program return to play guidelines.

RETURN TO PLAY
OWHA FOLLOWS HOCKEY CANADA

Hockey Canada Concussion Card and Return to Play:

Hockey Canada Concussion Card

CONCUSSION EDUCATION AND AWARENESS PROGRAM

Concussion in Sport

All players who are suspected of having a concussion must be seen by a physician as soon as possible. A concussion is a brain injury.

A concussion most often occurs without loss of consciousness. However, a concussion may involve loss of consciousness.

How Concussions Happen

Any impact to the head, face or neck or a blow to the body which causes a sudden jolting of the head and results in the brain moving inside the skull may cause a concussion.

Common Symptoms and Signs of a Concussion

Symptoms and signs may have a delayed onset (may be worse later that day or even the next morning), so players should continue to be observed even after the initial symptoms and signs have returned to normal.

***A player may show any one or more of these symptoms or signs.**

Symptoms

- Headache
- Dizziness
- Feeling dazed
- Seeing stars
- Sensitivity to light
- Ringing in ears
- Tiredness
- Nausea, vomiting
- Irritability
- Confusion, disorientation

Signs

- Poor balance or coordination
- Slow or slurred speech
- Poor concentration
- Delayed responses to questions
- Vacant stare
- Decreased playing ability
- Unusual emotions, personality change, and inappropriate behaviour
- Sleep disturbance

For a complete list of symptoms and signs, visit www.parachutecanada.org

RED FLAGS – If any of the following are observed or complaints reported following an injury, the player should be removed from play safely and immediately and your Emergency Action Plan initiated. Immediate assessment by a physician is required.

- Neck pain or tenderness
- Severe or increasing headache
- Deteriorating conscious state
- Double vision
- Seizure or convulsion
- Vomiting
- Loss of consciousness
- Increasingly restless, agitated or combative
- Weakness or tingling/burning in arms or legs

Concussion – Key Steps

- Recognize and remove the player from the current game or practice.
- Do not leave the player alone, monitor symptoms and signs.
- Do not administer medication.
- Inform the coach, parent or guardian about the injury.
- The player should be evaluated by a medical doctor as soon as possible.
- The player must not return to play in that game or practice, and must follow the 6-step return to play strategy and receive medical clearance by a physician.

6-Step Return to Play

The return to play strategy is gradual, and begins after a doctor has given the player clearance to return to activity. If any symptoms/signs return during this process, the player must be re-evaluated by a physician. No return to play if any symptoms or signs persist. Remember, symptoms may return later that day or the next, not necessarily when exercising!

IMPORTANT – CONSULT WITH THE TREATING PHYSICIAN ON RETURN TO LEARN PROTOCOLS. PLAYERS SHOULD HAVE THE ABILITY TO RETURN TO SCHOOL FULL TIME PRIOR TO PROCEEDING THROUGH STEPS 5 AND 6 OF THE RETURN TO PLAY STRATEGY.

IMPORTANT – FOLLOWING A CONCUSSION AND PRIOR TO STEP 1 A BRIEF PERIOD OF PHYSICAL AND MENTAL REST IS RECOMMENDED.

STEP 1 Light activities of daily living which do not aggravate symptoms or make symptoms worse. Once tolerating step 1 without symptoms and signs, proceed to step 2 as directed by your physician.

STEP 2 Light aerobic exercise, such as walking or stationary cycling. Monitor for symptoms and signs. No resistance training or weight lifting.

STEP 3 Sport specific activities and training (e.g. skating).

STEP 4 Drills without body contact. May add light resistance training and progress to heavier weights.

The time needed to progress from non-contact to contact exercise will vary with the severity of the concussion and the player. **Go to step 5 after medical clearance** (reassessment and written note).

STEP 5 Begin drills with body contact.

STEP 6 Game play. (The earliest a concussed athlete should return to play is one week.)

Note: Players should proceed through the return to play steps only when they do not experience symptoms or signs and the physician has given clearance. Each step should be a minimum of one day (but could last longer depending on the player and the situation). If symptoms or signs return, the player should return to step 2 and be re-evaluated by a physician.

IMPORTANT – Young players will require a more conservative treatment. Return to play guidelines should be guided by the treating physician.

