

# LAKE ERIE SPORTS ALLIANCE & LECOM SPORTS PARK HOCKEY PROGRAM RULE BOOK

## **USA Hockey SafeSport Program**

As an approved member organization of USA Hockey, the LAKE ERIE SPORT ALLIANCE (L.E.S.A.) Hockey Program is committed to following all the policies outlined in the SafeSport program. L.E.S.A. also has additional policies listed below that build upon the foundation set by SafeSport to further manage and protect our participants and organization.

<b>Section 1.01</b>	<b>Parent/Spectator Code of Conduct Policy</b>
<b>Section 1.02</b>	<b>24hr Rule &amp; Dispute Resolution Procedure</b>
<b>Section 1.03</b>	<b>Screening Policy</b>
<b>Section 1.04</b>	<b>Coaching Standards</b>
<b>Section 1.05</b>	<b>Sexual Abuse Policy</b>
<b>Section 1.06</b>	<b>Physical Abuse Policy</b>
<b>Section 1.07</b>	<b>Locker Room Policy</b>
<b>Section 1.08</b>	<b>Coaches Code of Conduct</b>
<b>Section 1.09</b>	<b>Coaches Code of Ethics</b>
<b>Section 1.10</b>	<b>Fundraising Policy</b>
<b>Section 1.11.</b>	<b>Our Purpose</b>

### **Section 1.01 Parent/Spectator Code of Conduct Policy**

Our organization is dedicated to promoting Fair Play and Respect for all participants. In order to achieve this goal, we have developed a unique Parent/Spectator Code of Conduct Policy that all parents must read, understand, and abide by throughout the year. By doing so, we hope to create a positive and safe environment for all participants.

- (a) I will prioritize my child's enjoyment of the sport over winning or success.
- (b) I will encourage my child to follow the rules and to resolve conflicts in a peaceful manner.
- (c) I will teach my child that doing their best is more important than winning, and I will offer praise for their efforts regardless of the outcome.
- (d) I will not belittle or yell at my child for making mistakes or losing a game.
- (e) I will lead by example and show respect for all players, including those on opposing teams. I will refrain from criticizing or embarrassing any player.
- (f) I will never question the officials' judgment or honesty in public, recognizing that they are also developing in their role.
- (g) I will show appreciation for the volunteers who dedicate their time to the sport.
- (h) I will not engage in any abusive behavior, including yelling, taunting, threatening, or using vulgar language or slurs. I will support efforts to eliminate verbal and physical abuse from youth sports.
- (i) I will leave coaching to the coaching staff and support my child in a manner consistent with the team's strategy.
- (j) I will emphasize the importance of skill development and a serious approach to practices.
- (k) I will educate myself about the game of hockey, including rules, equipment, levels, and skills, in order to better support my child's development.
- (l) I will not throw objects on the ice or pound on the glass.
- (m) I will communicate any concerns regarding inappropriate behavior to the team manager or coach.
- (n) I will prioritize my child's safety and support a sports environment that is free of alcohol, drugs, or tobacco.
- (o) I recognize the benefits of participating in a team sport, including commitment, discipline, and social skills.
- (p) I will remember that my child plays hockey for their own enjoyment, not for my own.

### **LECOM Sports Park & L.E.S.A. Hockey Program's Code of Conduct for Players**

- 1. Don't use bad words or be mean to anyone on the bench, at the rink, or during any team event.
- 2. Never get angry at the officials, even if you disagree with their call. Let the coaches handle any issues with the referees.
- 3. If you get a penalty, go straight to the penalty box.
- 4. Fighting is not allowed and could get you kicked out of the program for good.
- 5. Don't drink, smoke, chew tobacco, or use illegal.
- 6. Always behave in a respectful and appropriate way when you're at the rink, hotel, restaurant, or anywhere else with the team.
- 7. If you break these rules, you could be disciplined or kicked out of the hockey program.

