



## **ISLE OF WIGHT JUNIOR ICE HOCKEY CLUB**

**Age Group:** .....

**Registration Fee Due:(U12 to U16 = £63) (U18's = £78)**

Dear Parent/Guardian/Carer

On behalf of the Isle of Wight Junior Ice Hockey Club I would like to welcome you and your child to our Club and provide you with some information about our activities, etc.

### **AIMS OF THE CLUB:**

The Club provides opportunities for young people between 5 and 18 years of age to receive coaching and compete in the English Ice Hockey Association (EIHA) Southern Division Leagues in most age groups. All coaching is by qualified coaches who are trained and have been screened for their suitability for working with young people.

The Club is committed to meeting the EIHA's (English Ice Hockey Association) criteria as to playing programme: safeguarding and protecting children: sports equality, ethics and club management. We intend to get ClubMark accreditation soon to show that we take these issues seriously and that we are striving to provide a high quality and welcoming environment for young participants in this sport. Our Club Child Protection Officer is responsible for ensuring that our Child Protection Policy is implemented, and can be contacted using the Club contact information that will be supplied in due course, should you have any concerns.

### **PARENT/GUARDIAN/CARER RESPONSIBILITIES:**

We prefer parents/guardians/carers to be at all training and competitions as we value your support. We are keen to try and involve you in the Club and will be inviting you to a pre-season open evening where you can meet the Club Officials and other members to enable you to find out more about the Club and what is required of you. A help form is also enclosed so that you can select how you wish to help. In the next few paragraphs is some information about training and details regarding travel arrangements, kit and Club Registrations.

Training sessions normally take place on Tuesday and Thursday evenings from mid-August until mid-July the following year, with only a short break at Christmas. Your Team Manager will supply your training times to you soon.

Arrangements should be made for your child to travel to and from training and home games. We appreciate it if children can arrive promptly (allowing sufficient time to change) and are collected promptly at the end of the session, if they are not making their own way home. If you are going to be late picking your child up, please contact the Team Manager and let them know.

We would be grateful if you could carefully read and complete **ALL** the enclosed forms. For the safety of your child it is important that the Club is informed of any medical condition or allergies that may be relevant should your child fall ill or be involved in an accident during Club activities. The Club will normally supply transport from the rink for all

away games and this will usually be with a coach or minibus and we will travel via Wightlink, our primary transport sponsor.

### **PLAYER RESPONSIBILITIES:**

Every player and their parents/guardians/carers must agree to abide by the rules of the Club and they must both sign the Code of Conduct to confirm this.

### **FEES:**

The Club has an annual Registration Fee of £63 for U12's to U16's and £78 for U18's. This fee must be paid and all paperwork completed before you can train or play any games as this includes a premium to the EIHA for insurance. **THERE ARE NO EXCEPTIONS TO THIS**. The fee automatically includes membership of the Club as a "Player" member for your child and for up to two parents/guardians/carers as "Supporting" members, with voting rights at Club Meetings for all persons aged 14 years and over, providing all your fees are up to date. **Please note that any players with outstanding balances on any fees for the 2010-11 season are required to clear these before registering for the new season.** If in any doubt you should check with the Treasurer.

We will also need to collect a monthly membership fee from you, which goes towards the Club's running costs. These costs include ice time, coaching fees and referees etc. Your fee will be £35. This is due on the first day of each month over the year (12 monthly payments). This is normally paid by Standing Order from your bank. As it takes time to set up a Standing Order the first payment should be made along with your Registration Fee. If you are unable to do a Standing Order please make alternative arrangements with your Team Manager and the Treasurer.

You must provide your own protective kit but the Club will provide the team shirts and socks for competitive games. The cost of each scheduled training session is included in your monthly fees. However, there is a fee payable for each home game (£5 last season), away games (£30 last season) and any tournaments we participate in. Providing that the transport fees remain at a similar rate to last year the Transport Organizer will try to keep this fee the same or even reduce it if costs fall and we obtain good sponsorship and/or some very good fund-raising takes place.

Finally, if you would like to talk to someone at the Club about any of this information or your child's involvement with the Club, please contact me, your Team Manager or the Parent Liaison Officer, details again will be on the contact list following the Club AGM.

Thank you for your co-operation I look forward to meeting you at some point in the future.

