



***Welcome to
Kirkcaldy Ice Hockey Club
Junior Development***

***New to Kirkcaldy Ice Hockey Club?
Then this is for you.***



Welcome to Kirkcaldy Ice Hockey Club Junior Development

In the pages which follow we aim to give you, a player's parent/guardian, an introduction to our club. Please read the booklet fully and make sure that your son/daughter is aware of the things s/he needs to know.

Our aim

In KIHC we aim to develop all players' skills, physical abilities and team spirit to enable them to take a full part in competitive ice hockey at a level appropriate to each individual. We do this by providing regular, structured training and when players reach the level of ability required we provide opportunities to play in one or more of our teams which participate in national leagues.

Teams

We have six teams competing in leagues organised by the governing body for ice hockey in Scotland, Scottish Ice Hockey Limited (SIHL). Each team will have a coach and assistants, manager and trainer/physio. All of our coaches are qualified within a framework of coaching development laid down by the International Ice Hockey Federation (IIHF) which governs ice hockey worldwide. We update our list of teams and team officials annually. The current list is available on the club website at www.kihc.co.uk.

Also included in our 'Who's Who?' is a list of club officials who support the work of the club by undertaking various functions which are needed to keep a large ice hockey club running smoothly.

Your Commitment

Most parents who bring their youngster along to try out for a team for the first time do not really know what to expect and what the club's expectations of them will be. To be perfectly frank, no-one in their right mind would sign up to the level of commitment which will be expected of you as a player's parent. Practices at highly unsociable hours, long bus journeys to games, high financial outlay are just three reasons why you may wish to think again about letting your youngster sign up with the club but we are sure that, like so many parents before you, you know that it would be pointless trying to back out now in the face of the opposition from your loved one who has only one dream - to play for Fife Flyers or if he's really clued up, to play in the NHL. However, that said, the rewards for your youngster and you are many and there must be few parents who haven't felt the whole experience was really worthwhile.

Experience shows that the more that parents commit to the club the greater are the benefits to their child. Whatever your commitment to the club, the least we would expect is that you encourage your youngster by attending training sessions and watching games. If you are new to ice hockey, look for a friendly face and sit with them. They will usually be more than pleased to explain the finer points of the game and once you get the hang of it, it really is an exciting sport to watch. Team managers can usually help you understand what the team is working on but for some of the more technical points he may need to chat to the coach. You should be aware that during matches or practices, the coach is in charge of your child and you must not interfere in any way. Players who try to focus on what their parents are trying to tell them will inevitably miss vital instructions from the coach, usually with undesirable consequences.

Players are expected to attend all training sessions available and should not miss a session without very good reason. If your child is unable to attend, please contact the team manager as early as possible to explain. Coaches prepare their practices in advance and most drills depend on exact numbers so it may be possible, if he is given sufficient notice, for him to invite another player to attend the practice.



Financial Costs

Equipment for ice hockey is expensive. If you know someone in the club it may be possible to cut your costs by buying secondhand gear which is perfectly serviceable. Parents are quite used to this so don't be frightened to ask around. Your team manager may know of sources for some items which others have grown out of. The club colour is blue so your son must wear blue helmet and shorts. Ice hockey rules specify that all members of a team must wear identical colours and anyone not wearing the right colour may not be allowed to ice. There are strict safety rules which apply to hockey equipment and all items must conform to standards. There is little point in purchasing cheap imitations as they will not withstand the rigours of the game and you wouldn't want your child to sustain an injury because s/he was wearing flimsy protection. Jewellery, e.g. ear studs, rings, neck chains, are removed before practices and games. Shorts with tears are not permitted and any with leg zips must be fully closed. Our website has a section about equipment which is well worth reading.

Weekly training fees are charged for all players. Players travel to most away games on team buses and there is a charge for this. If there are available places on the bus, family and friends may travel with the team. They will be charged the same as the team, no half fares.

Club Rules

Like most clubs we have a set of rules which are designed to ensure that the high standards of the club are maintained. Please read them carefully as you will be expected to abide by them. If you are not clear about any of them, please ask your team manager for clarification.