## Section 1.02 24hr Rule & Dispute Resolution Procedure

**Objective:** In order to provide a fair and efficient process for resolving disputes, the organization has established this Dispute Resolution Procedure. This policy outlines the exclusive remedy for resolving conflicts and applies to all individuals and groups associated with the L.E.S.A. Hockey Charter. The Disciplinary Committee holds the view that the majority of disciplinary matters arising from hockey can and should be resolved by the Head Coach or any available coach, either on or off the ice. Hockey is an emotional contact sport, and we must consider the physical and mental development of our young players. It is essential to maintain good order and discipline within the organization by responding to negative situations promptly, ensuring safety, and preventing those who engage in negative behavior from negatively impacting our organization. By doing so, we can concentrate on the game of hockey.

- A. **Policy:** All members, players, coaches, officials, referees, parents, guardians, agents, teams, sponsors, and organizations involved with LECOM Sports Park/L.E.S.A. or its programs agree to follow the Dispute Resolution Procedures. These procedures provide the exclusive remedy for resolving grievances arising from membership, affiliation, or participation in the programs.
- B. Any member can file a disciplinary complaint. However, basic disciplinary infractions should attempt to be handled at the lowest level by a coach (on or off the ice)
- C. **Mandatory Reporting Criteria:** The observing coach, official, or hockey member must report to the Safe Sport Director ([Mary.Crowe@LakeErieSportsPark.com](mailto:Mary.Crowe@LakeErieSportsPark.com)) and LECOM Sports Park Director of Hockey ([CHartsburg@LakeErieSportsPark.com](mailto:CHartsburg@LakeErieSportsPark.com)) the following infractions **within** 24 hours.
  - A. Fighting (punching, kicking, hitting with sticks) off ice
  - B. Fighting on ice with injury requiring medical attention or more than 5 minutes removal from the event.
  - C. Any violation or suspected violation of SafeSport
  - D. Major safety violations
  - E. Sexual Harassment or suspected sexual harassment
  - F. Abuse of an official
  - G. Infractions against another organization
  - H. Any infraction that could bring embarrassment to the organization to include on social media
  - I. Repeated infractions without the player responding to correction by the coach
  - J. Any match penalty for player conduct
  - K. Any major violation of the USAH Code of Conduct
  - L. Destruction of property
  - M. This is not an all-inclusive list. When in doubt, ask the Safe Sport Direction.
  - N. **This is in no way taking power from any coach, who may enforce different or additional corrective actions within the scope of team events.** This process is to take the politics out of the situation and ensure an unbiased party (the

Disciplinary Committee led by the Safe Sport Director) takes appropriate corrective action.

- O. \*\*\*NOTE: The Safe Sport Director will not engage in criminal investigation. The proper law enforcement agency, with jurisdiction, will handle any infraction that is criminal in nature
- D. **Definition of Grievance:** A grievance is defined as a conflict or disagreement between Participants that involves an alleged ongoing violation of these Policies & Procedures, USA Hockey rules and policies, or some other continuing circumstance requiring resolution. However, minor issues related to a player's participation on a team or private disputes between Participants are not subject to resolution through the Dispute Resolution Procedure.
- E. **Procedure:** Participants should make every effort to resolve grievances expeditiously and fairly at the lowest possible level within the Dispute Resolution Procedure. This procedure is not intended to address minor issues related to a player's participation on a team. If applicable, grievances should specify a violation of LECOM Sports Park & L.E.S.A. policies, or USA Hockey rules, policies, or procedures.
- G. **The 24-Hour Rule:** Participants must wait for a minimum of twenty-four hours after an event or incident before initiating the Dispute Resolution Procedure, unless the situation requires immediate attention as listed above. It is also important to note that a violation of any of these policies by one person does not justify another person's violation of the same policy.
  - I. **Step One:** *If a grievance arises concerning a team, its players, or coaches, the parties involved should first attempt to resolve the issue internally in an amicable and cooperative manner, with the assistance of the team manager. Coaches are encouraged to meet with members and address grievances informally. If the grievance involves members of different teams, the team managers, Director of Hockey and Coach Development, and head coaches of the teams should work together to resolve the issue. If the grievance is not resolved satisfactorily, the matter should proceed to Step Two.*
  - II. **Step Two:** *Some grievances may be too complicated to resolve through Step One, or the nature of the complaint may make it difficult for the Participant(s) to discuss the matter with the team manager or coaching staff. In such cases, the Director of Hockey and Coach Development should be notified. The Safe Sport Director will inform the L.E.S.A. Disciplinary Committee of the concern as appropriate. The Safe Sport Director and/or full Disciplinary Committee will work with the team manager and Participants to resolve the grievance and will provide a decision within ten days of receiving the grievance. If the grievance is upheld, the Director of Hockey and Coach Development with the advisement of the Safe Sport Director and/or Disciplinary Committee will determine the remedy or corrective action to be taken. The decision of the Director of Hockey, along with any corrective action, will be communicated to the Participants orally or in writing.*

