



CAP CITY COUGARS 2018-19 VARSITY HOCKEY HANDBOOK

A TRADITION OF SUCCESS ON AND OFF THE ICE

Our Mission: *The Cap City Cougars Varsity Hockey Program's mission is to provide a competitive hockey experience at the varsity and junior varsity levels for students currently enrolled in our member schools. Ice hockey, at this level, demands hard work, commitment, self-discipline and a team-first mentality while emphasizing sportsmanship, respect, academic achievement and community service. We strive to inspire our players to stretch their limits and reach for their goals both on and off the ice.*

Our Program: *The Cap City Cougars are a co-op varsity hockey program which includes girls from Madison East High School, Madison La Follette High School, DeForest High School, Waunakee High School, and host Sun Prairie High School. The Cougars begin their 12th season of WIAA competition this year as part of the Badger Conference (Sectional 3), joining the Madison Metro Lynx (Middleton), Badger Thunder (Baraboo), Viroqua High School, the Icebergs (Stoughton) and the Rock County Fury (Beloit) for conference play.*



Philosophy

The coaching staff strongly believes in work ethic, respect for the game, and personal responsibility and promises to use our talents, experience, and love for the game to motivate and teach both on and off the ice. We believe that the game of hockey teaches wonderful life skills like teamwork, passion, integrity, sacrifice and humility and will strive to not only teach the game of hockey to our high school athletes but mentor these young athletes for success later in life. We believe that team success only comes when you first build a team from a group of individuals and will stress team building and personal expectations early and often this season. The team aspect will be stressed on the ice, in the locker room, at school, and even online. Bullying, harassment, hazing, lack of respect and other negative team-building behaviors will be immediately addressed. We firmly believe that leadership roles on this team are earned and not given freely and prioritize “best teammate” over “best player” when making leadership assignments.

On the ice, we'll implement a style of hockey that maximizes our talents while minimizing our weaknesses – and we will define and refine that style throughout the season. We believe in building "gritty" hockey teams that do the little things that make them successful; crashing the net, clearing rebounds, winning the loose puck battles etc. Girl's hockey is “No Check” and not “No Contact” and we'll stress body contact in both our practices and our games. But body contact is for one purpose only - to gain possession of the puck. Dirty and/or over-aggressive play will NOT be tolerated.

Practices will be fast-paced with very little down time to help condition players and prepare us for the rigors of the varsity season. Skill development will not only continue, but will accelerate, and we'll spend countless hours on skating, shooting, and passing drills to build better hockey players. As coaches, we'll strive to teach WHY we do things and not just HOW we do things. This allows the girls to better understand the game and makes them better able to adapt to changing game conditions. As we progress through the season we'll implement more and more of a systems-based approach to the game; spending practice time on our power play, penalty kill, defensive zone coverage, breakout, forecheck, and our chosen offensive zone tactics. Our athletes will be exposed to a number of systems and will be responsible for learning and executing them to the best of their ability. Many practices will employ small area games to teach specific skills in confined spaces designed to improve quick decision making and reactions. There will be winners and losers – often with fun prizes for the winners and/or fun penalties for the losers.

Off the ice, we'll meet regularly for organized team activities (OTA's). These OTA's may include team building exercises, review of game film, discussions of on-ice systems and tactics, workouts, and community service opportunities.

Practices and games will be split between the Waunakee/Deforest Ice Arena and the Sun Prairie Ice Arena with practices occurring before school, after school, and late in the evening in some cases.



Varsity/ JV Try-Outs

This year marks only the second time that the Cougars will be allowed to participate in JV games throughout the season. In years past the team was allowed to field a JV squad only for the 3-game tournament in Blaine MN over the Christmas holidays. We anticipate having between 10 and 15 JV games for our players this season. But with our anticipated numbers this season, and with our attempts to keep the costs down for our families, we will not be creating a separate and unique JV team this season. In most cases, all players will practice together each week (there are some exceptions to this) and travel together for all away games. While not every varsity game this season is preceded or followed by a JV game, there are many cases this season where that is the case. In these dual-game events, the coaches will notify the players whether they will be playing in the varsity game, the JV game, or portions of both games. WIAA rules limit players to participating in 5 periods of play each day. It is often our intent to have at least one forward line and one set of defense play two periods in the JV game and then be available and dressed for the varsity game. These players may or may not get into the varsity game and being on the bench for a game does not mean that they should expect to see game ice. The score, the opponent, and other factors will determine if/when these players get on the ice.

