

To: BMHA Coaches and Managers Sept 25, 2009
From: Beverley M^cKeown, BMHA Discipline Chair

Re: Discipline and Appeals Reporting and Tracking Procedures

The following are directions that **must** be followed for reporting and tracking of all penalties in accordance with the ODMHA Code of Discipline for Minimum Discipline for Penalties and Suspensions. If you have any questions, please do not hesitate to call (or fax) me at the numbers provided below. Although the coach may delegate this responsibility to an assistant or team manager, **it is ultimately the coaches' responsibility to ensure that the procedures are followed.** *“The Head Coach is responsible for all administrative tasks and actions for his team members” (ODMHA Code of Discipline 09/10)*

Procedure for Reporting Offenses

Report all suspendable offences to the BMHA Discipline and Appeals representative (me) within 24 hrs of the offense by Telephone and by Fax/dropoff as follows:

Please retain all original Gamesheets until May 25th 2010, as per ODMHA requirements.

Fax a copy of the game sheet and the completed BMHA Penalty/Suspension Report Form (on the BMHA website under forms <http://www.blackburnstingers.com/forms.php>) to me at **834-4179** or, send via email discipline@blackburnstingers.com

1. **Email me or call** me at **837-8257** and report the incident. This is imperative for two reasons. First so I can expect the report. Secondly, I need to know your assessment of the situation.
2. **Ensure** that the suspension is served as per minimum suspension or as otherwise directed. If, within 24hrs of the infraction you are unable to contact me, leave a voice mail message, Fax the game sheet and BMHA incident report to me. If you cannot get in touch with me and need immediate assistance you can call Gary Schreider (GHA Discipline) at 613-867-2808 and leave a message if no answer.
3. Participate in any follow-up action that is required.
4. If in doubt, then call me---- 837-8257.

You must also e-mail notification of all suspendable offences (with the player's name, team, level, date, offence, and suspension) to the GHA Discipline Chair and the GHA President within 24 hours of the occurrence. This is an ODMHA regulation and if coaches do not abide by this they will be suspended. The e-mail addresses are gwschreider@rogers.com (Gary Schreider – GHA Discipline Chair) and district9chair@sympatico.ca fax 613-445-5253 (Jeff Steele – GHA President)

Serving of Suspensions

1. **Game specified.** Game suspensions result in the offender being suspended immediately from the game that the penalty was assessed, and the game/games specified shall begin with the team's next *meaningful* game. Meaningful games include league, playdown and tournament games. Exhibition games/all-star games are not meaningful games. A player under suspension may **NOT** play in exhibition games or all-star games.
2. In the event that the team has finished all league, playdown, or tournament play for the season, a game specified suspension shall be issued for the following season. A player under suspension at the beginning of the season will be allowed to participate in try-out activities and exhibition games prior to the commencement of league play.
3. Players and team officials receiving suspensions in preseason, tryout, or exhibition games, may have the suspension deferred to begin at twelve midnight of the day of the first meaningful game for the team the offender is registered. For the second or subsequent offence, a formal hearing must be held by the respective ODMHA official before any further deferrals are permitted.

Record of Suspension

1. It is the responsibility of the coach to keep a record of suspensions served.
2. The record shall be a copy of the official game sheet showing the name of the suspended player with a notation i.e.(suspension game 1 of 2) beside his or her name which must be initialed by the game referee.
3. The coach is responsible for keeping the original gamesheet(s) indicating the suspension is being served until May 12th 2010 as per ODMHA guidelines.

Tournaments

If you are participating in tournaments outside of the ODMHA, then the player must serve the more severe suspension between local association and what we have in the ODMHA. Any balance of a suspension of a player or coach will be carried back to the BMHA. Upon return, you must **1) immediately deliver all tournament games sheets to the GHA for review, failure to do so will result in suspension of further Travel Permits** 2) report the suspension or any suspendable offense following the above procedure. A ruling on the suspension as it applies under the ODMHA will be provided. Suspensions that occur during tournaments under the ODMHA are handled similarly, with the exception that the offense must be reported within 24 hrs of the offense.