*III. **Step Three:** If the grievance is not satisfactorily resolved in Step Two, the matter may be presented directly to the L.E.S.A. Board of Directors Discipline Committee, Safe Sport Director, or an approved sub-committee within ten days of the decision for review. Filing a formal grievance with the L.E.S.A. Board of Directors Discipline Committee should be considered a last resort.*

H. **Penalties:** Failure to abide by this policy will result in the following penalties:

- i. 1st offense: Verbal warning
- ii. 2nd offense: Written warning
- iii. 3rd offense: Removal from all program activities for two weeks - player and parent/guardian. That means the participant cannot be at practice, games or any other events.

B. **Significant Escalations:** If a participant gets into a physical fight with a coach or board member, there will be an investigation. If the investigation shows that the participant is responsible, they will be kicked out of the program. MIDAM and USA Hockey will also be told. The police department in charge will be called, and they will be given information about what happened.

A. Family members and spouses are not to be involved in any conflicts. Any participant who bullies or threatens a coach/manager/board member's spouse or family member will be suspended from playing and their parent/guardian will be suspended for two weeks. If it happens again, they will be removed from the organization.

C. **Rink Dismissal:** Any participant escorted from a rink by either staff or police will be immediately suspended for two weeks from all activities - player and parent/guardian. A second infraction will result in removal from the program.

D. **Other Considerations:**

A. **Regarding Parent Volunteers:** It is prohibited for parents to provide coaching instructions from the penalty box or scoring table. It is necessary to allow the coaches to perform their responsibilities. Parent volunteers are categorized as "off ice officials" and are strictly prohibited from shouting at children, including their own.

B. **Conduct Guidelines at Games:** Parents and guardians are reminded that youth hockey is a sport, and should be treated as such. Although referees are paid for their services, they may not possess the same level of skill as those in the NHL, and are therefore subject to human error. Yelling or insulting referees, opposing players, or parents of the opposing team is deemed inappropriate and will not be accepted. Not only does it set a bad example for our children, but it also degrades the reputation of our organization and can lead to penalties by MIDAM. It is important to exercise good judgement when interacting with others, without necessarily sitting quietly with hands folded. Any participants displaying unruly or excessively aggressive behavior will receive the same penalties as per the "24 Hour Rule".

### **Section 1.03 Screening Policy**

- A. LECOM Sports Park and L.E.S.A. will, without exception, adhere to USA Hockey Rules and Regulations regarding Screening Policy.
- B. It is the policy of USA Hockey that it will not authorize or sanction in its programs that it directly controls any volunteer or employee who has routine access to children (anyone under the age of majority) who refuses to consent to be screened by USA Hockey before he/she is allowed to have routine access to children in USA Hockey's programs. Further, it is the policy of USA Hockey that it will require its affiliates to adopt this policy as a condition of its affiliation with USA Hockey.
- C. A person may be disqualified and prohibited from serving as an employee or volunteer of USA Hockey if the person has:
  - I. Been convicted (including crimes of record which has been expunged and pleas of no contest") of a crime of child abuse, sexual abuse of a minor, physical abuse, causing a child's death, neglect of a child, murder, manslaughter, felony assault, any assault against a minor, kidnapping, arson, criminal sexual conduct, prostitution related crimes or controlled substance crimes;
  - II. Being adjudged liable for civil penalties or damages involving sexual or physical abuse of children;
  - III. Being subject to any court order involving any sexual abuse or physical abuse of a minor, including but not limited to domestic order or protection.
  - IV. Had their parental rights terminated.
  - V. A history with another organizations (volunteer, employment, etc.) of complaints of sexual or physical abuse of minors;
  - VI. Resigned, been terminated or been asked to resign from a position, whether paid or unpaid, due to complaint (s) of sexual or physical abuse of minors; or
  - VII. Has a history of other behavior that indicates they may be a danger to children in USA Hockey.

