

## BLOMHA OFFICIALS POLICIES

### POLICY # 1 – UNIFORM / PROTECTIVE EQUIPMENT

Minimum requirements for on-ice officials at all times:

- CSA approved helmet **with sticker attached**
- CSA approved visor **properly attached**
- Shin pads that protect the knees
- Elbow pads
- Protective cup/Jill
- Referee girdle
- CLEAN Referee Jersey
- CLEAN Black pants
- CLEAN White laces
- OPTIONAL - Gloves (Black or skin tone only). If you choose not to wear gloves, your hands are not to be in your pockets or inside jersey sleeves.

Referees that do not adhere to this on-ice directive will be subject to disciplinary action as outlined in policy #21

### POLICY # 2 – ARRIVAL AT THE ARENA

Referees are required to be at the arena 20 minutes prior to assigned **House League** games. Referees **MUST** call the Scheduler's Emergency Phone 15 minutes prior to game time if their partner has not arrived.

Referees are required to be at the arena 30 minutes prior to assigned **ALLIANCE A or MD** games. Referees **MUST** call the Scheduler's Emergency Phone 20 minutes prior to game time if their partner has not arrived.

Once the Schedulers receive a call on the Emergency Phone the LATE referee will be fined the sum of \$5.

If a referee knows they are going to be late, they are to call the Scheduler's Emergency Phone before their partner does. This will save the fine **ONLY** if the

late referee is on the ice for the start of the game. If the late referee is not ready for game time, the fine will apply.

Leniency will be used for weekday games starting at 6:00 pm due to rush hour traffic and job commitments for officials and their parents that drive them to their games. Also, weather conditions may be taken into consideration when assessing fines.

**Referees that do NOT call the Schedulers when their partner is late will be subject to disciplinary action as outlined in Policy # 21**

### **POLICY # 3 – CANCELLING GAMES**

Call or email the schedulers and let them know you cannot do your assigned games. The schedulers will find a replacement for you. Referees MUST get confirmation from the schedulers that their cancellation has been received. Use the Emergency Phone if your cancellation is less than 24 hours prior to game time.

Once games have been assigned to you, you are responsible for them. You will be assessed an assigning fee of 8% of the game fees for the cancelled games. If you cancel games less than 24 hours prior to game time, the fee will be 10% of the game fees for the assigned games.

If you turn back three or more assignments in the same 30 day period without an acceptable reason, the fine will be \$5 per game. Acceptable reasons are at the discretion of the Referee-in-Chief.

Note: Cancelling games on a regular basis (without acceptable cause) will be subject to disciplinary actions as outlined in policy #21

### **POLICY # 4 – NO SHOW**

If a referee fails to show up for their scheduled games without notifying the schedulers, the referee will be fined \$5 PLUS the actual fees for the games that were missed.

Referees that do not show up for assigned games may also be subject to disciplinary action as outlined in Policy # 21

### **POLICY # 5 –AVAILABILITY**

Referees are required to make themselves available during times that BLOMHA games are scheduled. The busiest times for officials are as follows:

- Pee wee and below: Saturday mornings & afternoons
- Minor Bantam & above: Saturday afternoons & evening and Sunday evenings
- Rep A and MD: Saturday afternoons/evenings and Sunday afternoons

BLOMHA officials are required to make themselves available at these times for a reasonable number of days per season. Officials that do not make themselves available for these times on a regular basis may be required to provide reasonable explanations why they are not available.

Availability calendars showing your availability are due on the 15<sup>th</sup> of the previous month (i.e. January availability is due on December 15<sup>th</sup>). If your availability is not submitted on time, it will be assumed that you are NOT available for the following month. You may still be able to receive games through cancellations or additional scheduled games.

### **POLICY # 6 –FIRST GAME OF HOUSE LEAGUE SEASON**

Officials are required to gather both teams together prior to the start of the first exhibition games in all house league divisions and explain the following:

- Any new rules or policies from Hockey Canada and/or BLOMHA that will be in effect for the new season
- Checking from behind (2 + GM50 or 5 + GM51). Explain that motion of the person delivering the check is the determining factor.
- Checking to the head (2 + M71 or 5 + GM71). Intentional checks that target the head of an opponent.