Prevention Tips

Players

- Make sure your helmet fits snugly and that the strap is fastened
- Get a custom fitted mouthguard
- Respect other players
- No hits to the head
- No hits from behind
- Strong skill development

Coach/Trainer/Safety Person/Referee

- Eliminate all checks to the head
- Eliminate all hits from behind
- Recognize symptoms and signs of concussion
- Inform and educate players about the risks of concussion

Parachute CANADA

Education Tips

HOCKEY CANADA CONCUSSION RESOURCES
www.hockeycanada.ca/concussion

PARACHUTE CANADA
www.parachutecanada.org

Revised June 2018. Item #55711

IMPORTANT NOTE

It is mandatory to read, on an annual basis, this OWHA Concussion Awareness Resource, including the age appropriate appendix.

APPENDIX A – AGES 15 & up (page 7-21) - https://files.ontario.ca/mtcs-rowans-law-booklet-ages-15-and-up-en-2019-05.pdf

APPENDIX B – AGES 11 to 14 (page 22-36) - https://files.ontario.ca/mtcs-rowans-law-booklet-ages-11-to-14-en-2019-05.pdf

APPENDIX C – AGES 10 & under (page 37-49) - https://files.ontario.ca/mtcs-rowans-law-booklet-ages-10-and-under-en-2019-05.pdf

OTHER IMPORTANT RESOURCES

ONTARIO GOVERNMENT CONCUSSION AWARENESS RESOURCES
https://www.ontario.ca/page/rowans-law-concussion-awareness-resources

ROWAN'S LAW
https://www.ontario.ca/laws/statute/S18001

ONTARIO REGULATION
http://www.mtc.gov.on.ca/en/sport/concussions.shtml

Parachute Canada, Preventing Injuries Saving Lives:
http://www.parachutecanada.org/injury-topics/item/concussion

OWHA WEB SITE
http://owha.on.ca

Hockey Canada Concussion Toolbox:
https://www.hockeycanada.ca/en-ca/hockey-programs/safety/concussions/concussion-toolbox

Concussion Recognition Tool 5:
https://az184419.vo.msecnd.net/hockey-canada/Hockey-Programs/Safety/Concussion/Downloads/2017-clean-concussion- tool-5.jpg

Emergency Action Plan Template:
https://az184419.vo.msecnd.net/hockey-canada/Hockey-Programs/Safety/Concussion/Downloads/eap-organization-form- e.pdf

Download the Hockey Canada Concussion App:
https://www.hockeycanada.ca/en-ca/mobile-apps

PART 8

DISCIPLINE POLICY AND PROCEDURES

ONTARIO WOMEN'S HOCKEY ASSOCIATION

World Female Hockey Leaders

OWHA DISCIPLINE POLICY and PROCEDURES

PREAMBLE

It is the responsibility of all OWHA members and participants to know and follow the OWHA By-Laws, Regulations, Rules, Policies, Procedures and Code of Conduct.

The OWHA wishes to see team members participate in the game of hockey. The OWHA takes a very negative view on individuals who act in a manner that is inconsistent with the Regulations, Rules, Code of Conduct, Code of Ethics and Values of this Association. These actions are costly to the individual and team against which the infraction was committed and to the operations of the OWHA in terms of finances and human resources. Prevention is much more desirable than suspension. It is important that all stakeholders buy into the challenge and aggressively promote fair play.

Who Shares in the Responsibility for Safe and Fun Hockey?

- Parents
- Team
- Association
- Coach
- Self
- Players
- Peers
- Game Officials
- Leagues

The collective Goals and Objectives of all stakeholders must be to provide a safe and fun environment geared towards positive hockey and life experiences.

REFERENCES FROM OWHA BY-LAWS

(p) Participant – A person registered with the OWHA or an OWHA Member or program.

(q) person – includes individuals, associations, and corporations.

Discipline

1.2 A Participant may be disciplined in accordance with the policies, procedures, rules and regulations relating to discipline which are passed by the Board from time to time.

Entitlement to be a Participant

1.3 A person may cease to be entitled to be a Participant:

1.3.1 as a result of and in accordance with the outcome of a discipline hearing in accordance with the Corporation's policies, procedures, rules and regulations related to discipline; or

1.3.2 as determined by the President/CEO, for failing to pay fees or monies owed to the Corporation by the relevant deadline date(s) prescribed by the Corporation; or

1.3.3 pursuant to a decision of the President/CEO in relation to the safety or security of any person.

1.4 Participant Ceasing to be in Good Standing – A Participant that ceases to be in good standing, as determined by the Board or by any committee or task group delegated this authority by the Board, shall not be entitled to the benefits and privileges of being a Participant until such time as the Board or by any committee or task group delegated this authority by the Board is satisfied that the Participant has met the definition of good standing.

DISCIPLINE / SUSPENSION POLICY and PROCEDURES

(A) All OWHA members must follow the OWHA Minimum Suspension guidelines as circulated prior to the commencement of each hockey season. Refer to OWHA Minimum Suspension policies.

