
WHEATON WEST HOCKEY CLUB, INC.

POLICY MANUAL

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Section 1 - General Provisions

1.01 - Mission Statement

Wheaton West Hockey Club is united in one mission - Create a single high school hockey club with students from Wheaton North High School, Wheaton Warrenville South High School, Community High School Dist. 94 in West Chicago, St. Francis High School, and Wheaton Academy that focuses on excellence in the classroom, in the community and on the ice.

1.02 - Good Faith

The Wheaton West Hockey Club (hereinafter referred to as the “WWHC”) establishes these polices in good faith. It is not the intention of the Board of Directors to establish any rules, regulations or policy that may conflict with the guidelines established by any of its affiliated organizations;

Amateur Hockey Association Illinois, Inc.,
USA Hockey,
and
any of our member schools

If such conflict occurs it is the intention of the WWHC to abide by the rules, regulations and policies of the affiliated governing bodies when appropriate and/or required.

Section 2 - Policies Relating to Fees and Fee Structure

2.01 - Fee & Payment

The WWHC Board of Directors shall at its sole discretion set the annual fee schedule in order to cover the cost of the program for that respective season; fees may vary by level and program.

Every member/player agrees to pay the fees associated with his/her player's participation as set forth in the fee schedule as determined by the Board of Directors for that respective season pursuant to the terms and conditions set forth herein. The failure to pay any fee described herein may subject that respective player to suspension or expulsion from participation in Illinois hockey.

In addition to the Conditioning and/or Tryout fees, plus the balance of the non-refundable registration deposit, due by the first practice, every member/player must elect one of the following payment plans prior to the start of the respective season, no player will be permitted to sign a roster without paying the registration deposit and agreeing to one of the payment plans provided herein:

1. One payment in full to be paid by September 15 of the respective season,
2. Five consecutive payments, beginning September 15th of the respective season.
Remaining payments shall be due October 15, November 15, December 15 and January 15 of the respective season,

2.02 - Fee Discounts

Goalie Discount

The WWHC, at its sole discretion and by majority vote, may provide a discount on any given year for goalies.

2.03 – Fee Waiver or Reduction Due to Injury

Non-Participation

If a player is injured during the course of a game, practice or team sponsored event that injury shall be immediately reported to the Head Coach of that team. The Head Coach shall immediately report the injury to WWHC President. All injuries that cause a player to miss a practice (including off-ice) or games should be reported.

Medical Waiver

Any player who suffers an injury requiring ongoing medical treatment must provide a Doctor's statement/release to return to hockey.

Fee Refund/Waiver

Upon written request of the player or his/her parent a player's fee or portion thereof may be waived/refunded/pro-rated due to the player's inability to participate in practices, games and team activities because of the player's injury.

The written request, in order to be eligible, for a fee waiver/refund/pro-ration must meet the following criteria:

1. that the injury is WWHC hockey related,
2. that the player is/was unable to practice or play for more than a period of two full months,
3. the request for waiver/refund/pro-ration must be supported by a written doctor's statement that the player is not able or was unable to play during said time period as a result of such injury, and
4. that request shall be made in writing to the WWHC Board within the same season that the injury occurred.

The WWHC Board may upon majority approval waive/refund/prorate a portion of the fee that it deems reasonable based upon the facts and circumstances of the request.

Section 3 - Policies Relating to Conduct

3.01 - Code of Conduct

All WWHC players and parents are required to execute the WWHC Code of Conduct forms as a condition of membership in the WWHC. The Code of Conduct forms are included with the registration packet for any particular season.

Principles of Conduct

The most important objective and responsibility of our organization is to assist in the process of turning young men and women into mature, respectful and honorable adults. The following principles reflect what the WWHC expects from its members:

1. to promote the emotional and physical well-being of the athletes ahead of one's personal desire to win,
2. to encourage good sportsmanship through actions, by demonstrating positive support for all players, opponents, referees, coaches and spectators,
3. to treat all players, coaches, officials, parents and spectators with respect and dignity as evidenced by one's use of language, attitude, behavior and mannerisms regardless of race, creed, color gender or ability,
4. to respect the property and equipment used at any sports facility, both home and away,
5. to provide support for the players, coaches and officials in order to provide a positive experience for all.

Penalty:

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. In determining the appropriate penalty the WWHC Rules and Ethics Board shall review the past history of the offending party as well as the specific circumstances relating to the case.

