

## SAWHA Frequently Asked Questions- October 2018

Registration:	
What organization provides insurance?	SAWHA uses CANLAN for insurance for league play. CANLAN registration is a per player cost (~\$30/player) and provides full insurance. CANLAN teams are not eligible for Hockey Alberta Provincials or Western Championships. Teams can choose to carry Hockey Alberta insurance to be eligible for HA provincials or western championships
How do I get a release from my current team?	Before the season starts, you do not need to be released from your current team. As a courtesy, SAWHA recommends letting your former team know that you plan on trying out for a new team in the upcoming season. All players must be registered with CANLAN before you can play in a game. If a player wants to move to a different team during the season they need permission from their current team rep to be released from their current team. Permission must be provided in writing, via email, to the league Registrar and President.
How many player and certified coaches do we have to have?	Each team must register at a minimum of 12 players. There is no limit to the number of players you can register. Your team does not have to have a coach.
Can I play for more than one team?	SAWHA players can only play full time on one team. You may play on other teams as a substitute player.
Can we add and release players during the year and how do we do it?	<p>Players who are new to the league can be added throughout the season, up until Feb.14 (approximately two weeks before play-offs start).</p> <p>If a player wants to move to a different team during the season, they need to do this prior to February 14 and they need permission from their current team rep to be released from their current team. Permission must be provided in writing, via email, to the league Registrar and President.</p>
How do you use Substitute Players?	<p>Tiers 1 through 6 teams may substitute players from a lower tier. Any substitute player must be clearly noted on the game sheet. Permission must be requested through the manager of the substitute player's team.</p> <p>Tier 1 can substitute laterally to a maximum of 3 games per player and only in a situation where the team has fewer than 12 players. Subbing laterally is not permitted in playoffs.</p> <p>Tiers 2 through 6 may not substitute laterally; that is they may not substitute from within their own tier. Substitute players may only sub up for one team (exception for goalies). Substitute players may only play up for a maximum of 15 games. Substitute goalies may only play up for a maximum of 15 games to any team in a higher tier. Both maximums include playoffs. Any player that plays over the maximum sub player limit will receive a one game suspension and the upper team will be fined \$350.00.</p> <p>Tier 7 teams may substitute laterally; that is from within their own Tier. Any substitutes must be clearly denoted on the game sheet using the abbreviation "SUB" after the player's name. Tier 7 players may sub for any other</p>

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	<p>tier 7 team, up to 10 games (exception is goalies that can sub for 15 games) in total.</p> <p>Sub players name must be noted on the game sheet and added to the online roster. Sub players can simply be added to a roster through the lineups tab when entering game stats. Once a player is added once they will show up on your roster going forward and simply require a checkmark beside their name indicating they played that game when entering stats online.</p> <p>Goalie substitutions must be from a tier below (exception tier 7). In the rare case where a goalie from a lower tier cannot be found, the President may approve a lateral substitution goalie within Tiers 1 through 6. They must email the president and get approval and demonstrate that they've tried to find a goalie in a lower tier.</p> <p>When a Tier 7 team utilizes substitute players, they may have a maximum of 11 players (10 skaters and a goalie) listed on the game sheet. Teams that do not adhere to this maximum will forfeit any game in which they have played additional substitutes and will be fined fifty dollars (\$50).</p>
<p>How much does it cost to play in SAWHA and when do the fees have to be paid?</p>	<p>All season fees (estimated) below must be paid at the first league meeting in September:</p> <ul style="list-style-type: none"> <li>- SAWHA league fee -\$300</li> <li>- Bond requirements - \$200. The bond covers fines during the season. If the bond is depleted the team will have to re-establish the bond back to \$200 or be ineligible to play.</li> <li>- Referee fees- Ref fees are approximately \$110/game per team and will depend on the # of games played during the season.</li> <li>- Pooled ice fees- These are approx \$7,000 split in 2 payments. (Approx \$175 per game per team) and will depend on the # of games played during the season.</li> </ul> <p>- Social/Fundraiser (when applicable)— All teams are required to sell a minimum of 30 social tickets (\$10.00 each) and each team also needs to supply a raffle/silent auction item valued at least \$50. .As money raised via the ticket sales, silent auction, 50/50's etc, the net proceeds for the night is rebated to each team, based on the number of tickets they sell. Many teams use the social for team bonding and have a fun night out.</p>
<p><b>New Teams/Players</b></p>	
<p>I know the season has already started but I'm hoping it's not too late to join a team. Can you tell me how?</p>	<p>At any point in the season, the team contacts are in the best position to tell you if they need players and what their team's level of play is.</p> <p>Go to the <b>Contacts</b> (Hockey Finder) page, fill out the form and the system will match you with any teams looking for players/goalies.</p> <p>The last day to add new players to a team, and pay your CANLAN (insurance) fee, is February 14th.</p>
<p>How can I find a team to play on for the coming season?</p>	<p>At the beginning of the season teams will post their tryouts and information about how many players they are looking for on <b>Looking for a Player/Team</b> (Hockey</p>