### **Section 1.04 Coaching Standards**

#### **A. Head Coaches**

- I. **Intent:** The purpose of this policy is to establish a systematic and organized approach to selecting and appointing Head Coaches. The Board delegates the decisions to the Director of Hockey and Coach Development to select candidates who are capable of teaching the skills of ice-hockey effectively, promote the mission and goals of L.E.S.A., and serve as positive role models for players.
- II. **Policy:** Individuals interested in serving as Head Coaches for the upcoming season are required to submit an application to the LECOM Sports Park Director of Hockey and Coach Development. The application form is designed to gather information on the applicant's level of commitment to the program, ability to work with children, coaching philosophy, and relevant coaching certification. The Director of Hockey and Coach Development will review the applications and appoint Head Coaches based on merit. The Director of Hockey and Coach Development's decisions are deemed final. All approved Head Coaches will be subjected to background checks conducted by USA Hockey, who reserves the

right to deny any applicant. All rules governing required training and registration per USA Hockey will be uphold.

**B. Assistant Coaches**

- I. **Intent:** It is the intent of this policy to assure the orderly application and selection of Assistant Coaches for the LECOM Sports Park and L.E.S.A. Through this policy, the Director of Hockey and Coach Development intends to select those individuals who will best teach the skills of ice-hockey, further the mission of the L.E.S.A. and who will be positive role models for the players.
- II. **Policy:** Persons desiring to be Assistant Coaches for the upcoming season will submit an application to the Director of Hockey and Coach Development. The application will be designed to elicit information regarding the applicant's commitment to the program, ability to work with children, philosophy of coaching and playing and appropriate coaching certification. The Director of Hockey and Coach Development will appoint Assistant Coaches. The decision of the Director of Hockey and Coach Development is final with respect to these decisions. Approved Assistant Coaches will be subject to appropriate background checks, by USA Hockey, and USA Hockey has the ability to deny applicants. All rules governing required training and registration per USA Hockey will be uphold.

**Section 1.05 Sexual Abuse Policy**

LECOM Sports Park and L.E.S.A. will, without exception, adhere to USA Hockey Rules and Regulations regarding Sexual Abuse Policy. It is further noticed that upon receipt of an allegation of sexual abuse, immediate notification will be made to the appropriate law enforcement agency with jurisdiction of the incident.

It is a policy of USA Hockey that there shall be no sexual abuse of any minor participant involved in any of its sanctioned programs, its Training Camps, Hockey Clinics, Coaches Clinics, Referee Clinics, Regional and National Tournaments or other USA Hockey events by an employee, volunteer, or independent contractor. 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 participant's age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse.

Upon proof of violation of this policy, the violator will be permanently banned or suspended from USA Hockey sanctioned programs and/or the programs of its Affiliate Associations.

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### Section 1.06 Physical Abuse Policy

- A. LECOM Sports Park and L.E.S.A. will, without exception, adhere to USA Hockey Rules and Regulations regarding Physical Abuse Policy. It is further noticed that upon receipt of an allegation of physical abuse, immediate notification will be made to the appropriate law enforcement agency with jurisdiction of the incident.
- B. It is the policy of USA Hockey that there shall be no physical abuse of any participant involved in any of its sanctioned programs, its Training Camps, Hockey Clinics, Coaches Clinics, Referee Clinics, Regional and National Tournaments or other USA Hockey events by an employee, volunteer or independent contractor. 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 contact 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.

