



# Hockey Canada Risk and Safety Management Resource Manual



## EVENT SANCTIONING

### Definition / Directive / Types

Sanctioned events take place within clearly defined parameters set out by your Branch and its constituents. These can include association, team and league scheduled practices, games, evaluations/tryouts and related activities. These activities, which would qualify as “normal” hockey program delivery (see equation below), all fall within the scope of regular day to day operations of a minor hockey association, team and league and do not require specific sanctioning authority.

However, program extensions such as dry land training camps, exhibition games, fundraising and tournaments all require separate specific sanctioning or approval.

It is understood that in the course of annual programming many team, association, and league activities can fall outside what is considered to be normal programming. These kinds of activities usually occur away from the arena venue and in the surrounding community where opportunities exist to enhance the programs offered to our teams.

### **Registered Players + Ice = Normal Hockey Activity**

**When you remove either registered players or the ice you should check with your Branch as to if the event you are running is sanctioned.**

The following are a guideline with respect to the sanctioning of events by Hockey Canada Branches. Please note that these are only tools to help you in your decision making process and do not supersede Branch sanctioning guidelines.



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## Sanctioning Guidelines

Event	Notes & Conditions
<b>Administration</b>	
Ice and Facility Rentals	<p>Coverage only applies where agreement does not include a “Holds Harmless” clause. Where agreement includes such a clause, the burden of responsibility lies with the signor and not Hockey Canada.</p> <p>If the contract requires minor hockey to indemnify and hold harmless the municipality or facility owner, and if it does not contain a phrase limiting minor hockey’s responsibilities to claims arising out of minor hockey’s activities, then the following should be added to the indemnification and hold harmless section of the agreement:</p> <p><b>“Except claims arising from the negligence or responsibility of the lessor/ municipality or facility owner”.</b></p>



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On-Ice Events	
Exhibition Games (including international)	<ol style="list-style-type: none"><li>1. Must be sanctioned by the Branch;</li><li>2. Both teams must be properly registered;</li><li>3. Full equipment is to be worn;</li><li>4. Registered officials must be used to officiate;</li><li>5. Where a game is between a male and a female team body checking is not permitted.</li></ol>
Canada's National Team	These events are conducted under the guidelines of Hockey Canada and the Branch hosting the event.
Celebrity Hockey Games/Benefit Games	Only with respect to insuring the players and volunteers that are registered with the Branch. It will not cover non Hockey Canada participants such as the celebrities.
Tournaments	Must be sanctioned by the Branch
Canadian University and College Teams' / High school hockey	Participants must be registered within the Branch and off-ice team activities would require sanctioning by the Branch.
Hockey Canada Teams vs USA Hockey Teams	Must be sanctioned teams
Summer Evaluation & Conditioning Camps	<p>Only if approved by Branch.</p> <p>All aspects of the camp would have to be submitted to the Branch to ensure that all players and personnel are registered within the Branch and that all conditioning activities were stated on the request for insurance.</p> <p>Activities such as Under 17 camps are approved.</p>



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Event	Notes & Conditions
<b>Off-Ice Events</b>	
Fundraising or year end event (i.e. banquet, auction) without alcohol.	Specific details of the event should be outlined on the request for insurance. The event must be solely organized by the team or association.
Fundraising or year end event (i.e. banquet, auction) with alcohol.	Facility ownership must be responsible for the serving of alcohol.  Facility ownership must obtain all required permits to buy and sell alcohol.  Events being held on a continuous basis will not be considered.
Dryland Training for registered participants/ Conditioning Camps for registered participants	As approved by the Branch – all activities would have to be submitted to the Branch to ensure that all players and personnel are registered within the Branch and that all conditioning activities were stated on the request for insurance. Other sporting activities such as basketball and soccer are not acceptable activities as the Hockey Canada insurance policy is not designed to cover other sports.  <b>Note that floor hockey is acceptable assuming players are wearing helmets, facemasks, gloves and elbow pads.</b>  Proper Risk Management must be incorporated into all dryland activities!
Development Seminars.	This is a direct approved function of the Branch and directly related to the activities of the Branch and the playing of the sport. These events would be sanctioned.
Mall Display and/or Mall Registration Booth.	Requires appropriate supervision if players are involved.



