

# **Arizona Youth Hockey League**

## **Policies & Procedures**

### **Article 1 - Name**

The name of this organization shall be the Arizona Youth Hockey League, Inc. and may be referred to hereinafter by the letters AZYHL.

### **Article 2 - Purposes**

The purposes of the AZYHL are:

1. To operate a highly competitive hockey league in the geographic area of Arizona and to encourage a continuing drive for the highest standards of excellence and sportsmanship in hockey play among member teams.
2. AZYHL shall operate under the auspices of USA Hockey, the Arizona Amateur Hockey Association, Inc. (AAHA) and of any other organization (governing organization) by which AZYHL may elect to be governed. AZYHL shall not be conducted for pecuniary profit.

### **Article 3 - Membership**

1. Application for membership in AZYHL shall be open to any recognized AAHA organization, and such other organizations which meet the same AAHA standards, which may be based out of the regional southwestern states. Membership may be limited by practical considerations on the maximum number of organizations that can be effectively accommodated in AZYHL and by judgments of the ability of prospective members to comply with the standards set forth in this Article.
2. All participating players must qualify to appear on an official USA Hockey roster for that team. AAHA roster rules are in effect; this includes but is not limited to "playing up".
3. At the Pre-Season Seeding Round Robin, subject to the AZYHL Tournament's Committee's recommendation, non-tier teams can be moved between age Levels in order to create a more competitive season.
4. Unless otherwise approved by the AZYHL Committee, each member organization may field only one (1) team in the Squirt through Midget age classification and level plus 1 at large team for the opportunity for a fourth team. The AZYHL levels are as such:
  - a. Squirt : Minor, Major, Elite
  - b. Peewee: Minor, Major, Elite
  - c. Bantam: Minor, Major, Elite (may include Tier II teams)
  - d. Midget U16: Minor, Major, Elite (may include Tier II teams)
  - e. Midget U18: Minor, Major, Elite (may include Tier II teams)
5. Standards that are used in considering prospective league members and for judging whether current member organizations are meeting the AZYHL qualifications as follows:
  - a. The ability to field competitive teams in the age and ability classifications at which AZYHL is conducting competition.
  - b. Provide sufficient "home" ice time, under satisfactory conditions, to fulfill the schedule of games.

- c. Demonstrate attitudes and conduct that are compatible with other member organizations in matters such as cooperation, rules, enlisting and recruiting players and the conduct of players, parents, and coaches, etc.
- d. Each member organization is expected to conform to all of the provisions of the AZYHL as well as AAHA By-Laws. If a member organization is found to be in violation of these provisions by an investigation and report by the Committee, the member organization in question will be placed on probation for the term of one year by a majority vote of the AZYHL Committee at the next regularly-scheduled AZYHL meeting.
- e. If the violation, which caused the probation, is not resolved or if any additional violation occurs during the term of probation, the offending member organization may be placed on suspension by a majority vote of the AZYHL Committee for a term of one year. A member organization that has been placed on suspension:
  - i. Will retain the rights and privileges that are provided by Article 4 of the league Policies and Procedures.
  - ii. May field teams to participate on a scheduled exhibition basis but such participation will be ineligible for season awards, play-off awards and listing in the league standings.

#### **Article 4 – AZYHL Committee**

The AZYHL Committee shall consist of one Representative from each participating member organization plus any Honorary Representatives.

1. The Committee shall manage all matters concerning the conduct of AZYHL.
2. An annual meeting of the Committee shall be held in May of each year. Monthly meetings may be held on dates to be predetermined when applicable.
3. Any member organization that does not send a representative to a Committee meeting shall forfeit their right to protest any decisions made with regard to the daily operations of the AZYHL.

#### **Article 6 - Rules and Regulations**

1. The Committee may adopt rules and regulations for AZYHL that are consistent with those of AAHA and USA Hockey.

#### **Playing Procedures**

##### **Article 1 - Team & Player Registration & Eligibility**

1. Registration & Eligibility:
  - a. Unless otherwise required by the Committee, at the July AZYHL regularly scheduled Committee meeting, each organization should declare the final number of teams that will be fielded for their organization at each level for scheduling purposes.
  - b. Each member organization shall provide a detailed club directory as requested and formatted by the AZYHL Committee. This directory shall include at a minimum the member organization's home rink(s) information, it's AZYHL Representative, Registrar, Hockey Director (if applicable), website and personnel corresponding email addresses. In addition, the member organizations detailed club directory shall include its AZYHL teams, by division along with Head Coach and Manager Information for each team.