### Section 1.07 Locker Room Policy

- A. In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to our goals. LECOM Sports Park and L.E.S.A. adheres to USA Hockey's *SafeSport* Program to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, we have adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.
- B. Our home ice facility, "*LECOM Sports Park*" has numerous locker rooms available for our program's use. Some locker room share a restroom and shower area. They also have a single room dedicated to female players only. Some teams in our program regularly travel to play games at other arenas, and those locker rooms, rest rooms and shower facilities will vary from location to location.
- C. **Locker Room Monitoring** Participants limited use of locker rooms and changing areas (e.g. generally 45 minutes before and following practices and games). This allows for direct and regular monitoring of locker room areas. Locker rooms and changing areas will be reviewed by either a coach or voluntary locker room monitor (each of which has been screened) before players arrive, and if the coaches are not inside the locker rooms, either a coach or voluntary locker room monitors (*each of which has been screened*) will monitor the locker rooms and changing areas during periods of use, and leave the doors open only when adequate privacy is still possible, so that only participants (coaches and players), approved team personnel and family members are permitted in the locker room. Team personnel will also monitor or secure the locker room appropriately during times when the team is on the ice. For each team, the coach and/or team administrators shall be responsible for compliance with the locker room supervision requirements of this Policy. A coach and/or team administrator that fails to take appropriate steps to ensure the Locker Room Policy is adhered to, and any USA Hockey participant or parent of a

participant who otherwise violates this Policy is subject to appropriate disciplinary action. Locker room policies of USA Hockey are to be enforced at all functions involving L.E.S.A. participants. The USA Hockey locker room policy will be a mandatory reviewed document by all participants, parents, coaches, volunteers upon beginning the season. Policy will also be posted on the LECOM Sports Park and L.E.S.A. website for reference and printed copies provided by the Director of Hockey and Coach Development upon request. Our home rink provides dedicated locker rooms for LGBTQ participants, and arrangements will be made to accommodate each player's personal comfort needs while dressing. To promote team cohesiveness, regrouping and collection of the team will take place in a neutral area after players have dressed. The Director of Hockey and Coach Development will work directly with coaches, participants, outside rinks to development action plans to meet the standards of the L.E.S.A. mission to promote diversity, equity and inclusion.

- D. **Parents in Locker Rooms** Except for players at the younger age groups, we discourage parents from entering locker rooms unless it is truly necessary. If a player needs assistance with his or her uniform or gear, if the player is or may be injured, or a player's disability warrants assistance, then we ask that parents let the coach know beforehand that he or she will be helping the player. Naturally, with our youngest age groups it is necessary for parents to assist the players getting dressed. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently. In circumstances where parents are permitted in the locker room, coaches are permitted to ask that the parents to leave for a short time before the game and for a short time after the game so that the coaches may address the players. As players get older, the coach may in his or her discretion prohibit parents from a locker room.
- E. **Mixed Gender Teams.** Some of our teams may consist of both male and female players. It is important that the privacy rights of all of our players are given consideration and appropriate arrangements made. Where possible, we will have the male and female players dress/undress in separate locker rooms and then convene in a single locker room before the game or team meeting. Once the game or practice is finished, the players may come to one locker room for a team meeting and then the male and female players proceed to their separate locker rooms to undress and shower, if available. If separate locker rooms are not available, then the players will take turns using the locker room to change. We understand that these arrangements may require that players arrive earlier or leave later to dress, but believe that this is the most reasonable way to accommodate and respect all of our players.
- F. **Cell Phones and Other Mobile Recording Devices** It is USA Hockey policy that there will be neither audio nor video recording or photography permitted in any locker room under any circumstance. Players and/or coaches may have access to cellular telephones but the use of said phones is limited to areas outside locker rooms only. Players and/or coaches may also use electronic equipment to play music or review video footage of game/practice plays. No other use of electronics in the locker room is permitted. The use of electronic devices in the approved manner listed above is a privilege and not a right.

Any allegations of recording or photography must be reported to the Director of Hockey and Coach Development immediately. This may be escalated at any time to the Director of Safe Sports. Confirmed issues will result in the team losing their privilege and all electronics banned from the locker room for the remainder of the season. Furthermore, any allegation that involves the recording or photography of players dressing or undressing will be immediately reported to the appropriate law enforcement agency with jurisdiction of the locker room where the alleged incident occurred.