All game sheets where the suspension was served must be retained and reported as per the Record of Suspension procedures above.

Appeal Procedures

Appeals of the suspension arising from the Code of Discipline shall be made in writing within 72 hours of the infraction and must be forwarded to the Chairperson, ODMHA Discipline and Appeals with the \$150 appeal fee. For further information use these contacts: Phone 613-224-3589 Fax 613-224-4625.

Suspendable Offences

Suspendable offences are listed in the table at the end. **All** penalties listed below must be reported to me within 24 hrs.

Please Note!:

“The head coach is responsible for ensuring without further notice from anyone that the player(s) and/or team official(s) serve the minimum suspension outlined in this code. The head coach shall advise the District Chairperson or designate and league official within 24 hours of any offences under the code of Discipline suspensions.

An automatic 5 meaningful game suspension (first offence) for a coach who has permitted a player to play a game while under suspension. If there is a second and/or further occurrence the Coach is suspended until the results of his hearing before the ODMHA D&A Committee. The Head Coach is responsible for all administrative tasks and actions for his team members.” (ODMHA, Code of Discipline 09/10)

All Major Checking From Behind (CFB) penalties are combined with a Game Misconduct for suspension purposes, whether marked on the Game Sheet or not.

All Game Misconduct penalties must be reported for tracking purposes.

Major Penalties

Major penalties assessed in conjunction with an injury will be combined with a Game Misconduct and will be disciplined as a Game Misconduct.

All major penalties must be reported for proper tracking

Please check the BMHA website “Coaches Corner” for more information on how to run your team and pertinent Discipline Policies and Procedures as per the ODMHA.

http://www.blackburnstingers.com/coaches_corner.php

Team Discipline

Please review the Fair Play in the BMHA document at your team and parent meetings, to ensure that there is a complete understanding of acceptable behaviour.

http://www.blackburnstingers.com/documents/Fair_Play_in_the_BMHA.pdf

Please develop team rules that would be specific to your team and the consequences for violating these rules.

On occasion there may be a need to suspend a player from participating in a game for rule violations.

Please note that the maximum coach imposed suspension is one game per incident. (GHA policy). Such a suspension should be recorded using the BMHA Penalty Suspension Report form and transmitted to the BMHA discipline chair only by email or fax. Please also follow up a report by telephone at 837-8257. Such information will be forwarded on to GHA via BMHA as necessary. If a greater suspension than one game seems warranted, then this must be approved by the GHA.

Please do not hesitate to call me at 837-8257 if you have any questions regarding discipline.

Beverley M^cKeown
Discipline Chair
Blackburn Minor Hockey Association

Minimum Suspensions and Actions as per ODMHA Code of Discipline

The table lists minimum suspensions as per the ODMHA Code of Discipline. These minimum suspensions can be, and are increased depending on the circumstances involved.

<i>Suspendable Offense</i>	<i>First offense</i>	<i>Second offense</i>	<i>Third offense</i>	<i>Fourth & subsequent</i>
Fighting Mj + GM	Remainder + 1 game	Remainder + 2 games	Remainder+2 games+ GHA hearing	suspension until ODMHA hearing
	Instigator or aggressor – 1 additional game; Instigator and aggressor – 2 additional games			
Checking from behind ¹ a) minor Penalty + GM b) major Penalty + GM	Remainder of game (if assessed in last 10 minutes add 1 additional game)			
	Remainder + 1 game	Remainder + 2 games + GHA hearing	suspension until ODMHA hearing	
Head Checking a) minor Penalty + misc. b) major Penalty + GM	Minor penalty + misconduct			
	Remainder + 1 game	Remainder + 1 game+ GHA hearing	suspension until ODMHA hearing	
Game Misconduct a) Players ² b) Team Officials	Remainder + 1 game	Remainder + 2 games	Remainder + 2 games + GHA hearing	suspension until ODMHA hearing
	Remainder + 1 game	Remainder +1 game+ GHA hearing	suspension until ODMHA hearing	
Gross Misconduct a) Players b) Team Officials	Remainder + 3 games	Remainder + 6 games	suspension until ODMHA hearing	
	Remainder + 3 games	Remainder + 3 games + GHA hearing	suspension until ODMHA hearing	
Match Penalty	Remainder + 3 games	Remainder + 3 games + GHA hearing	suspension until ODMHA hearing	
Abuse of Officials	suspension until decision by ODMHA hearing			
Any Incident or Behavior Detrimental to Hockey	suspension until decision by ODMHA hearing			

