

Capital Region Female Minor Hockey Association (CRFMHA)

Player Evaluation Policy

Version 4.0 - DRAFT

Approved - July 18, 2023

Purpose: The purpose of the Player Evaluation Policy is to establish the process by which CRFMHA will select and place players on teams in all Divisions. Player selection and team formation will vary based on level of play (Competitive and Recreational) and Division (U7 through U21).

Competitive

Preamble

- Player evaluation by the CRFMHA is based on direction and philosophies established by Hockey Canada through its Program of Excellence, by BC Hockey and the Vancouver Island Amateur Hockey Association.

- Procedural Fairness in Athlete Selection - Policy Goals
 - Establish authority of Selection Committee (Board Support)
 - Establish objective selection criteria
 - Communicate selection criteria
 - Eliminate or minimize bias
 - Establish appeal process

- Selection Committee
 - A Selection Committee will be formed and will be composed of individuals with significant experience in player evaluation. Coaches without

daughters or family members in the process can be part of the Selection Committee.

- o Each member of the Selection Committee will conduct his or her evaluations independent from the other members and will, at all times, behave in an objective and fair manner.

- o Selection criteria will reflect the generally accepted level of performance for athletes at each of the three Divisions (U13, U15, U18). The criteria will be based on individual skills/tactics and team tactics and the ability of the athlete to perform these in game-like situations. Detailed criteria will be objectively established and provided to the Selection Committee by the Director of Coaching. A meeting will be held with players and parents to outline the evaluation process and selection criteria.

Details

- Stage 1 of the evaluation process will consist of a minimum of three ice times per division and where possible, will take place on three consecutive days (Friday-Sunday). Unsuccessful players may be reassigned to the next highest category/level when Stage 1 is complete.
- By the end of Stage 1, up to 6 forwards and up to 4 defense will be selected based on their declared positions. Once these players are selected, the balance of the players will be selected based on their ranking, without regard to their declared position.
- Goaltenders will be evaluated within the three sessions and goaltender specific drills will be incorporated. Depending on numbers, a separate goaltender session may be included.
- Fitness testing may be incorporated.
- Players selected to advance beyond Stage 1 will be placed in a team setting and will continue to be evaluated until final selections are made. This may consist of practices, scrimmages and, when VIAHA teams of appropriate skill and competition exist, exhibition games.

- Teams will be composed of 13-17 skaters plus 1-2 goalies. Factors determining the final composition include overall numbers in the Division and if it exists, a “natural break” in skill level based on the evaluation observations.
- Players are entitled to an exit interview. Interview requests must be made to the Director of Competitive Hockey.
- Observations made during the evaluation will be summarized and be made available to the team coaches to assist in player development.
- In order to facilitate the formation of Recreational teams, every effort will be made to conclude the evaluation process in a timely manner.
- Questions involving any aspect of the Evaluation Process must be directed to the Director of Competitive Hockey

Authority and Responsibilities

- VP Hockey Operations – oversee the entire evaluation process
 - Confirm final numbers of players selected for each team.
 - Determining factors will be the needs of the CRFMHA at both the Competitive and Recreational levels as well as the results of the evaluation process
 - Review evaluation process and present a summary report to the CRFMHA Board
- Director of Competitive Hockey
 - Lead and coordinate administrative duties (in conjunction with the appropriate Director). These include:
 - Book Ice
 - Ensure timely communication with membership
 - In consultation with the Director of Coaching, determine evaluation process and timelines
 - Monitor player registration
 - Secure teams for exhibition games
 - Secure on and off ice officials for scrimmage and exhibition games
 - Booking meeting rooms (player/parent meeting, evaluation sessions etc)

