



PETAWAWA



Coaches and Managers Meeting

2025-2026

U7-U9



PETAWAWA



Coaches and Managers Meeting

2025-2026

U11-U18



Welcome and Introductions

Thank you all for being here today.

Without your efforts as a volunteer in our association, over 400 kids would not be able to play this wonderful game of hockey.

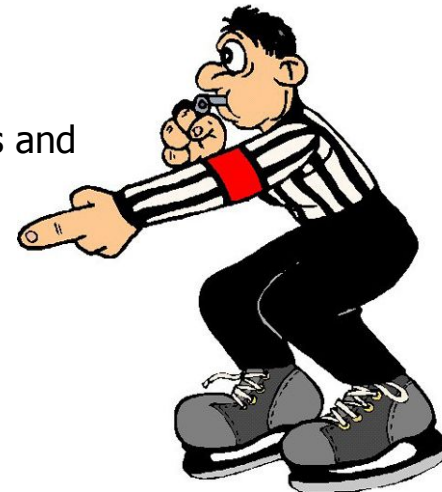
Thank You!



Referee In Chief

Chris Misztal

- Ice Allocator/Rep Managers notify Ice Allocator of game changes, Allocator tracks and passes on to Assignor.
- If you've asked for Refs, no news is good news.
- Happy to answer questions to clarify penalty codes/potential suspension lengths but ultimate authority is League and D5 RIC.
- You're not *entitled* to explanations during the game.





Referee In Chief

- Maltreatment is focus again, clamping down on players instigating each other or chirping officials (emotion is fine, persistent abuse/dispute or inciting is not)
- Green armband does not mean the official is new.
- Complaints in Petawawa? Wait 24 Hours, email me at gpraric@hotmail.com
- Complaints from Away Game? Wait 24 Hours, email Caleb Brown at ric@head5.ca and CC me for tracking purposes.





Referee In Chief

Rule updates/reminders for this year:

- All goaltenders require a dangler AND neck guard
 - This will be enforced in Petawawa
- "Cage Hang" is a coach/trainer safety issue, police your players.
- No time outs for any game, at any time in D5
- No new rules this year, next rule change year is 2026-2027 Season.





Time Keeping and Penalty Box

- Timekeepers hired for games by Petawawa Referee Association (U11-U18 only)
 - U11/U13 - 1 Timekeeper, U15/U18 - 2 Timekeepers
- Some are only timekeepers while others are also officials.
- Timekeepers will have no family connection (immediate family) to players or bench staff in game to remove conflict of interest.
- Timekeepers are off ice officials so penalties can be assessed if they are harassed/abused during the game.



GameSheet (IPAD)

- Home Managers are still responsible for preparing iPad before game (roster and signatures), timekeepers will arrive and take over approx 15 mins before game time to ensure completeness.
- Important coaches information for gamesheets:
 - Coaches need to look at gamesheet to make sure if there are any jersey number changes and suspensions are recorded and done properly so they are accounted for. If you delegate to the manager, you still are responsible as the coach and could be suspended if a player was ineligible to play.
 - Head Coach is required to sign all digital sheets.
- Once IPAD is good to go, then it can be handed off to the Time Keeper/GameSheet person no later than 10 minutes before game.
- At the end of a game it is the Coach/Managers responsibility to make sure the the game is uploaded before leaving and that the iPad has been returned to the lockbox.
- **Timekeeping/GameSheets for games will be scheduled by the Refs Association. Parents are not required.**

Game Sheet (Manual Version)

- Important to have game number, date and location correctly entered on the game sheet.
- Also requires listing of the District, Division that is playing and the League. Our District is #5, League is UOVMHL, Division example is Novice.
- Important that scorekeeper places in their contact information on the area provided on the game sheets.