Footnotes:

¹ Match with CFB or Head Checking results in regular suspension plus match suspension guidelines

² Excluding CFB ,fighting and headchecking.

GLOUCESTER HOCKEY ASSOCIATION

SUSPENSIONS AND REPORTING GUIDELINES

All major penalties must be reported by the head coach or team manager within 48 hours by email to the Discipline Director for your area association (Beverly McKeown BMHA) bevmckeown@sympatico.ca ...this email must also be cc'd to Gary Schreider (gwschreider@rogers.com) the GHA Discipline Chair, and to Jeff Steele (district9chair@sympatico.ca) the GHA Chair.

Your discipline director will reply with the appropriate suspension that must be served.

You may also call your Discipline Director but the email must be sent.

If you cannot get in touch with your Discipline Director and need immediate assistance you can call me (Gary Schreider) at 613-867-2808...please leave a message if I don't answer.

If reporting is not done the Head Coach will be suspended by the GHA.

If proper suspensions are not served, the Head Coach will be suspended by the ODMHA.

Suspensions are listed in the ODMHA handbook and are also on the ODMHA website in the Code of Conduct section.

When at a tournament reporting must be done within 24 hours of your return.

When at a tournament you must serve the more severe suspension between local association and what we have in the ODMHA. Please do not assume they are the same and please ask to see the handbook from the area or ask to speak with their discipline person.

Referees do not know the suspension rules so do not ask them, but you, or your manager can ask them what the penalty called was if you do not understand the game sheet...but do not question the officiating.

Below is a summary of what **must be reported** and the minimum suspension to be served.

Checking to the Head (CTH), 2 minutes and this always has a 10 minute misconduct (M)
No suspension

Any 10 minute misconduct (M). No suspension

If 2, 10 minute misconducts are given in the same game an automatic Game Misconduct (GM) is issued. **1 Game Suspension.**

Checking From Behind, 2 minutes and this always has a Game Misconduct (GM) with it. **1 Game suspension if this occurs in the last 10 minutes of the game.**

Any 5 minute penalty, which automatically includes a Game Misconduct (GM).
1 Game Suspension

Any 5 minute penalty that is a Match (MTH). **3 Game Suspension**

Any Gross Misconduct (GRM). **3 Game Suspension**

FIGHTING

Fighting is always an automatic 5 minute penalty and a GM. **1 Game Suspension.**

If the fight includes a 2 minute instigator penalty an extra Game Suspension is added.

If the fight includes a 2 minute aggressor penalty an extra Game Suspension is added.

If there is a third man in the fight penalty called an extra Game Suspension is added.

For each successive Game Misconduct issued in all cases the suspension is increased by at least one game, and may result in a GHA hearing or and ODMHA hearing. The guidelines for this are listed in the ODMHA handbook and are on the ODMHA website.

Remember as the Head Coach you are responsible to insure that all suspensions are properly served.

Please read the game sheet carefully after each game. You or your manger may ask to speak to the referee if you do not understand what is written or can't read the game sheet. Do not question the call just ask what the penalty called was.

If your manager makes a mistake you will held responsible, so keep in constant contact with your manager with respect to suspensions.

Finally the head coach of a team may suspend a player from his team ONE TIME for ONE GAME only...if a longer suspension is wanted or a second suspension is wanted the coach must inform the GHA and a hearing will take place.