- Trash Talking will not be tolerated in any level of BLOMHA hockey. Make sure the players are aware that swearing to the referee or any other person in the rink will result in suspensions.
- Helmets are to be properly fastened and worn at all times when on the ice. Players should expect to be suspended if they remove their helmets on the ice after the game.
- Ask the players if they have any questions about BLOMHA or Hockey Canada Rules.

### **POLICY # 7 –MAJOR PENALTY REPORTS**

Officials are required to submit a report to the Referee in Chief for any and all penalties assessed during a game that are more than a double minor. All misconducts, game misconducts, gross misconducts and match penalties must be reported using the Excel Penalty Report Form. It is imperative that these reports are submitted as soon as possible after the game, but in no case should they be submitted later than 24 hours after the game.

Failure to report a major penalty within 24 hours will result in disciplinary action as outlined in Policy # 21.

Here is an example of how to describe a minor penalty for CFB.

“Smith hit the player from behind. Impact was minimal and the player went into the boards. No apparent injury.”

### **POLICY # 8 –JUST PLAY**

Officials are required to submit their evaluation of each game on the JustPlay website ([www.wejustplay.com](http://www.wejustplay.com)) within 48 hours of the game’s completion. You will be supplied with a user name and password for logging onto this site. As well, the officials are responsible for accurately reporting the scores and penalty

minutes of each game. It is important that this information is accurate as it is used to determine the standings in all divisions.

This is not a long process and there is no excuse for not doing it.

Referees that fail to submit JustPlay reports will be subject to disciplinary action as outlined in policy #21

It is the responsibility of both officials to report scores and penalty minutes. Therefore if score and PIM information is missing, both referees will be subject to disciplinary action as outlined in policy #21

### **POLICY # 9–MEETINGS**

BLOMHA officials are required to attend monthly meetings at the BLOMHA office.

If you are unable to attend a meeting, you are required to notify the BLOMHA office (905-637-0731) prior to the meeting and provide a reason for your absence. Acceptable reasons are illness, officiating BLOMHA games, playing scheduled league games or working.

Monthly meeting dates will be set by the BLOMHA Officiating Committee at the start of the season. Meetings will be held monthly from September to March.

Failure to attend meetings without reasonable cause will be subject to disciplinary action as outlined in policy #21

### **POLICY # 10–ON ICE TRAINING & DEVELOPMENT**

New officials and officials that are recommended by the BLOMHA Officiating Committee will be required to attend on-ice or off-ice training sessions periodically throughout the season. These sessions are designed to help you become a better official and may involve exhibition games, extra instruction or guest instructors.

The BLOMHA Officiating Committee will work closely with the referee-in-chief and Alliance supervisor to select and develop BLOMHA officials who will be given the opportunity (through assignment of games) to advance to level 3 and beyond.

## **POLICY # 11–PAY & PAY CHEQUES**

Rates for BLOMHA house league are set by the BLOMHA Board of Directors and are reviewed annually.

Rates for Alliance Hockey (A and MD) are set by Alliance Hockey and are reviewed annually.

There are no deductions for assigning fees or administration costs. The only deductions will be fines as specified in these policies.

The following pay structure will be applied to special circumstances as outlined below:

- Games that are cancelled due to scheduling error, equipment failure or weather and you are notified prior to leaving for the rink. There will be no pay.
- Games that are cancelled due to scheduling error, equipment failure or weather and you are NOT notified prior to leaving for the rink. You will be paid 100% of the fees for the first scheduled game and 50% for all remaining games they were scheduled for.
- Games that are cancelled while in progress due to rink conditions, injury or other emergency. You will be paid for the games that were completed and 100% of the fee for the game that was in progress.
- Games that are forfeited by one or both teams. Full pay for your scheduled games.
- Single games is defined as a) one game at an arena or b) more than 1 game at an arena with more than 90 minutes between the completion of one game and the start of the next. Pay will be normal rate of pay plus \$5.00.
- Stay late after your assigned games to cover for a late or missing official. \$5.00. If you need to stay on the ice after the first period, that game is yours and you will be paid for the entire game. If the late official arrives after the conclusion of the first period, he will not be paid but still incurs the \$5.00 late fine.