3.02 - Zero Tolerance

In an effort to keep ice hockey a more desirable and rewarding experience for all participants, The WWHC abides by the USA Hockey Zero Tolerance Policy requiring all participants including but not limited to the players, coaches, and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all sanctioned games.

Specifically;

Parents/Spectators

If the game is stopped by on-ice officials when the parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game, the on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectators viewing and game area. If a parent/spectator is removed from the rink by an official, they will receive an automatic 3 game suspension. Once removed, play will resume.

This inappropriate and disruptive behavior shall include but not be limited to; use of obscene or vulgar language in a boisterous manner to anyone at anytime; taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence; throwing of any object in the spectators viewing area, players bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

Coaches

If a coach receives a penalty for unsportsmanlike conduct for:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language in a boisterous manner to anyone at any time.
3. Visually displays any sign of dissatisfaction with an official's decision including but not limited to standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators.

Players

If a player receives a penalty for unsportsmanlike conduct for:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates any sign of dissatisfaction with an official's decision. Any time that a player persists in any of these actions, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

Penalty

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board and/or AHAI on a case by case basis. In determining the appropriate penalty the WWHC Rules and Ethics Board shall review the past history of the offending party as well as the specific circumstances relating to the case.

3.03 – Twenty-Four (24) Hour

There shall be no contact with any member of the coaching staff regarding an issue of concern for a 24 hour period following the occurrence of an issue of concern.

Definitions:

For purposes of this policy the terms shall be defined or interpreted in the following manner:

“contact” – shall be avoided when the initiating party knowingly approaches the coach or member of the coaching staff in a confrontational/angry state of mind.

“issue of concern” – in no way shall an issue relating to the safety of a player be interpreted to within the confines of this policy.

Should there be an issue of concern after the 24 hour period has passed, the parent shall contact the Team Manager and schedule a meeting which shall be documented and attended by the manager and coaching staff. These documents shall be submitted to the WWHC Rules and Ethics Board for future reference should the need arise. Should satisfaction not be accomplished by the meeting, the WWHC Board of Directors shall be notified and will schedule a meeting or respond in writing based on the complaint content.

Penalty

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. In determining the appropriate penalty the WWHC Rules and Ethics Board shall review the past history of the offending party as well as the specific circumstances relating to the case.

3.04 - Consumption Abuse

It is the considered judgment of the WWHC Board of Directors that consumption/use/abuse of mood altering substances is detrimental to a healthy state of mind, body, and spirit in an athletic participant.

Substance Abuse Violation

The WWHC prohibits all players, coaches or team officials from the use of mood altering substances during active participation in its games, practices, training sessions and sponsored programs/activities.

Definitions

For purposes of this policy, the words mood altering substances shall include the following:

1. Intoxicating beverages, including, but not limited to, alcohol.
2. Illegal drugs, including but not limited to, Cannabis.
3. Non-prescription or prescribed controlled substances.
4. Prescription or non-prescription controlled substances when used for purposes other than treatment of a medical condition.

Penalty

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. In determining the appropriate penalty the WWHC Rules and Ethics Board shall review the past history of the offending party as well as the specific circumstances relating to the case.

3.05 - Hazing

It is the policy of WWHC that there shall be no hazing of any participant involved in any of our programs, Training Camps, Clinics, or Events by any employee, volunteer, participant or independent contractor.

Definition:

Conduct which is insulting, intimidating, humiliating, offensive, or physically harmful to any other player or member of the WWHC.

Any player, team official, member of a team, or member of the WWHC having been party to or having had knowledge of any degrading hazing, or initiation rite, without reporting it or taking action, shall be subject to appropriate discipline as set forth by the WWHC Rules and Ethics Board.

Penalty:

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. In determining the appropriate penalty the WWHC Rules and Ethics Board shall review the past history of the offending party as well as the specific circumstances relating to the case.

3.06 - Physical Abuse

It is the policy of the WWHC that there shall be no physical abuse of any of any member in its programs, tournaments or events.

Physical Abuse Definition:

Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury. Physical abuse does not include physical contact that is reasonably designed to coach, teach or demonstrate a hockey skill. Permitted physical conduct may include, but is not necessarily limited to, shooting pucks at a goaltender, demonstrating checking and other hockey skills, and communicating with or directing participants, during the course of a game or practice, by touching them in a non-threatening, non-sexual manner.