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	Finder). You can also post your information on Hockey Finder and a team can contact you.
How do I know what level I should play at?	Information Coming
I have just turned 18 and am no longer eligible for minor hockey. Can you tell me what my options are for playing Senior Hockey?	<p>Players who are 18 to 20 years old have a couple of options available to them. One is to register via the Alberta Junior Female Hockey Program. More information can be found here: <a href="http://www.ajfhl.ca/teams/?u=AJFHL&amp;s=hockey">http://www.ajfhl.ca/teams/?u=AJFHL&amp;s=hockey</a></p> <p>Second option is to join a SAWHA women's team which can have players from 18 to 55 depending on skill levels, etc.</p>
If a player is 17 now and would like to play but doesn't turn 18 until say November, can she still play beginning in October?	Players must be 18 years old by December 31 of the current hockey season to play.
What does a new team have to do to be considered becoming part of the SAWHA league?	<p>New Teams must provide an expression of interest in writing to the SAWHA President by June 1 of the playing season expressing the following:</p> <ol style="list-style-type: none"> <li>1. Compliance with and adherence to the Objectives, Bylaws and Operating Rules of SAWHA.</li> <li>2. Acknowledgement that it is required to provide volunteers for Casinos and other League events such as League meeting attendance, etc.</li> <li>3. A complete list of the names, mailing and e-mail addresses, phone and fax numbers of the applicant's officers, which shall consist of at least a team manager</li> <li>4. Annual membership fee deposit (\$300), as specified in the Operating Rules, refundable if the team withdraws prior to August 15 of the playing season.</li> </ol> <p>A written application must be received by the SAWHA President, due August 1 of the playing season, which shall include the following:</p> <ol style="list-style-type: none"> <li>1. The Expression of Interest Listed above.</li> <li>2. A copy of an ice rental contract that indicates that the team has 15 to 20 ice slots per season. All ice-times must start no later than 10:00 pm on Sunday to Thursday nights and no later than 10:30 pm on Friday and Saturday nights.</li> <li>3. If the arena is out of town, it must be within a 90 km radius of Calgary</li> <li>4. A roster with players' names and how long they have played and at what level (this is to help determine what tier, that they have enough players and that we know if some of their players are coming from other teams)</li> <li>5. If a team is unable to secure an ice rental contract they must provide proof that they have contacted at least five (5) arenas, and have been turned down but are hopefully on a wait list. This proof must be sent to <a href="mailto:President@sawha.com">President@sawha.com</a>.</li> </ol>