Child Protection Policy

KIHC takes Child Protection very seriously. Our Child Protection policy is designed to ensure that players can participate in club activities in a safe and non-threatening environment. Our Anti-bullying policy forms part of the CP Policy. Team officials undertake training related to Child Protection and they have been asked to be vigilant to related issues. In particular, they have been asked to challenge anyone who appears to be hanging around dressing rooms or where our young people congregate. Please read both policies.

Codes Of Conduct

Linked to our Child Protection Policy we have Codes of Conduct for players, parents and spectators. Please adhere to these codes. The Code of Conduct for Coaches is a national one, provided by Scottish Ice Hockey Limited. Copies can be provided for you, if required. Just ask your team manager.

Fund Raising

The current costs for ice hockey in Kirkcaldy are shown in the update section which will be updated annually and is available for you to download from our website at www.kihc.co.uk. Ice hockey is an expensive sport and we try to keep the costs for players to a minimum. One way we do this is through fund-raising. You are expected to participate in fund-raising activities and not leave it to others. Your child will benefit so it is only fair that you do your bit.

Another way we raise funds is through sponsorship and grants.

Fancy helping our fund-raising committee? Know someone who could be approached for sponsorship? Willing to sponsor a game yourself? We shall be delighted to hear from you so have a word with your team manager.

So Now You Know

Got a question, query or problem? We have included as an appendix some of the most frequently asked questions. Worth a check to see if the answer you are looking for is included. If not, feel free to ask your team manager. S/he will usually have the answer.



Occasionally, there may be problems which are not resolved at team level. You should ask your team manager to raise the issue at the next meeting of the club committee. These meetings are held every three weeks during the playing season so you should get a response fairly quickly. If you are still not satisfied with the answer, you should write to the Club Chairperson, via your team manager. Urgent matters are sometimes resolved by telephone but you should only use this as a last resort. Please respect the rights of club officials to have a private life. Generally, telephone calls before 10.00 a.m. or after 8.30 p.m. will not be welcomed.

Club Constitution

Copies of the Club Constitution may be obtained from the Club Chairperson, on request.

Appendices

- ' So Now You Know ' - frequently asked questions
- Club Rules
 - KIHC Child Protection Policy
 - KIHC Anti Bullying Policy
- Codes of Conduct
 - Players
 - Parents
 - Spectators
- Annual Updates (www.kihc.co.uk)
 - Who's Who in KIHC
 - Matters Financial



The answers to the questions managers are asked most frequently

There can be little doubt that Kirkcaldy Ice Hockey Club is recognised as one of the most successful in the UK. The club's success relies upon the teamwork and commitment of the officials who work behind the scenes and on the ice to ensure that each youngster gets the best opportunity that the sport has to offer. Officials rely upon the support of parents and this is most effective when they have an understanding of what the club is about and how it works.

Managers are frequently asked questions which suggest that parents want to know more about the way things are done. This is right and proper and parents should feel free to ask managers to explain situations which are of interest to them.

The following aims to give parents greater insight into the club affairs and to help them understand decisions which have been taken, and the background to them.

... about playing up and team selection,

Why are some players invited to train-up when others are not? The philosophy of the club is to develop players and to encourage them to achieve at their own level of ability. Some players are capable of playing at a standard which is beyond that which they will normally experience within their own age range. Training-up is a way of developing skills at a higher level than the one to which they are accustomed. Some players would not be capable of playing at a higher standard and could be demotivated by the experience. If practices are delayed by the less skilful players, it is not fair to the others in that age group. Before players progress from one age group to the next, coaches will usually invite them to experience at least one of the older section practices to get an idea of what to expect.

Why should players be allowed to play for more than one team at a time? It is a natural follow-on from training-up to playing-up when a player shows by his performance in the training-up situation that he is capable of playing at that level. The club aims to encourage each individual to develop to his full potential. However, if the best players in a team are 'creamed off' the standard of that team is likely to suffer.

Why select a lad for the team then have him sitting at the end of the bench for most of the game? Ideally this should not happen but there are occasions when the nature of the game dictates how the coach has to react. Power plays and short-handed shifts as well as the coaching style of the opposing teams are just some of the situations which can have an effect on the handling of the team bench.

