



Richmond Jets Minor Hockey Association

C Hockey Policies for U7 and Above Divisions

Approved – July 31, 2018

Updated & Approved August 2022, Updated August 2023, Updated August 2024, Updated Sept. 2025

A. GENERAL POLICIES

1. The Divisional Directors will establish and annually review guidelines for “C” League, based on PCAHA and BC Hockey regulations, and ensure they are communicated to all applicable team officials prior to the start of the season.
2. Selection of Coaches
 - a. The Coach Coordinator is authorized to establish and select a Coach Selection Committee for the purposes of interviewing and recommending candidates for coaches and assistant coaches to the Executive Board. This Committee shall have a maximum of six (6) Members and a minimum of three (3), including the Coach Coordinator, and be drawn from Members and the public.
 - b. “C” League coaches and assistant coaches must be approved by the Executive Board based on recommendations from the Coach Coordinator and the Coach Selection Committee. The Coach Selection Committee shall have all their selections for “C” League coaches ready for approval by the Executive Board as early in the season as possible.
 - c. All coaches must provide an RCMP criminal record check. If the record check comes back indicating that there “may or may not be a record”, the Coach Coordinator or Director, Risk Management will speak to the person concerned. Failure to provide an RCMP criminal record check or failure to communicate with the Coach Coordinator or Director, Risk Management in this regard will be grounds for refusing to approve or remove the person as a coach. It is the responsibility of the Registrar to review a criminal record check that has been submitted.
3. Division Managers shall work with the Ice Allocator to produce a balancing game schedule for the “C” League teams within his or her Division. The Division Manager is responsible for organizing the balancing games including, evaluator’s coaches, jerseys, and timekeeper. Referees will only be required for games with game numbers.
4. The Registrar must notify the Division Manager and Team Manager immediately when a player quits or withdraws from the Association.
5. RJMHA will not pay or be responsible for any part of a team or Division banquet, wind-up party or events outside of practices and normal league and playoff games. All events will require a BC Hockey Sanctioning Form to be completed and approved. Other team costs, such as tournament costs, apparel, and the like will be the responsibility of the team.
6. Spordle will be used for all games with game numbers in accordance to PCAHA regulations. Balancing games we will use paper game sheets. Game sheets need to be sent to the Division Manager after each game for tracking purposes.

- 7 The team will be responsible for the cleanliness of the dressing rooms. Any damage must be reported immediately to the arena attendant. Dressing rooms must be left clean and in good order. All dressing rooms need to be monitored by team officials utilizing the two-deep method as per our policies.
8. Any team requesting permission to use extra ice at minor hockey rates must apply through its coach or manager to the Ice Allocator.

B. INTRODUCTION TO HOCKEY

1. Each season, RJMHA may offer an Introduction to Hockey program, in accordance with PCAHA rules.
2. All players in above will be automatically placed in the Introduction to Hockey program and will be assessed at the beginning of the season to determine if they would be better suited to be placed on a regular team. Players may be re-assigned to a regular team on or before January 10 of the current season.

C. REFEREES

1. Costs of referees and linesmen for "C" teams in RJMHA Inter-Divisions balancing rounds, will be reimbursed by RJMHA.
2. Teams will be responsible for all referee and linesmen costs relating to an exhibition, league and playoff games.
3. Referees and linesmen will be assigned by the Association from U13 Peewee and below. Referees and linesmen for U15 "C" and above will be assigned by PCAHA.

D. TRAVEL

1. "C" League teams wishing to travel to the U.S.A. to play must first obtain permission from their Division Manager and the Association President, a game number from the applicable PCAHA League Manager, and permission from BC Hockey. Notification to the President must be 14 days prior to the game date to allow time for the required BC Hockey permission.
2. Travel for exhibition and tournament games outside the team's normal schedule must be approved by 75% of the team's parent(s) and/or guardian(s). Votes will be by secret ballot.