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	All new teams must be approved by SAWHA executive, prior to the start of the season.
<b>Cancelling Games/ Forfeiting</b>	
What if we have to cancel a game due to weather conditions?	Games shall be cancelled if the local RCMP or other recognized road association issues a No Travel Advisory. This information is available via <a href="#">the Alberta Motor Association</a> website. In the event that a game is cancelled due to the "No Travel Advisory", the next game scheduled between the two teams, preferably in the same City or town as the cancelled game, if available, will be count as two games. If there are no more league games between the two teams, the game will be recorded as a 0-0 tie. The two teams will share in the ice cost of the cancelled game, and referees if they are not cancelled in time.
Who has to notify the Scheduler and President if a game is cancelled due to weather conditions?	The visiting team has to notify the Scheduler and President so that she notifies the ref assignor to cancel the referees.  If the referees are not cancelled in time, due to no fault of the teams, SAWHA will pay the referee cost.
What if the ice is not available and a game has to be cancelled?	If the ice is not available due to physical problems with the ice or scheduling errors, the home team is responsible to notify the other team, and the SAWHA Scheduler (who will notify the Referee Assignor) ASAP.  If the referees are not cancelled in time, due to no fault of the teams, SAWHA will pay the referee cost. The Director – Scheduling and Officiating will work with the teams to find suitable replacement ice and no cancellation fee will be levied.
What if our team needs to Cancel a game and wants to Reschedule it?	The Scheduler(s) will work on a best efforts basis to reschedule games when requested by a team(s). If the cancelled ice time cannot be re-sold, the cancelling team will pay the full ice cost. The cancelling team will also pay the referee costs if the referees cannot be cancelled in time. If the game cannot be rescheduled, the game will be recorded as a loss for the cancelling team. The opposing team will not be charged the cost of the ice time or the referee costs in the equalization process. The opposing team gets the win recorded as a 1-0 game.  This does not apply to weather cancellations.
What if our team forfeits a game- i.e. shows up with less than 6 players?	If a team forfeits (less than 6 players) a game, the game will be recorded as a loss for the forfeiting team, they will pay for the ice costs, the referee costs and be fined \$100. The opposing team will not be charged for the cost of the ice time or the referee costs and will be given the \$100 for their trouble.
<b>Coaching</b>	
What's the minimum number of Coaches that we must have?	Coaches are not required as part of league play. Teams are encouraged to have a coach or an official on the bench. If the officials feel a game is out of control - captains can be asked to sit as a non-playing team official for the remainder of the game.

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<p>Am I allowed to play in one tier and coach in another? Is there any conflict when our tiers play each other?</p>	<p>There is no rule or conflict of interest as such for your situation. You can coach or be on the bench for any number of teams. You will have to be on the game sheet. We are grateful that players are taking an active "coaching" interest with the teams. You are ONLY allowed to play for ONE team as a full-time player.</p>
<p>As a coach do I have insurance in the unlikely event that I am hurt while standing on the bench</p>	<p>CANLAN will insure coaches who are on the bench. Teams need to note Coach on their roster when they submit it to CANLAN.</p>
<p>Referees</p>	
<p>How do I arrange to have referees for an exhibition game?</p>	<p>Send your request with date, time and arena to <a href="mailto:refcoordinator@sawha.com">refcoordinator@sawha.com</a> and she will try to get a CZRC referee for you. Alternatively, you can find a referee yourself, though we do recommend utilizing certified referees for insurance purposes. A cash payment to these referees will be required prior to game start.</p>
<p>Do we have Referees at all Calgary games?</p>	<p>SAWHA works closely with the Central Zone Referee Committee (CZRC). SAWHA attempts to have 2 Hockey Alberta certified referees at every game. If only one referee shows up, the game must be played.</p> <p>In the case of officials not showing up for regular season games, see CHA rule 5.2K of the CHA Official Playing Rules. SAWHA recommends that a player that is most familiar with the HA rules (i.e. the Captain, Assistant Captain, or a player that is or has been a certified referee) be chosen to be the substitute referee.</p> <p>If one of the teams wants to play the game with substitute referees, and the other team does not the game will be recorded as a win for the team willing to play and loss for the other team-1-0. The forfeit penalty will not be invoked. If the teams agree to not play, they must also agree which team will use the ice and pay for it (i.e. recorded as a practice). This assumes that a new game can be rescheduled and the teams will have to pay for this additional ice time. If a new game cannot be rescheduled the game will be deemed to have been a 0-0 tie and the game will be recorded as if the game was played.</p>
<p>Where can I get a referee Evaluation forms?</p>	<p>Form coming soon.</p>
<p>Ice Times</p>	
<p>What is the latest time a game can start?</p>	<p>All ice-times must start by 10:00 pm on Sunday to Thursday nights and by 10:30 on Friday and Saturday nights. Some existing teams have ice time later than that and they have been grandfathered.</p>
<p>How do the ice costs get equalized at the end of the year? What about Ref Fees equalization?</p>	<p>Each team is responsible to pay or supply for ½ of the games that play games on and pay or supply for the whole ice cost of any practices. The Ice equalization calculation is done by the Treasurer at the end of the year and is outlined below.</p> <p><b>Ice Equalization process</b> - this calculation and invoices are prepared by the SAWHA Treasurer at the end of the season. For example:</p>