How are players selected for trials for the National Squads? Coaches for the National Squads are selected by Scottish Ice Hockey Limited¹ each year. The way each national coach decides to select players is largely left to his own discretion. Some invite each club to send a specified number of players to trials, while others ask for certain players to be sent on the basis of what they have seen for themselves during the season. If our own club's coaches are asked to send a specified number, they will select those who they feel will perform best in the

¹ Scottish Ice Hockey Limited is the governing body for ice hockey in Scotland. (SIHL)



situation. Sometimes they may feel they don't have enough players of the calibre required and will send a smaller number. Our own coaches would have no reason to select other than the players they think will perform best. Obviously it would not be in their, or the player's interests to show favouritism to anyone.

... about transport,

How does the club decide which coach company to use? The club looks for a company which offers competitive prices and the operator is large enough to be able to provide back-up if things go wrong. Sometimes fixtures are arranged at very short notice and we have to 'shop around'.

Occasionally the coaches are not up to the standard we expect. What should we do?

Immediately draw the problem to the attention of the manager if he is not already aware of it. He will do what he can at the time to have the problem rectified. If you are still unhappy about the situation, ask him to draw the matter to the attention of the committee who will investigate the matter and take it up with the coach company where appropriate. It is worth remembering that when fixtures are hastily arranged, we may have to accept a coach with less facilities.

... about parents' views,

How can parents' views be heard? Are they acted upon? The club rules state clearly that parents should speak to the manager if they have a concern. It is not acceptable for the manager to redirect parents to the coach saying that it is his decision. Managers and coaches are expected to work closely together and a good manager should be aware of most things which affect the team and individuals, so parents should expect to receive an answer. If the manager is unable to answer questions on the playing front, he will consult the coach who will give him the answer or may speak to parents directly. If parents are not satisfied they should write to the committee to express their case. A copy of the letter should be given to the team manager. Please remember that parents can expect an answer which relates to their own son. It is not fair to discuss the performance, ability etc. of other team players.

Why doesn't the club have an A.G.M.? This quote from the constitution explains the situation:

"The club shall consist of Honorary President (Chairman of Kirkcaldy Ice Rink Ltd.), Management Committee and club members.

Posts of Chairman and Vice Chairman are to be posts appointed by Kirkcaldy Ice Rink Ltd. The remaining posts are to be filled by those who have displayed enthusiasm or skill in the field of ice hockey and have expressed a desire to further the aims of the club. These posts are by invitation and with the approval from the directors."

... about the club's finances,

(by far the most questions to managers are on this topic - here are a few)

How does the club calculate the cost of weekly ice fees? A number of factors influence the cost, but for simplicity, a calculation which totals the cost of the hire of the ice and the coaching fees divided by the total number of players won't be far wrong. This means that some teams may pay enough in ice fees to cover costs but others may pay more in total. This process of equalising costs is felt to be fair and is also applied to the cost of travel to away games where each individual is required to pay the same amount for the same journey regardless of which team he is playing for. The club subsidises ice hire and away travel.



How much do managers get paid? What an embarrassing question to ask a manager! The answer is that they are not paid at all and nor are other club officials, with the exception of coaches who receive a small imbursement for training sessions and matches. It is worth remembering that many of our officials do not have youngsters in the club and are giving their time and efforts willingly to benefit those who do. The club is greatly indebted to all of our officials.

How effective is fund raising? Fund raising is vital to the finances of the club and all parents should consider whether they are taking their full share of the burden. The fund raising committee is always looking out for new members and new ideas. Parents who do not participate in the 'official' fund raising events sometimes have other activities and pass the proceeds on to the club. It is worth noting that, without funds raised by the committee, players would have to pay at least two pounds per week extra.

Why can't our team raise money for themselves? As with ice fees, travel etc. it is the club's policy to try to ensure that all teams are treated fairly. At different age groups teams enjoy varying support and the process of equalisation ensures that no team is unable to meet its commitment through lack of finance. Most other membership organisations work in this way. It is a tried and tested method which, in the long run, leads to less disputes about financial arrangements. The fund raising committee works for the benefit of all of the players in the club. If you feel that you have fund raising talents, why not join the committee?

... about fixtures,

Why are there no league games for a while and then suddenly they all seem to come at once? At the beginning of each year, clubs submit lists of available ice times to the SIHL which then issues the schedule of fixtures for the forthcoming season. In all, there are about 400 fixtures, so it would be virtually impossible to achieve a balance of games for each team over the whole season. Changes to the published fixture list are only considered in unavoidable circumstances. Challenge matches are arranged for ice time which is available after all league games are fixed. Each of our teams is given an equal share of match times, but this can mean that some of their games come close together depending on available opposition.