Yours sincerely

*Geoff Doughty*

CHAIR

Date: 14<sup>th</sup> November 2011

Tel: 07896087651



# ISLE OF WIGHT JUNIOR ICE HOCKEY CLUB

## A community Amateur Sports Club

### Appendix 1: Player Code of Conduct

The aim of this code is to ensure that the Club is able to run smoothly and that all energies are concentrated on developing and supporting junior ice hockey. The Club's Officers, Committee Members, Coaches and Managers spend many hours of their time and incur quite a few costs to enable you, the Player, to play hockey in a safe and constructive environment. Our reward is your enjoyment and the success of the team.

**Please read the following carefully and, only once you have read each item and understood it, sign where indicated at the bottom and return it with your registration form and payment. A second copy is provided for you to sign and keep as a reference. If you have any queries please ask your Team Manager.**

- **No Use of Drugs**. Players may not use drugs of any kind while under the jurisdiction of the Club. This includes the use of alcohol, tobacco or illegal drugs of any kind.
- **Notification of Medication**. Where Players require medication while under the jurisdiction of the Club a parent or guardian should inform the Coach or Manager in writing of the medication requirements and authorize the Coach or Manager to allow the Player access to the specified medication.
- **Respect For Others**. Players must agree to treat fellow and opposition Players, Club Officers, parents and fans as well as Game Officials with respect. Unacceptable behaviour includes, BUT is not limited to, disruptive behaviour, fighting OR ENCOURAGING FIGHTING, bullying, racial and sexual abuse, bad language, disrespectful behaviour, unsafe actions and acts that could bring the Club into disrepute including damaging equipment and facilities whether at home or away. THIS INCLUDES ACTIVITIES ON AND OFF THE ICE **INCLUDING ONLINE BEHAVIOUR**.
- All Players registered with the Club must attend regular training. It is the responsibility of every Player to notify the Team Manager or Coach at least 24 hours before any intended absence. In exceptional circumstances a later notification will only be acceptable if it was made at the earliest possible time. The same rule applies to games if a Player is asked to play.
- All monies such as subscriptions, additional fees, EIHA fines and equipment costs must be paid when required. Any debts overdue by more than two months may automatically lead to suspension from training and games.
- No Player is to go on the ice for training or games without the permission of the Coach or when the Coach is not present.
- Playing members **must** wear full protective equipment during training sessions and when playing in Club matches.
- Every Player must provide a suitable drinking container and a suitable drink to ensure adequate hydration during training sessions and games. For health reasons, Players should NOT share drinks.
- Players are responsible for providing their own food and refreshments for "away games". Do not assume that the coach will be able to stop at a convenient time or place for the purchase of food and refreshment on the way to the game. Food and refreshments should be healthy and suitable for demanding game conditions. Team Managers and Coaches can provide guidance on nutrition.
- When coach travel has been arranged for away fixtures, always be at the rink in plenty of time. On the coach, behave in an appropriate manner and follow instructions of the Club Officials and the Driver. Whilst travelling on the Wightlink Ferries all Players must act in a well behaved and responsible manner at all times and follow the instructions of the Club Officials.
- All Players must report to Team Officials at the rink one hour before the start of matches, both home and away.
- When game fees are payable, these must be paid by every Player, regardless of how the Player is transported to the game. The Management Committee sets these fees.
- The Club will not be responsible for loss or damage to individual Player's equipment or possessions. Parents are advised to take out their own insurance if so required.
- Stealing of equipment, valuables etc will be treated as a very serious offence and could mean instant dismissal. Stealing includes borrowing or using items not belonging to you without obtaining prior permission from the owner.