Penalty:

Upon filing of the complaint alleging a violation of the aforementioned policy the alleged violator shall be immediately suspended pending a hearing before the WWHC Rules and Ethics Board.

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. Further, the violation shall be immediately reported to AHAI for further disciplinary action.

3.07 - Sexual Abuse

It is the policy of the WWHC that there shall be no sexual abuse of any of any member in its programs, tournaments or events.

Sexual abuse of a minor participant occurs when an employee, volunteer or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant or the employee, volunteer or independent contractor.

Sexual abuse of a minor participant also occurs when a minor player touches an employee, volunteer or independent contractor for the sexual arousal or sexual gratification of either the minor participant or the employee, volunteer or independent contractor, if the touching occurs at the request or with the consent of the employee, volunteer or independent contractor.

Neither consent of the player to the sexual contact, mistake as to the participants age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse.

Penalty:

Upon filing of the complaint alleging a violation of the aforementioned policy the alleged violator shall be immediately suspended pending a hearing before the WWHC Rules and Ethics Board.

Upon proof of a violation of this policy, the violator will be permanently banned from all WWHC sanctioned events and programs. Further, the violation shall be immediately reported to AHAI for further disciplinary action.

3.08 - Verbal Abuse

It is the policy of the WWHC that there shall be no verbal abuse of any of any member in its programs, tournaments or events.

Verbal Abuse Definition:

Verbal abuse means any threat of physical contact with a participant that intentionally causes the participant to have fear of bodily harm or personal injury. Verbal abuse also includes any insults directed at a member solely designed to belittle, intimidate or embarrass another member of the organization.

Penalty:

Upon filing of the complaint alleging a violation of the aforementioned policy the alleged violator shall be immediately suspended pending a hearing before the WWHC Rules and Ethics Board.

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. Further, the violation shall be immediately reported to AHAI for further disciplinary action.

Section 4 - Policies Relating to Tryouts, Team Selection and Ice Time

4.01 - Tryouts and Team Selection

WWHC will conduct tryouts for teams as needed. Prior to tryouts there will be a notice published by written or electronic means. Notice will include an overview of the program to be offered, anticipated costs, registration requirements, as well as the dates and times related to the programs activities.

Tryouts and Team Selections will be conducted in a fair and impartial manner under the supervision of the Head Coach of the Varsity team. All slots on all WWHC teams are open for competition. Selections will be based upon the player's abilities and the coach's view of the needs of the team. Positions will not be "promised" to a player prior to tryouts.

Attendance at Tryouts

Players wishing to play for the WWHC must participate in the scheduled tryouts. Unless waived by the WWHC Board of Directors, players must attend at least one of the scheduled tryouts. Failure to meet this requirement or obtain the waiver makes a player ineligible for selection. However, current WWHC players may be excused from attending tryouts by a majority vote of the WWHC Board based upon extenuating circumstances (e.g. illness, injury, and special family circumstances).

A player who has received a waiver as provided within this policy and as a result has not participated in tryouts may be placed on a team upon the recommendation of the Head Coach.

Team Selection

All slots on all teams are open for competition. Skating skills, experience, work ethic and commitment are among the criteria that coaches may consider when making selections. Race, gender, ethnic background and religion are not.

4.02 - Ice Time

The WWHC supports a play to win philosophy; however, the philosophy shall be adhered to within the confines of developmental ice time for all players. Coaches are encouraged to use their best efforts to give ice time fairly to all players on their team.

Developmental Ice Time

"Developmental ice" does not mean "equal ice" in each game, nor should it be confused with "balanced ice time". The flow of the game, penalties, power plays and penalty killing may result in unequal playing times. Further, coaches may choose to use certain players during the last few minutes of a close game to give the team its best chance to win. This could result in some players finishing the game with more ice time than others players. On the other hand, coaches are encouraged to fully use all players. As a guideline coaches should use their best efforts to get every player on the ice for at least two shifts a period.

Level of Play

The level that a team plays may also have an impact upon playing time. "Junior Varsity" level teams should have more equal ice times among all players. On the other hand, "Varsity" level teams may be in more games where ice times differ among players and may require the stronger players on the ice more often. However, even among the older teams, the goal remains to give all players ice time throughout the game.

