

## Constitution and By-Laws

### Article 8. Annual General Meeting

The Annual General Meeting shall be held each year no later than June 30, at a time, place and day determined by the Executive, for the transaction of, at least, the following business, to be set out in the agenda of such Annual General Meeting;

- Approval of the agenda;
- Approval of the minutes of the previous Meeting of the Membership;
- Receiving reports of the activities of the Association during the preceding year;
- Receiving information regarding the planned activities of the Association for the current year;
- Receiving the financial statements of the Association from the previous year as prepared by the Treasurer;

### Article 11. Constitutional Amendments

This Constitution may be amended at an AGM by a two-thirds majority of all votes cast, providing the proposed amendments are presented in writing to the secretary at least 30 days prior to the AGM.

### Article 13. Eligibility for Office

The President must have served on the Executive for at least two (2) years immediately prior to election.

Vice Presidents must have served on the Executive for at least one (1) year immediately prior to election to either of these positions.

If no eligible members are interested, the elected officers can appoint someone to the position, or they may elect to leave the position vacant and collaborate to fulfill the duties of the vacant position.

## Termination

### Removal for Cause

The Executive, by resolution approved by two-thirds (2/3) of the Directors present, may remove any Officer for cause (see section 6.8 - Termination), before the expiration of his or her term of Office.

## Resignation

An Officer of the Association may resign his or her Office by submitting a letter of resignation to the President of the Association.

### Vacancies

If a vacancy occurs in any Office, or if for any reason an Officer is unable or unwilling to act in that capacity, an Executive Meeting shall be held within thirty (30) days for the purpose of selecting a replacement Officer from among the current Executive.

The Executive shall fill vacancies in other Offices for the balance of the unexpired terms from among those eligible to serve, or may elect to leave the position vacant and collaborate to fulfill the duties of the vacant position.

## **Article 14. Duties of Officers**

### **President**

- Represent the Association in the Community;
- Act as Chair of the Executive,
- Chair the Executive Committee, and all Meetings of the Membership;
- Exercise general supervision of the Association in accordance with Policies determined by the Executive;
- Be the primary contact for the OWHA, OHF, HC and all affiliated organizations
- Delegate tasks as necessary.
- Collaborate with other officers to resolve issues and advise the full executive board
- Perform tasks generally associated with the role of Chief Executive Officer;
- Provide leadership and ensure the implementation of Association policies, including the development of best practices and protocols based on Association policy affecting all aspects of Association activities;
- Be accountable to the Executive for the development and implementation of programs, including but not limited to hockey development programs, representative and house league programs, outreach, cultural diversity and inclusiveness programs, player safety and risk management programs;
- Develop and maintain a culture within the ranks of the Association consistent with the Association's Code of Conduct and the vision/goals established by parent organizations (OWHA/OHF/Hockey Canada);
- Ensure the Association has sufficient volunteer help to maximize its operational objectives and stated goals;
- Provide direction to all volunteer leaders on the Association's goals, objectives, and operations;
- Ensure standards are set and training objectives for Association volunteers are met; ensure the Association and its volunteers are supported and have available sufficient expertise to deal with any incidents that occur during an Association sponsored event;
- Provide oversight and when required, mediate disputes involving members and or volunteers, officials and anyone who should have cause to dispute the activities of the Association or actions of a Volunteer;
- Chair an Advisory Council composed of a Head Coach, Head Trainer and Head Manager;
- Sit on all sub-committees
- Establish an effective community relations and outreach program designed to ensure continuous dialogue on matters of mutual interest between the Association and community groups including other hockey organizations within Peterborough County.