- c. All member organizations shall have a facsimile number and e-mail address to receive any and all AZYHL correspondence. The facsimile number and e-mail address shall be included in the documentation provided to AZYHL under Article 1b.
  - d. The privilege of playing in AZYHL is limited to teams rostered by AAHA Member Organizations, and to teams of non-member organizations who have been granted playing privileges by the Committee. Teams of non-member AAHA organizations must apply to the AZYHL Committee for permission to play. The Committee shall exercise its discretion regarding acceptance of said application. Such participating teams are subject to all of AZYHL's Playing Rules and Regulations and By-Laws, including rostering, player eligibility, scheduling duties and obligations, AZYHL Tournament, and disciplinary rules as directed by USA Hockey.
  - e. All-girl teams shall have the following options for entry into AZYHL playing divisions:
    - i. All-girl teams must adhere to USA Hockey rules but will be permitted to "play down" as appropriate to be competitive as approved by AAHA. At the Bantam and Midget levels when playing a boys team the "non-checking" rule shall be enforced.
2. Roster Registration
- a. Each team manager of all member organizations shall submit the following information to AZYHL:
    - i. Each team manager shall enter into the AZYHL online scheduling system all required information for each of their team's players, coaches and manager(s) in the appropriate area for roster management no later than 7 days prior to your AZYHL first scheduled league game. This information shall be considered the Completed Roster for the team for purposes of participating in all AZYHL games.
    - ii. Players may be added to a Completed Roster only with the prior approval of AZYHL and by submitting the following to the AZYHL Registrar:
      - Written confirmation of AZYHL approval of the roster addition submitted to the AZYHL Registrar via fax or e-mail and an update of the team's roster on the AZYHL online scheduling system to include said player. No roster changes will be accepted by AZYHL after December 31..
3. State Championships and Playdowns
- a. AZYHL State Championship tournament is limited to AAHA non-tier registered teams. In order for a player, at all levels, to qualify to play in any AZYHL State Championship Tournament Games (including a qualifying game to make the team eligible for the AZYHL Tournament), a player must have participated in a minimum of 80% of the team's AZYHL League games (including the seeding round). Tournament and exhibition games will not to be considered when determining the 80% minimum. Protested games (or periods) which are replayed in whole or in part, will not be included toward the minimum game requirement if the player in question was not properly rostered at the time of the original game.
  - b. If during the course of playdown and/or tournament games, it is determined that a player has not met the applicable eligibility rule and has participated in these games, that player's organization will be subject to the loss of any/all games in which the player in question has participated.
4. Rosters
- a. For the purposes of this Rule, "rostered" shall mean the player is eligible to play in a game according to AZYHL, AAHA, and USA Hockey rules. If the player is ineligible to play because of injury, the player's missed games due to injury shall not be included for the purposes of determining eligibility. It is the responsibility of the team manager to