ODHA OFFICIAL GAME REPORT (PLEASE PRINT CLEARLY)
 1247 Kilborn Place - Suite D-300
 Ottawa ON K1H 6K9

FINAL SCORE
 HOME VISITOR

12 Novice 2012 Oct

Game No. Location League UOVMHL Division Junior A B C (Novice to Juvenile / Minor to Major) Date 11

HOME Petawawa VISITOR

O.D.M.H.A. DISTRICT / ZONE # 5 HOME PENALTIES HOME SCORING O.D.M.H.A. DIST

GAME TYPE

EXHIBITION ☐

LEAGUE ☐

PLAYOFF ☐

TOURNAMENT ☐

OFFICIAL SCORER (please print) Phone #

John Doe 613-555-1234

Curfew Time V. INT. H. INT. Flood Between

☐ 1st & 2nd

☐ 2nd & 3rd

☐ none

LENGTH OF GAME

1ST. STOP

2ND. STOP

3RD. STOP

OT 10 S/V

START TIME END TIME



Game Sheet cont...

- Coach or Assistant Coach (someone in control of the team while on the ice) must sign to verify the filled out game sheet. Don't forget to include your suspended players.
- Stickers are allowed to be used. Ensure all four sheets have a sticker on them.
- Ensure changes are made on all four stickers. (I.e. crossing off missing players.)
- Trainers - ensure trainer numbers are included on the game sheet.

MINUTES		TOTAL SHOTS			
SOG	1 ST.	2 ND.	3 RD.	O/T	TOTAL SHOTS
HEAD COACH	PLEASE PRINT				
ASST. COACH	PLEASE PRINT				
ASST. COACH or ASST. TRAINER	PLEASE PRINT				
TD #	000121				
TRAINER	PLEASE PRINT				
TD #					
MANAGER	PLEASE PRINT				

SEE THE REVERSE FOR PENALTY CODES AND ABBREVIATIONS

SUSPENSION LIST		OFFICIAL	
		NO. OF GAMES	
Coach Crab		1	OF 5
Naughty Player		1	OF 1
		OF	
VERIFIED BY	SIGNATURE		
	Asst. Coach Glad		

MINUTES		TOTAL SHOTS			
SOG	1 ST.	2 ND.	3 RD.	O/T	TOTAL SHOTS
HEAD COACH	PLEASE PRINT				
ASST. COACH	PLEASE PRINT				
ASST. COACH or ASST. TRAINER	PLEASE PRINT				
TD #	000122				
TRAINER	PLEASE PRINT				
TD #					
MANAGER	PLEASE PRINT				



Game Sheet cont...

Home game sheets are distributed as follows

- Top copy (official) stays with home team (7 Days)
- 2nd and 3rd copies go to coaches/managers of the teams playing, for their records.
- All game sheets exhibition/tournament and league are to be submitted to the league convenors, if there are any issues/suspensions.
- If you have suspensions best to notify league convenor ASAP and send a soft copy via email for determination of # games to be served.

Risk and Safety

John Stevenson





Privacy

- The GPMHA respects everyone's right to privacy and confidentiality.
- The GPMHA collects personal information from prospective members, members, coaches, referees, managers and volunteers for the purposes of conducting Hockey Programming.
- Information specific to a player such as a player's name, address and date of birth are collected to determine that the player's geographical, division of play and level of play information are consistent with Hockey Canada/Branch regulations. Historical information concerning past teams played for is collected in order to determine if any GPMHA transfer regulations may apply.
- At no time are lists generated by the GPMHA for the purpose of marketing, or the sale of information.
- **Team Officials must comply with the GPMHA Privacy Policy. Team lists and phone numbers are not to be shared with anyone outside of GPMHA and specifically may not be distributed to outside agencies, companies, associations or individuals.**
- Use of photos on this site are provided by coaches/managers and GPMHA Executive. If you do not wish to have your child's photo displayed on the GPMHA web site and related marketing, please contact your GPMHA Division Convenor. Have this discussion at your Coaches and Parents meeting at the start of the year.

****If you have any questions or concerns regarding the GPMHA Privacy Policy or the use and distribution of personal information, please contact the Secretary of the GPMHA.**



PETAWAWA

Concussions

HEO Concussion Protocol

http://www.hockeyeasternontario.ca/docs/HEO_6_Step_Concussion_Return_to_Play_Protocol.pdf

Hockey Canada Concussion Page

<https://www.hockeycanada.ca/en-ca/hockey-programs/safety/concussions/links-and-downloads>



Hockey Eastern Ontario Concussion Return to Play Protocol

HEO follows and will continue to follow the Hockey Canada Six – Step method for return to play for Concussion in sport. When a potential Concussion has occurred the team Trainer is the first point of contact with the injured player. The trainer will evaluate the player in question, using appropriate protocols and will make a determination based on their assessment of the player. If the trainer determines that the player may be concussed or is showing symptoms of a possible concussion then they **WILL** deem that player unfit to play until assessed by a Physician. No player can return to play until the attending Physician has given the player clearance to do so in writing. The trainer's decision is final and cannot be overturned by the Coaching staff or the Parents until the above mentioned criteria has been met.