... about the role of the manager,

The main role of the manager is to ensure that the arrangements are in place for the smooth running of the team. It is a difficult job and requires the support of parents and players. You can help by observing the following guidance:

1. Payment of ice fees and travel costs should be made promptly. It is not the manager's job to seek payment, it is your responsibility to pay up. The general rule is that players do not hit the ice without paying first.
2. Parents may only enter the dressing room with the express permission of the team officials. During their time in the dressing room, before and after the game/practice, players are expected to listen carefully to the coach. They cannot do this if distracted by their own or others' parents. Generally, it is only the parents of younger teams who are in the dressing room as they can help to dress the youngsters. Please bear in mind that no parent has a right to be in the dressing room.
3. Let the manager know as far in advance as possible if a player is unable to train/play. It is most galling for coaches to prepare their lines, drills etc. and then find out that key players do not turn up.



Please be courteous to managers. They do their best for all players in a team and, while each is an individual and treated as such, team officials have to look at the wider picture and consider all players. The committee will take action against parents who are abusive to officials. You should be aware that this action may have implications for players.



CLUB RULES (updated June '06)

General Guidelines

- Players wishing to register must be free to do so. Players must produce any Loan Release or Transfer Forms and must pay any fees due in addition to Club membership fees. Players with debts to other clubs or ice hockey related debts to other bodies will not be permitted to join KIH.
- Players who register with KIH are bound to abide by rules laid down by the Club and the Governing Bodies - Scottish Ice Hockey Limited (SIHL) and International Ice Hockey Federation (IIHF).
- Players are expected to conduct themselves in a manner which will not bring discredit on the Club. Any player discrediting the Club will be disciplined.
- When representing the club, players will adhere to Club/Team Officials' instruction.

Selection/Ice Time

Selection for games, tournaments etc. and ice time for players during games, are entirely at the discretion of the Team Coach and his decision is final.

NB Player Membership Rules in the Club constitution state; *"the acceptance of the enrolment fee does not imply an undertaking to provide a team place"*.

Fees

- Weekly fees, normally payable at team practices, cover all regular training sessions and home games, when selected. The club week runs from Monday to Sunday.
- Players in arrears with fees may be disqualified from selection and training until full payment is made.

Equipment

- Players are responsible for their own equipment and club equipment on loan to them, e.g. team shirts, netminder's kit.
- Equipment on loan from the club will be returned to the team manager at the end of the playing season or upon request.
- The Club colour is blue - blue helmets, shorts etc, are to be worn.
- Players who abuse Club equipment/property will face disciplinary action.

Discipline/Behaviour

- Players incurring Penalty Points will be fined in accordance with the current scale of charges.
- Misbehaviour, on or off the ice, at any time when representing the Club will result in disciplinary action against players concerned.
- Serious breaches of discipline will be referred to the Junior Development Committee and/or to the Governing Body.
- All players are required to dress as directed by the Team Officials, e.g. team tracksuit / shirt and tie / smart casual.
- Any player found under the influence of alcohol at training or games will face immediate suspension from the Club.



Grievance

Grievances will be channelled through the relevant Team Manager.

If this proves unsatisfactory, an appeal, in writing, should be made to the KIHJ Development Committee per the Club Secretary via Team Manager, if appropriate.

Travel

- Where provided, all players must travel to away matches on the team bus other than in exceptional circumstances as agreed with Team Officials. Players may return home after games by other means, if desired.
- Players must be on time for leaving for away matches as the team bus will not be delayed.
- Players attending trips to away matches/tournaments which have a residential requirement will stay at accommodation arranged by the Club.

Matches/Training

- Players will report to the team dressing room at the time laid down by the Coach/Team Manager. Players who are late may not be allowed to play.
- Players must be ready to take to the ice at the start of a training session. Players who are late may not be allowed to train.
- Players who do not train may, with good reason and the express agreement of team management, be included in selection for matches. For home games they will be required to pay the weekly fee prior to taking to the ice.