(B) The OWHA Chairperson or designate shall have the power to suspend summarily any player, coach, manager, person, team, member or individual for any breach or violation of any of the provisions of the OWHA By-laws, Regulations, Rules, Values, Code of Conduct, playing rules or any decision or ruling of the OWHA Board, or for unsportsmanlike conduct on or off the ice, or for abusive language to any of the officials, or for the alleged infraction of the amateur definition, provided that the Chairperson is satisfied that such player, coach, manager, person, team, member or individual as the case may be has committed such breach or violation, such suspension to be automatically and continuously effective until dealt with by the OWHA Board who shall deal with such suspension within fifteen days thereof.

(C) (1) Any suspendible offense which occurs in any OWHA game (league, tournament, exhibition and/or Regional Playdown or Provincial Championship in or outside of Ontario) during the current season must be reported to the OWHA office within twenty-four (24) hours of the infraction(s) by the coach or other team official OR prior to the player or team's next game, whichever is less.

(2) Additional suspensions will be imposed wherever conditions and circumstances warrant.

(3) Leagues, local associations, individual teams and the OWHA may assess additional suspensions if warranted.

(4) Player/Team Official may also be required to appear before an OWHA Discipline Board.

(5) Once a player or team official has been suspended/ejected from a game, she/he cannot return to the ice to participate in any post-game ceremonies (hand shaking, medal presentations, etc.). If the suspended person does return to the ice, further suspensions will be issued.

(6) It is the responsibility of each team manager and/or coach to ensure his/her players and/or team staff sit out their minimum suspensions. If a team plays twenty (20) games or less during the season, the person will sit out the minimum suspension or three weeks, whichever is less. When in doubt as to the relevant suspensions, contact the OWHA office. If you are unable to reach an OWHA designate, sit player(s) and/or team officials in question until clarification can be obtained.

(7) Any player or team official currently under suspension is not eligible to participate in any OWHA games until his or her suspension has been completed. The OWHA may extend the suspension to include <u>all</u> OWHA activities if warranted. Note that suspensions are valid in all branches of Hockey Canada.

(8) Any individual suspension of seven (7) games or less may not be appealed to the OWHA, except Minimum Suspensions cannot be appealed.

(9) The OWHA will uphold additional suspensions issued by teams, leagues and/or associations upon written notification to the OWHA Office.

(10) The coach or team official of a team whose member commits a suspendible offence must send within twenty-four (24) hours of the infraction(s), by the coach or other team official, OR prior to the player or team's next game, whichever is less,

a copy of the game sheet to the OWHA Office (stats@owha.on.ca). Game sheets must be electronically submitted. faxes will not be accepted.

(11) Copies of game sheets confirming suspensions have been served, must be forwarded within twenty-four (24) hours of the game, by the coach or other team official, OR prior to the player or team's next game, whichever occurs first, to the OWHA Office (stats@owha.on.ca).

Game sheets must be electronically submitted. Faxes will not be accepted.

MINIMUM SUSPENSION GUIDELINES

(a) All suspensions as listed in the OWHA Handbook are treated as individual suspensions.

(b) Multiple suspensions in a single game or over a period of time, will each be treated individually as minimum suspensions.

(c) Any individual suspensions of seven (7) games or less may not be appealed.

(d) Violations of the OWHA Code of Conduct or any incidents occurring while under suspension will result in additional suspensions being assessed.

(e) Player/team official may be required to appear before an OWHA Discipline Board.

(f) In cases where a player or team official appears before a discipline panel/committee, it shall be the responsibility of that panel/committee to rule on both the length of the suspension and whether the suspended individual will be permitted to practice and/or participate in other sanctioned activities while under suspension. All such incidents must be reported to the OWHA office within 48 hours of the decision.

(g) An OWHA on-ice official must forward the original copy of the game sheet for all match penalties and gross misconduct penalties to the OWHA office by delivery or

e-mail to stats@owha.on.ca no later than 12:00 noon the following day and by regular mail within 24 hours.

(h) Upon receipt of a potential disciplinary situation, the OWHA Discipline Review Board will determine a process as follows:

a. Any Match Penalty, Gross Misconduct Penalty, a suspendible offense to a Repeat Offender (any individual who receives a second or subsequent suspendible offence in one season), a suspendible offense to an OWHA member currently on probation and/or a violation of the OWHA Code of Conduct shall be handled by the OWHA Discipline Review Board. The individual will not be allowed to participate in any sanctioned OWHA activities until there has been a decision rendered by the OWHA, to that effect.

b. In other situations, a determination shall be made by the OWHA Discipline Review Board as deemed appropriate.

c. The OWHA `Discipline Review Board and/or OWHA Board reserve the right to take additional action as deemed appropriate.