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Gambling, Lotteries (50/50, Raffle Tickets).	<p>Requests for insurance should include all activities related to the event including times, dates, and supervision if applicable.</p> <p>Activity must comply with municipal and provincial legislation.</p>
Door-to-Door Selling, personal fundraising, cookies, candy bars, etc.	<p>Door-to-door sales are permitted only with appropriate supervision to reduce the risk of young players entering the homes of unknown persons.</p> <p>Requests for insurance should include all activities related to the event including times, dates, and supervision if applicable</p>
Snack Bar, Concessions.	<p>Snack Bar operators should be appropriately trained. Registered participants under the age of 16 are not permitted to use deep fryers. Deep fryers must comply with local fire code and inspections.</p>
Bottle drives, tree sales, donation drives, shoe shines, car wash, bake sales	<p>Requires appropriate supervision and risk management to prevent injury to participants.</p> <p>Requests for insurance should include all activities related to the event including times, dates, and supervision if applicable</p>
Bingos	<p>These are acceptable taking into consideration the selling of alcohol and Provincial laws.</p>



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Skating on rivers/ponds	Before being considered there would have to be very specific guidelines with respect to safety and risk management including an Emergency Action Plan and adequate supervision. It is suggested that the parameters around the activity be closely reviewed prior to this type of event being sanctioned.
Adult Recreational Hockey/In-Line Hockey	If the teams are registered with the Branch they would be insured
Private Hockey Schools	Private hockey schools are not members of Hockey Canada/the Branch. Insurance coverage cannot be extended even in cases where the local association wishes to coordinate a summer hockey school.



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The Definite “NO” List (HIGH RISK)	Comments
Road Blocks	Considered high risk events
Non-Hockey related activities	Hockey Canada insurance not designed to cover non hockey related activities
Car Rallies	Considered high risk events
Community Festivals	Community Festivals will likely have their own insurance. Hockey Canada will not cover the event; <b>rather provide coverage for registered hockey participants only.</b>
Other Sport Activities (including in-line hockey & ball hockey). Examples include: <ul style="list-style-type: none"><li>• Slo-Pitch</li><li>• Basketball</li><li>• Soccer</li><li>• Swimming</li><li>• Baseball</li></ul>	Hockey Canada insurance is not designed to cover other sporting activities.
Community Parades	Community Parade participation may be permitted for teams entering to walk. Coverage for parades will not be extended to the organizing group, only the registered hockey participants.  Riding on floats will only be covered if the vehicle is properly insured and the driver is appropriately licensed.
Concerts	High risk event, often involves alcohol being served and there is a large concentration of people.
Wood-Splitting	High Risk Event
Bon Fires	High Risk Event
Dunk Tanks	High Risk Event
National Hockey League (NHL) and other professional players participating in an event/practice	Professional salaries are very high and an accident could be very costly. The only exception would be those Major Junior players that have played that year on a Major Junior team.



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Blueline Club, Canteen, Beer Tent	Separate insurance should be obtained for these events.
Non-Sanctioned Summer Hockey – Camps, Practices, Leagues	These leagues are required to obtain their own insurance.
Any lease agreement with a clause that transfers the financial burden to the team for facility negligence. (see page 2 for details).	Our insurers are not prepared to take responsibility for accidents that occur beyond scope of hockey related activities.
Dances (as fundraisers for players or parents).	
Exhibition games involving non-registered participants (including parents , siblings).	

**The following are a summary of different scenarios with respect to the sanctioning of events by Hockey Canada Branches. Please note that these are only tools to help you in your decision making process and do not supersede Branch sanctioning guidelines.**

1. An application was made for indoor rock climbing.

### **Yes or No**

This was declined for two reasons, one being the high risk of injury with the event and the second as it could be considered a different sport and the Hockey Canada insurance program is not designed to insure other sports.

2. Hockey Canada Branches receive several requests for the sanctioning of baseball and slow pitch games.

### **Yes or No**

These types of events would be declined as they are considered a different sport.



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3. A Branch was approached by a group of parents wanting to rent ice for their young players to skate in full equipment and as well as work on stick handling and shooting. Parents would be invited to go on the ice with their son or daughter.

## **Yes or No**

This type of activity could be acceptable, however, the MHA and Branch would have to approve and have the appropriate supervision on the ice such as the coach. Parents would not be able to go on the ice unless registered with the association as volunteers and a premium paid on their behalf.

4. A hockey team was renting a small gym to host a team Christmas party where parents, coaches, players and siblings would attend. The gym was to be used to play floor hockey, basketball, and dodge ball. There was also to be a potluck dinner.

## **Yes or No**

This request was declined for several reasons. The first being that it was not meant for dryland training, the second being that siblings (non insured) would be attending and thirdly there was no control with respect to the preparation and serving of the food.

5. A hockey association obtained a business license and rented a room in a local arena to provide skate sharpening to visiting teams, locals and their own teams. The question was asked if the Hockey Canada liability policy would extend to this part of the operation.

## **Yes or No**

As this appears to be a separate business venture where they would be sharpening skates for the general public as well as hockey players and may also be sharpening non hockey skates such as figure skates they would need to obtain a separate stand alone policy.