## **Vice President of Business**

- Attend regular meetings of the **Peterborough Ice Kats**.
- In the extended absence of the President, shall collaborate with all Vice Presidents to ensure all the President's duties are met.
- In the extended absence of any officer, shall collaborate with other officers to ensure all necessary tasks are performed.
- Collaborate with other officers to resolve issues and advise the full executive board
- Ensure proposed operational practices and/or protocols are consistent with Association Policy, advises Executive Committee when proposed operational policy may be inconsistent or in conflict with current policies, practices and protocols;
- Be available to assist any Volunteer requiring assistance in the completion of his or her functions.
- Chair the Try-out Committee, ensure sufficient ice time is scheduled and the appropriate on-ice and off-ice officials are available to support Members' activities.
- Provide oversight and counsel to the Webmaster, Treasurer, Registrar, Sponsorship directors
- Be available to assist any Director requiring assistance in the completion of his or her functions.
- Carry out duties as assigned by the Executive Committee or the President
- Report back to the Executive on all matters related to Hockey Business.

## **Vice President of Representative Hockey**

- Attend regular meetings of the **Peterborough Ice Kats**.
- In the extended absence of the President, shall collaborate with all Vice Presidents to ensure all the President's duties are met.
- In the extended absence of any officer, shall collaborate with other officers to ensure all necessary tasks are performed.
- monitor adherence by the Association and its Volunteers to all existing Policies respecting Representative Hockey Operations and the conduct of the Association and its Members during Association sponsored events;
- Collaborate with other officers to resolve issues and advise full executive board
- Ensure proper accounting of team activities, meet the requirements of the Association's financial policies;
- Carry out duties as assigned by the Executive Committee or the President;
- Report back to the Executive on all matters related to Rep Hockey
- Responsible for the co-ordination, development and monitoring of all representative teams and coaches.
- Hold regular meetings (every other month during the season) with the coaches of all representative teams.
- Work with the Directors of Representative Hockey to establish and maintain skills of both coaches and players; and discuss issues arising throughout the year within that context with the President, VP's and appropriate board members.
- Collaborate with the President to form the coach selection committee and sit on the coach selection committee during the interview process, except in the instance of a conflict of interest arising from their own child's age group.

## **Vice President of Operations**

- Attend regular meetings of the Peterborough Ice Kats.
- In the extended absence of the President, shall collaborate with all Vice Presidents to ensure all the President's duties are met.
- In the extended absence of any officer, shall collaborate with other officers to ensure all necessary tasks are performed.
- Shall be the first point of contact for Operations Directors.
- monitor adherence to all existing Policies
- be available to assist any Volunteer requiring assistance in the completion of his or her functions
- Collaborate with other officers to resolve issues and advise full executive board
- Provide oversight and counsel to the Ice Scheduler, Head Ref, Timekeeping Coordinator
- Will consult on all serious matters brought forth to the executive
- Carry out duties as assigned by the Executive, or the President

## **Vice President of House League Hockey**

- Attend regular meetings of the Peterborough Ice Kats.
- In the extended absence of the President, shall collaborate with all Vice Presidents to ensure all the President's duties are met.
- In the extended absence of any officer, shall collaborate with other officers to ensure all necessary tasks are performed.
- Responsible for the co-ordination, development and monitoring of the house league (including Development Stream).
- Work with the House League Directors to monitor and provide skill development of house league coaches and players.
- Monitor adherence by the Association and its Volunteers to all existing Policies respecting House League Hockey Operations and the conduct of the Association and its Members during Association sponsored events;
- Be available to assist any Director requiring assistance in the completion of his or her functions;
- Carry out duties as assigned by the Executive Committee or the President;
- Chair the House League Hockey Operational Committee;
- Report back to the Executive on all matters related to House League Hockey.

## **House League Hockey Director (2 positions);**

- The House League Hockey Director shall:
- prepare and report to the Executive house league operations;
- act as liaison to the association for bench staff
- Act as first point of contact for parents
- Schedule all hockey games and playoffs with other centres
- Sit on House League Committee to plan development, events, and activities
- Participate in discipline meetings when required
- Carry out other duties as assigned by the Executive Committee, or the President.