(i) Multiple Offences will not be tolerated

a) 2nd suspendible offence in one season – minimum plus two (2) and shall not participate in any OWHA sanctioned activity until permission granted by the OWHA Discipline Review Board.

b) 3rd, 4th, 5th, etc. suspendible offence in one season – indefinite - minimum plus four (4) and shall not participate in any OWHA sanctioned activity until permission is granted by the OWHA Discipline Review Board.

Note: Previous years' suspensions are subject to review and consideration

SERVING SUSPENSIONS

- Once a player or team official has been suspended/ejected from a game, she/he cannot return to the ice to participate in any post-game ceremonies (hand-shaking, medal presentations, etc.) If the suspended person does return to the ice, further suspensions will be issued.
- Minimum suspensions are just that, minimum suspensions.
- Exhibition games are not permitted for serving suspensions except in extreme situations with written approval of the OWHA Discipline Review Board. Minimum suspensions apply and additional suspensions may be assessed.
- It is the responsibility of each team manager and/or coach to ensure her/his players and/or team staff sits out their suspensions.
- If a team plays twenty (20) games or less during the season including playoffs, and tournaments, the person may be permitted, only with the approval of the OWHA Discipline Board, to sit out the minimum suspensions or three weeks, whichever is less. When in doubt as to the relevant suspensions, contact discipline@owha.on.ca and, if you have not received authorization to participate, sit player(s) and/or team officials in question until clarification can be obtained.
- No person shall participate in any capacity in an OWHA sanctioned game or event while under suspension. (i.e. if suspended while playing, the player cannot act as a coach, referee, etc., until the suspension is completed as a player. If suspended as a coach, the person cannot play, referee, etc., until the suspension is completed as a coach, and so on.) Persons found participating while under suspension are subject to further suspensions.

- Any player or team official currently under suspension is not eligible to participate in any OWHA and Hockey Canada sanctioned games. Any individual who violated the terms of any suspension will be subject to discipline by the OHWA or Hockey Canada.
- In cases where a player or team official is serving a suspension that player or team official may, in OWHA authorized cases, participate in all OWHA sanctioned activities except hockey games for the duration of the suspension. The suspended individual is not permitted on or near the bench or dressing room during any games. The OWHA may extend the suspension to include all OWHA activities if warranted.
- Teams and Associations have the authority to add additional suspensions but do not have the authority to lessen the suspensions. These must be reported, in writing, to the OWHA email stats@owha.on.ca within 48 hours of the assessment of the suspension.
- Leagues do not have the authority to issue suspensions without prior written approval from the OWHA.
- If it is deemed that the minimum suspension may be inappropriate due to extenuating circumstances, an approach may be made to the OWHA to request relief. The OWHA designate(s) has the authority to give relief to minimum suspensions only in situations deemed extreme with such decision(s) final and binding with no opportunity to appeal. Disagreeing with the judgment of an official is not an extenuating circumstance.
- If any OWHA member fails to serve the minimum suspension without proper approval, the individual(s) and those others involved are subject to additional suspension.

Examples of situations where relief may be granted:

- It is proven that the official called the wrong rule or misinterpreted the rule – not the judgment of an official,
- It is proven the wrong person was assessed a penalty and the appropriate person has been identified,

- Compassionate grounds, but only in extreme circumstances,
- Where an individual wishes to participate in a professional development activity (i.e./Speak Out! Session) while under suspension, they may receive special permission for that activity.

END OF SEASON SUSPENSIONS

Individuals under suspension are not eligible for any involvement in Hockey Canada hockey programs until their suspension is served. Due to the reality of the game, rules, regulations, policies and procedures, this sometimes creates a challenge.

Case One: A player has a one game suspension for a relatively minor infraction – technically, she would miss tryouts, practices, exhibition games, team functions, etc. etc. until next season when her suspension is served – is this reasonable and effective?

Case Two: A player receives a fighting penalty because her team is eliminated and she decides to get rid of her frustrations on the nearest opponent/official. If we take no serious action, will we create a dangerous free for all at the end of each season?

END OF SEASON SUSPENSION PROCEDURE

1) Before a suspended individual is allowed to participate in any OWHA/Hockey Canada game/activity, they must write a letter addressed to discipline@owha.on.ca stating why he/she should be allowed to participate prior to their suspension being served.
2) The OWHA Discipline Review Board shall review each situation and make a determination as deemed appropriate.

