



COCKBURN HAWKS
ICE HOCKEY CLUB

Junior Policies

2024

V1.0



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Hawks Junior Philosophy

Our goal for the Hawks Juniors Program is to give each player the opportunity to play, develop, and enjoy the sport of ice hockey in Western Australia.

A positive team culture is paramount for the success of an ice hockey team, fostering unity, communication, and trust among players. It enhances motivation, resilience, and sportsmanship, contributing to both individual player development and overall team performance. A strong culture also supports leadership development, attracts top talent, and engages fans, creating a foundation for long-term success. Ultimately, a positive team culture serves as the bedrock for a cohesive and thriving ice hockey organization.

To this end, we will continually aim to:

- improve the standard and quality of coaching to our players.
- provide more opportunities to be on ice and participate.
- reduce the cost for participation through fundraising, grants, and sponsorships.
- improve the feelings towards the club and its players.

We have designed the following policies around providing a fair competitive environment that gives those opportunities to all while providing guidance to the committee, coaches, and all volunteers on decision making to ensure we are all acting in the best interest of the children and the sport.



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Player Registration

An Intent to Register (ITR) form is to be released in November of the previous year to allow players time to put their names down to return for the following year. An email is also to be sent to CIA notify all players in Term 4 Play the Game clinics to put their names down on the ITR to assist with number development.

This will assist with the Team Creation for IHWA and determining season fees.

When ESportsDesk opens, the Shopify store will be updated and the details released to the public to register their players on how to do both.

This will ensure each player gets the following:

- Team Spot
- Hawks Athletic Shirt
- Player Nameplate

If for any reason a player is unable to be allocated a team, they will be refunded their season fees.

Team Creation

Estimated Team Numbers

For the Cockburn Hawks to submit a Junior Team to IHWA, we need to identify the number of teams required for the expected players we have.

The number of teams required for each division will be based on the best available information on the members from the previous season, with adjustments made based on a few factors.

An Intent to Register (ITR) form is to be released in November of the previous year to allow players time to put their names down to return for the following year. An email is also to be sent to CIA notify all players in Term 4 Play the Game clinics to put their names down on the ITR to assist with number development.

A second email is to be sent in early January to CIA to advertise to all Term 1 PTG2 players to sign the ITR if they wish to play

The following facts are to be put together as best to produce an expected number of players in each age division.

- Returning Players in the appropriate birth year.
- Expected incoming numbers from the CIA clinic.
- Expected transfers in and out.
- Expected players leaving the sport.
- Expected Play Ups from Previous Year





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- ITR Responses

With those expected skater numbers, the following are our guidelines for creating a team.

Age Group	1 Team	2 Teams	3 Teams
11U	11-15	22-30	33
13U	11-15	22-30	33
15U	11-15	24-30	36
17U	11-15	24-30	36

Where a team is between those numbers, there are two potential options.

The first is to identify additional players capable of being a play-up and contributing positively to the team. A player should not be asked to play-up in the event they are unable to positively contribute to a team.

i.e., The 13U age group has 18 players expected including 3 play-ups from 11U. This would be an appropriate time to identify if there are 4 more players capable of playing up into 13U from 11U. If those players were capable and willing, then 2 teams could be submitted to IHWA.

The second is that any players playing up into the grade will be offered a Flex role to reduce the number of full-time players. These players will be eligible to train at all times and fill in when a team is below 13 skaters. This gives the opportunity to play-up without sacrificing the playing time of the individuals in that age group.

i.e., In the above case if 4 additional players were not able to be identified, a single team would be submitted to IHWA and those 3 players would be eligible to fill in while the team was below 13 skaters each week. They would actively participate in all other team activities.

Once the number of teams identified has been found, the division will also need the following to be identified:

- Co-Coaches for each team.
- A Permanent Goalie for each team.

If only one coach is identified, they will be provided with a potential list of suitable co-coaches to work with or they may supply their own. The preference is that each team have an multiple co-coaches or on-ice facilitators to help with drills and providing the best outcome for our players.

Jersey Selection

At this stage, each head coach will select from the lists of available teams in the juniors. The head coach will select from:

- Blackhawks





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- Whitehawks
- Icehawks

The Redhawks Jerseys are to be retired due to clashes with colours of the Flyers Orange Team.

All new jerseys are to be ordered with a Velcro attachable nameplate to allow our players to attach their names to their jerseys. This is to enhance the sense of team identity and personal recognition. This approach allows players to easily switch their nameplates if they move to different teams or receive new jerseys, ensuring that their identities remain consistent and visible throughout their time in the club. The use of Velcro nameplates also facilitates ease of updating and maintaining the jerseys, making it a cost-effective and practical solution for managing team uniforms. This policy aims to foster a professional and unified appearance for all junior teams while allowing flexibility for the club and its players.

At this stage with a coach, a team name, a list of potential players and potential goalies, a team will be submitted to IHWA League for entering the junior IHWA competition.

Player Draft Process & Team Assignment

In the interest of equality, fairness, and the understanding of historical pain in this space, team selection will go through a fair and even process to ensure that all Juniors Hawks teams in the same division will be as close to fair as we can make them.

