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## HP1 POLICY

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Approved **September 27, 2015**  
**Proposal**

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### **1. HP1 POLICY PURPOSE**

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- 1.1 The High Performance 1 is the required level of Coaching by Hockey Canada for U15 AAA, U18 AAA and Junior A hockey. This Policy recognizes that HP1 Certification is a 12 month process. In addition coaching personnel change during the season due to any number of reasons in both Minor and Junior hockey that need to be dealt with. The concepts contained within this Policy are to provide flexibility to handle such situations.

### **2. COACH RELOCATES, RESIGNS OR IS REMOVED**

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- 2.1 When a Head Coach, is relocated for work, resigns from the team or is released for disciplinary reasons placing the team not in compliance under the HP1 policy (passed in November 2013), the Association/Club may replace with a Certified Coach (Minimum D1) or transfer responsibilities to the registered Assistant Coach with the approval of the Member.
- 2.2 The team must notify the OHF Program and Events Director through the coach's respective Member, indicating their: association; team; name; certification level; division; and category they are coaching for that season.
- 2.3 If the replacement or registered Assistant Coach is not HP1 Certified the Association/Coach will be required to do the following at the discretion of the OHF:

- 2.3.1 The Association/Coach is to agree and is required to register and pay online for the next available HP1 clinic in the OHF. Refunds will not be provided. Online link to be sent once initial request is received.
- 2.3.2 Complete the online evaluations in the following areas through the Coaching Association of Canada [“The Locker”](#)
  - 2.3.2.1. Making Ethical Decisions
  - 2.3.2.2. Leading Drug Free Sport
  - 2.3.2.3. Conflict Management
- 2.3.3 The coach is to complete all of the above within 45 days of appointment.

### **3. TRAINED COACHES**

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- 3.1 All Head Coaches, who have taken their HP1 prior to September that have not submitted their written assignments by October 31 of the current season are considered trained. The coach has the ability to be a Head Coach in a division where HP1 is required for this season and this season only as a trained coach.
- 3.2 The coach is ineligible to register as a Head Coach in the divisions where HP1 is required in season until they are certified or their written assignment is submitted and marked with a passing grade and a note attached to his HCR record “Eligible to be rostered awaiting field evaluation with appropriate level”.
- 3.3 Coaches that take the HP1 training are eligible to register as a trained coach for the season immediately following their clinic completion. For any seasons beyond the coach must be certified or have a note attached to his HCR record “Eligible to be rostered awaiting field evaluation with appropriate level”.

### **4. TEAMS NOT IN COMPLIANCE WITH AN HP1 COACH – START OF SEASON**

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- 4.1 All Head Coaches, who are not in compliance and are coaching at levels that fall under the HP1 policy (passed in November 2013), are required to do the following:
  - 4.1.1 Request sent to OHF Program and Events Director through the coach’s respective Member, indicating their name and the division they are coaching for the season.
  - 4.1.2 At minimum to be approved the Coach must be Development 1 Certified with all other requirements completed as determined by the Member.
  - 4.1.3 The Association/Coach is to agree and is required to register and pay online for the next available HP1 clinic in the OHF. Refunds will not be provided. Online link to be sent once initial request is received.
  - 4.1.4 The coach is to complete the online evaluations in the following areas through the Coaching Association of Canada [“The Locker”](#):
    - 4.1.4.1. Making Ethical Decisions
    - 4.1.4.2. Leading Drug Free Sport
    - 4.1.4.3. Conflict Management
  - 4.1.5 The coach is to complete all of the above by December 15th.
- 4.2 A Head Coach that does not complete the requirements by December 15<sup>th</sup> will be removed and the team would default to the requirements of “Coach Relocates, Resigns or is Removed”

## **5. OHF RESPONSIBILITY**

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- 5.1 The OHF is responsible to ensure that upon the proper submission of the HP1 Written Assignment that it will be marked in a reasonable time frame.
- 5.2 The OHF will commit for any coach that has taken the HP1 in the summer prior to the current season that if the coach submits their HP1 Written Assignment by October 15 they will be field evaluated in that season.
- 5.3 The OHF is responsible to ensure that upon submission of the HP1 Field Evaluation forms:
  - 5.3.1 prior to December 15 of the current season, that a coach will have communication from a HP1 Field Evaluator within 21 days to set up their field evaluation; and
  - 5.3.2 after December 15 of the current season, communication from the Director Programs and Events as to the viability of the field evaluation being complete based on availability.

## **6. HP1 COSTS FOR NON-COMPLETION**

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- 6.1 All Coaches regardless of position (head, assistant, associate etc.) have a responsibility to follow the procedures to complete their HP1 Certification within 24 months of taking the course or will be subject to 6.2.
  - 6.1.1 Any Coach that during 24 month process is not coaching in any capacity at a level that is eligible to be field evaluated (as specified in section 1.1 of this Policy) must notify the OHF Director Programs and Events. The determination upon notification of the OHF Director Programs and Events if the coach can be field evaluated is at the level they are coaching is at the discretion of the OHF.
  - 6.1.2 The Coach must immediately upon returning to a level eligible to be field evaluated must notify the OHF Director Programs and Events or they will be subject to 6.2.
- 6.2 Any Coach that does not complete the HP1 Certification within 24 months of the course (written assignment and field evaluation) by their own actions will be responsible for any costs incurred by the OHF to complete their written assignment marking and/or field evaluation.
- 6.3 Any Coach that either does not pass the field evaluation or is not field evaluated due to their actions, any subsequent field evaluation will be at their own cost.

## **7. ACTIONS FOR NON-COMPLIANCE**

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- 7.1 Any Coach that has been deemed to have plagiarised a written assignment will automatically be removed and deemed ineligible indefinitely pending a hearing.
- 7.2 Any team that is deemed to be attempting to circumvent the policy by rostering an individual that has HP1 as the head coach while having an assistant coach, associate coach or co-coach fulfilling the responsibility as the head coach that is not HP1 Certified or in process will have those coaches and personnel circumventing the regulations suspended for one full season. A determination of the attempt to circumvent will be made by the Member or OHF based on information submitted to or ascertained by Members or the OHF.