

## Coaches Package

Obtain proper Certification dependent on level of coaching, please see hockey Manitoba website <http://www.hockeymanitoba.mb.ca> for required certification deadlines and dates. All new Bench staff to fill out Criminal Records check along with a Child Abuse Registry Check, free check forms available on the website, contact registrar to assist with these forms.

Safety Person (s) must be at all practices and games also responsible for maintaining the safety kit. If more supplies required contact Equipment Manager for CMHA. Please ensure all Medical Forms are in Safety kit, if you are using AP players obtain a medical form for them as well.

Discussions at the Parent Meeting with a CMHA Board Member present

Coaches intentions and intentions of the parents with regard to an agreed upon vision for the season.

A Label for each coach, head coach, assistant coach, goal coach and specifically safety person required for registrar to roster bench staff. Make sure parents are aware of your roles as well.

AP situations, if your team is short of players at times throughout the year you are able to have AP's play from the age below. This situation is only to occur in the event that both teams are not playing at the same time. It is not permitted for players to miss playing their all ready scheduled games.

Standard procedure for this is to have the coaches discuss the opportunity first, with both team coaches in agreement then the parent(s) to be asked. If all adult parties involved are in agreement then and only then the player gets asked.

Code of Conduct and Discipline Policy are provided on the CMHA website.

You may be required to help resolve any potential concerns or conflicts on your team from time to time. If concerns are not met through a coach/parent/player condition, please know bringing it to the CMHA board level is recommended. Documentation is always recommended whether it comes to the board level or not, you will find forms on the CMHA website and are encouraged to use them in the event documentation is needed later on (even if discipline action is not required). We hope no issues arise for your year but remind you that CMHA is there to handle issues that may escalate. (Manager's are also aware of this.)

Your manager has a list of contacts and representatives along with responsibilities for the season. Enjoy the year.