E. PLAYOFFS

1. All playoffs will be in accordance with PCAHA regulations

F. TEAM SELECTION AND PLAY

1. Only Players who are registered for the current season and in good standing with RJMHA may attend evaluations and be placed on teams.
2. A rough estimate of the number of teams for each division will be based on the below calculation on Sept 1st of each season. This calculation is conservative and allows for players to be added from Intro to hockey as described in Section B as well as late registrants after September 1st.

R = Number of Players registered in Rep

C = Number of Players registered in C

G = Number of Goalies registered in Rep and C

T = Number of Rep Teams

$$\text{Estimated Number of C Teams in Division} = T - \frac{R + C - G}{(*)}$$

*Depending on how many players, goalies and coaches this number will change.

**All coaches will meet with the committee and division managers in August to discuss the Evaluation Plan, draft procedures and balancing process.

3. Balancing:

- a. PCAHA rules require that when RJMHA enters more than one "C" team in a Division, those teams must be of a competitive balance.
- b. It is recognized that moving players between teams can be a traumatic experience; but that it may be necessary to avoid PCAHA suspending all teams in a Division.
- c. RJMHA is committed to achieving equality and fair play between its "C" League teams. The strength of each team shall be reviewed by the third Monday of October each season and the necessary changes will be made to achieve a proper balance within each Division's teams.
- d. Division Managers will monitor their teams to ensure that these objectives are being met. RJMHA reserves the right to move players between teams if necessary to ensure competitive balance. Players and parents must move between teams in order to facilitate a competitive balance.

4. Affiliate Players

Teams must comply with Hockey Canada, BC Hockey and PCAHA rules governing minimum and a maximum number of players in each game. Please refer to the RJMHA Affiliate Player Policy and the following procedures when affiliating players. A team that will have, for a particular game, 12 or fewer skaters or no goaltender available, that wishes to utilize an affiliate player from a lower Division, must comply with the following:

- a. Advise the desired player's coach of the situation and request the player from the lower Division and upon approval contact the parents and coach.
- b. A team can only apply for permission to draw affiliate players when a team has fewer than 12 skaters or no goaltender available for a particular game to a maximum of 13 skaters and one goaltender in a particular game;
- c. Upon receipt of consent, a team official must obtain permission from the applicable PCAHA League Manager to use the affiliate player.
- d. A player from a lower Division must be identified on the game sheet as an affiliate player (AP) and may play up for the maximum number of games as set by PCAHA regulations.

5. Evaluation and Balancing Procedures

- a. U15 – U21 - Juvenile players will only be evaluated during inter-squad games. Optimally, three evaluation games per group of players will be scheduled. If players miss any evaluations the evaluations scores from the previous year last year-end evaluation score will be used for a proper score.
- b. U11 – U13 will be evaluated through skills and inter-squad games. Optimally, three evaluation games per group of players will be scheduled.
- c. All divisions will use Team Genius for evaluation that will consist of a Jersey/Pinny number with a score out of 5, including half points, for each player. Skills score and inter-squad score will be recorded separately.
- d. Evaluators will use the 5-point scoring system as follows:
 - i. A score of 5: One of the top players in that age group. Difference maker to the team; great all-around player.
 - ii. A score of 4: Above Average Player. Good game sense and hockey knowledge. Solid game and team player who has a definite impact.
 - iii. A score of 3: Average player in the game. Good support player. Able to contribute to the game in all areas.