### **Representative Hockey Director (2 positions);**

- The Representative Hockey Director shall:
- prepare and report to the Executive Representative hockey league operations;
- sit on rep hockey committee
- act as liaison to the association for bench staff
- Act as first point of contact for rep parents, and staff
- Carry out other duties as assigned by the Executive Committee, or the President.
- Sit on tryout committee and aid in running tryouts
- Participate in discipline meetings when required
- Assist VP of Rep Hockey with regular coach meetings

### **Article 17. Registrar**

- The Registrar will be appointed by the officers of the PGHA.
- Attend regular meetings of the **Peterborough Ice Kats**.
- Recruit and train volunteers in the performance of their functions for registration;
- Develop and implement approved registration forms and procedures;
- Conduct registration for all applicants eligible to participate in PGHA Hockey Programs;
- Maintain a register of receipts regarding all registration fees received by the Association and forward all monies promptly to the Treasurer for deposit to the credit of the Association;
- Maintain a current registration list of all players including mailing addresses, telephone numbers, email addresses and Parent/Guardian name(s);
- Supply to the VPs and Directors of each Hockey Division the current respective registration information in a timely fashion, ensuring the confidentiality and privacy requests are maintained;
- Ensure that all players are registered and teams rostered with the OWHA;
- Communicate any changes in registration immediately to the applicable VP/Director or other individuals who are affected by such change;
- Submit to the Finance Committee in each year an estimate of revenues and expenditures of the Registration Committee for the next fiscal year of the Association;
- Present a report regarding Registration Operations to the Executive;
- Recommend policy to the Executive regarding registration;
- Ensure that all necessary and appropriate insurance has been purchased;
- Chair the Registration Committee;
- Carry out duties as assigned by the Executive Committee or the President.

### **Article 18. Ice Scheduler**

- The Ice Scheduler will be appointed by the officers of the PGHA.
- Attend regular meetings of the **Peterborough Ice Kats**.
- Will be the only PGHA contact (along with President) to the city concerning ice rentals.
- Will work with Vice President of Rep to distribute assigned ice times to each representative team
- Will work with the Vice President of House League to develop house league game and practice schedules

- Attend rep coaches meetings to discuss ice allocations.
- Only contact for rep teams concerning ice cancellations or ice availability.
- Provide monthly reports to the treasurer and President for the purpose of collecting ice fees from teams

## **Article 19. Annual General Meeting**

- Self-nominations to the Executive Board may be made from the floor providing they meet the above criteria (nominator and a seconder)

### **House League Hockey Operations Committee:**

- The House League Hockey Operations Committee shall;
- Consist of the Vice President House League, as Chair, House League Directors and President. VPs of Business and Operations as required
- Operate the House League Hockey Programs pursuant to the Policies of the Association;
- Establish and monitor Policies relating to House League Hockey Operations provided that such Policies shall be and remain consistent with all other Policies of the Association and approval by the Executive;
- Recruit and train volunteers to perform the functions required to operate the House League Hockey Operations;
- provide support, assistance and counsel to all Volunteers engaged in roles supporting the Association;
- Provide oversight and guidance on behalf of the Executive on matters related to the Association
- Ensure adequate support and financial resources are available to Volunteers engaged in carryout activities on behalf of the Association and its Members;
- monitor and ensure that all incidents that occur during an Association sponsored event are reviewed and if necessary an investigation is completed and appropriate reports with recommendations are filed and action is taken to ensure further incidents of a similar nature do not occur again;
- Deal with any other matters assigned to it by the Executive or by the President.
- Operate the House League Hockey Programs pursuant to the Policies of the Association;
- Establish and monitor Policies relating to House League Hockey Operations provided that such Policies shall be and remain consistent with all other Policies of the Association and approval by the Executive;
- recruit and train volunteers to perform the functions required to operate the House League;
- select Ad-Hoc committees as required;
- Recommend policy to the Executive regarding Hockey Operations.