Play Up Process

The play-up process for juniors at the Hawks is designed to provide talented players with the opportunity to challenge themselves by participating in higher age groups. Eligible players, typically in their last year of an age group or those selected for the State Team of the age above, may express interest in playing up.

Due to the nature of the competition, most of these players will be notified just before preseason that they are eligible to play up into a higher division.

If a parent believes their player has been missed, they can notify the Hawks Committee to reconsider a player for playing in the higher division.

If it becomes evident during the tryout & evaluation process that a player is eligible to play up, the parent will also be notified.

For players playing up 1 division, the Hawks will then require written parental consent and a signature from a club representative with an endorsement to ensure that they are allowed to play as





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per Competition Rules Section 2.9.1. These players are now considered to be available for selection during the draft process.

For players playing down, up two divisions, or asking to be moved out of juniors, an ERP form will be filled out and with the appropriate parent, coaches, and executive member signatures, and then sent to IHWA for final approval. These players are now considered to be available for selection during the draft process.

Play Down or Play Out Process

Typically, in 15U and 17U checking comes into the league making it harder for newer players to adjust to the game. Where a player is considered not safe to play in the league, an ERP can be submitted to IHWA to move a player either down to the league below or out into seniors.

After a conversation with the parent and the coaches, an ERP can be submitted and that player can be made available to the division for which they are most suitable for.

Tryouts & Evaluation Process

At the start of pre-season, all junior players will have the opportunity at their first session to be assessed by the coaches of that respective division or stand-in qualified participants. These coaches will work together to perform the evaluation process.

This tryout and evaluation session should be conducted in early February to allow for time to develop the teams.

At the end of the try out session, the players will be assigned a number between 1 – 3 indicating their level of skill within their age group they are trying out for.

The coaches will then combine their rankings and produce a final list of 1, 2, and 3 players from which the coaches will draft. These rankings are only for the purposes of drafting teams and will not be distributed out.

Any player who is unable to attend the session will either be assigned a ranking based on historical experience or will be temporarily assigned to a team at the end of the draft process and then re-evaluated at the end of preseason before being assigned to a final team.

Draft Process

The draft process is in place to ensure equitable teams are going to be selected. The process will be managed by an Executive Committee Member, and the Junior Coordinator.





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The draft is to be conducted after the first training session of the season, typically held in the late February.

The draft will be completed by the coaches selecting the players from the lists provided previously. All players in group 1 being selected, before moving on to group 2 and so on until all players are selected.

The way the draft process will work is that there will a shuffle to identify the order of 1, 2, or 3 to set the order of the draft. This will be conducted with the Committee and coaches in attendance to avoid any issues of impropriety. The draft will be a serpentine draft order where it goes 1, 2, 3, 3, 2, 1, 1, 2, 3 etc.

In the order of fairness to the players, the following exceptions to draft processes will apply:

- Where a coach wishes to select a family member, and another team selects that player, the coach can submit a claim and use their next pick to select the family member. The original team will be required to select another player.
- Siblings are to be selected to play on the same team. The second sibling will be the next automatic pick in the round they are rated for the team that selects the first sibling.

At the conclusion of the draft, the coaches are available to trade players between the teams for any reason. All trades will be ratified by the present committee members to ensure there is a fair and equitable trade and can be rejected if the trade is not fair to either team.

The committee with the aim of producing equal teams, can request coaches to make a trade in order to even up extreme differences in skill.

Team Change Requests Process

Due to the nature of the above process, these will only be considered in extreme circumstances however parents can request a team change for their child. This will be a form which is to be submitted and considered by the committee.

Once the form is received, the Team coaches are notified and permitted to propose and negotiate a player trade. For a trade to be finalised, it must adhere to the principles of fairness and equity.

Approval of the trade requires consensus among three key personnel:

- an Executive Committee Member
- the Junior Coordinator
- the Age Group Coordinator.

This collaborative decision-making process ensures balanced trades within the teams.





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Team Submission Process

At the conclusion of the draft, the age coordinator will notify all the players of the team assignment and coaches. The age coordinator will also canvas the families to identify potential team managers to assist with the team.

A final team list will be submitted to the Hawks Committee which will contain:

- Team Name
- Co-Coaches
- Team Manager
- Team List
- Goalie

At this stage, jerseys can be handed out to players and numbers selected.



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Season Processes

Juniors Training Process

Our primary objective is to facilitate increased player development by providing the option for multiple training sessions each week. Our emphasis is on encouraging players to take advantage of additional training opportunities, fostering growth at the club level, and enhancing on-ice skills. Importantly, players have the freedom to opt-out if they choose, and there will be no fee increase for those opting for extra ice time.

To cater to diverse skill levels, some players will be assigned to will have the opportunity to train down in the division below, focusing on foundational skills, while some players will be provided with the option to train up, catering to advanced skill development.

This approach aims to create a flexible and inclusive training environment, ensuring that each player can tailor their experience to align with their individual goals and aspirations. The number of players in each will depend on the number of players in each session to maximise the use of our ice time.