- ensure that score sheets are accurately prepared so that it may be determined if a player is injured (marked INJ on score sheet), suspended (marked SUSP on score sheet), or simply absent for non-medical reasons (marked ABS on score sheet) for each game. Further, it is the responsibility of the team manager to collect and retain a legible copy of each and every score sheet for all AZYHL seeding round and regular season games played (HOME and AWAY) by that team. Further, it is the responsibility of the team manager of the participating team to submit to the Chair of the AZYHL Committee (by fax or by email) within 48 hours after the game is concluded, a copy of the score sheet from any game in which a player or coach received a penalty or penalties requiring a suspension. Finally, it is the responsibility of the team manager to submit to the Chair of the Committee (by fax or email) within 48 hours after the game is concluded, a copy of the score sheet in which any player or coach from that team served a suspension.
- b. Any proposed exceptions to these Rules must be reviewed by the Committee on a case-by-case basis, working under the rules of AAHA and USA Hockey.
  - c. Once a player and/or parent/guardian have signed the roster, that player is “frozen” to that team.
  - d. During preseason scrimmages and/or practice games, movement of players between different levels for purposes of balancing teams within the same organization will be considered acceptable procedure.
  - e. No player may be rostered for more than one (1) AZYHL team. There is only one exception to this rule. The exception is for goalies, and only under the following conditions:
    - i. In addition to members of the second registered team who are identified as goalkeepers, a player may be rostered on the second team only as a back-up goalie. This must be clearly designated on the roster approved by AZYHL or the organization's governing jurisdiction for organizations outside AAHA. Designations for goalkeepers shall be “G” (Goalkeeper) and “BUG” (Back-up Goalkeeper).
    - ii. The Back-up goalie can only play as back-up when the primary goalie is unable to play due to injury, illness, or misfortune.
    - iii. Back-up goalie may not play in any Tournament games, unless approved by the Tournament Committee or the Committee prior to game play.
    - iv. The back-up goalie must be rostered on a team within the same organization and playing at a skill level below the team level on which he or she is rostered as a BUG. The back-up goalie must come from the team at the same age group and next lower skill level. For the AZYHL team within an organization at the lowest skill level of any age category, the BUG must come from the organization's AZYHL team at the next lower age category and highest skill level
    - v. Players, and/or coaches, shall not participate in any AZYHL game while under suspension by USA Hockey, AAHA (or the equivalent governing body of organizations located outside Arizona), AZYHL, or any other league in addition to AZYHL in which the team may participate. While under suspension, coaches and players are not allowed to be in contact with the bench by use of hand signals, head sets, electronic devices or any other means of communication.

## **Article 2 - Season & Schedule**

1. Scheduling and playing of AZYHL League games shall take precedence over all other games, except State Tournament games. League games shall mean those games which count towards the AZYHL standings.
2. Each year the Committee shall establish the AZYHL season. All games are to be played by or on the final day of the regular season. League standings shall determine Divisional Champions.
3. Final standings, determining eligibility for and placement in the AAHA State Championship non-tier tournament, are to be based on games played by the close of the season and properly reported. If there is sufficient time between the close of the season and the beginning of the tournament and if one (1) game that could affect the participation in the tournament, the Tournament Committee has the discretion to give approval for the game(s) to be played and included in the standings.
4. Out of town teams
  - a. The in-town "away" team will provide the out-of-state "home" ice and arrange refs
  - b. Coordination and Cooperation is needed to insure that the Out-of-State teams will have a minimum of 4 games per weekend
  - c. Scheduling consideration will be made whenever possible for the Out-of-State team association who travel with multiple teams to play the same weekends so their teams may travel together i.e. Rhinos Bantam and U16 teams
  - d. One week prior to the scheduled games the In-State "away" team will provide the Out-of-State "home" team an invoice for ice and refs for their "home" games (utilizing AZYHL standardized form)
  - e. Upon arrival the Out-of-State team manager will meet with the In-State team manager and present payment via check
  - f. The AZYHL will make every effort to secure ice at the expense of the Out-of-State teams for any games that will be contested between two Out-of-State teams while in Arizona in order to help reduce the travel expenses for the Out-of-State teams.
5. During the Scheduling meeting, each member organization will be limited to one (1) scheduler per team plus one master scheduler. Any additional attending members may be asked and will be required to leave the scheduling meeting.
  - a. All participating organizations must have ice schedulers present at all Scheduling meetings.
6. Scores for all AZYHL Seeding Round and Regular Season games must be recorded on AZYHL's electronic recording system by the HOME TEAM within 48 hours after the game is concluded, or no later than the time and date set by AZYHL for recording of all game scores for that Seeding Round or Regular Season.
7. If any HOME TEAM fails to record the score of any game on AZYHL's electronic system within the deadline set by AZYHL for that Seeding Round or Regular Season, the result of that game will be considered a LOSS for the HOME TEAM, subject to review by the Committee. The Committee will determine Regular Season final standings based on scores recorded on the AZYHL electronic system and losses imposed for failures to record game scores, and thereafter the Tournament Committee will meet and arrange the pairings based on the final and approved standings. Any challenges to the Regular Season final standings must be made by the member organization's President or AZYHL Representative directly to the AZYHL Committee within twenty-four (24) hours after final standings are announced on

the AZYHL website. The Tournament pairings will be announced after review of any challenges.