- G. **Prohibited Conduct and Reporting** LECOM Sports Park and L.E.S.A. prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Participants, employees or volunteers may be subject to disciplinary action for violation of these locker room policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies. All members are encouraged to report allegations of misconduct to their team manager who will then forward to the Director of Member Safety for investigation.

**Parents are responsible for their child's actions, and they will be held financially responsible for any suspensions or expulsions. Please note that there will be no refunds issued in these cases.**

## **Disciplinary Complaint Process**

1. Call, text, email, or otherwise contact the LECOM Sports Park Director of Hockey- Chris Hartsburg @ CHartsburg@Lecomsportspark.com
2. The Director will then do one of the following:
  - Deem the complaint not egregious enough and refer it to the appropriate head coach
  - Take the complaint and start an inquiry into the disciplinary issue
  - Deem the complaint erroneous.
  - If the complaint is worthy of investigation the Director will do the following:
    - Inform the L.E.S.A. disciplinary committee members of the infraction
    - Delegate points of inquiry to committee members and collect statements and supporting facts/evidence
    - Inform the family members of parties affected of the inquiry, accusation/situation, and set a general timeline for informal hearing, and answer any questions the affected parties may have
    - Set a time and date for an informal hearing among committee members
    - Hold the informal hearing and adjudicate/settle at the informal hearing or find that a formal hearing is necessary
    - Hold the formal hearing with the accused, the victim, and witnesses if necessary to conclude with a preponderance of evidence that the accused is guilty or not guilty of the infraction.
    - Propose corrective action and hold a vote of the disciplinary committee of the proposed corrective action(s).
    - Report the results to the L.E.S.A. board of directors in writing and update at the next available board meeting. ]
    - Ensure the corrective action is completed

**Common Infractions handled at the Head Coach level**

Low level fighting (pushing, shoving, slash on the pads)

Low level arguing with an official by a player

Players arguing with each other

Players not paying attention during drills

Minor locker room horseplay

Low level name calling that does not violate Safesport (sexual harassment, bullying, racist remarks, etc)

This is also not an all-inclusive list. There is no reporting criteria for any of these infractions. Handle it at the Team/Coach level at the earliest opportunity.

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**The following items outline the expectations that LECOM Sports Park and L.E.S.A. have for their coaches.**

### **Section 1.08 Coaches Code of Conduct**

- Winning is a consideration, but not the only one, nor the most important one. Care more about the player than winning the game.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; be careful about providing feedback publicly; learn to be a more effective communicator and coach; don't berate players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits.

### **Section 1.09 Coaches Code of Ethics**

- COMPETENCE
  - Coaches will maintain a standard of excellence with regard to education and information related to coaching and make an on-going effort to maintain competence in the skills they use.
- INTEGRITY
  - Coaches will exercise integrity in the practice of coaching and be honest, fair, and respectful of others.
- PROFESSIONAL RESPONSIBILITY
  - Coaches will uphold professional standards, clarify professional roles and obligations, accept appropriate responsibility for behavior, and adapt methods to the needs of participants.

- RESPECT FOR PARTICIPANTS
  - Coaches will respect the fundamental rights, welfare, dignity, values, opinions, and worth of all participants.
- CONCERN FOR PARTICIPANTS
  - Coaches will be sensitive to different roles and responsibilities of all participants and not exploit or mislead them.
- RESPONSIBLE COACHING
  - Coaches will be aware of ethical responsibilities to society and the community in which they work and live as well as comply with the law and encourage the development of policies which serve the interest of the sport and USA Hockey.
- DISCRIMINATION
  - Coaches will not engage in or condone discrimination based upon age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, socio-economic status, or any other basis prescribed by law.
- SEXUAL HARASSMENT
  - Coaches will not engage in sexual harassment which includes but is not necessarily limited to sexual solicitation, unwelcome physical advances, and verbal or non-verbal conduct.
- HAZING/BULLYING
  - Coaches will not engage in or condone behavior which is harassing, harmful, or demeaning to participants.
- PERSONAL PROBLEMS AND CONFLICTS
  - Coaches will recognize a personal problem may harm participants. Coaches have an obligation to take reasonable steps to prevent impaired performance by recognizing a personal problem and seeking assistance for it.
- AVOIDING HARM
  - Coaches will take reasonable steps to avoid harm being caused to participants whether it be physical, verbal, or through electronic/ social media.
- MISUSE OF INFLUENCE
  - Coaches will guard against the misuse of influence and understand any action or judgment may have an effect on participants.
- OUTSIDE RELATIONSHIPS