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	<p>If a team plays 30 games, they are responsible to pay for or supply ½ of the ice times or 15 ice times.</p> <p>-So if, for example, 16 of the team's ice slots are used for SAWHA games, the teams will be reimbursed the actual cost of the 1 extra ice slot.</p> <p>- Or if, for example, only 14 of the team's ice slots are used for SAWHA games then the team will owe the league for 1 full ice time, based on the average cost of ice paid by SAWHA to teams that over submitted. (This is deemed to be the fairest method, as teams have little control of where they play and thus the average cost of all extra ice used is deemed fairer)</p> <p>Any ice, which SAWHA does not schedule games on, is turned back to the team for them to use the ice for practices or sell. <u>You</u> must let the Scheduler know that you have returned any unused ice (make-up games may be scheduled on an ice no longer under contract, we don't want this to happen).</p> <p><b>Ref Fees</b> - Ref fees work the same way as ice equalization. Each team is responsible to pay for ½ of the ref costs for every game that they play. The average ref fees cost is approximately \$110/game; so, \$55 per team. If a team has volunteered in SAWHA's bi-annual Casino they will be included in the Casino credit that is allocated in the following season. The Casino credit amount varies and depends on the total funds received along with the ref costs and # of teams included in the allocation. The amount is determined by the board at the beginning of the regular season and the total ref fees are communicated to teams at this time.</p>
<p>How does our team request to not play on a particular day(s)- "Request for Blackout"</p>	<p>All requests to not play on certain days ("Blackouts") must be sent to the scheduler via predetermined method by August 15 each season. Teams will be given ample time to respond and submit their requests. Teams can only request a black out for 1 long weekend. Please indicate the reason for all blackouts. SAWHA will do their best to accommodate black out dates but please note these are <i>just requests</i>.</p>
<p>Exhibition Games</p>	
<p>How do I arrange for an exhibition game?</p>	<p>CANLAN registered teams do not have to have permission from Hockey Alberta or SAWHA to schedule an exhibition game.</p>
<p>What is the difference between sanctioned versus non-sanctioned Tournaments?</p>	<p>SAWHA teams are registered through CANLAN can play in tournaments that they choose and do not need prior approval. If you pick up non SAWHA players for a tournament, we do recommend that you obtain CANLAN insurance for any new players that you pick up, so that everyone on your team is covered.</p> <p>To play in a 'sanctioned event' a team will need to carry Hockey Alberta insurance.</p>
<p>Discipline</p>	