- In association with the Director of Coaching, develop and deliver the Player/Parent meeting agenda
 - In association with the Director of Coaching, assign player groups and numbers, distribute and collect jerseys
 - Ensure Hockey Canada Safety Program (HCSP) personnel are present at all ice sessions
 - Communicate with the Director of Recreational Hockey with regard to players being assigned to the Recreational level at the completion of the evaluation process
- Director of Coaching
 - Lead and Coordinate evaluation process. This includes:
 - Technical Package (drills and plans for evaluation sessions)
 - Evaluation Criteria
 - Evaluation System
 - Secure evaluators
 - Secure coaches for evaluation sessions and scrimmage/exhibition games
 - In association with the Director of Competitive Hockey, assign player groups and numbers
 - Lead evaluation sessions
 - In association with the Director of Competitive Hockey, develop and deliver the Player/Parent meeting agenda
 - Fitness testing where applicable
 - Conduct player interviews following a two-deep rule
 - Summarize observations made during evaluation period and make them available to team coaches for purposes of player development
 - Assist VP Hockey Operations in determining final team numbers.
 - Team Head Coach
 - Following Stage 1, the team head coach will have input into the last selection(s) to the team in consultation with the Director of Coaching. The number of players this will involve will be determined in conjunction with the

Director of Coaching, and will involve review of player evaluation rankings from Stage 1 for all affected players.

- o If a coach or the Coaching Director has a daughter or family member who is still competing for a position on the team, that coach or Director may not participate in the evaluation process.

Participation

- Only players registered with CRFMHA are eligible to participate in the evaluation process.
- The Board will set a fee for the evaluation process. Payment must be received in full prior to the first evaluation session.
- In the event that a player is unable to attend one or more of the evaluation sessions to which she is assigned, the parent(s) should promptly contact the Director of Competitive Hockey (who will inform the VP-Hockey Operations), explain the reason for the absence and provide an estimated time of return. In cases of illness or injury, a note from the attending physician must accompany a player's request for exemption.
- If the VP-Hockey Operations excuses the absence, the player shall be evaluated based on the sessions attended. Absences due to illness or injury and family emergencies shall generally be excused. Unexcused absences may result in the player not being evaluated and being assigned to the Recreational level.
- In cases where illness or injury eliminates a player from participation for a significant portion of the evaluation process, and the player is not assigned to a team, a roster spot may be held until such time the player is fit to return. In cases where, in the opinion of the Selection Committee, there is insufficient information for placement in a particular skill group, a spot will not be held. In all cases, Return to Play protocols will apply.
- Requests for exemption for extenuating circumstances other than sickness or injury (such as significant activities in another evaluation camp, religious holiday, tragedy, etc.) may be forwarded to the Director of Competitive Hockey at any time and, once received, will be considered in consultation with the VP Hockey Operations.

- A player may apply to be evaluated as an Underage Player in accordance with VIAHA Regulations. The VIAHA Underage Exemption form must be submitted to CRFMHA by August 10.
 - The player may participate in Stage 1 of the evaluation with the higher level Division only.
 - If the player is not successful after Stage 1 of the evaluation she will be returned to the lower division and be part of the evaluation process of that division.
 - If the player is successful after Stage 1 of the evaluation process she will continue with the higher division team.
 - At any time after Stage 1 of the process, the player may be returned to the lower division evaluation. This determination will be made by the VP Hockey Operations, the Director of Competitive Hockey and the Director of Coaching.
- A player may be removed from the evaluation process at the discretion of the Selection Committee due to insufficient skill and experience that could endanger the safety of that player. A full refund of the evaluation fee will be applied in these cases.

Post Evaluation Assessments

- If a player registers with the Association after the completion of Stage 1 of the evaluation process they may apply to enter the process through the VP Hockey Operations. Before granting the application, the following will be considered:
 - The availability of roster space on the team
 - No previously selected player will be displaced
- An evaluation fee equal to the amount other players paid must be received before the player enters the process.
- The Director of Coaching will be responsible for the evaluation of the player. Depending on when the player enters the process, evaluations may include independent evaluators and/or the team Head Coach (if he or she does not have a daughter or family member still being evaluated).