If a suspended individual does not participate in the OWHA/Hockey Canada for a full hockey season or more and then returns to the OWHA, the OWHA shall make a determination of eligibility, on a case by case basis. Until the above process has been completed, the individual(s) shall not be eligible for participation in any OWHA/Hockey Canada programs of any kind.

APPEALS

(j) All appeals must be submitted and filed in accordance with the OWHA Appeal Policies and Procedures.

Examples of possible Discipline Appeals:

Example 1: A player is assessed a GM 20 and a GM 21 at the end of one game. The minimum suspension is GM20 (1 game), GM 21 (3 games) plus implied GM for second major penalty in one game (2 games). The total minimum suspension is 6 games. This is not appealable.
If the player had been suspended earlier in the season, she is considered a Repeat Offender resulting in an additional 2 game minimum. In this case the total minimum suspension is 8 games. This is not appealable.

(k) Grounds for Appeal

(i) Supplementary game(s) above the minimum suspension added by the OWHA that takes the suspension to 8 games or more.

Example 2: A player is assessed a combination of 3 different penalties in a hockey game that add up to a total minimum suspension of 10 games. The 10 game suspension is not appealable. The OWHA Discipline Review Board adds 4 games for a total of a 14 game suspension. The additional 4 games may be appealed. The Appeal Tribunal has the authority to remove, lessen or add to the 4 games. The Appeal Tribunal must leave the minimum 10 game suspension in place.

Example 3: A suspension imposed by a Team or Association where there has been a conflict with the By-Laws, Regulations, Rules or Policies of the OWHA; or a material procedural error; or adopted an error of fact; or did not provide a fair Hearing; or did not have the authority or jurisdiction to make the decision.

OWHA MINIMUM SUSPENSIONS
NOTICE TO ALL OWHA TEAM OFFICIALS AND PLAYERS

The following are **MINIMUM** suspensions that shall be imposed for any suspendable offence, which occurs in any OWHA game (league, tournament, exhibition and/or Regional Playoff or Provincial Championship in or outside of Ontario) during the season.

These are **MINIMUM** suspensions. Additional suspensions will be imposed wherever conditions and circumstances warrant. Leagues, local associations, individual teams, and the OWHA may assess additional suspensions if warranted.

Please forward all discipline correspondence (Match Penalty Reports, Game Reports, Game Sheets, Letters, etc) to: stats@owha.on.ca

MINIMUM SUSPENSIONS CANNOT BE APPEALED

IMPORTANT * Multiple Offences will NOT be tolerated and WILL result in additional suspensions.

2nd suspendible offence in one game/season – minimum plus two (2) and shall not participate in any OWHA sanctioned activity until permission granted by OWHA Discipline Chairperson.

3rd, 4th, 5th, etc. suspendible offence in one game/season – indefinite - minimum plus four (4) and shall not participate in any OWHA sanctioned activity until permission granted by OWHA Discipline Chairperson.

Note: Previous years' suspensions are subject to review and consideration

OFFENCE and MINIMUM SUSPENSIONS - Players, Team Officials & Others

Violations of the OWHA Code of Conduct: Individuals who are deemed to be in violation of the OWHA Code of Conduct, including the OWHA Concussion Code of Conduct are subject to suspension and/or other action as deemed appropriate by OWHA.

MINOR PENALTY and GAME MISCONDUCT

CODE	H. C. RULE	INFRACTION	MINIMUM SUSPENSION
GE101	4.6	Game Ejection	Duration of game
GE102	4.2 (e)	Game Ejection	Duration of game

MAJOR PENALTY and GAME MISCONDUCT

CODE	Hockey Canada RULE	INFRACTION	MINIMUM SUSPENSION
GM20	9.2 (a)	Disputing Call of Official:	+ 1 Game
GM21	9.2 (b)	Disputing call with Official: Verbal Abuse of a Game Official:	+ 3 Games
GM30	6.7	Fighting 1st Offence: 2nd Offence: 3rd Offence:	+ 4 Games + 8 Games + 16 Games
GM31	6.7 (h)	2nd Fight, same stoppage of play (3rd, 4th, etc.)	+ 6 Games
GM32	6.7 (h)	Player(s) 3rd, 4th, 5th, etc. player into fight:	+ 6 Games
GM34	9.5 (b)	Leaving the Players Bench or Penalty Box	+ 4 Games
GM35	9.5 (c)	Leaving the Penalty Box to start a fight	+ 5 Games
GM36	9.5 (a,b,c)	Coach whose player is penalized under GM 34 and/or GM 35 Note: GM36 – Coaches' penalty will be noted on the front of the game sheet of the Official's copy only. Penalty to Coach is automatic as a result of a player receiving a GM34 and/or GM35. Coach not to be ejected as a result of this penalty being assessed. Note 2: If Coaches' penalty is not noted on the game sheet, the suspension to the coach is still in place.	+ 5 Games
GM37	4.11 (d)	Goaltender Leaves Crease to join a fight	+ 3 Games
GM38	6.7 (b)	INSTIGATOR of a fight (2+GM):	+ 3 Games
GM39	6.7 (b)	AGGRESSOR of a fight (2+GM):	+ 3 Games