- iv. A score of 2: Below average player. Still needs a lot of skill development and work on overall gameplay. Sometimes they get lost in the game and must improve their skating.
- v. A score of 1: Inexperienced player. Needs a lot of skill development and work on overall game play. Needs more experience playing the game.
- e. Division managers will poll players to determine their interest in playing Forward or Defence. The positions will be recorded on the outside of the envelopes. Every effort will be made to ensure each team receives a proportional amount of players for forward and Defense.
- f. After evaluations are complete the evaluation scores for each player are averaged and presented with the past year's rating and comments from the coach, if available. If there are large variances between Evaluator scores (+/-1 or more) a determination by the Director of Hockey Programming if available or the "C" Committee regarding where that player should be placed.
- g. The Player scores are sent to the Head Coaches only, a few days before the draft meeting so they can be reviewed. The Director of Hockey Programming or the "C" Committee will also review the scores for large variances or discrepancies if required. All coaches must agree on the scores for each player. Both the Skills score and inter-squad score will be provided to the Coaches. If the Coaches can't come to an agreement, the Division Manager will decide on the disputed numbers. The list of player scores will also include players' desired position and any requests.
- h. Once the evaluation scores are agreed on, the following process applies for team formation:
 - i. During the Team Draft, there shall be no Player / Parent requests taken into consideration. Exception: special circumstances will be dealt with on a case-by-case basis, and as provided by the Board. Balanced teams take precedent over requests. Examples of possible requests,
 - First-year registrant
 - Siblings/Twins (not cousins)
 - Transportation (single-parent household)
 - ii. Protected players shall be placed on the team first.
 - a. For U7 to U15, protected players are those of the head coach and one assistant coach. Coaches are allowed two saves: Their child and one Assistant Coach's child and must be identified to the Division Manager prior to the Draft meeting. If at any time a team prior to the draft doesn't have two protected players they will be able to pick in the round where the average protected players from other teams are positioned. The Director uses the combined scores of these two players to find a ranking for each team, the team with the lowest combined score based on protected players will draft first.

- b. For U18, coaches are allowed four (4) saves. Should multiple coaches want the same player, the player may choose which coach they would like to play for
 - c. Should a protected player have a sibling in the same division, then the sibling will be counted towards their save count.
- iii. Next, before the draft we will identify the bottom developing players for the draft. i.e. If we have 6 teams, we will rank the players in order (1-6 and 6 being last) and based on the total score of protected players, determine draft order for developing players. Should the number of developing players not be divisible by the number of teams, the developing players not chosen will be placed on the teams at the conclusion of draft along with extra players from the skater's draft.
- iv. **Goalies Round:**

For U11-15, goalies will not be drafted or assigned to a team until after the balancing process has been completed. (This includes coaches with a goalie child). All goalie names will be thrown in a hat for each balancing game each week, in order that the goalies play on each team. When balancing has been completed the C Committee will rank the teams based on strengths and weaknesses at the same time identify the ranking of the goalies. At this time, the committee will place goalies on each team. In the case we have a goalie shortage in a particular division, the committee will have a coach meeting and discuss how goalies will be placed on teams and how to set up a rotating system. Rotating through the balancing games will show how the rotation would work in the regular season.

For U18, goalies will be picked after the developing players are drafted. Totals scores of protected players and developing players will be used to determine order of draft for goalies.
- v. Preferred player position will be listed on the draft sheet, but it is up to the coaches to draft each position when they prefer during the draft. Should a coach only draft 3 defencemen, there will be no preference to that team to be awarded a defencemen rep cut, depending on how many kids are in the draft the DM has the right to adjust the rounds to make sure the draft is fair.

For U7-U15, total score of developing players will determine draft order.
For U18, total score of developing players and goalie will determine draft order.

Each coach selects one player at a time-based lowest score at the round of pick. The number of players available in each round of the draft are the total number of teams. For example, if there are 5 teams in the division then 5 players are available in each round.
- vi. All divisions will consist of a 'floating' block in each round. If there are 5 teams, there will always be 5 players made available to be drafted in each round. Once a player is drafted, the next highest player will be made available.