- Coaches will refrain from entering into personal, professional, financial, or other relationships with anyone if such a relationship may impair objectivity, interfere with properly performing coaching functions, or directly or indirectly exploit or harm participants. Coaches will refrain from taking on obligations if a pre-existing relationship may create a conflict of interest.
- EXPLOITATION
  - Coaches will not exploit or have a sexual or intimate relationship with participants.
- STATEMENTS
  - Coaches will not make a statement which is deceptive, false, fraudulent, or misleading.
- COMMUNICATION WITH PARTICIPANTS
  - To avoid any misunderstanding with participants, coaches will discuss the nature and course of training with them and answer any questions they may have.
- RELATIONSHIP INVOLVING COACHES, PARTICIPANTS, AND PARENTS
  - Coaches will clarify the role of each party and any service provided relative to a relationship with participants and parents.
- ALCOHOL, DRUGS AND TOBACCO
  - Coaches will refrain from using and discourage the availability or use of performance enhancing or recreational drugs in conjunction with, including travelling to or from, any USA Hockey competition, training or practice session and prohibit the use of performance enhancing or recreational drugs by participants. Legal use of alcohol and tobacco should be separated from L.E.S.A. events far enough to ensure that their effects do not impact the coaches' duties or their ability to abide by the code of conduct.
- PORNOGRAPHY
  - Coaches will refrain from and prohibit the use of pornographic or sexually explicit material around all children. Explicit material found in possession by children should be confiscated and parents notified.
- RECRUITING
  - Players are able to participate on multiple teams depending on many circumstances. Any recruiting must cease if there is any conflict to any team the



participant is previously committed to for the applicable season. Recruiting for future seasons is not limited.

- EVALUATING PARTICIPANTS

- Coaches will evaluate participants on actual ability, attitude, and performance and in a manner consistent with the Code.

- CONFRONTING ISSUES

- Coaches will consult with the LECOM Sports Park Director of Hockey when they are uncertain if a particular situation or course of action violates the rules.

- ORGANIZATIONAL CONFLICTS

- Coaches will clarify the nature of any conflict between the demands of an organization and the Code, make known their commitment to the Code, and seek to resolve the conflict in a way which adheres to the Code.

- REPORTING VIOLATIONS

- Coaches will inform participants of any perceived violation of the Code and their right to report any violation to the L.E.S.A. Safe Sport Direction and LECOM Sports Park Director of Hockey. Any violation of the Code shall be addressed by the L.E.S.A. Disciplinary Committee and/or Director of Hockey.

- COOPERATION WITH INVESTIGATIONS, PROCEEDINGS, AND RESOLUTIONS

- Coaches will cooperate with any investigation, proceeding or resolution related to a perceived violation of the Code as mandated by USA Hockey or any of its member organizations. Failure to cooperate in itself is a violation of the Code.

- ACKNOWLEDGEMENT

- Coaches have read and understand the LECOM Sports Park & L.E.S.A. coaches code of conduct. Coaches understand the expectation to follow the code at all hockey functions.
- Coaches have read and understand the USA Hockey Coaching Ethics Code.

## **Section 1.10 Lake Erie Sports Alliance (LESA) Fundraising Policy**

At Lake Erie Sports Alliance (LESA), we strive to create equitable opportunities for all young athletes while maintaining compliance with IRS guidelines for nonprofit organizations. To ensure fairness, transparency, and adherence to legal standards, the following policy outlines how fundraising monies will be handled and distributed:

### **Purpose**

LESA's fundraising activities aim to support the public purpose of advancing amateur sports competition and providing opportunities for all athletes to benefit from quality sports experiences. This policy ensures that all fundraising efforts align with the guidelines established by the Internal Revenue Service (IRS) for nonprofit organizations.