Appeals

- An appeal of an evaluation will be considered by an Appeal Committee established by the CRFMHA Board. Proper grounds for an appeal are issues related to procedural fairness and must be clearly indicated. An appeal may result in a detailed re-evaluation of a player only if the Appeal Committee determines that the principles of procedural fairness were not followed with respect to the athlete selection decision.
- Appeal Process
 - Send an Appeal Form (see Appendix 1) to the VP Hockey Operations within 48 hours of the player being reassigned
 - A payment of \$100 must accompany the Appeal Form. If the appeal is successful the \$100 will be returned.
 - All appeals will be reviewed and adjudicated by the CRFMHA Appeal Committee. The decision of the Appeal Committee is final.
 - A meeting of the Appeals Committee will be scheduled for within 3 - 4 days following the completion of the evaluation and selection process and may be cancelled if no appeals are filed.
 - A member of the Appeal Committee will declare a conflict of interest and he or she will not participate in any such review where one exists. The Appeal Committee will communicate its decision in writing on a timely basis.

Recreational

- Recreational players will undergo a less formal but equally important evaluation process. Based on registration numbers, the VP Hockey Operations will determine the number of Recreational teams in each division. Initial ice times at the Recreational level will be used to assess the skill level of the players and use this information to determine placement. Balanced teams will be the goal with consideration given to residency, arena location within the CRFMHA boundaries and distribution of the CRFMHA ice contracts.
- Due to skill level and experience, consideration will be given to age exemptions (i.e. overage or underage). Such requests should be made to the Registrar who will communicate the requests to the VP Operations. Applications will be reviewed

by the VP Hockey Operations then approved (or denied) by the President and must adhere to the relevant VIAHA and BC Hockey policies.

- For recreational player assessment, the Director of Recreational Hockey will be responsible for the same administrative duties as are noted above for the Director of Competitive Hockey.
- The Director of Coaching will be responsible for the on-ice portion of the recreational evaluation process.
- When supported by U11 registration numbers, the Hockey Operations Committee may choose to host a U11 Recreational Development Team, with approval from the appropriate governing body (if necessary). If this is the case:
 - the decision should be made well in advance of the following season;
 - eligible CRFMHA players should be made aware of this opportunity at the earliest opportunity;
 - the application process should be similar to the Competitive stream;
 - only players registered with CRFMHA will be eligible to participate;
 - the deadline for application will be the Labour Day;
 - the evaluation fee will be the same as that posted on-line for Competitive Tryouts and subject to a similar cancellation policy;
 - the evaluations will be limited to a single stage only and final selections will be made at the conclusion;
 - there will be no input from the head coach or prospective head coach on final roster selections unless the head coach is a non-parent or the head coach's player is ranked in the initial selection group (top 10);
 - In the event that there is insufficient interest to continue with this program after the application deadline, all players will be placed on balanced Recreational teams according to the principles listed above.
 - **SPECIAL NOTES** (refer to VIAHA Handbook):
 - minimum team size is 15 players;
 - a player who is selected to the U11 Development Team as a goaltender may play as a skater;
 - CRFMHA recommends this be at the discretion of the coach;
 - a player who is selected to the U11 Development Team is not eligible to "Dual Roster" (register on a second recreational team);
 - VIAHA Goaltender Relief (GR) rules exclude U11 Development. The team must use Affiliate Players (AP) as alternates (only);

- U11 Development players may not affiliate to a U13-C team;

Appendices

1. Appeal Form (Player's application for an Appeal)

Appendix 1

CAPITAL REGION FEMALE MINOR HOCKEY ASSOCIATION

Application for Appeal of Player Evaluation Results

- A payment of \$100 must accompany this application.
- Application must be submitted within 48 hours of the reassignment of the player.

Player's Name
Responsible Party for Player
Telephone
Email
Date/time of reassignment
Reasons for Appeal

<hr/> Signature of Parent/Guardian	<hr/> Date/time of submission
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