Return to Play Process

The return to play process 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, and not necessarily when exercising!

Step 1: No activity, only complete mental and physical rest. Proceed to step 2 only when all symptoms



All other injuries

- HEO linked Injury Report
- http://www.hockeyeasternontario.ca/docs/HC_Injury_Report_Eng.pdf
- What is a significant injury?
<http://www.hockeyeasternontario.ca/docs/6.30%20Significant%20Injury%20Return%20to%20Play%20Policy.pdf>
- Frequently asked questions: (FAQs)
http://www.hockeyeasternontario.ca/docs/HC_Injury_Report_FAQ.pdf



Dressing Room

- Coaches are responsible for your players from the time you enter the rink until they leave.
- Rule of two – In dressing room at all times at all levels. Many instances of bullying at the U15 and U18 age levels in HEO. Need to ensure we provide our kids a safe environment.





HEO Policy 6.1 Portable Digital Devices

(Revised April 2019)

Coaches and Managers ensure this policy is strictly enforced. You will be included in hearings if violations of the policy are brought to light.

Mobile phones are permitted in dressing rooms, however...

The use of any form of Camera, Video Camera, Camera Phone or other portable digital device for the use of taking photographs, video recordings, or audio recordings is **prohibited** in any recreational facility change rooms, during any HEO sanctioned event. It is the team officials responsibility to monitor and control the uses of such devices.



Protective Equipment

Protective Equipment

- Neck Guards are mandatory (including goaltenders).
- Helmets require ear protection.
- Goalies require the (Billy goat) dangler. Will be enforced by referees.

On Ice Helper

- Any on-ice helper 12 and over, must be registered in our association and in **full gear**. Must also be at least one division higher than the team they are helping. They are strictly to be used as demonstrators of the drills and help move pylons and pucks. Not to be scrimmaging with the team and or shooting on the goalies.
- The association requires that an on ice helper approval form (Coaches Corner Link on Website) be read, filled and signed prior to the one ice helper taking the ice.



Suspensions

11.4 Maltreatment/Discriminatory

- "0" Tolerance
- Make sure your players understand
- 5 Game Suspension (There are no appeals or hearing)
- Will need to sign a form
- Once infraction is entered into TTM, the form then will come down through District for the player to sign and then the 5 gm suspension starts.

Meaningful Game

- League Game or Tournament
- Exhibition game is not a meaningful game

Risk & Safety including Disciplinary and Suspensions for District is currently vacant more information on who will be responsible for this will be shared when available.



Ice Allocator

Jenn Powell

- Times start 5PM on weekdays, 7AM on weekends
- Ice will only be allocated via the website/Sportsheadz app, no emails (unless under 48-hour notice changes or extra ice)
- Can't make a practice? Try to switch with a team in your division or return ice to your convenor
- Tournament dates should be given to the ice allocator ASAP through your convenors
- If a game needs to be rescheduled (due to weather or a tournament), the manager is responsible for submitting a reschedule request form
- House teams are allotted 1 practice per week and Rep teams get 2. This may vary depending on ice availability but will all balance out over the season
- Ice for the association can ONLY be booked by the ice allocator
- All refs are booked through the Ice Allocator. Emails directly to the referee assignor will not be acknowledged



U7 & U9 Director

Tracy Gruntz- U7

- Practices; 40 mins skill development, 10 mins cross ice or small area game (ex; freeze tag). Must have a 6:1 ratio for kids to qualified coaches (does not include manager or trainer) for practices/ games.
- No full time goalies, all players given opportunity to try goalie if they choose. Must wear goalie equipment.
- Permitted to play **cross ice** match-up games within HEO, no earlier than Nov 30th.
- Blue pucks (4oz).
- No Refs, one Coach/Asst Coach per group will be on the ice at all times during match-up games including fun days.
- Ensure equal ice time for all players.
- May participate in 3 fun day events in a season. No refs or game sheets.