### **Compliance with IRS Guidelines**

As a 501(c)(3) tax-exempt organization, LESA adheres to the following IRS principles:

1. **Public Purpose:** All funds raised must serve the public purpose of the organization, which includes supporting all athletes on a team regardless of their level of participation in fundraising activities.
2. **Prohibition of Private Inurement:** Funds raised cannot be earmarked for specific individuals or families. The distribution of funds must benefit the team as a whole to avoid private inurement or private benefit, which could jeopardize the organization's tax-exempt status.
3. **Transparency and Fairness:** Fundraising efforts and the allocation of raised funds must be conducted in a transparent and equitable manner.

### **Fundraising Distribution Policy**

#### **1. Equal Distribution of Funds:**

- All funds raised through team fundraising efforts will be allocated directly to BBT Hockey to cover youth sports fees. These funds will be applied equally among all team participants to help offset the costs associated with ice sports participation. This ensures fairness and supports our mission to provide equitable opportunities for all players.
- Each team is permitted to raise up to 20% of their season costs through fundraising efforts, with 100% of the proceeds applied directly toward covering team season expenses.

## 2. Allocation of Excess Funds:

- Any additional funds raised beyond the 20% season cost threshold will be allocated as follows:

- **\*\*50% to the team:\*\*** These funds will continue to support team-related expenses and activities.

- **\*\*50% to the LESA organization:\*\*** These funds will be used to enhance programs and provide quality ice sport experiences for the public in the broader organization.

## 3. Prohibited Practices:

- Individual accounts for participants to receive direct benefits from fundraising efforts are not permitted.

- Funds cannot be raised or distributed for specific individuals or families.

## **Commitment to Inclusivity**

LESA's mission is to provide all young athletes the opportunity to experience the benefits of ice sports. This policy reflects our commitment to inclusivity by ensuring that all players, regardless of their level of participation in fundraising activities, benefit equally from the resources generated.

## **Benefits of Compliance**

Adhering to these guidelines allows LESA to:

- Maintain its nonprofit status, ensuring continued benefits for families and athletes.

- Build a stronger sense of community by supporting all participants equally.

- Create opportunities for increased participation in youth sports across the region.

## **Parent and Participant Support**

We encourage all families to support this policy and participate actively in our fundraising initiatives. By working together, we can create a positive and equitable environment for all players, ensuring a successful and rewarding season.

Thank you for your dedication to LESA's mission and for contributing to the growth and success of our programs. Together, we can provide enriching ice sports experiences for all young athletes in our community.

### **Section 1.11 Our Purpose**

We exist to work toward the development of a complete and stable youth hockey program. The complete program should allow all individuals to participate at some level. The stability is derived by the Association's establishment of reasonable disciplinary standards for players, coaches, and fans. The display of personal respect and courtesy among all persons involved must always be maintained. Our goal is an acceptable, wholesome, sportsmanlike atmosphere.

The three basic concepts form the foundation of our program; in order of priority are:

1. Fun and Recreation. This is of first importance. Our mutual youth hockey program exists to provide a safe enjoyable experience for participants. If a player is having a good time, interest in a sport will deepen and develop. Fun and interest combine to create a learning environment.
2. Learning. Learning becomes the logical extension of a safe enjoyable experience. We exist to encourage coaches, officials, and players to commit themselves to expand and widen the ability level.
3. Competition. Emphasis on competition is realistic and meaningful. Competition tests the ability level and challenges players and coaches to improve. We exist to provide opportunities of safe, controlled competition leading to respect of others' abilities, the joy of participation, and the victory of improving one's skills.

Overemphasis of competition is a negative experience we seek to avoid. "To win at all costs" creates an atmosphere of hostility toward opposing players and coaches, and a disregard of regulations which exist for the safety of players.

We abide by the USA Hockey Zero Tolerance Policy. This policy is designed to enhance the enjoyment for all those who participate in youth hockey. It is required that a sportsmanlike and educational atmosphere be maintained during and after all USA Hockey sanctioned games.