### **Representative Hockey Operations Committee:**

- The Representative Hockey Operations Committee shall
- Consist of the Vice President Rep Hockey, as Chair, Directors and President. VPs of Business and Operations as required

- Operate the Representative Hockey Program pursuant to the Policies of the Association;
- Establish and monitor Policies relating to Representative Hockey Operations provided that such Policies shall be and remain consistent with all other Policies of the Association and approved by the Executive;
- monitor and ensure that all incidents that occur during an Association sponsored event are reviewed and if necessary an investigation is completed and appropriate reports with recommendations are filed and action is taken to ensure further incidents of a similar nature do not occur again;
- Ensure coaching certifications and requirements are up to date
- Recruit and train volunteers to perform the functions required to operate the Representative Hockey Operations;
- Present a report regarding Representative Hockey Operations to the Executive;
- Select Ad-Hoc committees as required;
- Recommend policy to the Executive regarding Representative Hockey Operations.

## **Article 21 Code of Conduct**

This Code of Conduct identifies the standard of behavior which is expected of all PGHA members; players, care givers, parents, coaches, team managers, trainers, officials, volunteers, and league representatives involved in PGHA sponsored activities and events.

PGHA is committed to providing a hockey environment in which all individuals are treated with respect. During the course of all PGHA activities and events, players, parents, care givers, coaches, team managers, trainers, officials, volunteers and league representatives, shall conduct themselves at all times in a fair and responsible manner and refrain from comments or behaviours that are disrespectful, demeaning, offensive, abusive, racist or sexist. In particular the PGHA will not tolerate behavior that constitutes discrimination, harassment, bullying or abuse.

During the course of all PGHA activities and events, members shall avoid behaviour which brings PGHA or the sport of hockey into disrepute, including but not limited to abusive use of alcohol, use of non-medical drugs, the use of alcohol by minors, or any other behavior that is known to be, or ought to have been known to be, in violation of this Code of Conduct.

PGHA players, care givers, parents, coaches, team managers, trainers, officials, volunteers, and league representatives, shall at all times adhere to PGHA's operational policies and procedures, to rules and regulations governing PGHA sponsored activities and events; and to the policies and procedures and rules set out by the PGHA

Failure to abide by the PGHA Codes of Conduct may result in discipline, including suspension and/or removal.

## Policies

### Executive Board Responsibility

- The President and VP of Representative Hockey will form an Interview Committee and sit on the Coach Selection Committee, except when interviews are for their own child's age group.

### The Executive will:

- Conduct a vote to approve the proposed slate recommended by the Selection Committee

Note: Any executive member with a child in the age group being considered (Rep or House League) is ineligible to participate in interviews or vote on candidates for that division.

### Team Staff Approval

- Anyone without the required qualifications at the time of roster submission will be removed and may not participate in any team activities until compliant.

## Complaint and Dispute Resolution

### Purpose

The PGHA is committed to fostering a safe, respectful, and inclusive environment for all participants. This policy outlines the procedures for addressing complaints and disputes, ensuring they are managed promptly, fairly, and in alignment with OWHA guidelines.

### Scope

This policy applies to all PGHA members, including players, parents/guardians, coaches, team officials, volunteers, and board members. It encompasses concerns related to:

Player safety and well-being

Coaching conduct and decisions

Discrimination, harassment, or abuse

Violations of PGHA or OWHA policies

Conflicts among members

### Guiding Principles

**Respect and Fairness:** All complaints will be handled with impartiality and respect for all parties involved.

**Confidentiality:** Information will be kept confidential to the extent possible, with disclosures made only as necessary to investigate and resolve the complaint.

**Timeliness:** Complaints will be addressed promptly to ensure timely resolution.

**Protection from Retaliation:** Individuals who raise concerns in good faith will be protected from retaliation.

### Discipline Review Committee (DRC)

#### Responsibilities and Process

The Discipline Review Committee (DRC) is responsible for reviewing and investigating all formal complaints brought forward by members. Every concern submitted will be treated with care and respect; however, not all issues will necessarily result in a formal investigation, nor will every investigation lead to disciplinary action. Some matters may be found to be without merit, while others may be appropriately resolved through informal discussion, education, or mediation.