U7 & U9 Director

Tracy Gruntz- U9

General Playing Rules

- 50 Mins **(including half board set up and warm up)** Four-on-Four, plus goalies, half ice.
- Half boards or bumper pads at center ice line to separate playing surface. (Managers will be required to inform the parent time keeper that the game/ ice time needs to end after 45 mins, to remove the boards) Games on both sides synchronized.
- If there are fewer than four players on the bench, the active player designated to stay out for the following shift must tag up at the bench prior to continuing play.
- Two face-offs during the game. The first face-off will start the game. The second face-off will start the second half.
- There is no requirement that teams change ends.

Shifts

- Player shifts are 90 seconds in length.
- A buzzer or whistle sounds to signal line changes.
- On the buzzer/whistle sounds, players must relinquish control of the puck immediately and vacate the ice. The new players enter the ice immediately.



U7 & U9 Director

U9 cont...

Change of Possession

- Goaltender freezes the puck – the official blows the whistle to indicate the attacking team backs off and defending team gets possession.
- Puck shot out of play – the offending team backs off and the official gives the non- offending team a new puck.

Officiating

- One official per game. Coaches/Trainers must remain on the bench. 2 Refs for full ice games.
- Penalties in half ice game - ref will whistle the play down, and bring the player to the team bench (player is expected to miss a shift), play will resume when signalled. Penalties for full ice games - will be 1 min for minor and 3 min for major.

Other

- Teams may participate in in a maximum of four (4) tournament/jamboree events, only one can be full ice (after Jan 15th)(Home tournament is a full ice tournament).
- Teams permitted to play up to seven (7) full-ice games after Jan 15th. Full ice rules, no score kept.
- Full ice practices may happen but they are not guaranteed. Consider coordinating with the other team you're sharing with and divide the ice in different ways.
- While its not recommended to have full time goalies, we can understand kids who want to be goalie, with this we will have full time goalies, but teams MUST provide opportunities to players who wish to try out being goalies for both practices and games.



U7 & U9 Director

U9 cont...

Affiliation (AP)

- Affiliation is permitted between tiers of the U9 level as per Hockey Canada Regulations. Affiliation is not allowed between teams within the same tier.
- Second year players may affiliate to higher age teams after January 15 of the current season.
- Second year **goaltenders** are permitted to affiliate up to U11 (U10 for competitive) at all points of the season, providing that they are playing goalie only with the affiliated team.
- Players do not need to be AP'd to attend a practice at a higher level. (needs to be organized with coaching staff)



U7 & U9 Director

Boards Training - U7/U9

All new bench staff for U7/U9 with no previous boards training from GPMHA will require training.

Email has gone out collecting names..

Training Date will be Oct 25th 2025 11-12 at Civic Centre



House League Tournament Dates

Jon Mohr -Houseleague Tournament Director

U7 - December 6, 2025

U9 - January 17-18, 2026 (Full Ice)

U11 - January 9-11, 2026

U13 - February 13-15, 2026

U15 - December 12-14, 2025

U18 - January 30 - February 1, 2026



PETAWAWA

WELCOME

TO THE

PETAWAWA

**Minor Hockey
House Tournament**





Tournaments

Fun Days and Tournament Funds for Teams

- U7 house teams receive \$300 from the association for fun days.
- U9 house teams receive \$500 from the association for days.
- U11–U18 house teams receive \$900 each from the association for tournaments.
- Rep teams receive \$1650.
 - Silverstick is paid for by treasurer upfront so teams will receive the remaining amount.
- These funds are administered by our treasurer (ready for pick up following this meeting)



Team Financials

Treasurer- Chelsea McElroy

- Team cheques available for pick up this evening
- Team Managers are responsible for providing financial statements at 4 different times throughout the season: **Oct 31st, Dec 15th, Jan 31st, and end of the season**
- Please send these statements to myself as well as the team parents.
- Failure to submit your statement by the deadline can result in suspension of the Head Coach. The year end statement must also include your banquet cheque and balance be \$0. Banquet cheques will not be handed out until the financial statements have been received.
- Statements to include team fundraising, "team tax", photos, tournaments, etc. A template has been sent out to the convenors in excel format. Please submit it in the same format for ease of opening on my end.
- Lastly, please cash your cheques. I have a number of cheques still outstanding from last year that are now staledated. If you are not cashing the cheques, that means the team is not getting their funds.