Notes for Parents/Guardians

- Parents/guardians and other persons attending team practices will in no way interfere with or distract players' attention from the practice. (Refer to the Club's Codes of Conduct for Parents and Spectators)
- Persons who are not players/officials will not enter the dressing-room nor approach the team bench area at any time without permission from the Coach or Manager. This includes parents of players and players from other teams in the Club.
- No parent will behave in a manner likely to embarrass or bring the Club into disrepute. Ice Hockey is a family sport and foul language will not be tolerated. Any breach of this could result in eviction from the building.

NB Spectators must not approach the penalty bench or become involved in disputes with Match Officials or opposition players/officials/supporters.

- Parents and others who attend tournaments are deemed to be representing the Club. They must adhere to the rules for parents as laid down in the Club's Tournament Guidelines.
- It is the responsibility of Team Managers to furnish parents with the rules prior to departure.
- Any person who proves to be a disruptive influence will not be allowed to travel on Club transport.
- Sanctions may be exercised against players whose parents/guardians are in breach of rules 24 - 28.



Additional Rules

- Coaches and Managers of individual Teams may set down additional rules to which all Team Members must adhere.

General

- Parents/guardians will make themselves and their son/daughter aware of the Rules above and will have no recrimination if the player is reprimanded when in breach of same.

Note i.

Players who refuse to comply with Club rules will be suspended from the Club.

Note ii.

Where parents refuse to ensure that their son/daughter complies with Club rules, the player will be suspended from the Club.



KIHC Child Protection Policy

This document is aimed at any KIHC member, volunteer, and Parent who is directly or indirectly involved with the provision of Sporting or recreational opportunities for children. A child for the purpose of the Child Protection Act is any person under the age of 18 years.

MISSION STATEMENT

To help raise awareness of the responsibilities relating to the protection of children in Sport; To avoid situations where abuse or allegations of abuse may occur To promote guidelines for the development of good practice

To achieve the above aims we need to ensure that all volunteers acquire a basic level of knowledge and have the confidence to recognise signs and indications of what constitutes child abuse. The following guidelines should be followed by any individuals who work with children on a regular basis so as to assist in identifying a child who has been or is at 'at risk' of being harmed. By following the guidelines individual volunteers should also be able to reduce the possibility of facing an allegation of abuse made against them.

OBJECTIVES

- To be informed and to be able to recognise signs and indications of abuse
- To respond sensitively to a child who may disclose information alleging abuse has occurred
- To be able to take appropriate action if concerns are raised which might suggest that a child may have been abused
- To maintain a level of good working practice at all times and thereby reduce risks to children under the care of individual volunteers

PRINCIPLES

- A child's welfare is of paramount importance in all issues relating to child protection
- All children irrespective of culture, disability, gender or racial origin have the right to protection from abuse
- Anyone under the age of 18 years should be considered as a child for the purposes of this document

WHAT IS CHILD ABUSE ?

Physical Abuse - In a sporting situation physical abuse might occur when the nature and intensity of the training exceeds the capacity of the child's immature and growing body

Emotional Abuse - In a sporting situation emotional abuse may reduce a child's self-esteem where a child is subjected to constant criticism, bullying or unrealistic pressure to perform to consistently high expectations

Neglect - In a sporting situation neglect could include children being exposed to undue cold or extreme heat conditions whilst training or playing^

Sexual Abuse - occurs when children are forced/coerced/observe/or participate in any form of sexual activity for the gratification of the abuser

The most important fact to remember however is that it is not our responsibility to decide whether any form of abuse has taken place but we must report and record any concerns that are raised to us.

RESPONDING TO SUSPICIONS OR ALLEGATIONS

It is important to be Aware that individuals may have to respond to allegations of abuse, or act on their own suspicions or concerns including issues of poor practice relating to Coaches or other responsible adults. If the concern is one of poor practice then you should report your



concerns to the appropriate person in charge who may deal with this matter as a misconduct issue.

It must be stressed that TACT, DIPLOMACY AND CONFIDENTIALITY are required when responding to reports or allegations. Should concerns be raised from a third party, UNDER NO CIRCUMSTANCES should the individual taking the report indicate to the child concerned that they suspect abuse is taking place or may have taken place.