When a complaint is substantiated, the DRC will respond based on the severity of the situation, with a primary focus on ensuring the safety, well-being, and positive experience of all participants. In addition to addressing complaints brought forward by members, the DRC also has the authority to initiate investigations independently if it becomes aware of circumstances that may contravene PGHA's Code of Conduct or policies.

Decisions made by the DRC are final within the PGHA. Members wishing to seek further recourse may do so through the Ontario Women's Hockey Association (OWHA) Appeals Process.

Include the make up of the DRC here – I just need to find that information

### **Complaint Resolution Process**

#### **Step 1: Informal Resolution**

Members are encouraged to address concerns directly with the individual(s) involved after observing a 24-hour "cooling-off" period to allow for reflection and to reduce emotional responses. If the issue involves a coach or team official, the member should first speak with the team's Parent Liaison or Team Manager.

If unresolved, the matter should be escalated to the appropriate PGHA Director (Rep Director or HL Director).

#### **Step 2: Formal Complaint Submission**

If informal resolution is unsuccessful or inappropriate (e.g., in cases of harassment or abuse), a formal complaint should be submitted:

**Submission:** Complete the PGHA Complaint Form available on the PGHA website.

**Content:** Provide detailed information, including the nature of the complaint, individuals involved, dates, times, and any supporting evidence.

**Anonymity:** Anonymous complaints will not be accepted.

#### **Step 3: Review and Investigation**

Upon receipt of a formal complaint:

**Acknowledgment:** The Discipline Review Committee (DRC) will acknowledge receipt within five (5) business days.

**Assessment:** Determine if the complaint falls within PGHA's jurisdiction and if an investigation is warranted.

**Investigation:** If necessary, conduct a thorough and impartial investigation, which may include interviews and evidence review.

#### **Step 4: Resolution**

Based on the investigation findings:

**Outcomes:** May include mediation, training, disciplinary action, or other appropriate measures.

**Communication:** Parties involved will be informed of the outcome in writing.

**Appeals:** Decisions can be appealed to the PGHA Executive within seven (7) days of the decision notice.

#### **Conflict of Interest**

Individuals involved in the complaint process must disclose any potential conflicts of interest.

If a conflict exists, the individual must recuse themselves from the process.

An alternate, unbiased party will be appointed to ensure fairness.

#### **External Reporting**

For complaints involving maltreatment, abuse, or discrimination:

**Independent Third Party (ITP):** Complaints can be submitted to Hockey Canada's ITP for independent review. For more information visit the [OWHA Website – ITP Complaint Process](#)

**Legal Authorities:** If the complaint involves potential criminal activity, it should be reported to local law enforcement.

**Additional Resources:**

- [OWHA Incident Report Form](#)
- [OWHA Complaint Intake Form](#)

**Record Keeping**

All complaints and related documentation will be securely stored for a minimum of seven (7) years. Access is restricted to authorized personnel only.

**Policy Review**

This policy will be reviewed annually by the PGHA Board of Directors to ensure its effectiveness and alignment with current best practices.

For more information or to access the Complaint Form, please visit the PGHA website or contact the Discipline Committee at

**Executive Member Code of Conduct**

It is the intention of this Code of Conduct to promote Fair Play, Respect, and Integrity among all participants within the Peterborough Girls Hockey Association (PGHA). All Executive Members must review and acknowledge the terms outlined in this document prior to participating in their roles and must continue to uphold these principles throughout their term.