In the case where there is only a varsity game (and no JV game), the coaches will inform the players as to who will be dressing for each game. We will typically dress 10-12 forwards, 5-6 defenders, and two goaltenders for most varsity-only games but unique circumstances may dictate that we dress more or fewer players. All players are strongly encouraged to attend all of the varsity and JV games.

As a co-op hockey program, there will be no player cuts and the size of the team will be determined by the number of girls that come out for varsity hockey. Historically, most eligible players have played in at least one varsity game with the Cougars each season as the overall numbers have allowed for that luxury. However, with increased growth at the local youth programs finally making its way to the high school age group in the last few years, and the addition of the JV team, our numbers this year may prevent us from continuing that fine tradition.

During the first week of practice, the coaches will be carefully evaluating the players and making preliminary decisions as to the placement of the players on the roster. On the Saturday following the first week of practice, the players have the option of sitting down with the coaching staff and discussing their likely role on the team for the upcoming season. This will allow any player with remaining eligibility at the youth level to make a more informed decision as to where they might decide to play for the upcoming season. During the season, the coaches will be constantly evaluating the players as we try and build the very best team each week. The varsity and JV rosters are expected to change often during the season as players rise and fall on the positional player rankings.

Note – it is **CRITICAL** that all players follow the eligibility rules set forth by the WIAA & WAHA during this first week. Questions on eligibility may be directed to the coaching staff, athletic directors, youth hockey



leadership or the WIAA. Players MAY NOT attend WAHA youth hockey events (practices or games) nor Tier 1 practices or games (Capitols, Gamblers, Admirals etc.) until they are released from their WIAA team.

The coaching staff will attempt to put the best possible team on the ice regardless of a player's age or grade. We will evaluate players based upon athletic ability, attitude, hockey skills, hockey sense, passion, competitiveness, and the ability to be a team player when putting together the varsity roster. We want players who are hungry and will work hard to earn their position on a daily basis. If a younger player is ready to play at this level, she will play; even at the expense of a veteran player. Playing time is earned in practice and is to be considered a privilege and never a right. There will be times during the year when an athlete may not see playing time during a game for a variety of reasons. Complaining, sulking, whining and fussing about an athlete's role on the team will further diminish their chances to play in games and is not considered team-first behavior. Hard work and communication is the best chance for an athlete to earn more playing time.

Student Athletes

Although our athletes are governed by the rules and regulations of their own respective high schools, there are some common requirements of each athlete.

- Attend each and every class every day
- Follow the athletic code of the high school that you attend both in-season and out of season
- Put school first, athletics second
- Communicate to the head coach in advance when a school event will result in a missed practice, game or OTA
- Missed classes, poor grades and other school-related issues can cause an athlete to forfeit playing time or even be dismissed from the team

One of our team goals this season will be to maintain a team GPA of 3.50 or higher. The coaching staff will routinely check grades and make sure our athletes are honoring our commitment to school work. The staff will also strive to provide study opportunities each week for our players. We have purposely set our game and practice schedule to minimize events during finals week.



Practices and Games

All on-ice practices are typically at either the Sun Prairie Ice Arena or the Waunakee/DeForest Ice Arena. Practice times vary throughout the year with several of our practices likely held before school and several held late in the evening. This schedule presents many challenges to both the coaching staff and our student athletes and their families. Athletes should prepare both mentally and physically for the challenges of a rigorous varsity season – especially given the nature of our practice schedule. Adequate nutrition, rest, and recovery time should become a priority for our athletes. Time management skills will also be critical for our athletes this year!

Early morning practices also discourage pre and post-practice team functions and meetings. For these reasons, the team will sometimes meet in the evenings on non-game nights; the frequency and duration of these meeting will be determined by the coaches and team. Knowing the significant travel time to and from the ice arenas for some of our players, we will limit the number of times that our athletes have both a morning and evening hockey commitment.