8. All AZYHL games will be played; FORFEIT GAMES ARE NOT ALLOWED. Any AZYHL game that is not played as originally scheduled is to be rescheduled as soon as possible. Any postponement of a game must be done at least 24 hours prior to game time (except in case of inclement weather or rink equipment malfunction). If a game is postponed for any reason, it must be rescheduled before the end of the regular season or seeding round, as applicable.

Both teams are responsible for scheduling the game, but the team canceling or causing the scheduled game not to be played, shall have the greater responsibility to make concessions to the convenience of the non-canceling team, and must make every effort to play the game at the originally scheduled home team's rink. The HOME TEAM is responsible for recording the rescheduled game on the AZYHL electronic system on or before the date and time for which the game is rescheduled. Teams having difficulty in rescheduling a game should promptly notify their AZYHL representative, who shall contact the opposing team's AZYHL representative, to settle the matter between the organizations. At no time will the regular season be extended to accommodate re-scheduled games. All games must be played within the dates specified in the AZYHL calendar. If the matter cannot be settled between the AZYHL representatives, they should contact a member of the Committee. The Committee may determine the party, which failed to cooperate and that failure will result in a loss. Any potential forfeit is subject to the jurisdiction of the Committee.

10. All scheduled AZYHL games must be played in a timely manner and all teams must fully participate in such games. THERE ARE NO FORFEITS ALLOWED IN the AZYHL LEAGUE! The Committee shall have the authority to: (1) review circumstances relating to possible forfeits and the steps taken by the teams to play the game, (2) determine when and where an unfinished and potentially incomplete game is to be played, (3) make recommendations to the Committee on how "points" for a game, subject to a potential forfeit, will be awarded, (4) recommend the incomplete game is judged to be "detrimental to hockey", and (5) take such steps to protect the integrity of AZYHL.

Policy Interpretation: This rule gives the Committee (after investigation) the ability to impose sanctions against players, coaches, teams, managers, and organizations, which may include:

- Monetary penalties,
- Deduction of "points" from a team's standing,
- Directions to play a disputed game at a certain time or place,
- Suspension or removal of any player, coach, manager, or team,
- Any combination of the above

11. As a policy, only 1 team per member organization will be permitted in each age division level. The AAHA board governs AZYHL and as such will take direction from the AAHA board should an organization petition for an additional team per division. Only after the pre-season seeding round robin should teams demonstrate they were placed in the wrong division adjustment up or down will be made.
12. All non-tier teams in a given age division and the same Level of competition, will play the same number of League games.
13. AZYHL consists of numerous Member organizations, some located near each other and some located several hours away in travel distance. AZYHL Seeding Round, Regular Season and AAHA State Tournament games may be played on weeknights or on weekends. Game times will abide by USA hockey and Safesport.

### **Article 3 - AZYHL Playing Rules & Regulations**

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1. The managers and coaches in charge of a team for an AZYHL game (including tournament games) shall be regarded as responsible for their team's player, goalkeeper and coach eligibility, and for the conduct of their team officials, players and parents during that game and while at the place where the game is being played.
2. Each manager, head coach and assistant coaches are obligated when requested, to do whatever possible to assist game officials and others involved in controlling the spectators at that game who are traveling along with the team, or when playing at their home rink. Suspension for the coach or manager or the entire team, or an assigned loss of the game could result from lack of such action in attempting to control any person or group in the arena.
3. Each team must provide a penalty box attendant to act in the capacity of an off-ice official as defined by USA Hockey.
4. Each team may dress a maximum of 18 skaters plus two (2) goalkeepers.
5. All players must wear numbered uniforms in the proper team colors. Team socks must be mirror image. Players shall wear the same number on both home and away uniforms for all AZYHL league and tournament games. It is the responsibility of each AZYHL team to bring both Home and Away jerseys to all league and tournament games. Player names on jerseys are not required.
5. All players must wear protective equipment recommended by USA Hockey during games and warm-ups.
6. All score sheets must be made available to the visiting team.
7. The traditional hand shake will take place after each game.
8. Only players in uniform and Team Officials (up to a maximum of four (4) shall be permitted to occupy the bench. A Team Official is any person on the player's bench who is not on the game score sheet as an eligible player or goalkeeper. All such persons must be registered in the current season as a coach with USA Hockey, and must have attained the appropriate certification level as required by AAHA. A player or goalkeeper on the roster who is unable to play, other than through suspension, may be on the player's bench without being considered a Team Official, if he/she is wearing the team jersey and all required head and face protective equipment.
9. All players or coaches who have been suspended cannot participate in any games during their suspension. Definition of participation includes "communications with the bench", or "sitting on the bench." Any infraction of this rule shall result in the mandatory appearance before the AZYHL Committee.
10. Coaches may NOT step foot on the ice other than when directed to do so by game officials and during the end of game handshake. Each rink shall make the players benches accessible via off ice entrances.
11. Playing Times/Penalty Times.
  - a. Playing times for all games (seeding round, regular season and tournament) will be stop-time periods, except as set forth below. The same period lengths and penalty times for the seeding round, regular season and tournament games shall be the same.