Fundraising

Brittany Laramée

- Any requests or ideas for fundraising need to be screened prior by our fundraising chair. (i.e. bottle drives etc.)
- Permission will not be granted for any other reason than to cover the costs of tournament fees. These funds cannot be used to fund such activities as banquets, parties, gifts, meals and clothing and can only be used for tournament entry fees.
- **Pepperoni Fundraiser** \$20 per bag. First batch of bags will be made available in advance. ALL Funds raised will be e-transferred to the Treasurer treasurer.gpmha@gmail.com. First order has been placed. Waiting on provider to send shipment mid Oct.
- **Comedy Night** More information to come.



Convenors

Tracy Gruntz / Candace Peters

- Coaches and managers get to know your respective league convenors.
- While we are all volunteers, please keep in mind that convenors are also volunteers and deserve respect as they put a lot of time into organizing each division.
- These are the people that need to be contacted immediately (24 hours) about suspensions of players or coaching staff.
- They are the definitive resource that will get you the answers to your questions on ruling for suspensions.
- These individuals will be in direct contact with the District Chair and/or League President on these matters.
- If you don't get word from a convener on a suspension and you are in doubt whether someone is suspended for a game, err on the side of caution and do not allow the player to play. If you play an ineligible player the coach will be suspended for 5 games.



GPMHA House Convenors



U7 – Katelyn Penney & Laura Nowen

U9 – Lisa Blundon

U11 – Kristen Jozefowicz

U13 – Kathy Colakic

U15 – Cassandra Fiore

U18 – Kim Mitchell



UOVMHL Convenors



U7-U9 – John Hermans (Eganville)

U11 HL – Jason McLeod (Pembroke)

U11 Rep – Stephanie Coughlin (Muskrat)

U13 HL – Matt Aablers (Arnprior)

U13 Rep – Stephanie Piebon (Barry's Bay)

U15 HL – Jacqui Bird (Deep River)

U15 Rep – Jason McLeod (Pembroke)

U18 HL – Mandy Paplinskie (Petawawa)

U18 Rep – Kelly Robinson (Renfrew)



Chain of Command

Parent ⇒ Manager

Manager ⇒ Coach

Coach ⇒ Convener

Convener ⇒ Director

Director ⇒ President or Designate



Complaints

U7/U9 Director: Tracy Gruntz /HL Director: Candace Peters /Rep Director: Eric Louis-Seize

- Use the 24 hour rule (cooling off period).
- Need to follow the chain of command.
- Need to be formally stated.
- Will not entertain complaints if they do not follow the chain and are not documented and signed.
- Members who fail to follow this process and the proper Chain of Command, may result in parent/player suspensions as determined by the GPMHA Executive.
- **NOTE** - Don't use email to express your opinions or displeasure. Emails are shared too easily with everyone that does not need to know your business. Emails are terrible for depicting your tone and mood. Rather pick up the phone and state your case.



Qualifications

Registrar- Alicia Shrubbs

- All bench staff must have the following before they can be placed on a roster.
 1. Respect in Sport – Activity Leader
 2. Gender Identity and Expression course
 3. A valid vulnerable sector check with GPMHA
 4. Signed Rowan's Law Acknowledgment
- Head Coaches shall choose their bench staff based on the qualified persons on their teams. Where there are no qualified assistants or trainers the GPMHA will reimburse volunteers for the cost of the certification course.
- Volunteers will be reimbursed the cost of the course at the end of the season. The GPMHA will not reimburse the certification of a trainer or assistant when a qualified and willing person was not selected. To ensure reimbursement, verify eligibility with the GPMHA U7-U9 Director and appropriate Convenor prior to taking any courses.



Qualifications cont...