From time to time, the players will also be expected to attend organized team functions away from the ice arena. The players will receive advance notice when the functions are not during the normal practice/meeting time periods.

Practices will vary from 60 minutes to 90 minutes and may not include every girl on the ice at all times. The coaching staff will regulate the practice time such that all players are receiving similar development time on the ice.

The school district has an emergency school closing policy. In the event of a cancellation, the team will be notified by the coaches and/or the school regarding the impact on practices and/or games. Please note that if school is cancelled, the premise is that all events will be cancelled for that day including practices and games. Voluntary practices are not allowed.

With a co-op involving multiple high schools, it is inevitable that we'll have situations where we have young drivers organizing and leading car-pools. The coaching staff reminds all of our young drivers to follow the rules of the road and to SLOW DOWN. Do not risk an accident, especially in poor weather conditions, just to make it to practice or a game on time. The consequences of being late do not warrant the risks associated with driving recklessly. Plan ahead to avoid these situations and communicate with the coaches if a situation arises that will cause you to be late.

Players are typically expected to arrive at the ice arena 30 minutes prior to the start time of each practice at which time the practice plan will be discussed and reviewed. Players need to be dressed in full gear and ready to hit the ice 5 minutes prior to the start of practice. At more than \$4 per minute in ice cost, it's a show of disrespect and a waste of money to not utilize each minute we get to spend on the ice.



For home games, players are expected to be at the rink 1 hour prior to their on ice warm-ups (this may be different for JV and varsity players). An off-ice warm-up will begin 30 minutes prior to getting on the ice. Players that are not on the game-day roster are expected to attend each home game but are not required to be at the rink one hour prior.

For away games, all players are expected to be at the rink 15 minutes prior to bus departure. Players will be responsible for packing and loading all of their own equipment as well as helping team personnel and managers load the team equipment. Players on the game day roster are expected to be prepared with athletic clothing and footwear for all off-ice warm-ups. Players not on the current game day roster must let the head coach know if they will be riding the bus to the game. Players not riding the bus to away games, but still attending the game, must have a travel waiver on file with the head coach that allows for non-school-provided travel to the event. Players that are not on the game day roster are strongly encouraged, but not required, to attend all away games.

Before taking the ice for warm-ups, all current players are welcome in the varsity locker room for both home and away games. Once the team takes the ice, and until such time that the coaches release the players after the game, only the girls currently on the game day roster should be in, or around, the varsity locker room. Parents, friends, and alumni are strongly discouraged from hanging out near the varsity locker room or interacting with the players during a game (including between periods) as this provides a major distraction for the players. Once the game starts, all current players that are not dressed for the game are encouraged to sit together and assist the coaches with whatever is needed during the game (counting face-offs won and lost, tracking opposing line combinations, videotaping the game, etc.).

When arriving to, and leaving from, games, ALL players are required to be dressed in a similar manner in order to distinguish our team. The coaching staff and team captains will determine the appropriate dress code for home and away games and communicate this to the players.

Players are responsible for having all of their equipment. Equipment is to be in good condition as prescribed in the rules of the game and worn as designed by the manufacturer. Protective equipment includes mouth-guards, which are to be worn at all times while on the ice. Specific team requirements on player-supplied ancillary gear may be imposed depending on team wishes each season. This may include, but is not limited to, warm-up jackets and pants, spirit wear, and team carrying bags. Financial implications will be considered when these team decisions are being made and help is available from the booster club if needed. The only gear which is provided by the school is an away jersey. All other equipment, including our home jersey, is the responsibility of the player. Families should work with the booster club to purchase a home jersey and both home and away hockey socks. Players are required to provide and wear a black hockey helmet with cage or visor, black hockey gloves, and black hockey pants on game day events.

As a show of respect, we will leave ALL facilities, transportation vehicles, and venues that we use cleaner than we found it.



Locker Room(s)

With slightly more players than available spots in the locker room a possibility again this year, a new locker room policy has been implemented this season. All players on the roster will have access to a spot in the Cougar locker rooms in both Waunakee and in Sun Prairie to store their gear between practices and games. Seniority will determine if that spot is a built-in locker or a folding chair. Depending on the game day situation, JV players may be asked to use a standard locker room at the ice arena for the JV portion of the event so as to allow both teams adequate space and opportunity to meet as a team without distraction.