The host team will schedule for Squirt and Peewee age groups at least seventy minutes of rink time for any game. All periods will be 13 minute stop-time. For Bantam and

Midget age groups at least seventy-five minutes of rink time for any game. All periods will be 14-minute stop-time.

- b. If the stop-time periods as specified cannot be played because of a team being late, it shall be rescheduled by agreement between the coaches.

In addition, the minimum time for the warm-up preceding the game shall be no less than Three (3) minutes. Further, in the event of an injury, both coaches must agree upon third period time. Notwithstanding the provisions of this rule, should the competing coaches agree to play the game not in compliance with these playing times, penalty times and clock operation, once the game is started, the results of that game will be absolute and final.

- c. For AZYHL League Games (seeding round, regular season and Tournament) each team shall be entitled to call one (1) thirty second time out. This is in addition to any "Officials Time-Out." Teams shall not receive any extra timeout during overtime periods in Tournament Qualifying Games or in Single Elimination Tournament games.

d. Mercy Rule/"Running Clock"

- i. At the point in which a six (6)-goal deficit exists anytime in the third period, the clock should remain running with the following exception:
  - Injury and Official Time-Outs- the clock should be turned off until the ensuing face-off.
- ii. At the point in the third period when a six (6)-goal deficit first arises, the clock should be turned off to record the goal and not restarted until the ensuing face-off.
- iii. The clock should remain running if either team scores a goal, and the six (6)-goal differential still exists. Even, if the losing team scores a goal to narrow the deficit to five (5) goals, the clock will remain running. Only if the deficit is narrowed to two (2) goals will the clock be is turned off to record the goal, and not restarted until the ensuing face-off occurs, at which point normal stop time will again be kept.
- iv. If a play is stopped and a penalty expires, the penalized player should not return to the ice until play resumes.
- v. Invoking the mercy rule is MANDATORY and is not subject to negotiation between opposing coaches, or referees.

e. Curfew Time

- i. All AZYHL games are curfew games and must run on time. Therefore it may be necessary to adjust the time at the beginning of, or during the 3rd period.
- ii. Clock adjustments will be calculated using the following formula:

**Total time left in the ice slot/2=time left in the 3rd period**

For example, if there is 20 minutes left in the ice slot when the 3rd period begins, the clock operator should divide 20 by 2 and therefore 10 minutes should be reflected on the game clock.

The decision to implement this formula will be at the discretion of the scorekeeper/timekeeper after consultation with the referees and/or rink facility personnel.



12. The home team is responsible for furnishing a scorekeeper, a timekeeper and referees, or referee and linesman. Officials age and level classifications are to follow USA Hockey suggested policy.
13. In all AZYHL games, the officials must be qualified as follows:
  - a. Using two (2) referees, at least one must be Level 2 and the other must be at Level 1 or higher.
  - b. Using a three man system, the Referee must be at least Level 3 and the linesman may be at Level 1 or higher.
14. Game Misconduct Penalty and Match Penalty – Follow USA Hockey rules.
15. The official USA Hockey Scoresheet or Pointstreak electronic scoresheet are the ONLY score sheets for AZYHL league, playdown, or tournament game use only. Each team's manager is responsible for making sure that all copies of the AZYHL official score sheet are filled out completely using the proper name of the team as given by AZYHL, and is signed by both coaches and all referees. Each score sheet must contain all rostered players in numerical order. The following designations must be entered on all copies of the score sheet next to the player's name when that player is not skating: Absent – ABS, Injured – INJ, Suspension – SUSP.
16. Teams will be assessed a loss if they play a league or tournament game with an ineligible player. If a team plays an ineligible player during a tournament game, that team is eliminated from further tournament competition.