Motivation/Discipline

Motivation and discipline may also affect ice time. Coaches may use a player's ice time as a motivational/disciplinary tool, either for violations of team rules, repeated failures to follow directions or for lack of "hustle" during a game. When this occurs, the coach should explain to the player how he/she failed to meet the coach's expectations and the impact that this will have on the player's ice time. As is always the case, motivational/disciplinary actions should be applied consistently and without regard to the perceived "importance" of a player to a team. A coach, at his or her discretion, may suspend a player for up to one game. However, any such disciplinary action by the coach beyond one game must be submitted to and approved by the WWHC Rules and Ethics Board in accordance with the WWHC "Standards of Conduct" policy.

Penalty

Should this policy be violated the offending party may be subject to a suspension or in severe situations expulsion. The severity of the suspension shall be determined by the WWHC Rules and Ethics Board on a case by a case basis. In determining the appropriate penalty the WWHC Rules and Ethics Board shall review the past history of the offending party as well as the specific circumstances relating to the case.

Section 5 – Team Guidelines

5.01 - Uniform Policy and Dress Code

In order for the WWHC to maintain a consistent appearance that reflects well on the organization and its participants, the following uniform policy is effective:

- 1) All players will be required to wear approved jerseys and socks. Each player must have a home and away jersey with matching socks. Uniforms will be maintained and cleaned when needed.
- 2) Players will not wear any insignia, patches or symbols that are not approved by the WWHC Board of Directors.
- 3) Coaches and Assistant Coaches shall present a uniform professional appearance while on the bench.
- 4) Each player shall dress appropriately for each and every game, as determined by the WWHC Hockey Director. Player shall maintain said appearance prior to the game and after the game.

Alternate Jersey (Third Jersey) - The use of alternative jerseys must be approved by the WWHC Board of Directors. An alternate jersey will be considered for approval only when that is similar in theme or design as that of the normal jerseys.

Numbers - If two players on the same team wish to utilize the same number, the player with the most seniority as a WWHC player will be allowed to use the requested number. Seniority is determined by the number of consecutive fall hockey seasons the player has been a member of the WWHC.

Section 6 – Awards

The following guidelines shall be followed when issuing athletic awards. Awards shall be appropriately affixed to the player's letterman jacket.

6.01 – Varsity Letter

Issued once to qualifying athletes. Athletes earning a Varsity letter for a subsequent time shall receive a gold bar or equivalent thereof for each year thereafter. Freshmen earning a Varsity letter will also receive their numerals.

A Varsity Letter shall be awarded to each player that meets the following criteria:

- 1) dresses for 100% of the games that player is eligible to participate in,
- 2) player appears in at least 50% of the games in which a player is eligible,
- 3) player must be eligible to attend at least 50% of the varsity games throughout the season,
- 4) Varsity letters shall not be issued for participation in the spring season,
- 5) a player may be considered ineligible to play if that player is injured, suspended or is excused by the head coach.

6.02 – Junior Varsity Letter

Issued once to qualifying athletes, sophomore players or older that have been selected to the Junior Varsity team. Freshman that have been awarded their numerals through previous play. Players qualifying for subsequent Junior Varsity Letters shall be issued certificates.

A Junior Varsity Letter shall be awarded to each player that meets the following criteria:

- 1) Any Varsity player that does not meet the criteria for the Varsity Letter, or
- 2) A Junior Varsity Player that dresses for 100% of the games that the player is eligible (see above) to participate in and said player appears in at least 50% of said games, or
- 3) A Varsity Player that is eligible to play Junior Varsity and dresses for and appears in at least one Junior Varsity game.

6.03 – Numerals

Issued once to qualifying 9th graders. A freshman or incoming freshman shall qualify for numerals upon making either the Varsity or Junior Varsity Teams during the fall season.

6.04 – Unusual Situations

Unusual situations will be evaluated on an individual basis.

Section 7 – Academic Eligibility

No player shall be allowed to participate in any games or practice unless they are academically eligible pursuant to their school rules, regulations and policies.

Section 8 - Miscellaneous Provisions

8.01 - Conflict and Repealer

Any and all WWHC Policies in conflict herewith are hereby repealed to the extent of such conflict.

8.02 - Severability

If any section, paragraph, clause, or provision of any policy set forth herein shall be held invalid the invalidity thereof shall not affect any of the other policy or provision of the WWHC.

8.03 - Effective Date

The Policies set forth herein are adopted and effective immediately as of August 5, 2015.