Community Service

Our athletes will be expected to “give back” to the community that supports them. A 16-hour community service requirement will be put in place by the coaching staff that the athletes must meet each year in order to receive their varsity letter. Volunteer opportunities will be provided at the team level but individual efforts may also be needed in order to achieve the required service time. Individual volunteer activities should be cleared by the head coach in advance. In addition to these mandatory requirements, our athletes are expected to promote the positive image of the Cougars at all times and must realize that their presence on the varsity team makes them likely role models for our younger athletes. Be a positive influence on the lives of those that support you!

Lettering & Awards

All players that are in good standing, have met all of their volunteer requirements, have returned all of their team-provided gear, and have participated in at least one varsity game during the course of the season will earn a varsity letter in hockey. In addition, the team and coaching staff will select players for individual awards presented at the team banquet at the end of the season (Most Improved Player, Leadership Award, Hustle Award etc.). In conjunction with the Hobey Baker Foundation, one student athlete will be awarded the Hobey Baker Character Award. All conference 1st and 2nd teams, plus honorable mention selections will be made at the end of season conference coaches meeting in March. The Wisconsin Hockey Coaches Association selects a Player of the Year and determines the All-State teams, also in March. Captains and Assistant Captains will be chosen by the coaching staff this season and are subject to change at any time.



Player Requirements

Before stepping on the ice for the first time, all players must:

- Have a current physical examination form on file in the Athletic Office
- Complete the SUN PRAIRIE blue emergency medical history card
- Complete the parent/athlete Extra-Curricular Rules & Regulations form
- Pay any necessary fees
- Read and sign the new concussion form (parents and player)
- Bring blue card with gold practice permission card to first practice (or equivalent)
- Sign (player and parent) the parent/student agreement (provided later in this document).

Injuries

All players are required to provide and wear protective equipment during all on-ice situations, including mouthguards. If an injury occurs during practice, the coaching staff will determine the action required based on the severity of the injury. The appropriate high school athletic trainer will be notified and, if emergency personnel are required, the coaching staff will initiate the 911 call. In all emergency situations, the parents will be contacted by the coaches. For minor injuries, the coaches and/or athletic trainer may rely on the player to communicate the extent and follow-up requirements to the parents. In game situations, an injury will be dealt with by the school-provided Athletic Trainer.

The coaching staff will communicate with the Athletic Trainer to determine the next course of action and if/when the player is allowed back on the ice. Our coaching staff takes concussions very seriously and any signs of a concussion by any of our athletes will result in the immediate termination of physical activities until the athlete is cleared to return to practice by a licensed medical professional.

Any athlete visiting the athletic trainer will be excused from practice as needed.



Responsibilities of the Coaches

Beyond the typical practice planning, game management, attendance at practices and games, and team organizational aspects common to all coaches, we will strive to:

- Be positive role models for our young athletes both on and off the ice
- Teach the basic rules, skills, strategies and philosophy of this great game to our athlete while challenging their limits with advanced skills and concepts.
- Always make safety and player welfare our first priority.
- Establish team rules and expectations (with team input) as well as the consequences for failing to meet these expectations.
- Communicate with players on issues concerning them - both on and off the ice.
- Push our athletes to try harder, dig deeper and give more than they ever have before.
- Make the game, practices and off-activities both challenging and rewarding.
- Be prepared - from our daily practice plans, to game day decisions, to season long goal-setting, our coaches and players will be well prepared for the hurdles of a varsity season.
- To equally manage all players and staff regardless of role and/or skill level.
- Be knowledgeable, honest, and dedicated.
- Develop players individually and as a part of the team by providing constructive feedback.
- Assist players in achieving their academic, personal, and hockey related goals.
- Provide a positive environment and create passion for the game of hockey.
- Create a safe and fun atmosphere so the players look forward to each practice and game.
- Make ourselves available to our players (and parents if needed) to discuss situations that are concerning to them.