The questioning and interviewing of children who may/may not have been abused is a skilled job and should not be attempted by those who do not have specialised training. However as the first point of contact the main issues to remember are:

- Create a safe environment by staying calm, not rushing to any conclusions or into taking inappropriate actions.
- Try to control your own feelings.
- Tell the child you may have to pass this on to other adults.
- Be honest. Do not make any promises you can't keep - or promise to keep secrets.
- Be sure that you are quite clear on what is said particularly by a child - if at all possible do not make the child repeat the story.

REPORTING AND RECORDING

Whatever the circumstances, **NO INDIVIDUAL SHOULD ATTEMPT TO DEAL WITH THE PROBLEM OF ABUSE ALONE**. Always contact the club's appointed Child Protection Officer who will assess your report and consider the best action to take. A detailed report of the information should be compiled and recorded as soon as possible to ensure all relevant information has been captured.

The detail recorded should include the following: -

- The nature of the allegation
- A description of the incident
- A description of any visible signs of distress including bruising or other injuries
- The child's account, **IN THEIR OWN WORDS**, if he/she can give this
- Or a third party's account - of what they have seen or been told
- Any times, dates or other relevant information
- A clear distinction should be drawn between what is being expressed - for example whether this is fact, opinion, or hearsay (i.e. something said by another person outside of the presence and hearing of that person)

The person receiving a report of this nature should assess the information promptly and carefully, and consider the best action to take.

- In the first instance and if necessary guidance should be sought from any governing body that the club is associated or affiliated to.
- The Child Protection Officer will be responsible for consulting initially with the Child Protection Unit of the Social Services on an **INFORMAL BASIS** in order to request guidance, advice and to seek support.
- After receiving advice the Child Protection Officer may form a referral to Social Services/ and or the Police.

Based on the information received where there has been a report of an allegation made against any Team Official or club member, response to such an allegation could be all or one of the following: -

- A disciplinary or misconduct investigation by the Disciplinary panel and/or committee
- A child protection investigation - by the Social Services or Police



- A criminal investigation by the Police

If the allegation is clearly one of 'poor practice' i.e. training methods, then the Club can deal with this issue through its own disciplinary procedures. However if the concern is one identified as child abuse then the person in charge concerned, i.e. Child Protection Officer must immediately notify the Child & Family Services Team Leader on duty at Social Services.

SOCIAL SERVICES & POLICE REFERRALS

All referrals outside of office hours should also be made to the Emergency Duty Team Leader at Social Services. If the concern raised requires immediate Police intervention in order that enquiries may be pursued without delay the Child Protection Co-Coordinator is responsible for informing the Police and ensuring that this information is likewise passed onto the Duty Team Leader.

Where there are concerns or where allegations have been made it is natural to feel very apprehensive about making contact with the Child Protection Officer, Social Services or the Police and to be concerned about being wrong. It is very possible that there is some other explanation for the cause of concern but individuals should not be afraid to act. Every child has the right to be free from the damaging effects of abuse and we cannot afford to take the chance in not reporting any concern as a failure to act could have serious detrimental effects to the welfare of the child.

KIHC's Child Protection Officer is Jim Geddes, contact telephone number can be obtained from any club official.

Useful Contact Numbers

THE NATIONAL CHILD PROTECTION HELPLINE

The National Child Protection Help-line Telephone Number is 0800- 800 -500 - it's free and it's Open 24 hours a day 7 days a week.

CHILDLINE

Childline is a free confidential telephone help-line for children. The service is available 24 hours a day, 7 days a week and Counsellors are available to listen to children. The telephone number is available from 9.30am until 9.30pm on 0800-400-222.

CHILDREN 1st : 0141 339 4005
sportscotland : 0131 317 7200

PARENTLINE SCOTLAND : 0808 800 2222

ACKNOWLEDGEMENTS:

Glenrothes Grizzlies Roller Hockey Club sportscotland



KIHC Anti-Bullying Policy

DEFINITION

Bullying can be described as being:

A deliberate act done to cause distress solely in order to give a feeling of power, status or other gratification to the bully. It can range from ostracizing, name-calling, teasing, threats and extortion, through to physical assault on persons and/or their property. It can be an unresolved single frightening incident, which casts a shadow over a child's life, or a series of such incidents.

At K.I.H.C. it is expected that all Managers, Coaches, Players, Parents and Spectators work together to create a happy, caring and learning environment in which all can have fun together without bullying, as defined above, taking place.