- Players are required to adhere to any Club or team dress code, on and off ice, when representing the Club.
- Players must always remember that they are part of a team (whether playing or not) and must always aim to help improve the team as well as themselves. Actions detrimental to the team, which include actions detrimental to team mates and their development, may make you liable to disciplinary action.
- All Players must accept that misbehaviour at training or games may lead to disciplinary action which could include being sent off the ice, being sent to the changing room or being benched for one or more games. There will be no refund of training fees or game fees if training sessions are missed because of disciplinary actions.
- The Club has a Child Protection Officer (CPO) whom Players can always approach, in confidence, if they have any problems. These can include problems with team mates, Coaches, Club Officials, other Club Members (and their parents) or anything else causing concern. Players are urged to use this facility at an early stage to enable the CPO to advise them or take any necessary action. This does not preclude Players from raising issues with the Team Manager, Team Coach or any other Club Official if they so wish.
- Any Player who offends under this code of conduct or Club disciplinary rules when under the jurisdiction of the Club will be liable to disciplinary action by the Club. Serious or repeated offences could result in suspension or dismissal from the Club.
- On-ice offences will be dealt with by on-ice officials and the EIHA in the first instance. Whilst offences on-ice during a game will normally be dealt with by the on-ice officials appointed by the EIHA, the Club may also take separate disciplinary action (eg where the on-ice officials did not see an incident or where the repeated offences of a member are bringing the Club into disrepute). The responsible member(s) will be liable to pay any fine imposed upon the Club as a result of on-ice offences. Any penalty incurred by a Player leading to an EIHA fine will also be paid pro rata by the responsible member(s) at the prevailing rate.
- Players who feel that they have been unfairly disciplined by the Club will be entitled to a hearing by the Club Committee in the presence of parents/guardians/carers.

## **PLAYER**

I have read the above and understood the standard of behaviour expected from me.

Player Name (PRINTED) .....

Player Signature ..... Date .....

## **PARENT/GUARDIAN/CARER**

I agree to support and co-operate in the implementation of this Code of Conduct to ensure that the Club preserves and enhances its sporting and friendly reputation

Parent/Guardian/Carer (PRINTED) .....

Parent/Guardian/Carer Signature ..... Date .....



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Parent/Guardian/Carer (PRINTED) .....

Parent/Guardian/Carer Signature ..... Date .....



**IWJHC EIHA CLUB PHOTOGRAPHIC CONSENT FORM 2011-12**

**To :** The Parent/Guardian/Carer of .....

**Club:** ISLE OF WIGHT JUNIOR ICE HOCKEY CLUB

Occasionally, we may take photographs of the children at our club. We may use these images in our club's prospectus or in other printed publications that we produce, as well as on our website. We may also make video or webcam recordings for club-to-club conferences, monitoring or other educational use.

From time to time, our club may be visited by the media who will take photographs or film footage of a visiting dignitary or other high profile event. Children will often appear in these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child. Please answer the questions below, then sign and date the form where shown and return the completed form to the club.

***Please circle your answer***

May we use your child's photograph in the club prospectus and any other printed publications that we produce for promotional purposes?	<b>Yes / No</b>
May we use your child's image on our website?	<b>Yes / No</b>
May we record your child's image on video/webcam?	<b>Yes / No</b>
Are you happy for your child to appear in the media?	<b>Yes / No</b>

***(Please note that websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.)***

**Declaration:**

I have read and understood the conditions of use on the back of this form.

Parent/Guardian/Carer's Signature: .....Date .....

Name in Full: .....

**(BLOCK CAPITALS)**

## **CONDITIONS OF USE**

1. This form is valid for five years from the date you sign it, or for the period of time your child attends this club. The consent will automatically expire after this time.
2. We will not re-use any photographs or recordings after your child leaves this club.
3. We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, in club prospectus or in any of our other printed publications.
4. We will not include personal e-mail, postal addresses, telephone, or fax numbers on video, our website, club prospectus or in any other printed publications.
5. If we name a child in the text, we will not use a photograph of that child to accompany the article.
6. We may include pictures of children and coaches/managers that have been drawn by the children.
7. We may use group or team photographs or footage with very general labels, such as “a training session” or “learning to play the game”.
8. We will only use images of children who are suitably dressed, to reduce the risk of such images being used inappropriately.



**ISLE OF WIGHT JUNIOR ICE HOCKEY CLUB**

## STANDING ORDER MANDATE

Please complete and give this form to YOUR Bank as soon as possible.

### YOUR BANK DETAILS

Account in the name(s) of .....

Bank Name .....Bank PLC    Branch .....

Account Number .....

Sort Code Number .....-.....-.....

Full Bank Address .....

.....Postcode .....

Please quote reference - .....(Members Name eg F BLOGGS)

### DETAILS OF ORGANISATION YOU WISH TO PAY

Isle of Wight Junior Ice Hockey Club

Account No: 00631107

Lloyds TSB Bank PLC

Sort Code: 30-97-21

### PAYMENT DETAILS

Amount of 1<sup>st</sup> payment        £.....

Date of 1<sup>st</sup> payment        £ .....

Amount of regular payment    £ ...35.00.....