Responsibilities of the Parents

Beyond the obvious parenting requirements, we ask the parents to consider the following items:

- We want only the best for your daughter. Please trust that this is our top priority. We will do everything that we can to help your daughter achieve her goals provided they fall within the goals and ideals set forth by the team.
- Support your child by remaining positive and encouraging. Win or lose, let them know you appreciate their efforts.
- Understand that the season will have its share of highs and lows and that the journey is as important as the final outcome.
- Be positive and supportive of your daughter in all aspects of her varsity season – even if her role on the team is not in line with your expectations.
- Allow your daughter to fail in order for her to learn from her mistakes and be stronger the next time she encounters a similar situation.
- If you do not have something nice to say, than you are probably not trying hard enough. That is true for comments about the coaching staff, other players, other parents etc. Please always try to be supportive of our program and if you have a concern let's talk about it when and where it is appropriate. Snide comments and selfish actions can quickly poison a promising season.
- Let your daughter first advocate for herself if she has an issue with anything related to her varsity season. If at that point you are still unsatisfied, follow the conflict resolution section provided later in this document.
- Understand that coaches have lives, jobs, and activities outside of hockey and that they spend hundreds of hours each season preparing themselves and their team for the season. Respect their free time away from the ice.
- Respect the 24-hour contact rule when you are angry, disappointed, or frustrated.
- Promote girls varsity and youth hockey by supporting initiatives set out by the booster club (fundraisers, team activities, etc.)
- Teach personal responsibility to your player by encouraging THEM to communicate with coaches when they will miss a team practice, game, or function.
- Support coaching decisions by teaching your player to seek out information, ask questions, and resolve conflicts appropriately.
- Reinforce the provided team expectations for each player.
- Strive to seek the full truth about a situation before forming opinions and making decisions. Many times you are only being told the “convenient” facts about a team situation by your daughter.



Responsibilities of the Players

The following list of promises by the athlete should be carefully read and followed. As a varsity hockey player on the Cap City Cougars I promise to:

- Observe All Team, School, and Facility Rules
- Maintain My Grades and Put School First
- Be On-Time for **ALL** Practices, Games, and Off-Ice Activities
- Always Put the Goals and Successes of the Team Before My Own
- Communicate with My Coaches When Situations Arise That Affect My Attendance, Eligibility, Performance, or Health
- Respect the Game, Players, Parents, Fans, Coaches, Teachers, etc. at **ALL** Times
- Display Excellent Sportsmanship On and Off the Ice
- Respect **ALL** Facilities That We Utilize Including Ice Rinks, Schools, Work-Out Areas, Locker Rooms, Transportation, Restaurants, Hotels, Etc.
- Be a Positive Role Model On and Off the Ice
- Understand That Playing Time and Responsibility is Earned and Not Given
- Not Interfere with Others' Rights to Get the Most Out of Their Varsity Hockey Experience
- Dig Deep and Always Give an Effort Worthy of a Varsity Hockey Player
- Refrain from Foul Language, Inappropriate Dress and Behavior, and Inappropriate Jokes, Comments, and Posts about Race, Religion, and Sexual Orientation
- Respect the Belongings of Others
- Be Tolerant, Accepting of Others, and Show Patience with Teammates
- Encourage Teammates in All Situations
- NOT Smoke, Drink Alcohol, Take Drugs or Engage in Other Activities That Will Jeopardize My Health, My Future, or My Spot on This Team
- Accept My Role on This Team But Continue to Work to Improve My Skills and Increase My Role
- Turn **OFF** My Cell Phone before Entering Locker Room / Changing Areas
- Always Treat My Teammates Like I Would Want to be Treated
- Give My Undivided Attention to My Coaches When They Are Speaking/Demonstrating
- Be Coachable and Come to Each Practice, Game and OTA with an Open Mind and a Positive Mental Attitude
- Prepare Mentally and Physically for **ALL** team Activities Including Eating Right and Getting Enough Sleep
- Understand that Playing Varsity Hockey is an Honor and a Privilege and Not a Right
- Have Fun and Enjoy Every Moment of This Exciting Time Before It's Gone
- Understand that the **ONLY** Things I Can Truly Control in the Game are My Attitude and My Effort



Athletes who are unable or unwilling to meet these expectations will face one of the following consequences based on the severity of the incident and the number of occurrences:

- Meeting with the coaching staff and/or parents
- Dismissal from practice
- Loss of playing time
- Dismissal from the team