BULLYING, EITHER VERBAL, PHYSICAL OR INDIRECT WILL NOT BE TOLERATED.

Bullying can be brought to the attention of any member of K.I.H.C Officials, Coaches, Managers or the Child Protection Officer either by the victim(s), their friend(s), parent(s) or other interested parties.

Once notified of a problem we will at all times endeavor to:

Discuss any incident at length with the victim, obtain witnesses if possible, discuss the alleged incident with the bully/bullies, confront them with the details and ask them to tell the truth about the situation/incident

Make it clear that bullying is not acceptable, issue a warning to the bully/bullies, and make a note of the name(s), the date, and the name(s) of witnesses and details of any warning issued.

Inform the bully's parents verbally of the incident and If the bullying continues then the bully shall be reported to the disciplinary panel for review of the incident(s). This may result in suspension or even expulsion from the club. Parents shall be informed by letter of the resultant action.

For the victim -

There will be continual monitoring of the situation by observation and by having discussions with the victim to ensure that there has been no repetition. ***The victim must be reassured that bullying is not allowed at K.I.H.C. and it will be taken very seriously.***

The K.I.H.C. Child Protection Officer will monitor the implementation of this policy.

The child protection officer for K.I.H.C. is Elizabeth Chalmers, contact telephone number can be obtained from your team coach.



Players Code of Conduct

ICE HOCKEY PLAYERS HAVE THE RIGHT TO:

- Have fun.
- Have consistent leadership through qualified coaching.
- Participate in a safe and healthy environment, free of harassment and abuse.
- Be treated with dignity and respect by all involved.
- The opportunity to improve their skills and abilities.

CODE OF CONDUCT:

- Players will always respect coaches, officials, opponents and team members.
- Players will accept the decisions of coaches and officials with respect.
- Players will not be critical and negative towards others.
- Players will play the game within the rules to the best of their ability.
- Players will strive to achieve a true team spirit by demonstrating a high level of sportsmanship and self-discipline.
- Players will resolve conflicts without resorting to hostility and violence.
- Players will always remember that they are representing Kirkcaldy Ice Hockey Club and will act in an acceptable manner with pride and dignity, on and off the pad.

RESPONSIBILITIES:

Players are responsible for their arrival to games and practices in sufficient time for dressing, warm-up, and pre-training / game instructions.

Players have a responsibility to their team. Reliable attendance is essential to skill and team development. Players are expected to attend as many training sessions and games as possible. In the event a player cannot make the scheduled match arrival time, it is their responsibility to give the manager as much notice as possible.

Players are responsible for wearing a full set of approved equipment for training & games.



Parents' Code of Conduct

The following Code defines the fundamentals of good behaviour - which is simply being courteous and respectful to everyone involved in the game. Players, volunteers and parents who understand what is expected of them in regards to good sportsmanship will probably act with good sportsmanship. Remember, it just doesn't happen - being a good sport needs to be taught by example, encouraged at all times and taught at every opportunity.

As a parent, you play a special role in contributing to the needs and development of youngsters. Through your encouragement and good example, you can help assure that all the boys and girls learn good sportsmanship and self-discipline. Kirkcaldy Ice Hockey Club promotes young people to learn to work together, to sacrifice for the good of the team, to enjoy winning and deal appropriately with defeat - all while becoming physically fit and healthy. Best of all, they have fun.

SUPPORT YOUR CHILD

Supporting your child by giving encouragement and showing interest in their team is very important. Help your child work toward skill improvement and good sportsmanship in every game. Teach your child that hard work and an honest effort are often more important than victory - that way your child will always be a winner despite the outcome of the game. Help the coach and your child by making sure they are on time and properly equipped for all training and games.

ALWAYS BE POSITIVE

Parents serve as role models for their children. Become aware of this and work to be a positive role model. Applaud good play by your child's team as well as good play by the opposing team. Support all efforts to remove verbal and physical abuse from Ice Hockey.

REMEMBER: YOUR CHILD WANTS TO HAVE FUN

Remember that your child is the one playing hockey, not you. It's very important to let children establish their own goals - to play the game for themselves. Take care not to impose your own standards and goals on them.

Don't put too heavy a burden on your child to win games. Children play for the fun of playing.