After team assignments have been conducted, players will have notified of an additional team assignment for training.

This is an optional extra and is not a requirement to participate in and is provided at no cost to the individual.

Goaltender Development Policy

To address the shortage of goaltenders and encourage more players to explore this role, the club is implementing specific measures across different age groups:

- 9U: The club will purchase two sets of goalie gear for the 9U players. This will enable different players to rotate into the goalie position each week, providing them with an opportunity to experience and develop in this role.
- 11U: An additional set of goalie gear will be acquired to designate a backup goaltender for the 11U age group. This initiative removes the burden on parents to provide a full set of goalie gear and encourages more players to try out the position.
- 13U/15U/17U: The long-term goal is for each team to have the potential for a backup goalie. This strategy acknowledges that developing goaltenders takes time, but continual opportunities for players to try the position are essential for growth.





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Additionally, the club will consider coaching for goaltenders to further support their development. This will include targeted training sessions to enhance their skills and techniques specific to the goaltending role.

First Goal & Shutout Recognition Policy

The Cockburn Hawks Ice Hockey Club's "First Goal Puck" policy is designed to honor the milestone of a player scoring their first goal or first official shutout in an official game that season. This applies to all junior players within the club.

When a player scores their first goal or has their first shutout as a goaltender, a club puck presented to them by the coach immediately after the game in the team locker room.

This puck is customized with the player's name, the date of the goal written on the side of a puck in a marker.

This policy is a way to recognize and encourage players, celebrating their hard work and development in the sport.

Skater Game Day Fill-In Policy

Where a team is below 7 skaters, a game day fill in may be requested by a Coach. The coach will make the request to the Age Group Coordinator.

This coordinator will provide the list of players in the Flex-list players and the player on the list who has played the least number of games will be offered.

If there are no players on the list, then a player may be requested from a lower level to fill in. A player only requires written parental consent to play up.

After a player is identified, IHWA and West Coast need to approve the player to fill in and the appropriate secretary's need to be notified.

Each game day fill in will be charged at \$30 to be transferred to the Hawks Bank Account.

Goaltender Game Day Fill-In Policy

Where a team is unable to field a goalie, goalies should be considered in this order:

- Hawks Teams within the Division



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- Hawks Teams in the Division below.
- Hawks Teams in the Division above with the express written consent of the opposing Clubs Executive Committee.
- Other Clubs Teams with the express written consent of the opposing Clubs Executive Committee.

The requests will be initially made either directly to the goaltenders or to the Age Group Coordinators who can get in contact with them.

There is no cost for game day fill in goalies.

Mid-Season Joining Policy

Players who are not assigned a position in the draft process will require a basic assessment to join a team and that assessment will be as per the standard tryout process.

That assessment will be provided to the Cockburn Hawks Executive Committee, Junior Coordinator, and the coaches of the teams in question. The committee will order the teams that have first choice at selecting the player.

The order of the teams will be agreed by considering the following factors and the quality of the player being provided:

- The team standings with a preference to high level players being appointed to lower ranked teams.
- The team numbers with a preference to teams with low turnout being appointed a player.
- The team numbers where teams with 15 skaters are not appointed players.

Once the order is established by the committee, each team is offered the player in order. If no team selects the player, the player will automatically be assigned to the first team as this was the team identified by the committee as most in need.

These players will be charged the percentage of remaining games as a pro-rata fee. This is separate to the IHWA and IHA fees which we have no control over.

The only exception to the above process, is when all junior teams are already at 15 skaters. The new joining player will then be offered a Flex Role.

These players will be charged a pro-rata fee based on the number of remaining games in a season.

i.e., Jimmy joins with 9 games left in an 18-game season. Therefore, Jimmy's fees will be 50% of the nominal season fee.





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Season Refund Fee Policy

We understand that unforeseen circumstances may arise, preventing players from completing the season. While we empathize with these situations, we regrettably cannot offer refunds. Our club's financial planning is designed to maximize resources for all members and ensure the club's ongoing viability. Each registration plays a crucial role in this plan. However, we are committed to supporting our players and their families in other ways during challenging times and encourage open communication with us to explore possible solutions.

End of Season Policies

End of Season Function

The Cockburn Hawks Ice Hockey Club's End of Season Function for juniors is a celebratory event recognizing the hard work and achievements of junior players throughout the season. Open to players, coaches, staff, and families, it features an awards ceremony where coaches present trophies and awards to players.

Typically, the event should be held immediately after the Annual General Meeting.

Each team will have an MVP, Best Forward, Best Defender, and Most Improved Trophy to hand out. Each award recipient is given a personalised introduction by their coach that highlights their individual contributions and successes.

The event, held at a carefully selected venue, emphasizes respectful behavior in line with the club's code of conduct.

The event should be organised mid afternoon with some light food and drinks to be provided afterwards and activities.

Season Feedback Policy

At the conclusion of the season, a Microsoft Form will be sent out to the parents to provide feedback on the club, coaches, and overall comments regarding. Typically, these can be re-used from year to year with minor modification.

Regular communication and feedback will assist in improving these policies and procedures.



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