



Minor Hockey Association Memo

Date: November 2, 2021

To: Minor Hockey Association and League, Presidents

From: Michelle Currie

HNB Minor Hockey Executive committee contact info: <https://hnb.ca/en/minor-hockey/hnb-minor-hockey-council> Teams should always go to their association first, and then contact their District Director, if needed.

Return to play: Hockey New Brunswick has developed a Return to Play document, which must be strictly followed by all Minor Hockey Associations and teams. Updated versions are released as Government directives are updated. Please follow this link and look for “Return to Play”: https://hnb.ca/images/2021/Return_to_Hockey_-_Version_12.pdf

Rosters: All players must be on an HCR team roster prior to playing in a league game. All U7 and U9 Program players must be on an HCR team roster or an HCR team list. All player rosters must be entered into the HCR no later than November 15th of the current season.

Affiliate players are not allowed to participate in any capacity until they have been added to the affiliate team’s roster and all permissions have been filed with the respective District Director or League president. It is the responsibility of the team to acquire all permissions and file them with the designated person in ONE submission.

Important Dates: <https://hnb.ca/en/minor-hockey/important-dates>

Development Day: As per Section 27.2 in the Minor Operations Manual, no games shall be played by any minor hockey team on the first Saturday of November for Development weekend. The purpose of Development Day is to offer personal development opportunities to all members of minor hockey associations (examples: coach clinics, female camps, skills camps, parent sessions, officiating clinics).

Criminal Record Check / Vulnerable Sector check: Is required for all volunteers who are 18 years old as of December 31st of the current season. Criminal record checks must be submitted to your local MHA every 3 years. One vulnerable sector check per volunteer must be completed. All Criminal record checks and vulnerable sector checks must be sent to the HNB office via the local association, prior to the December 15th deadline.



HNB will accept a scanned copy of the CRC/VSC, as long as it is clearly legible and encompasses the entire document in its original size.

Members may also use the www.mybackcheck.com feature at a cost of \$25.00 plus HST.

NOTE: MyBackCheck only covers the CRC, not the VSC.

Online-Special event sanction: This is used for any off-ice events teams may have (This includes team fundraising events). The only sporting activities that will be sanctioned are hockey and dry-land. If a team participates in a non-sanctioned team activity, they may not qualify for insurance in the event of an injury. Teams may participate in events without an approved insurance certificate, but they do so at the risk of not having insurance coverage. <https://sportscert.bflcanada.ca/?BRANCH=HNB>

Insurance policy: Hockey New Brunswick and its registered members are insured season to season under Hockey Canada with BFL Canada. All players, coaches and bench staff must be listed on a roster for the current season to be covered on that insurance. For detailed information on HNB's insurance coverage, please visit the following link and turn to page 42. <https://hnb.ca/images/hnb/HC19-0115-Safety-Requires-Teamwork-e.pdf>

Injury Reports: Must be filled out and filed with HNB within 90 days for any injuries of an HNB or NBIAA rostered player/bench staff. The claims are left open for one year from the date of injury. Hockey Canada is a secondary payor, therefore all claims must go to primary insurance prior to coming to me. If a member has other insurance, a copy of the Explanation of benefits must accompany all claims for reimbursement. The player's family is responsible to send a completed injury report form (Page 1 and page 2 must be completed entirely or will be rejected/not processed) to me at mcurrie@hnb.ca, or by mail within 90 days from the date of injury. Detailed insurance info can be found at: <https://hnb.ca/en/hnb/insurance>

Minor Operations Manual: This is a very important tool for all MHA volunteers, including coaches and managers. You will find all important information related to Minor hockey, and changes voted by the HNB membership. All changes to the [Minor Operations Manual](#) are bolded in red. Info such as travel requirements, affiliation, player movement, certification requirements, U9 playing rules, U11 structure and much more, are available on this document. If you have any questions related to this document, you should go to your association for clarification.



NOTE: Your association may impose additional requirements or regulations, so always check with your association.

NOTE: AAA/ Elite Hockey has their own Operations Manual under “Elite Hockey” on the HNB website.

NBIAA (High School) Associate player agreement: Section 6 of the HNB-NBIAA Memo of Understanding outlines which divisions players can ‘associate’ to -

[https://hnb.ca/images/HNB NBIAA MOU - 2021-2022 website 003.pdf](https://hnb.ca/images/HNB_NBIAA_MOU_-_2021-2022_website_003.pdf)

Travel Permits: There’s been a delay in the set up for travel permits in the new HCR 3.0. Hopefully this will be completed in the next few weeks. A training document will also be emailed out once the online travel permits are completed. In the meantime, the manual travel permits will need to be filled out and sent to the association’s district director for approval.

[https://www.hnb.ca/images/2021/Travel Permit-Out of Provice-exhibition-jamboree.pdf](https://www.hnb.ca/images/2021/Travel_Permit-Out_of_Province-exhibition-jamboree.pdf)

Please note that ONLY volunteers listed on a roster may request a travel permit for their team. ****Travel permits are required for ALL tournaments, including HNB Sanctioned tournaments and exhibition games (whether you’re the home team or the away team. This sanctions the host team for an exhibition game).**

NOTE: All travel out of province or out of country requests should be requested via mcurrie@hnb.ca on a completed form (please contact her to acquire the form), to ensure the tournament or team is sanctioned by the branch or federation. There are specific guidelines for travel permits. Please refer to section 21 of the [Minor Operations Manual](#).

Female Hockey: Dual Registration allows female players to dual-register within an all female HNB Minor team, as well as a mixed-gender HNB Minor team.

NOTE: AAA and NBIAA players are NOT permitted to Dual Register. Please read stipulations carefully at: <https://hnb.ca/en/minor-hockey/female-hockey> click on “Dual Registration” document.

Respect in Sport PARENT: Deadline for Respect in Sport parent certification is December 1st of the current season. One parent of a new player, regardless of their age, must complete a one-time course online called “Respect in Sport Parent”. The cost of this course is \$12.00 plus HST. The course takes approximately one hour to complete.



Already certified and want to add a child?: The link is NOT made in E-Hockey. If a parent has completed this course for an older child already in the system, and now has a new player in hockey, the parent must log back into their existing RIS Parent account, click on “Profile”, then click on “Child Management” and add their child to their profile and click “save”. If the parent forgot their username or password, they click on the “recover username or reset Password” link on the page to retrieve it. Anyone else can contact me directly for troubleshooting. <https://hnb.ca/en/clinics/respect-in-sport-parent-program>.

NOTE: Respect in Sport Leader and Respect in Sport parent are two separate certifications and are not transferable. Both links are clearly defined on the HNB website, under [clinics](#).

Certification for Coaching: The clinic schedule and list of required coach certification is posted on the HNB website - <https://hnb.ca/en/clinics>. For further information on clinics or to book a clinic in your association contact Matt Vautour – mvautour@hnb.ca. The certification deadline is December 15th.

Tournaments: A list of HNB sanctioned tournaments broken down by division are posted on the HNB website (www.hnb.ca).

Minimum Standards of Discipline: Please ensure coaches and team staff are aware of the HNB Minimum Standards of Discipline. The objective of the document is to establish a disciplinary protocol that will clearly establish the role and responsibilities of all participants in the application of a disciplinary policy for infractions committed as per the Hockey Canada Official Playing Rules.

https://hnb.ca/images/minimum_suspensions.pdf

Please let me know if you have any questions! Have a safe and healthy season everyone and thank you for your volunteer time!

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