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6. A local junior team proposed a skate-a-thon with local Minor Hockey Association players. This was being done to raise funds for the local Minor Hockey Association. Players as a minimum were told they had to wear throat protection, helmets, full face mask and gloves.

## **Yes or No**

The event would be sanctioned and assuming that the players were only skating and not playing shinny hockey the equipment requirements would be acceptable.

7. A team wanted to rent a school gym and have the kids play floor hockey games against each other.

## **Yes or No**

This was given approval based on the players wearing helmets, cages, gloves, shin pads and elbow pads and there being sufficient supervision.

8. A local team applied for sanctioning to ride on a motorized float in a Santa Clause Parade.

## **Yes or No**

As long as the person/organization running the float has proof that the float is insured than this would be acceptable. The players would also be insured if walking in the parade, however it must be made clear that we only insure our players and not the parade.



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9. An application was received for a pub night/social night to complete an association raffle draw. Alcohol and food was to be served.

## **Yes or No**

The event above was sanctioned because the following criteria were met:

- *The hall or building ownership was responsible for the serving of the alcohol. The volunteers and participants were not serving.*
  - *The ownership was responsible for obtaining all required permits to buy and or sell the alcohol at this specific event.*
  - *The event was a "one time" event. Events that are conducted on a continuous basis WILL NOT be considered for approval.*
10. A Minor Hockey Association applied to sanction a fundraising event in which plastic stacking cups would be sold in a local mall. Non registered parents as well as registered players would be involved with the fundraising activity.

## **Yes or No**

Hockey Canada insurance would insure registered players only but would not cover non registered participants.

11. A Junior Hockey Team planned to host an alumni game against a sanctioned team.

## **Yes or No**

This was sanctioned based on the requirement that it be a non body checking game and that the alumni players submit to the Branch a letter of understanding that they are not insured under the Hockey Canada policy.

12. A Minor Hockey Association purchased a puck shooter to be used as part of their normal programming. The intent was to train a limited number of MHA representatives on the use of the machine. The MHA asked for confirmation that they would be covered by Hockey Canada insurance while using the machine.

## **Yes or No**

Use of the machine would be covered if being used for normal programming.



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13. A Branch received a sanctioning application for a Minor Hockey Association to host a teen dance with no alcohol.

**Yes or No**

This event was not given sanctioning approval as it could be considered a potentially high risk event.

14. A Minor Hockey Association planned to run a tournament outside of the regular season however the teams involved were all Branch members. The grand prize was an opportunity for the winning team to play shinny hockey against an NHL team.

**Yes or No**

The Branch was able to sanction the tournament itself however did not sanction the shinny game against the NHL team.

15. A Branch with a Senior league containing 5 teams assembled an “All Star” team to compete against an Allen Cup team from another Branch.

**Yes or No**

This was sanctioned on the basis that all the players were register with the Branch.

16. An atom hockey team applied for sanctioning of a tobogganing day for their team party.

**Yes or No**

This event was not sanctioned for two reasons. Tobogganing could be considered another sport and as well this can be considered a high risk event.



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17. A team applied for sanctioning of an event that involved the team skating on a frozen river.

**Yes or No**

This request was considered as we also consider pond hockey programs. Before being considered there would have to be very specific guidelines with respect to safety and risk management including an Emergency Action Plan and adequate supervision. It is suggested that the parameters around the activity be closely reviewed prior to this type of event being sanctioned.

18. A junior hockey team was asked to supply players to be security guards at an event.

**Yes or No**

This was not sanctioned as there was probability that the players would be put in a position where they would have to intervene in a dangerous scenario.

19. An atom hockey team was going to Boston to play an exhibition game against a USA atom level team. Following this the team was attending an NHL game.

**Yes or No**

This would be sanctioned by Hockey Canada only if the game was sanctioned by USA Hockey.

Note that we would only sanction the exhibition game and not the trip to the NHL game. It would be recommended that out of country medical insurance also be obtained.

20. A team applied for sanctioning for a end of the year swimming party.

**Yes or No**

No, swimming would be considered a high risk event and would not be considered for sanctioning.



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21. A team applied to host a bon fire for the players and parents in one of the coaches backyards.

## **Yes or No**

No, this again would be considered a high risk event and not be considered for sanctioning.

## **Proof of Insurance**

Often local Minor Hockey Associations are asked to provide a “proof of insurance” to those renting the ice/facility. Proofs of insurance requests are also often requested for dry land training or other low risk events. Specific details as to why the request is being filed should be noted in the initial request to the Branch. This should include specifics with respect to the activities that will be participated in.