#### **Article 4 - Tournament**

AZYHL will host a season ending Tournament at each non-Tier age and competition level to determine Arizona State Championship Teams. The Tournament Format will be the same format as adopted by AAHA for Tier teams. All Arizona non-Tier teams will be eligible for the tournament with final standings to be determined by points earned; two (2) points per game won, and one (1) point per tie game.

1. When teams are tied in point totals, the following system will be used to determine final standings which team will rank higher in assigning the numbers for appropriate playoffs.

Note: When three (3) or more teams are tied, any one step in this system will be used to "separate" one or more teams from the tie. In the event that one step separates one team (or teams) from the other, still tied teams (either "ahead" of the remaining tied teams, or "behind"), the system is to be repeated, beginning from the first step, to separate the remaining tied teams. (For example, three teams, blue, red, and yellow, are tied for third place. As they all played each other once, defeating one team and losing to the other, step b is used next. The blue and red teams both have a goal differential of these head to head games of +1 while the yellow team has a goal differential of these head to head games of -2. As a result, the yellow team is assigned 5th place, while the blue and red teams are now considered tied for 3rd. To break this (now) two way tie, the system is used from the start, beginning with step "a" of the two tied teams.)

Note: If two or more ties exist at a level, this system will be used to break the "higher seed" tie first, followed by the calculation to break the "lower seed" tie. This is to accommodate step d if needed. (For example, if two teams, green and red are tied for first place, and two

teams, blue and yellow are tied for third place, this system will be used to determine which team (green or red) will be in first and which will be in second, followed by the use of the system to break the tie for third place and fourth place between the blue and yellow teams. The determined first place team will then be used in step d to break the tie for third place.

- a. The average number of points acquired in the game(s) between the tied teams. (This step is to be used only if all tied teams have played each other at least once.)
- b. The average goal differential from the game(s) between the tied teams (again, this step is to be used only if all tied teams have played each other at least once.) Their position will be in order of the greater surplus.
- c. Goal differential of the entire regular season.
- d. The average number of points acquired in the game(s) between the tied teams and the highest seeded common opponent which all tied teams have played at least once, that is NOT tied with the teams that are tied. (In the event that more than one tie exists in the standings, and the "highest seeded, common opponent" is involved in a tie as well, the two tied teams which will represent that "highest seeded, common opponent" will both be treated as if they were solely one team, and the two teams' combined results will be used to break the tie at that level. For example, two teams, green and red, are tied for first place, and two teams, blue and yellow, are tied for third place. To break the tie between the green and red teams, step d is used, and the green team's results against both the yellow and blue teams will be compared to the red team's results against both the yellow and blue teams).
- e. Continue point "d" with the next highest seeded, common opponent which all tied teams have played at least once, until all teams have been analyzed.
- f. The average goal differential in the game(s) between the tied teams and the highest seeded, common opponent which all tied teams have played at least once, that is NOT tied with the teams that are tied.
- g. Continue point "f" with the next highest seeded, common opponent which all tied teams have played at least once, until all teams have been analyzed.
- h. Count the number of losses shown on the records of the tied teams (in regular season play only). Their position shall be in the order of the fewest losses.
- i. Count the number of wins shown on the records of the tied teams (in regular season play only). Their position shall be in the order of the most wins.
- j. Coin flip (performed by the executive board).

The AZYHL Committee, in conjunction with the AAHA Board, reserves the right to alter the final standings under extenuating circumstances, to better and more accurately reflect a fair interpretation of the competition of the AZYHL State Tournament.

2. Tournament Format will follow the AAHA Tier Tournament Format. Game times and operations will remain the same as season league games. i.e. 70 min game time Squirt/Peewee with 13 min stop time periods and 75 min game time Bantam/Midget with 14 min stop time periods.

## **Article 6 - Suspension & Expulsion**

1. Rules & Regulations shall be governed by the AZYHL Policies and Procedures and by the Rules & Regulations of AAHA. For any matters or issues not specifically covered by the Rules & Regulations of AZYHL then the Rules & Regulations of USA Hockey and AAHA shall apply.