- vii. There will be NO exceptions to draft a player out of round.
 - viii. Coaches must draft their protected players in the round they were placed in (or when they are exposed). Protected player scores are not counted in the overall team score until they are drafted.
 - ix. Should a team have multiple protected players placed in the same round, team will not pick in the following rounds.
 - x. Main player round (or skater round) will conclude once each team has the same amount of players and there are not enough players left to distribute equally amongst the teams.
 - xi. Extra players (skaters and developing players) will be placed on the team with the highest scores. IE lowest scored player will be place on team with highest total score and so on until all players are placed on a team.
- I. In the end, the "Division Manager and Division Ambassador" and coaches will make every effort to honour the requests of the players to address conflicts. Any requests shall be submitted to the division Manger before the draft, but requests will not be looked at until after the draft. Generally, requests will only be considered in special circumstances and will be dealt with on a case-by-case basis. Balanced team formation will take precedence over requests. Examples of possible requests that will be considered,
- i. ALL conflicts (schedule, coach, player conflicts, etc.) must be declared by email to the Division Manager no later than:
 - a. U11-U18 - August 31 of current season
 - b. U7-9 - September 15th of current season

If no conflicts are declared, player must play for the team the were drafted on.
 - ii.
 - First-year registrant.
 - Siblings/Twins
 - Transportation, i.e. single-parent household.
 - iii. At this time Trades in U7-U15 can only be made for players of equitable strength (e.g. evaluation score 3.2 for 3.2). Where an equitable strength player is not available a player one round higher can be used. This will need to be enforced as trading a 5-rated player for a 2 will dramatically alter both teams. No trades will occur at the draft.
- Coaches will have a 24-hour period to review their initial rosters and propose any trade requests to the division manager and the C Committee. An in-person meeting will then take place within 48 hours to review the requests and each team is required

to send a representative. Once all trades and balancing have been completed and approved the teams will be set.

For U18, the trade window will take place immediately after the draft with all coaches present. Trade window closes 60-minutes after its commencement. Coaches are limited to 3 trades.

- iii. No trades will be allowed that will materially adversely alter the balance between the teams.
- iv. Releases from the REP program after the “C” draft will not be placed till the balancing has been completed. Once complete we will have a coach’s meeting to review the balancing and approval on where to place the rep releases to keep the teams balanced.

6. Balancing Games

- a. Once groups are formed, Inter-Division Balancing games should begin as soon as possible. Practice ice times will be used as games, to speed up Inter-Division Balancing. Each group should play with each other twice, if possible. Balancing groups are not the official teams and player moves are likely to happen. Coaches or managers will not announce teams to players or parents until all rosters are approved by the Division Manager.
- b. During the Inter-Division Balancing games, the Coaches will switch benches. Coaches will ensure that players are playing in the usual positions, and coaching will be limited to encouraging the teams to put in a full effort. It is also important that all players receive equal ice time.
- c. It is preferred that a sufficient number of games are held prior to any further balancing meetings to appropriately determine the level of imbalance (if any) between the RJMHA teams within any one division. This may include a few weeks of PCAHA Balancing games in addition to the RJMHA Inter-Division balancing games. If needed, practice times can be used for balancing games. However, if there are any glaring discrepancies after the Inter-Division Balancing games, a trade meeting will be held at that time.
- d. For all balancing games, U15 to U18 teams are limited to one coach per group/team.
- e. If further balancing is determined to be required, and any players need to be moved, any player is fair game except for the two saves (the coach’s child, one Assistant Coach’s child, For Coaches who start the season without a team manager already in place, once they have one, that player should be considered a ‘Saved’ player. If the Coach/Manager is a husband/wife team, they may pick one other ‘Save’. (Suggest the other Assistant Manager’s child). If two coaches want the same ‘Saved’ player, they must flip a coin.
- f. Prior to any balancing trade meeting, the applicable Director, Division Ambassador or the Division C manager will provide their comments regarding the extent of the imbalance between the teams.

However, it will be up to the coaches and the applicable Director/<Director of Hockey Programming> at the balancing meeting to determine the appropriate trades. Each team will need to send one representative to attend the balancing meeting if needed.