By signing this Code of Conduct, I agree to:

- ✓ Promote Fair Play & Inclusivity - Always promote fair play as a core value in all decisions and actions. Treat all participants with respect and dignity, regardless of gender, ability, ethnic background, or race. Distribute and uphold Fair Play Codes among all stakeholders, including spectators, athletes, officials, and media.
- ✓ Player-Centered Focus - Act with the best interests of all PGHA players at heart. Prioritize player development and experience over competition, ensuring that winning is kept in perspective. Ensure players of all backgrounds and abilities have equal opportunities to participate in a safe, inclusive, and supportive environment.
- ✓ Support for Coaches & Development - Support coaches in fostering fair play, skill development, and good sportsmanship. Encourage and support their pursuit of required coaching certifications.
- ✓ Age-Appropriate Program Development - Ensure the age and maturity levels of participants are thoughtfully considered in programming, rule enforcement, and scheduling decisions.
- ✓ Professionalism & Integrity - Represent the PGHA and OWHA with integrity. Conduct yourself in a manner that reflects positively on the association, both during and outside of official duties. Refrain from using your position for personal gain or influence and declare any potential conflicts of interest.
- ✓ Confidentiality & Accountability - Maintain confidentiality of discussions and decisions made during board and executive meetings. Participate in decision-making with honesty, fairness, and a commitment to consensus whenever possible.
- ✓ Respect for the Spirit of the Game - Discourage viewing sport as merely entertainment for spectators and emphasize its value as a positive developmental experience for players.

I, the undersigned, acknowledge that I have reviewed and understand this Code of Conduct. I agree to adhere to its principles and to uphold the mission and values of the Peterborough Girls Hockey Association and the Fair Play Code as endorsed by Hockey Canada.

I also agree to comply with all rules, regulations, and decisions set forth by the PGHA and the OWHA. I understand that failure to adhere to this Code of Conduct may result in disciplinary action, including suspension or removal from the PGHA.

### **Parent Code of Conduct**

Parents and guardians play a vital role in the success of the team and the overall experience of each player. As such, they are expected to lead by example and conduct themselves in a respectful and positive manner at all hockey-related events. The coaching staff relies on the full cooperation and support of parents and guardians to help create a constructive and encouraging environment. This CONTRACT is intended to promote fair play and mutual respect among all participants within the Peterborough Girls Hockey Association (PGHA). All parents and guardians are required to acknowledge and sign this pledge prior to participating in any PGHA activities and are expected to consistently uphold the principles of Fair Play throughout the season.

By signing this Code of Conduct, I agree to:

- ✓ I will not force my child to participate in hockey and remember that my child plays hockey for their enjoyment, not mine.
- ✓ I will applaud good plays and encourage my child to show respect, exhibit good sportsmanship, and always follow the rules, knowing that children learn best by example. I will praise their hard work and never ridicule them for mistakes or losses.
- ✓ I will treat all players, parents, coaches, officials, volunteers, and opponents with respect. I will refrain from making negative or critical comments and will never ridicule or yell at any child for making mistakes.
- ✓ I will not coach from the stands or give players instructions that conflict with those provided by the coaching staff.
- ✓ I will teach my child that effort is as important as winning, helping them accept game outcomes without disappointment.
- ✓ I will not enter the change room unless invited to enter by a member of the coaching staff.
- ✓ I will never question the official's judgment or honesty in public. I recognize officials are being developed in the same manner as players.
- ✓ I will observe the "24 hour" rule when providing communication to the coaching staff.
- ✓ I will ensure all financial commitments are made on time unless prior arrangements are made. I understand that failure to do so could result in removal from the team.

I, the undersigned, acknowledge that I have reviewed and understand this Code of Conduct. I agree to adhere to its principles and to uphold the mission and values of the Peterborough Girls Hockey Association and the Fair Play Code as endorsed by Hockey Canada.

I also agree to comply with all rules, regulations, and decisions set forth by the PGHA and the OWHA. I understand that failure to adhere to this Code of Conduct may result in disciplinary action, including suspension or removal from the PGHA.

### **Player Code of Conduct**

This CONTRACT is intended to promote fair play and mutual respect among all participants within the Peterborough Girls Hockey Association (PGHA). All players are required to acknowledge and sign this pledge prior to participating in any PGHA activities and are expected to consistently uphold the principles of Fair Play throughout the season.