Number if monthly payments    PAY UNTIL FURTHER NOTICE

### **TO BE PAID ON THE 1<sup>ST</sup> WORKING DAY OF EACH MONTH, UNLESS OTHERWISE ADVISED**

**NB:** This mandate cancels any other made out by me/us in favour of the above organisation.

Customer Signature(s) .....

Date: ...../...../.....



# ISLE OF WIGHT JUNIOR ICE HOCKEY CLUB

## MEDICAL SCREENING QUESTIONNAIRE (NB All information given here is confidential)

### Patient Information

Name .....

Date of Birth .....

Address .....

Telephone Number .....

Doctors Name & Surgery .....

Doctors Telephone Number .....

If you are not registered with a Doctor – please state here

### Emergency Contact Information

Name .....

Relationship .....

Telephone Number .....

### Sports Specific Information

Sport & Position .....

Other Sports Played .....

### Personal Health History (If YES please explain further in the box provided)

Condition	YES	NO
Illness requiring medical attention in the past year		
Any recent surgery in the last 2 years		
Are you under observation by a Doctor for a problem?		
ECG's in the past. History of abnormal ECG		
Heart murmur, irregular or extra heart beats		
Have you had any chest pains, dizziness, shortness of breath, excessive fatigue during exercise		
Have you ever fainted or lost consciousness during exercise		
Diabetes		
High or low blood pressure		
Asthma or exercise induced asthma		
Loss or problem with any paired organs (e.g. eyes, testicles, kidneys)		
Has anyone in your family suffered from high blood pressure, sudden death, heart attack, hereditary disease?		
Are you currently taking any medicines prescribed by your Doctor? Please give FULL details		

## Head Injury

<b>Condition</b>	<b>YES</b>	<b>NO</b>
Have you ever had a concussion?		
If yes – how many?		
When was your last concussion?		
Have you ever lost consciousness?		
If yes – how long?		
Have you ever been kept out of sport due to concussion?		

Please explain further if you have answered YES to any of these questions.

## Sports/Non Sports Injuries

Please detail any injuries that you have had in the last 2 years. Please include dates and whether you had treatment

## Allergic Reactions

	<b>YES</b>	<b>NO</b>
Do you have any allergies? (e.g. stings, bites, food)		
If yes, what are you allergic to and what reaction do you develop?		
Do you carry an epi-pen?		

**I have read and fully understand this entire form. I have answered the questions thoroughly and accurately. I understand that it is my responsibility to inform the medical team of any changes to the medical form.**

Parent/Guardian/Carer's Signature: .....

Parent/Guardian/Carer's Name: .....

**(BLOCK CAPITALS)**

Date: .....

**The English Ice Hockey Association Ltd**  
**MASTER REGISTRATION DOCUMENT**

Master Registration Number.....(official use only)

.....  
 Section 1 **FOREIGN BORN Player Only (Please use Capitals)**

**NATIONALITY**  **ETHNIC BACKGROUND**

**Unlimited**

**Limited**  **International Clearance No.**  **Clearance Date**

**I.T.C. No. (over 18 years)**

.....  
 Section 2 **BRITISH BORN Player (Please use Capitals)**

**WHERE BORN:** Please tick which (or type in YES) **ETHNIC BACKGROUND**

England  Wales  Scotland  Northern Ireland

.....  
 Section 3 **ALL PLAYERS TO COMPLETE THIS SECTION** Sex **F / M (CIRCLE)**

Family Name:	Forename(s):
Date of Birth:	Tel No & Code
Address City/Town Post Code: County:	
Email:	

I hereby consent to be registered as a player with the English Ice Hockey Association Ltd and this consent applies to any club I may transfer to in the future. I undertake to observe the Rules, Regulations and Bylaws of the EIHA, IHUK and the IIHF and affiliated bodies and to observe the Codes of Conduct with whichever club I am registered with.

I understand that the information on this form will be held on a computer and is subject to the Data Protection Act 1998. Information about me may be added to a list so that I can be advised by mail about special offers and promotions available to me as a member of the EIHA, and about products available from the EIHA and other organizations approved by the EIHA unless I write to the Secretary of the EIHA or there is a mark in the box.

Signature of Player  Date

Signature of Parent/Guardian (players under 18yrs)

.....  
 Section 4 (to be completed by Club Official) Position Held

On behalf of  Name of Club:  I countersign this player application.

Signed  Date: