

B.C.Y.H. / TALAWANDA HOCKEY / BADIN HOCKEY / OSC PROCEDURES

B.C.Y.H. / TALAWANDA VARSITY HOCKEY / BADIN Hockey / OSC
GOGGIN ARENA PROCEDURES

The BCYH program is a youth organization designed to promote and organize amateur youth hockey. Participants range in age from 9 years of age (squirts) to Midget players which feed the Talawanda Varsity High School Team and Badin High School Club Team.

Due to the size of their operation, and the number of special situations that can occur, a variety of policies and procedures that involve BCYH, Talawanda, Badin, OSC and the Goggin Ice Center follow.

The management of BCYH, Talawanda, Badin and OSC must share these with the division directors, coaches, parents, and players. We hope that these patrons of the Arena will respect our facilities as much as we do.

Procedures Included

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|------------------------|-----------------------------------|
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1. Locker Rooms

- A. Keys will only be given to coaches or managers (supervising adults) for the opening of the locker rooms which should be no earlier than 45 minutes before the scheduled game or practice time. Players will not be given the keys. Car keys will be taken in exchange for the locker room keys.
- B. Locker room assignments will be posted in the Lobby and at the Skate Shop on our weekly schedule. This includes both games and practice. The players must occupy the proper rooms.
- C. All locker rooms are numbered.
- D. BCYH/Talawanda/Badin/OSC participants are not to be permitted in locker rooms before the coaches bring them back or without adult supervision.
- E. All Locker Rooms have washrooms and showers.
- F. Please have the players keep the locker rooms clean. Further, shooting pucks against walls, playing "hockey" in the rooms, banging locker doors, etc. is destructive and cannot be tolerated. Proper supervision by coaches or parents will prevent problems.

2. Nets/Pins

The large hockey nets will be used for all practices and games including the high school games. We will continue to provide net pins for the large hockey nets which will just sit "on the tops of each net".

3. Scoreboard / PA / Music

The scoreboard can be used as needed. The microphone and music box are also available for use at all times. **NO EATING, DRINKING, OR SMOKING** is permitted in the penalty box area. Adults, only, are to keep score and work the clock. Please, no cheering in the penalty box/scorers area. Those working the penalty box area should NOT cheer, or get too involved in the game. Keys can be obtained from the Goggin Skate Shop.

4. Mezzanine Level

Nobody, under any circumstances for any reason should be on the mezzanine level. The administrative office doors will be closed and locked at 5pm.

5. Entry into Facility

Please enter the facility using front doors off Oak Street or Parking Garage. Please, ask everyone involved **not to prop open the doors or bang on the doors for entry**. Propping has an impact on energy and the security of the building. Banging the doors with sticks, etc damages the cosmetics of our building. **Please enter through the FRONT DOORS off Oak Street or Parking Garage side.**

6. Ice Cuts

It is critical that the group is off the ice at the designated time, not just deciding to pick up the pucks. Our schedule remains very tight. Please, make sure all pucks are picked up, and that an adult/coach moves the nets for the Zamboni. The officials should be directed to move the nets following games. **NO ONE is permitted on the ice, not even to go to the bench when the Zamboni is on the ice.** When the Zamboni is off and the doors are closed participants may then come on the ice. **Please ask all participants and coaches NOT to sit on the boards.**

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7. Parking

Please contact Parking Services in Rm 15 of the Campus Avenue Building, 513-529-8535 for a visitors pass which will allow you to park on campus. Those patrons without visitors passes should use the hourly parking garage off Campus Ave. Oak Street parking is available on evenings and weekends. Please refrain from parking in the Goggin Service Drive Lot.

8. Lighting

All games and practices will be provided _ lighting. With the new technology and a number of additional lights, this should more than meet every ones needs.

9. Discipline Problems

We hope all visitors to the building, and especially those who use the building on a regular basis treat it and the staff with respect, care, and pride.

Any observed misconduct (shooting pucks against the walls, fighting, destruction, mouthing off to staff, etc.) during **any activity** in the building (Varsity games and public sessions included), could lead to the suspension of that individual from the building. That suspension includes all building activities, including BCYH/Talawanda/Badin/OSC participation. Members of the Arena staff will fill out an "Arena Disciplinary Action Form" and turn it into the Director.

10. Multi-Purpose Rooms

Please request, in writing, the dates BCYH, Talawanda, Badin and OSC requires use of the room. Direct that request to Gail Stout. Please make sure the room is picked up and the chairs etc. are returned to their proper places. We need your cooperation on this matter if we are to maintain our present policy and allow groups to use these meeting spaces. The Multi-Purpose rooms are not available when the Center is closed. The rooms (and all of Goggin) are smoke free.

11. Officials

All hockey groups will supply their own officials. All officials will use locker room #8. All officials must move the nets for the Zamboni. The Goggin Ice Center will allow the officials to sign out Goggin ref shirts and helmets. If needed, the Arena's Coordinator of the Oxford Official's Association, Kevin Ackley, can help BCYH, Talawanda and Badin secure names of officials.

12. Visiting Teams

There are few facilities as well kept as the Goggin. It is important that BCYH directors, Talawanda, OSC and Badin Coaches stress the pride of the building and help police visiting teams. **They are your guests... you are responsible for them.**

13. Scoresheets

It is BCYH/Talawanda/Badin responsibility to have the USA Hockey/Federation score-sheets and the league report sheets available for each game. The Goggin Center has none.

14. Disruptive Parents/Spectators

USA Hockey and High School Federation have provisions that the home team is responsible for all conduct in an arena. Officials can hand out bench minors or even forfeits to the home team even though a spectator "belongs" to the visitor. Should somebody need to be removed, Miami's police should be called. During Talawanda evening games, Miami Police or approved security must be provided by Talawanda at their expense. **They must submit those assigned to Barry Schutte in advance.**

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15. **Time Constraints**

Often, due to time and schedule conflicts, times get very tight for games. Most of the time, the referees get put into tough situations.

It is the responsibility of BCYH (a coach, division director, President, etc.) or the Talawanda, Badin or OSC Representative, to assist the official in certain tough decisions like shortening the 3rd period, running time, etc. We continue to suggest the creation of an "BCYH / OSC Officer of the Day," with that person working closely with our Arena Staff on duty including our skate shop, supervisors, manager on duty and the officials to make decisions like eliminating ice cuts, shortening games when they are running late and the score is lopsided, etc.. While it is up to BCYH if a game goes over, BCYH must vacate the ice at the designated time.

16. **Pucks**

BCYH/Talawanda H.S./Badin H.S. supply their own pucks for all events.

17. **Smoking**

Goggin is a smoke free/tobacco free building. Smoking is permitted outside the building only. There is no chewing tobacco permitted by spectators or players.

18. **Street Shoes**

Nobody is permitted on the ice with "Street Shoes".

19. **Medical Assistance**

On many occasions, Goggin will not have any assistance outside of a 1st Aid supervisor present in case of an injury during hockey games or practice. Members of the BCYH, Talawanda, Badin and OSC staffs should be aware of the emergency phone numbers, and where the telephones are located. We strongly suggest that each group has a trainer, doctor, EMT, or at least a coach with 1st Aid/CPR etc., present for games. Miami Police is 9-2222. Call 9911 for an emergency.

Each team is encouraged to have their own first aid kit with cold packs, band-aids, etc., limiting our need at the skate shop to provide such items.

20. **Ice Revisions... Subject to Change**

Most all ice for the 2007-2008 year has been allocated. However, adjustments can be requested by Miami University due to potential revisions to University related programs. Procedures and deadline dates are in place for BCYH and OSC to "return" ice.

21. **Mail Boxes**

Mail boxes can be provided for your organization at the skate shop, if requested.

22. **Coaches**

All U18 USA Hockey registered teams must require coaches to wear helmets on the ice at all times. Coaches should not walk on ice to Access player benches, please walk around ice surface to Bench (A-Pad).