- All U7 Coaches must have Coach 1 (in class) as well as the Hockey Canada Coach 1 (online) and Hockey Canada Coach 1-U7 module. (The previous HU online coach 1|2 accepted).
- All U9 **Head Coaches** must have Coach 1 (in class) as well as the Hockey Canada Coach 1 (online) and Hockey Canada Coach 1-U9 module. (The previous HU online coach 1|2 accepted). ***This is not required for assistant coaches, however you must have someone with the same qualifications as you to run the team in your absence (games and practices).*
- Trainers for all house league teams must have their Hockey Canada Safety Program Level 1 (online) certification (HTCP Trainer Level I) prior to serving as Trainer at any game/practice/session/event.
- A certified trainer must attend each house league practice, game and U7 on-ice session played by an HEO Minor team, ensure trainer # is written on the game sheet.



Qualifications cont...

HOUSE LEAGUE

- All HL **Head Coaches** for U11-U18 must have Coach 2 (in class) as well as the Hockey Canada Coach 2 (online) and Hockey Canada Coach 2- module specific to the age group you are coaching. (The previous HU online coach 1|2 accepted). **This is not required for assistant coaches, however you must have someone with the same qualifications as you to run the team in your absence (games and practices).

HL Coaches at U13 level or higher that have Dev 1 or High Performance 1 do not need to take the Coach 2 course

- Trainers for all house league teams must have their Hockey Canada Safety Program Level 1 (online) certification (HTCP Trainer Level I) prior to serving as Trainer at any game/practice/session/event.
- A certified trainer must attend each house league practice, game and on-ice session played by an HEO Minor team, ensure trainer # is written on the game sheet.



Qualifications cont...

REP

- **ALL** Coaches for U11 Rep must have Coach 2 (in class) as well as the Hockey Canada Coach 2 (online) and Hockey Canada Coach 2- module specific to the age group you are coaching. (The previous HU online coach 1|2 accepted).
HL Coaches at U13 level or higher that have Dev 1 or High Performance 1 do not need to take the Coach 2 course
- Trainers for U11 Rep must have their Hockey Canada Safety Program Level 1 (online) certification (HTCP Trainer Level I) prior to serving as Trainer at any game/practice/session/event.
- **ALL** Coaches for U13-U18 Rep must have Development 1 (in class) as well as the Hockey Canada Coaching Program (online).
- Trainers for U13-U18 Rep must have their Hockey Canada Safety Program Level 1 (online) certification (HTCP Trainer Level I) AND Standard First Aid or higher prior to serving as Trainer at any game/practice/session/event.
- A certified trainer must attend each house league practice, game and on-ice session played by an HEO Minor team, ensure trainer # is written on the game sheet.



Qualifications cont...

The required qualifications for trainers and coaches for the specific levels and divisions can be found on GPMHA website. Click the Coach's Corner link>Bench Staff Qualification and it will redirect you to HEO certifications.

The screenshot shows the Petawawa Minor Hockey website. The top navigation bar includes links for Home, About Us, Registration, Games Centre, Tournaments, Coach's Corner, Risk and Safety, Referee's Room, and Important Links. The Coach's Corner menu is open, showing options: General Coaching Information, Bench Staff Qualifications (highlighted with a red arrow), Competitive Coaching Application, House League Coaching Application, Player Development, and Equipment. Below the navigation bar, the breadcrumb trail reads: HOME / LIBRARIES / BENCH STAFF QUALIFICATIONS. The main content area displays a document library item titled "Bench Staff Qualifications" with a document icon, creation and update dates (Jun 08, 2022 9:11 PM and 9:32 PM), and a description: "This is a list of all the qualifications required to work as bench staff for Minor Hockey in Petawawa." To the right of the description, it indicates "10 Items". Below this, the section "Items in this Library" shows a document titled "U7 Bench Staff Requirements" with a description: "U7 Qualifications requirements for Head Coach, Assistant Coach, Trainer and Manager." and a "Download" button labeled "21.3 KB".

Home About Us Registration Games Centre Tournaments Coach's Corner Risk and Safety Referee's Room Important Links

PETAWAWA MINOR HOCKEY

HOME / LIBRARIES / BENCH STAFF QUALIFICATIONS

Document Library Items All Libraries

Bench Staff Qualifications
Created: Jun 08, 2022 9:11 PM, Updated: Jun 08, 2022 9:32 PM
This is a list of all the qualifications required to work as bench staff for Minor Hockey in Petawawa.

10 Items

Items in this Library

U7 Bench Staff Requirements
U7 Qualifications requirements for Head Coach, Assistant Coach, Trainer and Manager.