BLOMHA pay cheques are distributed every month at the monthly meetings. Cheques will not be given out prior to the meetings.

If you unable to attend the meeting, your cheque will be available for pick up at the BLOMHA office during regular office hours. You may be required to show proper identification in order to pick up your cheque.

### **POLICY # 12–OFFICIATING FOR OTHER ASSOCIATIONS**

There are no restrictions on BLOMHA referees to officiate for other associations as long as they do not cancel games assigned by BLOMHA in order to referee for another association. Officials that are found to be refereeing for another association during times that they were originally scheduled to BLOMHA games will be removed as a BLOMHA Referee for the balance of the current season.

### **POLICY # 13–CERTIFICATION**

For the first year only, BLOMHA will reimburse 100% of level certification costs upon completed certification at levels I and III. Officials must be recommended by the BLOMHA Officiating Committee to be eligible for this reimbursement.

### **POLICY # 14–NUMBER OF OFFICIALS**

The BLOMHA Officiating Committee will determine the number of officials BLOMHA should have on staff at each level (I, II, III & IV)

BLOMHA will pay 100% of cross-over fees ( as approved by the president) from other associations for new officials to BLOMHA that the Officiating Committee deems are necessary additions to our staff.

### **POLICY # 15-VULNERABLE SECTOR SCREENING POLICE CLEARANCE**

All officials that are 18 years of age or older, or will become 18 years old during the coming season are required to submit a Vulnerable Sector Screening Police Clearance with their application for the upcoming season. Police clearances are valid for two seasons.

The BLOMHA office can obtain this clearance for you at a cost of \$15. Simply drop by the office and fill out the required form. Clearances are usually received within 48 hours of application.

#### **POLICY # 16–BLOMHA OFFICIATING COMMITTEE**

The President, Referee-in-chief and three other persons appointed by the president will form The BLOMHA Officiating Committee.

#### **POLICY # 17–REFEREE IN CHIEF**

The Referee-in-chief is appointed by the BLOMHA Board of Directors on recommendation from the president for a term of one year. The Referee-in-chief is not a member of the Board of Directors.

#### **POLICY # 18–REFEREE SCHEDULER(S)**

The scheduler(s) is appointed by the president. The scheduler(s) will report to the president or designated BLOMHA official. The scheduler(s) will be given the qualifications of all officials (level and division of assignments) on a monthly basis from the Officiating Committee.

#### **POLICY # 19–MAXIMUM GAMES PER DAY**

The maximum number of games an on-ice official may officiate in one day is six. These games may be in blocks of two or three, but there must be at least a one hour rest period between blocks.

Flexibility will be given to this policy in case of injury or illness of an official, lates or no-shows or shortage of officials.

#### **POLICY # 20 – CONDUCT OF OFFICIALS**

BLOMHA Referees are to perform their duties with the utmost professionalism at all times. Fellow officials, players, coaches, convenors, parents and other participants are to be treated with respect at all times. Your actions on and off the ice are a reflection of BLOMHA and all your fellow officials.

Any official that is found to be guilty of conduct that is detrimental to the moral or reputation of BLOMHA or its officials will be subject to disciplinary action as determined by The BLOMHA Officiating Committee or The BLOMHA Disciplinary Committee.

### **POLICY # 21 - DISCIPLINARY ACTIONS**

Officials that are found to be in violation of these policies will be subject to the following disciplinary actions:

- FIRST Offense – Warning by E-mail
- SECOND Offense – \$5 fine and/or possible suspension of officiating duties
- THIRD Offense – 1 month suspension of officiating duties
- FOURTH Offense – Suspension for the remainder of the current season