Conflict Resolution

As mentioned previously, the coaching staff expects the PLAYER to take responsibility for conflicts or issues they are experiencing with the team or coaching staff. We ask players to take the initiative and first speak with the coaching staff directly. If a player is apprehensive about approaching the coaching staff with a minor issue, the player may communicate with the Team Captain's and have them bring the issue to the coaches. However, for any sort of conflict progression to occur, the following items must occur:

- Please insure that there is an issue that needs to be addressed prior to initiating the process. Drama solely for the sake of drama is not appreciated and precious time that could be dedicated to the team is now being spent on an individual. That being said, please do not be afraid to raise an issue if it's valid and needs to be discussed and/or resolved.
- The player affected by the conflict will ask to speak with the coaching staff or head coach. The intention of this step is to come to a common understanding and develop a plan for the future.
- If the conflict has not been resolved, a meeting with the player and her parent(s) will take place at a time and location convenient to all parties - hopefully within 72 hours of the original request. However, please respect our 24 hour rule and do not ask to speak with any member of the coaching staff prior to or after a competition if the matter involves a game-related incident or concern.
- If the conflict is still unresolved, a meeting with the athletic director will be scheduled and will likely include the AD, player, coaching staff and parents.
- Playing time, or the current role of the player on the team, is never a sufficient reason to warrant the direct contact of a coach by a parent. All playing time and/or team role discussions are to be held with the coaching staff and the player. Consideration MAY be given for a meeting with parents should the PLAYER request such a meeting.



Important Dates

Mon Sep 17, 2018	Squad Meeting 7:00PM	<i>Sun Prairie Ice Arena</i>
Mon Nov 5, 2018	Practices Begin	
Sat Nov 10, 2018	Team Pictures & Team Building	<i>Sun Prairie Ice Arena</i>
Thu Nov 15, 2018	SCRIMMAGE 6:00P PM vs. Brookfield	<i>Sun Prairie Ice Arena</i>
Sat Nov 17, 2018	FIRST GAME 5:00 PM (JV) & 7:00 PM (V)	<i>Sun Prairie Ice Arena</i>
Dec 7-8, 2018	VARSITY TOURNAMENT & Hotel Stay	<i>University School of Milwaukee</i>
Tue Dec 18, 2018	YOUTH NIGHT vs. Stoughton	<i>Sun Prairie Ice Arena</i>
Dec 26-28 2018	SCHWAN TOURNAMENT (Varsity & JV)	<i>Blaine MN</i>
Fri Jan 18, 2019	PARENTS NIGHT vs. Metro Lynx	<i>Waunakee/Deforest Ice Arena</i>
Thu Jan 31, 2019	STAFF APPRECIATION vs. Rock County	<i>Sun Prairie Ice Arena</i>
Tue Feb 5, 2019	SENIOR NIGHT vs. Fond du Lac	<i>Sun Prairie Ice Arena</i>
Feb 8-9, 2019	JV TOURNAMENT	<i>Baldwin WI</i>
Feb 11-15, 2019	REGIONALS	<i>TBD</i>
Feb 18-22, 2019	SECTIONALS	<i>TBD</i>
Sat Feb 23, 2019	SECTIONAL FINAL	<i>Madison Ice Arena</i>
Mar 1-2, 2018	STATE TOURNAMENT	<i>Alliant Energy Center, Madison</i>
TBD	TEAM BANQUET	<i>TBD</i>

2018-19 Hockey Schedule

For our very latest game schedule, please refer to:

<https://www.sunprairieschools.org/high/athletics/teams/girls-hockey>

For all other events, practices, volunteer opportunities, off-ice meetings etc., please refer to our Team Snap web site and mobile application.



Contact Information

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Sun Prairie High School Girls Varsity Hockey Handbook **Parent/Student Agreement** (2018-2019)

I _____, have read and agree to the terms, conditions, and
(parent's name – please print)
expectations in the Sun Prairie High School Girls varsity Hockey Handbook.

I _____, have read and agree to the terms, conditions, and
(athlete's name – please print)
expectations in the Sun Prairie High School Girls Varsity Handbook.

Parent's Signature

Date

Athlete's Signature

Date