CODE	HC RULE	INFRACTION	MINIMUM SUSPENSION
GM41.01	6.6	Kneeing (5+GM)	+ 2 Games
GM41.02	6.6	Elbowing (5+GM)	+ 2 Games
GM41.03	6.4 (a)	Checking from Behind (5+GM)	+ 3 Games
GM41.04	8.2 (a)	Cross Checking (5+GM)	+ 2 Games
GM41.05	8.2 (b)	Cross Checking Above Shoulders (5+GM) 1st offence 2nd offence	+ 3 Games Indefinite
GM41.06	8.2 (c)	Cross Checking Goalie in Crease (5+GM)	+ 2 Games
GM41.07	8.2 (d)	Cross Checking Injury (5+GM)	+ 2 Games
GM41.08	8.4 (a)	Slashing (5+GM)	+ 2 Games
GM41.09	8.4 (b)	Slashing Injury (5+GM)	+ 2 Games
GM41.10	6.2	Boarding (5+GM)	+ 2 Games
GM41.11	6.2	Body Checking (5+GM)	+ 2 Games
GM41.12	6.3	Charging (5+GM)	+ 2 Games
GM41.13	6.5 (b,d)	Head Contact (5+GM) 1st offence 2nd offence	+ 3 Games Indefinite
GM41.14	7.4 (a)	Tripping (5+GM)	+ 2 Games
GM42	6.1 (d)	Hair Pulling, Grab Face mask/Helmet/Chinstrap (5+GM)	+ 2 Games

GM43	6.7 (k)	Roughing (5+GM)	+ 2 Games
GM44	6.7 (l)	Roughing Deliberate Contact After Whistle (5+GM)	+ 2 Games
GM45	7.1 (a)	Holding (5+GM)	+ 2 Games
GM46	7.1 (b)	Holding Injury (5+GM)	+ 2 Games
GM47	7.2 (a)	Hooking (5+GM)	+ 2 Games
GM48	7.2 (b)	Hooking Injury (5+GM)	+ 2 Games
GM49	7.3 (a)	Interference (5+GM)	+ 2 Games
GM50	7.3 (b)	Interference of a Goaltender (5+GM)	+ 2 Games
GM51	7.3 (d)	Interference from the Bench (2+GM)	+ 2 Games
GM52	7.3 (e)	Interference Injury (5+GM)	+ 2 Games
GM53	8.3 (a,b)	High Sticking ((5+GM)	+ 2 Games
GM55	6.4 (a)	Checking from Behind (2+GM)	+ 1 Games
GM57	4.11 (f)	Goaltender Drop Kick Puck (with injury-5+GM)	+ 2 Games
GM58	9.4	Kick Shot (with injury5+ GM)	+ 2 Games
GM62	9.5 (i)	Leaving the Bench without clearance from the Referee (Assessed to coach if altercation results in penalties at end of game)	+ 3 Games
GM63	9.5 (i)	Coach whose player is not identified as the first to leave the player' or penalty bench during an on-ice altercation	+ 3 Games
GM64	4.9 (f)	Team Official Interference/Distraction during Penalty Shot	+ 1 Games
GM65	9.5 (f)	Bench Official on the ice Without Permission of Official	+ 2 Games
GM70	10.14 (a)	Refusing to Start Play Coach (5+GM)	Indefinite

GM71	10.14 (c)	Refusing to Start Play 2nd Time Same Game	Indefinite (1 year minimum)
GM72	10.14 (e)	Refusing to Leave the Players Bench (5+GM)	Indefinite
GM76	4.5 (c)	Second Misconduct - Same Game	+ 2 Games
GM		Unspecified	+ 2 Games
	OWHA	Playing without obtaining a Pickup Consent Form signed by the official contact of her own registered team (Ineligible Player):	Twice the number of games played while ineligible
	OWHA	Coach identified as playing ineligible player(s) or having ineligible staff on the bench. Failure to properly report a suspension.	Twice the number of games the player/staff has participated while ineligible
	OWHA	Individual making public derogatory remarks with respect to the OWHA or any of its members:	$100.00 fine and/or appropriate suspension
	OWHA Rule One (II) (B)	Team official participating on-ice without a properly fastened CSA hockey approved helmet.	1st offence to a team – warning & immediate removal from ice 2nd offence + 2 Games to specific official(s) & Head Coach