By signing this Code of Conduct, I agree to:

- ✓ I will play hockey because I enjoy it, not because others or my coaches expect me to.
- ✓ I will respect the rules of the game and show respect to all players, coaches, officials, volunteers, and parents, win or lose, and encourage others to do the same.
- ✓ I will be a good teammate, have fun, make friends, improve my skills, and play safely both on and off the ice.
- ✓ I will listen to my coaches and respect their guidance, always giving my best effort to benefit both my development and my team's success.
- ✓ I will demonstrate good sportsmanship and never engage in behavior that goes against the spirit of the game.
- ✓ I will stay on top of my schoolwork, understanding that academics take priority.
- ✓ I will always use respectful language and avoid any offensive, harassing, or derogatory comments.
- ✓ I will never ridicule or yell at coaches, teammates, officials, opponents, or volunteers.
- ✓ I will respect the decisions of officials and allow my coach to address any concerns.
- ✓ I will treat all players with kindness and fairness, and I will not bully, harm, or take advantage of others.
- ✓ I will control my emotions and refrain from inappropriate behavior, such as mouthing off or throwing equipment.
- ✓ I will attend all games and practices on time, with proper equipment, and a positive attitude ready to learn and grow as both a player and teammate. If I am unable to attend, I will inform my coach as early as possible.
- ✓ I will always represent my team and the PGHA with pride and respect.
- ✓ I will follow the team dress code and uphold the values of being an Ice Kat.

I, the undersigned, acknowledge that I have reviewed and understand this Code of Conduct. I agree to adhere to its principles and to uphold the mission and values of the Peterborough Girls Hockey Association and the Fair Play Code as endorsed by Hockey Canada.

I also agree to comply with all rules, regulations, and decisions set forth by the PGHA and the OWHA. I understand that failure to adhere to this Code of Conduct may result in disciplinary action, including suspension or removal from the PGHA.

### **Team Official Code of Conduct**

Serving as a Coach or bench staff within the Peterborough Girls Hockey Association (PGHA) is a privilege that comes with significant responsibility. You play a key role in the personal growth and hockey development of each player, and with this role comes authority that must be exercised with integrity and care.

This CONTRACT promotes fair play, respect, and a positive environment for all PGHA participants. All coaches and bench staff must sign this CONTRACT before participating in any PGHA activities and are expected to always uphold the principles of Fair Play.

Coaches and bench staff are expected to foster a supportive atmosphere focused on positive feedback, fair play, equal ice time, and skill development. Every interaction is an opportunity to build self-confidence, self-esteem, and positive values in the young girls and women of the PGHA.

By signing this Code of Conduct, I agree to:

- ✓ I will be reasonable when scheduling games and practices remembering that young athletes have other interests and obligations.
- ✓ I will teach my athletes to play fairly and to respect the rules, officials, opponents and teammates.
- ✓ I will ensure all athletes receive equal instruction, discipline, support and appropriate, fair playing time.
- ✓ I will not ridicule or yell at my athletes for making mistakes or for performing poorly.
- ✓ I will remember that children play to have fun and must be encouraged to have confidence in themselves.
- ✓ I will make sure that equipment and facilities are safe and match the athlete's ages and ability.
- ✓ I will remember that children need a coach they can respect.
- ✓ I will be generous with praise and set a good example. I will obtain proper training and continue to upgrade my coaching skills.
- ✓ I will provide regular feedback and evaluations of players to the players and their parents.

I, the undersigned, acknowledge that I have reviewed and understand this Code of Conduct. I agree to adhere to its principles and to uphold the mission and values of the Peterborough Girls Hockey Association and the Fair Play Code as endorsed by Hockey Canada.

I also agree to comply with all rules, regulations, and decisions set forth by the PGHA and the OWHA. I understand that failure to adhere to this Code of Conduct may result in disciplinary action, including suspension or removal from the PGHA.