**VANCOUVER FEMALE <TEAMNAME HERE> - Parent Info Meeting Agenda**

**SEP XX, 2019**

**Introduction to Coaches & Team Volunteers:**

|  |  |
| --- | --- |
| Team Officials / Volunteer Roles | |
| Head Coach |  |
| Assistant Coaches |  |
| Manager |  |
| On-Ice Helpers |  |
| Team Moms |  |
| HCSP (Safety People) |  |

**Goals for this Season!**

* Players – Have Fun! Be Safe! Teamwork!
* Parents – Have fun and enjoy watching your daughter participate in hockey. Ensure the safety, enjoyment and comfort of your daughter and support all players/coaches/officials. Refer to Sportsmanship in the Stands/Codes of Conduct**.** The expectation is that parents and players conduct themselves accordingly.

**Required Information/Deposits from Parents:**

* Medical Form – must be complete before getting on the ice! Update EPACT where necessary.
* All parents must complete the Sportsmanship in the Stands online form – Choose **Vancouver Female Ice Hockey Association**

**Risk & Safety**

* **HCSP**: Hockey Canada REQUIRES that a safety person be present at every ice time or team-related training event (ie. dry-land training) to observe activities.
* Safety concerns?  Contact [safety@vancouvergirlshockey.com](mailto:safety@vancouvergirlshockey.com)
* **Change/Locker Room Policies**:
  + Two-Deep Supervision Policy
  + No photos, videos or cell phone usage allowed.
  + Please use the change rooms provided and not the public change areas before practices and games.
* **Bench Policies**:
  + Only rostered team volunteers (coaches, manager, HCSP, on-ice help) are allowed on the bench during practices and games.
  + If you must enter the bench area, please be brief when placing water bottles.
  + Ask players to leave the bench area for help with equipment if possible.
* **Parent Concussion Awareness** – there is a CCAT online course for parents.
  + <http://ppc.cattonline.com/> Pick the parents drop-down and Learning Tool.
* **Bullying and Harassment Policy** – Angels have a Zero Tolerance policy against any form of bullying, abuse and harassment; the expectation is that we conduct ourselves accordingly.
* **Parents & Players Code of Conduct** – please review these points with yourself and your player. See the Vancouver Angels website Policies section.
* **Complaint Procedures**:
  + Team Manager (TEAM) -> Association (VFIHA) -> League (PCAHA)
  + Please read the VFIHA Complaint Resolution Process policy for types of complaints.
  + <http://vancouvergirlshockey.com> -> About Us -> Policies -> Complaint Resolution Process.

**Equipment:**

* **Players will not be allowed on the ice without proper equipment.**
* Equipment concerns? Talk to your coach or HCSP.

**Volunteering with the Team & Association**

* Your help and input is welcome!
* All families are expected to volunteer for at least one association-level event – ie. Come Try Hockey, help with putting posters up in community areas, fundraising events etc…
* Score/Time Keepers: volunteers are required at each home game (2 parents per home game), "training” on the new EGamesheet system will be provided.
* Vancouver Female IHA Association board meetings happen once a month – meetings are posted in Team Snap – all parents are welcome.

**Tournaments**

* Please enter availability for tournaments in TeamSnap.
* Team may have some $$ from sponsorship to help fund tournaments.

**Reference Material:**

Please give these a read!

* <http://vancouvergirlshockey.com> -> About Us -> Policies
* <http://vancouvergirlshockey.com> -> About Us -> Risk and Safety
* If you have questions, contact your Team Manager or the Association directly at: [info@vancouvergirlshockey.com](mailto:info@vancouvergirlshockey.com)

**Coach Topics (<HC Name>):**

* Introductions to coaches
* Philosophy
* Ice Time
* Position Rotation and Goalie
* Respect/Sportsmanship/Code of Conduct

**Manager Topics (<Manager Name>):**

**Games:**

* Team Snap
  + Please indicate player availability to the best of your knowledge as far ahead of time as possible. This facilitates planning the line-up/goalie etc.
* Game Day:
  + Arrive at least 30 mins early
  + After the game - snacks!

**Practice Times/Game Times:**

* Home Games – DATE/TIME/RINK
* Regular Practice – DATE/TIME/RINK
* Development session - DATE/TIME/RINK.
* Away game times will vary.