GROSS MISCONDUCTS (GRM)

CODE	Hockey Canada RULE	INFRACTION	MINIMUM SUSPENSION
GRM13	3.5 (d)	Goaltender Refusing to remove mask for identification	+3 Games
GRM21	9.2 (f)	Discriminatory Slur	Indefinite (Min.6 Games)
GRM23	4.7	Travesty of the Game	Indefinite (Min.3 Games)
GRM24	4.7	Obscene Gesture	Indefinite (Min.3 Games)
GRM30	6.7 (i)	Fighting with Team Official	Indefinite (Min.3 Games)
GRM31	3.6 (c)	Removing Helmet and / or Chinstrap	Indefinite (Min.3 Games)
GRM82	6.1 (b)	Head Butt – Team Official (Dbl Minor + Gross)	Indefinite (Min.3 Games)
GRM83	8.1	Butt End – Team Official (Dbl Minor + Gross)	Indefinite (Min.3 Games)
GRM84	8.5	Spearing – Team Official (Dbl Minor + Gross)	Indefinite (Min.3 Games)
GRM		Unspecified	Indefinite (Min.4 Games)

MATCH PENALTIES (MP)

CODE	HC RULE	INFRACTION	MINIMUM SUSPENSION
MP20	9.6 (a)	Threatening an Official	Indefinite (Min.6 Games)
MP21	9.6 (b)	Physical Abuse of an Official – Intentional Contact	Indefinite (Min.7 Games)
MP22	9.6 (c)	Physical Abuse of an Official – Deliberate Striking	Indefinite (Min.7 Games)
MP40.00	6.1	Attempt to Injure	+ 4 Games
MP40.01	6.1 (b)	Head Butting	+ 4 Games
MP40.02	6.1 (c)	Kicking	+ 4 Games
MP40.03	6.1 (d)	Grabbing Face Mask/Helmet/Chinstrap	+ 4 Games
MP40.04	6.1 (d)	Hair Pulling	+ 4 Games
MP40.05	6.1 (f) & 8.5	Spearing	+ 4 Games
MP40.06	6.1 (f) & 8.1	Butt Ending	+ 4 Games
MP40.07	6.2	Boarding	+ 4 Games
MP40.08	6.2	Body Checking	+ 4 Games
MP40.09	6.3	Charging	+ 4 Games
MP40.10	6.1	Kneeing	+ 4 Games
MP40.11	6.1	Elbowing	+ 4 Games
MP40.12	9.7	Spitting	+ 4 Games
MP41.00	6.1	Deliberate Injury	Indefinite (Min.5 Games)
MP41.01	6.1 (b)	Head Butting	Indefinite (Min.5 Games)
MP41.02	6.1 (c)	Kicking	Indefinite (Min.5 Games)
MP41.03	6.1 (d)	Grabbing Face Mask/Helmet/Chinstrap	Indefinite (Min.5 Games)
MP41.04	6.1 (d)	Hair Pulling	Indefinite (Min.5 Games)
MP41.05	6.1 (f) & 8.5	Spearing	Indefinite (Min.5 Games)
MP41.06	6.1 (f) & 8.1	Butt Ending	Indefinite (Min.5 Games)
MP41.07	6.2	Boarding	Indefinite (Min.5 Games)

MP41.08	6.2	Body Checking	Indefinite (Min.5 Games)
MP41.09	6.3	Charging	Indefinite (Min.5 Games)
MP41.10	6.1	Kneeing	Indefinite (Min.5 Games)
MP41.11	6.1	Elbowing	Indefinite (Min.5 Games)
MP41.12	9.7	Spitting	Indefinite (Min.5 Games)
MP41.13	6.1 (f)	High Sticking	Indefinite (Min.5 Games)
MP41.14	6.1 (f)	Cross-Checking	Indefinite (Min.5 Games)
MP41.15	6.1 (e)	Facial Protector as Weapon	Indefinite (Min.5 Games)
MP42	6.1 (f)	High Sticking Attempt to Injure	Indefinite (Min.5 Games)
MP43	6.1 (f)	Cross-Checking Attempt to Injure	Indefinite (Min.5 Games)
MP44	6.1 (e)	Facial Protector as Weapon Attempt to Injure	Indefinite (Min.5 Games)
MP45	6.7 (e)	Fighting – Ring or Tape on Hand(s)	Indefinite (Min.5 Games)
MP48	7.4 (b)	Slewfooting	Indefinite (Min.5 Games)
MP50.1	6.4	Checking from Behind	+ 5 Games
MP50.3	6.5 (d)	Head Contact 1st offence 2nd offence	+ 5 Games Indefinite
MP50.4	6.5 (e)	Head Contact Attempt to Injure	Indefinite
MP		Unspecified	Indefinite (Min.4 Games)