- g. If the Coaches do not agree to the proposed trades, the “Division Manager and Division Ambassador” will make the final decision. It will be the responsibility of the Division Manager to tell the player and their family.
- h. Any player trades agreed to at the Balancing Meetings, or subsequently determined by RJMHA, are final.
- i. PCAHA will request the RJMHA Balancing Reports and do a final review in the last week of October. Consequently, Applicable Directors must make every effort to have their teams balanced by this time. RJMHA will attempt to ensure that teams are balanced, and all player movements are made by the third Monday in October.
- j. Each finalized team should have the same size roster where feasible and requests for smaller size rosters will not be accepted. Player Movement requests outside of Balancing purposes for all Divisions will be handled by the Division Ambassador in consultation with the Division Manager and are made at their discretion. Special requests may be considered by the Applicable Director except for Medical or Hardship requests, and to accommodate U18 - Midget players’ work schedules. Otherwise, most player requests are not necessary.
- k. When a player is released from the rep program to C Division, the Rep Coach Coordinator, the C Coach Coordinator and the Coaches of that Division will discuss that player’s strengths and weaknesses to determine appropriate placement. At this point the total team score is not in play and comes down to the result at the balancing games.
- l. Game score will be only one of the factors considered when determining if teams are balanced. Other factors will include the opposing team rating the other team’s players on a 1-5 score and a picture of the roster should be submitted by the end of the game day. Also, very important is the rating of both goalies.

7. Program Guidelines

a. U6-U7 (Now U7 Division) & U8-U9 HOCKEY (Now U9 Division)

As the introductory stage to organized Hockey, JETS Hockey program emphasizes the three following areas:

- **Fun** – It is Jet’s HOCKEY’s goal for all players to enjoy the game of Hockey while learning new and challenging skills. By placing an emphasis on fun, Jet’s HOCKEY feels that players will come to a deeper appreciation for the sport of Hockey.
- **Athletic and Skill Development** - In a safe, caring environment, Jet’s HOCKEY will educate our beginners on the importance of athleticism and good sportsmanship with a structured program.

- **Positive Environment** - Through a caring and personal approach, Jet's HOCKEY wishes to provide each player with a safe and positive environment that will foster life skills. U7 and U9 Divisions in Jet's HOCKEY are divided into 2 divisions based on the Hockey Canada and PCAHA pathways.

Ages for each are:

- **U7 – 4, 5 and 6 year olds (Minor or Major Stream)**
- **U9 - 7 and 8 year olds (Minor or Major Stream)**

The placement of players in each division will be based on skill level in accordance to the Hockey Canada Pathway and PCAHA regulations.

b. U7 & U9 Division:

i U7 Minor & Major: (Please refer to PCAHA Regulations)

- Age – 4, 5 and 6-year old's
- Ice – 2-3 times per week
- Coaches - must have Coach 1 / 2 Online course, Coach 1, Respect in Sport, CATT and a clear criminal record check prior to going on the ice
- HCSP - certified team official required
- Teams to be formed by C draft policy after evaluations are complete and are to be balanced. No all-star teams are to be formed.
- PCAHA inter-association cross ice or half ice games start after January 1st
- Equal ice time required in both minor and major streams
- 2-minute buzzer required
- Penalties – none
- Use of dressed goaltenders
- No travel out of district unless approved by the association and PCAHA
- No use of scoreboard and no standings kept
- No all-star teams or practice teams outside of the Jets are to be formed. Game play only permitted within PCAHA regulations.
- No scrimmages or games vs NSL teams permitted.
- Use of referees permitted.

iv. U9 Minor & Major: (Please refer to PCAHA Regulations)