21.3 KB
Download



Vulnerable Sector Screening

All Team Bench Staff and Volunteers **MUST** have an up to date (within the last 3 years) Vulnerable Sector Screening recorded to continue to participate in hockey activities.

- Town residents: The VSC letter and the OPP web-link are posted on our website under Risk And Safety. Print the letter, fill it out and apply online via the OPP website.
- For residents that reside on Base Petawawa: The letter is there as well, attend the Military Police Station on Somme Rd., Garrison Petawawa in person to apply.

VSCs to be uploaded at the following link:

<http://hockeyeasternontario.ca/vulnerable-sector-check/>

*While waiting for your approval, submit your receipt of submission and sign the declaration

*2023/2024 VSC's need to sign declaration



Rosters

- Need a qualified coach and trainer to make an approved roster.
- You cannot play in a tournament or league game until you have an approved roster.
- Managers always keep a copy of your roster with you for hockey business.
- If a house coach is missing one of the coaching certifications for the level they are coaching and they are registered for an upcoming course, they will be listed as pending, they can participate, and the roster is approved.
- First six staff on team list (including a team manager) are covered by GPMHA insurance. Further team staff can be added at a cost of \$50 per individual.
- **No individual shall be on GPMHA sanctioned ice if they are not on a team's roster within the association. (Exception for GPMHA executive members) This includes all members installing U9 center boards.**



Affiliations

- Affiliations for house will not take place until team lists are approved by District Registrar, this includes both the higher and lower team;
- Affiliated players do not step on ice for a game with the affiliating team until the approved team list comes back from District Registrar; Affiliated players alliance stays with the lower team;
- A coach cannot deny a player the opportunity to affiliate;
- Use the affiliation forms available on our website (Coach's Corner);
- Affiliates can be used in games if the higher team has less than 13 players (League play only). Does not include tournaments. If a team's regular roster is above 13 players, an AP can be used to replace an absent player only on a 1-to-1 basis.
- APs can only play a total of 15 games in the entire season with their affiliate team, exception are goaltenders, there is no limit;
- Affiliate Rules: 7.4.2 Coaches wishing to use an affiliate in a game or tournament must receive permission from the players' regular coach first. Failure to do so will result in discipline;



Affiliations cont...

- It is the responsibility of the player/coach and parent to keep track of the number of meaningful games played;
- **Tournament and exhibition games are not included in the 15-game rule;**
- **Last day to affiliate players is 15 Feb 26.**
- Good communication is required when using affiliated players. The lower coach must be approached for a request to use the affiliated player in practices or in games. Higher coaches, do not ask the parent, or worse yet, the player if they are available to play with you. Talk with the coach;
- Follow affiliation regulations outlined Section 8 of the HEO Minor Rules/Regulations, Appendix B and the GPMHA constitution; and
- Suspensions are served with the lower category team, regardless of which team the player incurred the suspension with.



Hockey Jerseys and Socks

Scott Shrubb -Equipment Manager

- U7 teams must wear the provided Tim Horton's jerseys and matching socks for all practices and exhibition/fun days.
- U9 jerseys now have velcro on them for name bars.
- U11 HL teams will be issued McDonalds Atomic box.
- Players can order name bars from Play It Again Sports at a cost of \$20 (plus tax) for both colours.
- To have velcro added to your name bars to attach to the jerseys is \$12. The team managers will collect the money from the team and arrange drop off with the Equipment Manager to have them completed. The manager will be notified once finished.
- **OR**



Hockey Jerseys and Socks

Scott Shrubb -Equipment Manager

- Go to www.shopallteam.com search "player name bar". \$47.46 after taxes and shipping.
- If your team needs socks let the Equipment Manager know through your team manager with sizes required.
- For any exchanges or equipment requirements, notify me through the team manager. A minimum of 24 hours notice is required. The following format is what I expect;
 - Item
 - Quantity
 - Requirement
 - Time required.



Hockey Jerseys and Socks

- **Team Jerseys and team socks are not to be worn at practice.**
- Jerseys are not to be stored in hockey bags. (U7 Timbit and U11-Atomic are Exempt).
- All U9, U13, U15 and U18 teams are required to wear GPMHA jerseys and socks for all exhibition, league, and tournament games.
- The U11 teams will utilize the McDonalds® AtoMc jerseys for all practices and game play.