Bullying and Cyberbullying will be treated with the equivalency of a deliberate attempt to injure with offenders being suspended a minimum of 4 games for the first offence and possible removal for a second offence. It is the responsibility of all stakeholders in hockey to promote an environment that supports the physical and mental health of participants,

REVISED - IMPORTANT DEADLINES - 2019/2020

It is the responsibility of all team, association and league members to know and understand the OWHA Handbook and watch the OWHA website for updates. It is also the responsibility of management to ensure that players, parents and other concerned individuals are informed. All materials are to be sent to the OWHA Office or submitted online on ITSportsnet.

DEADLINE	***ITEM***
May 1 – Aug 31, 2019	***Only Sanctioned Activities are OWHA Approved Development and Non-Traditional Hockey Programs***
May 31, 2019	***Last Day for Tryouts and Exhibition Games***
Aug 15, 2019	***First Day for Try Outs and Exhibition Games***
Aug 15, 2019-Jan 31, 2020	***Game Reports – ALL Competitive Teams - Completed on ITSportsNet*** *as game is played*
Aug 31, 2019	***Intent to Register (ITR) – Completed on ITSportsNet***
Oct 1, 2019 or before 1st game	***COMPETITIVE TEAM*** *REGISTRATION*
Oct 1, 2019	***PROVINCIAL CHAMPIONSHIP BOND –*** *Competitive Teams only*
Oct 1, 2019	***TEAM SUBMISSION of CATEGORY CHANGE*** *(to be submitted with team roster)*
Nov 15, 2019 or before 1st game	***HOUSE LEAGUE TEAM*** *REGISTRATION*
Nov 15, 2019	***FUNdamentals*** *Program & Participant REGISTRATION*
Dec 31, 2019	***REQUEST for TEAM CATEGORY REVIEW***
Dec 1, 2019	***DS REGISTRATION COMMENCES***
Dec 2019 & Jan 2020	***Updated list of teams in a specific division will be circulated***
Feb 1, 2020	***REGIONAL PLAYDOWNS Begin***
Mar 8, 2020	***REGIONAL PLAYDOWNS Completed***
Mar 20-22, 2020	***OWHA March Provincials in the GTA Area***
April 3-5, 2020	***OWHA April Provincials in the GTA Area***
April 13 – May 31, 2020	***Permission to Skate forms valid from April 13, 2020 12.01am to May 31st, 2020 INCLUSIVE***
Aug 15, 2020 – Sept 30, 2020	***Permission to Skate forms valid from August 15, 2020 to September 30, 2020 ONLY***

2019 - 2020 OWHA HOCKEY SEASON

September 2019

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2019

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2019

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2020

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2020

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2020

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

EVENTS

Please watch the OWHA website
for important Dates & Events

www.owha.on.ca

HIT.
STOP.
SIT.
ROWAN'S LAW

ROWAN'S LAW DAY
Wear Purple on September 25, 2019 To SUPPORT!

Rowan's Law Day
The last Wednesday of each September has been designated as Rowan's Law Day to help raise awareness about concussion safety. Please join us in remembering Rowan Stringer by promoting concussion safety through a tweet, Facebook or Instagram post. This year, Rowan's Law Day will be commemorated on Wednesday September 25, 2019 Show your support for #RowansLawDay by sharing your stories and learning the signs and symptoms of a concussion.

OWHA
ONTARIO WOMEN'S HOCKEY ASSOCIATION

for more information visit the OWHA website
www.owha.on.ca

OWHA
ONTARIO WOMEN'S HOCKEY ASSOCIATION

COMING TOGETHER FOR *female hockey*
OCT. 4-6

IIHF
world girls' ice hockey weekend
BFL CANADA

World Girls' Ice Hockey Weekend will celebrate the female game from coast to coast to coast – and beyond – Oct. 4-6. Will you join the party? Get your event registered now! Visit the OWHA website for details.

Celebrate Female Hockey Every Day