- Age – 7 and 8 year old's.
- Ice – 2-3 times per week
- Coaches - must have Coach 1 / 2 Online course, Coach 1, Respect in Sport, CATT and a clear criminal record check prior to going on the ice
- HCSP - certified team official required
- Teams to be formed by C draft policy after evaluations are complete and are to be balanced. No all-star teams are to be formed.
- PCAHA inter-association cross ice or half ice games start after December 1st of the current season per PCAHA regulations.
- 2-minute buzzer required
- Penalties per PCAHA regulations.
- Use of dressed goaltenders

- Out of district travel permitted as approved by the association and PCAHA
- Equal ice time is required in both minor and major streams
- No use of scoreboard and no standings kept
- Cross-ice and/or half-ice with transition to full ice after January 15th
- No all-star teams or practice teams outside of the Jets are to be formed. Game play only permitted within PCAHA regulations.
- No scrimmages or games vs NSL teams permitted.
- Use of referees permitted.

c. "C" Level (formerly referred to as "House")

This program is played by the majority of players. It is fun, recreational Hockey with the emphasis on fitness, friendship and sportsmanship. The objectives are to:

- promote a game to fit the skill level of the player
- be open to all ages
- allow players equal ice time
- assist in an individual's physical development
- create a social environment with emphasis on team play
- balance teams within each Division
- It is expected that an effort be made by players to attend all team practices, games skills in U11 & U13 and team functions.

i. U11

- League – teams participate in league play within PCAHA
- Age - 9 and 10-year old's
- 2-3 ice times per week, one shared practice, skills and one game slot, with games alternating weekly between Home and Away
- Coaches - Require minimum Coach 2, Respect in Sport, CATT and a clear criminal record check
- HCSP - certified team official required
- League games take priority over tournaments
- Practice - Emphasis on basics and team tactics
- Games - No fixed power play or penalty killing units. Development of players is paramount over winning. Automatic rotation of all players
- Equal ice time is mandatory
- Goalies - specific to position and can rotate. If there are teams without a goalie, they can rotate other team's goalies in accordance to PCAHA regulations or rotate players.
- Referees – 2 or 3-official system

ii. U13

- League - teams participate in league play within PCAHA
- Age - 11 and 12-year old's
- 2-3 ice times per week, one practice, skills and one game slot
- Coaches – Require minimum Coach 2, Respect in Sport, CATT and a clear criminal record check
- HCSP - certified team official required
- League games take priority over tournaments

- Teams must participate in at least one association tournament per season.
- Goalies - specific to position and can rotate. If there are teams without a goalie, they can rotate other team's goalies in accordance to PCAHA regulations or rotate players.
- Referees – 2 or 3-official system

iii. U15

- League - teams participate in league play within PCAHA
- Age - 13 and 14-year old's
- 2 ice times per week, one practice and one game slot
- Coaches - Require minimum Coach 2, Respect in Sport, CATT and a clear criminal record check
- HCSP - certified team official required
- Non-body checking
- League games take priority over tournaments
- Teams must participate in at least one association tournament per season.
- Goalies - specific to position. If there are teams without a goalie, they can rotate other team's goalies in accordance to PCAHA regulations or rotate players.
- All players trying out for Rep Hockey must have completed a checking clinic prior to evaluations
- Referees - 3-official system

iv.U18

- League - teams participate in league play within PCAHA
- Age – 15, 16, and 17-year old's
- Non-body checking
- 2 ice times per week, one practice and one game slot
- Coaches - Require minimum Coach 2, Respect in Sport, CATT and a clear criminal record check
- HCSP - certified team official required
- Teams must participate in at least one association tournament per season.
- Goalies - specific to position. If there are teams without a goalie, they can rotate other team's goalies or rotate players.
- All players trying out for Rep Hockey must have completed a checking clinic prior to evaluations
- Referees - 3-official system

v. U21 C

- League - teams participate in league play within PCAHA
- Age – 18,19, and 20-year old's
- Non-body checking
- 1-2 ice times per week
- Coaches - Require minimum Coach 2, Respect in Sport, CATT and a clear criminal record check.
- HCSP - certified team official required
- Referees - 3-man system