REINFORCE POSITIVE BEHAVIOUR

Positive reinforcement is the best way to help your child achieve their goals and their natural fear of failure. Nobody likes to make mistakes. If your child does make one, remember it's all part of learning, so encourage your child's efforts and point out the good things your child accomplished.

DON'T BE A SIDELINE COACH OR REFEREE

Coaches and referees are usually parents just like you. They volunteer their time to help make your child's hockey experience a positive one. They need your support too. That means refraining from coaching or refereeing from the sidelines.

PARENT ABUSE

All parents will show respect for club officials, referees, opposing teams and supporters. No abuse will be shouted or directed towards club officials, referees and opposing teams during training sessions or games. Any parent found doing so may be immediately removed and can result in a ban from all club venues / events. Remember treat all participants (players, coaches, officials and spectators) with the same respect that you would want for your own child.



PARENTS RESPONSIBILITIES

The Club is only responsible for the conduct of the players in the changing room, on the bench and on the ice. The parents are responsible for the behaviour of players at all other times.

During training sessions parents must notify the manager or coach if they are leaving the ice rink and nominate an adult to take responsibility for the player.



Spectators' Code of Conduct

Ice Hockey is a fast paced, technical, challenging sport. However, at the amateur level it is only a game and should be viewed as only a game.

Spectators can contribute to the quality of a game or they can ruin it. Good sportsmanship and proper conduct on the part of spectators involves support and enthusiasm for their respective teams. Derogatory comments directed at officials and opposing teams are unnecessary and have no place in amateur sports.

In order to provide a guideline for spectator behaviour, the following Code of Conduct is established

Code of Conduct:

- Display good sportsmanship. Always respect players, coaches and officials.
- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; foul and abusive language or gestures are offensive and will not be tolerated.
- Help provide a safe and fun environment; throwing any items on the surface can cause injury to players and officials.
- Support the referees and coaches by trusting their judgement and integrity.
- Be responsible for your own safety - be alert to prevent accidents from flying pucks / balls and other avoidable situations.
- Respect dressing rooms as private areas for players, coaches and officials.
- Comply with the clubs spectator area provided.
- Be supportive after the game - win or lose. Recognise good effort, teamwork and sportsmanship.

Failure to adhere to the above code of conduct may result in the spectator's removal from the arena by an official from Kirkcaldy Ice Hockey Club or its associates.



Financial Statement 2010/2011

Where does all the money go? If I had a pound for every time this question has been asked perhaps the finances of the club would be healthier.

Seriously though it is a valid and important question and simply put the money goes to support Junior Ice Hockey in Kirkcaldy.

Just how much money are we speaking about? Well last season our income was £77,803 and our expenditure was £81,219. This obviously left us with a deficit of £3,416.

The major expense as always has been ice fees and this total was £56,987 paid to Fife Ice Arena but when we add in referees' fees and coaching fees the actual amount spent on practices and home games was £65,243.

I could go on to show how every penny is spent but this would be boring and I think the balance sheet gives a picture which shows we need another source of income to balance the books.

This income comes from Fund Raising each team needs to provide some volunteers to sell raffle tickets, 50/50 draw tickets, tombola draws, bag packs, sponsored skates and anything else we can think of to raise much needed cash.

This new season will mean an annual increase in ice costs, just look at your gas and electricity bills and you will see one of the major reasons for this. The bus costs will increase, again look at petrol and diesel costs.

Before we can place any player on the ice the club needs to affiliate to Scottish Ice Hockey Ltd, to register and insure approx. 20 team officials (coaches, assistant coaches, managers and trainers.) The SIHL are also raising these fees next season.

This season will continue as previous seasons in that attending pre curling sessions is not compulsory however after the curling starts players are expected to attend both their end ice training and their full ice session. This is their weekly ice fees. The only time exceptions are made to this are in the case of holidays, illness or injury over a two week period - all of which must be notified to the manager. Where there is more than one child in a family there is a reduction of £1.00 each in their weekly ice fees.

As teams within the club who wish to take part in special events such as Tournaments or trips abroad for games will be allowed to undertake additional fund raising which will be "ring - fenced" for these purposes but this must not be at the exclusion of general fund raising.

Jim Taylor Co -
Treasurer