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<p>What do I do if a player has received a game misconduct or either major infraction during our game?</p>	<p>All game sheets with misconducts must be scanned/pictured and emailed by the team with the suspension within 24 hours to <a href="mailto:discipline@sawha.com">discipline@sawha.com</a></p> <p>Please make sure the referees' write up of the incident on the back of the white game sheet is scanned/pictured and included in the email. If a scanner is not available immediately, please email the incident information to <a href="mailto:discipline@sawha.com">discipline@sawha.com</a> within 24 hrs and scan the game sheet (front and back) as soon as possible. Alternatively, a clear picture of the sheet can be taken and attached to the email.</p> <p>AFTER the game sheet info has been copied, scanned or discussed, the game sheet must also be sent in via mail as soon as possible to: TBD</p>
<p>How do we show that a suspended player has served her suspensions?</p>	<p>Game sheets must be emailed to Discipline within 24 hours. Suspended players must be listed on the score sheet with notation of suspension (such as Game 1 of 1 or Game 1 of 3) for served suspensions to be binding. The Coach/Manager who signs the score sheet is verifying that the suspension has been served.</p>
<p>Game Updating/Website</p>	<p>Game statistics are to be uploaded within three days using the online platform hockeytech. Each team has their own individual log in. Process documents to be uploaded soon.</p>
<p>I'm not sure how to login and update our team results</p>	<p>Process coming soon.</p>
<p>What's the procedure for updating game results and submitting the hard copy of the game sheets?</p>	<p>Process coming soon.</p>
<p>Insurance/Injuries</p>	
<p>Do SAWHA teams have insurance?</p>	<p>All players are covered under CANLAN insurance once they register with CANLAN (Adult Safe Hockey Network).</p>
<p>What type of Coverage do we have and what are the limits?</p>	<p>Basic coverage includes:</p> <ol style="list-style-type: none"> <li>1. Comprehensive General Liability</li> <li>2. Accidental Death and Dismemberment</li> <li>3. Major Medical/Dental Coverage</li> </ol> <p>Check out the <a href="#">Insurance Information</a> page for further details.</p>
<p>What do I need to fill out if there has been an injury?</p>	<p>Information on the process for insurance can be found at the following link: <a href="https://ashl.ca/league-info/player-insurance/">https://ashl.ca/league-info/player-insurance/</a></p> <p>And below is the link to the insurance forms. <a href="https://ashl.ca/wp-content/uploads/2017/03/Hockey-Canada-Injury-Claim-Form_EN_2012.pdf">https://ashl.ca/wp-content/uploads/2017/03/Hockey-Canada-Injury-Claim-Form_EN_2012.pdf</a></p>
<p>Miscellaneous</p>	
<p>Who is the SAWHA Board?</p>	<p>The league elects Board members at the AGM every year, for one or two year terms. There are 7 positions available:</p> <ul style="list-style-type: none"> <li>-President: 2-yr term, \$1,000 honorarium/yr</li> <li>-Vice President: 2-yr term, \$ 1,000 honorarium/yr</li> </ul>

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	<p>-Director – Finance (Treasurer): 2-yr term, \$750 honorarium/yr          -Director –Development: 2-yr term, \$500 honorarium/yr          -Director- Communications: 2-yr term, \$500 honorarium/yr          -Director – Marketing and Promotions: 2-yr term, \$500 honorarium/yr          -Director – Scheduling: 2-yr term, \$750 honorarium/yr</p> <p>-Director Referee Co-ordinator, 2-yr term, \$750 honorarium/yr.          -Director – Registration and Administration: 2-yr term, \$500 honorarium/yr          -Director – Discipline and Game Reports: 2-yr term, \$750 honorarium/yr          -Director- Facility and League Development: 2-yr term, \$250 honorarium/yr</p> <p>Full <b>job descriptions</b> and <b>contact information</b> is posted on the SAWHA website. We encourage all teams and players to volunteer for these very important positions.</p>
<p>How do we get into the Provincials and how much does it cost?</p>	<p>Teams must register with Hockey Alberta to play in Provincials. League standings will be used to determine which teams go to Provincials. Contact Hockey Alberta for information on costs.</p>
<p>Who should I contact if I can't find answers to my questions on this site?</p>	<p>Your first point of contact is Director –Development at <a href="mailto:development@sawha.com">development@sawha.com</a></p>