Website/Social Media

Chris Misztal

- Sportsheadz App is optional but TeamSnap won't auto update unless you pay.
- GPMHA Website – Each team has their own area where schedules and announcements, photos, etc can be placed. Team managers will have logins.
 - All managers will receive accounts (for app and website) through submissions from Convenors
- Keep complaints off Facebook, use the proper Chain of Command. Otherwise please share, discuss and comment on posts!
- Logo requests for use on case by case basis, item must be different from what is available at Play It Again Sports.



Trade Mark

- Please note GPMHA is a registered trade mark and at no time is it acceptable to reproduce clothing independently or apply the trademark without express consent from the Association.
- Each Petawawa team will represent our association in a consistent and appropriate manner, eliminating excessive ordering and inflated pricing by using one supplier and ordering in bulk.
- All teams will be offered the same clothing line with "Patriots" wordmark on back of warm up jackets. All other pieces will be identical.
- Please note, no additional wordmark or team logo is to be added to any Petawawa apparel without written consent from the G.P.M.H.A. Executive. Likewise, our logo(s) are the property of the G.P.M.H.A and is not be added to clothing, hockey bags, tuques etc unless approved by the Executive and can only be embroidered by our approved vendor.
- No additional accreditation/awards or team names will be added to any apparel unless approved by the G.P.M.H.A. Executive.



Things to Remember

Mandy Paplinskie- GPMHA President

Rescheduling Games

- Games that need to rescheduled need to be cleared by the District Convenor for said level.
- Games that require to be rescheduled should be rescheduled within 30 days.
- Rescheduled games can be played earlier than original date.
- Give as much lead time as possible to opposing team manager about rescheduling. Only exception is inclement weather.

Game Breakdown

- House U11 - U18 is three 10 min. stop time periods.
- Competitive
 - U11, three 12 min. stop time periods.
 - U13 & U18, three 15 min. stop time periods.



Forms

- **Special Event Form** – Is now electronic and required to ensure insurance coverage while not at rink. This form is to be used for off ice training, mini-golf, paint ball...etc.
- **Travel Permit Form** – Required when playing games outside of PETAWAWA, again for insurance purposes. Teams can submit one consolidated permit that lists all upcoming tournaments/exhibition games they plan on attending. This form is located on our website under Coaches Corner - General Information - Travel Permit. Please submit the form to the U7 & U9 Director or House League Director to pass up to the GPMHA President for Approval.
- **Fair Play Code Pledges** – Players, coaches and parents will be required to read, complete and sign, they are kept with the Team Managers.



Things to Remember



- Information on Team photos will be passed down to Convenors following this meeting.
- Noise making devices have been banned in all UOVMHL sanction events. Please respect the signage and your fellow visitors.
- Coaches/Parents – please maintain your composure while at any HEO Minor sanctioned events. We continue to see young referees in the district between the ages of 13-17 quit due to aggressive behaviors of individuals. Please remember whether you believe it or not you are representing our Association, please act accordingly. The Associations within our District have recently adopted a policy that if a parent is banned from one rink within the District, they can also ban the same individual from their rink as well, If so desired.



GPMHA Dates to Remember

Mandy Paplinskie

- Competitive League starts U11 to U18 starts 17 Oct 25 to 04 Feb 26
- **Last day for U7, U9 and newly registered players - RiS Parent - 15 Oct 25**
- Submission of House Lists to District Registrar - 16 Oct 25
- House League U11 to U18 starts 17 Oct 25 to 04 Feb 26
- **House League U9 Half Ice: 07 Nov 25 to 14 Jan 26, and Full Ice 15 Jan - 13 Mar 26**
- Last date for Team equalization - December 1st
- PLAYOFFS: Will start 09 Feb 26
 - Will be a round robin format
 - Top two teams will compete for championships after March Break



GPMHA Dates to Remember

- League Blackout Dates

- 31 Oct 25 - Halloween – No U7, U9 or U11 scheduled ice
- 11 Nov 25 - Remembrance Day
- 20 Dec 25 - 3 Jan 26 - Christmas Break
- 05 - 08 Feb 26 - Playoff Scheduling
- 16 Feb 26 - Family Day
- 13 - 22 Mar 26 - March Break





Questions

