

# LSMHA Evaluations Guide

August 12/2021

(Approved by LSMHA Board Aug. 12/2023)

## **Introduction / Evaluation Philosophy**

The evaluation process outlined below is intended to ensure that the best interest of our players is paramount throughout the process and to also recognize that community hockey at LSMHA is about fun, skill development, learning life lessons and what we hope will be the start of a lifelong love of the game of hockey. The LSMHA Evaluation Committee along with the LSMHA Board will review the evaluation process annually.

The objectives of the LSMHA's evaluation process is that it is fair, it serves our children well, and it creates teams that are balanced and competitive. The evaluation process each year is to place all players in a team environment whereby their skill level will allow them to enjoy the game of hockey while developing both their athletic and interpersonal skills. It is LSMHA's goal that after our evaluation sessions are over, the right players are placed on the right teams. LSMHA encourages every member to read our procedures to understand them and to consider volunteering to take part in the evaluation process in order to better understand why and how this process works.

## **Evaluation Process**

### **Evaluation Summary**

The following is a summary of the evaluation process used by LSMHA. This process is designed to be a fair and calculated approach for the evaluation placement of players. All levels where evaluations are required utilize the general guidelines described below. LSMHA may decide to utilize an Electronic Evaluation Tool, designed to provide a clear concise picture of where each player's scores rank in conjunction with each other.

## **Evaluation Committee Roles & Responsibilities**

The evaluation committee shall consist of the following five members:

- 1) VP of A Hockey Director
- 2) VP of Novice Director
- 3) Director of Player Development
- 4) Director of Coaching
- 5) Director of U11

The Evaluation Committee, in consultation with the LSMHA Board, will establish the general guidelines to be followed to best evaluate the skills of the players within each division.

The Evaluation Committee will have the responsibility to develop the on-ice programming / sessions to effectively evaluate the criteria that has been established, the Evaluation Committee may use the resources provided for by LSMHA, i.e. software companies such as MAX hockey and or other similar software.

### **VP of A Hockey (LSMHA Director)**

The VP of A Hockey is the administrator appointed by the LSMHA Board that initiates the evaluation process and oversees it to completion. The VP of A Hockey will coordinate the evaluation process throughout the various age divisions. The VP of A Hockey performs numerous tasks and duties listed below.

Responsibilities and Guidelines:

The following highlights the responsibilities and guidelines of the VP of A Hockey in consultation with the LSMHA Board:

- Shall identify the Division Evaluation Coordinators for each division for the evaluation process;
- There will be three Division Evaluation Coordinators, whenever possible.
- Review and assist the Division Evaluation Coordinators with the selection of their evaluation team;

- Coordinate the general evaluation guidelines for each age division including completion date and evaluation ice times;
- Ensures that LSMHA principles and philosophies are adhered to throughout the evaluation process;
- Attempt to resolve any parent or player concerns during the evaluation process, at the request of the Division Evaluation Coordinators;
- Maintains communication with the Division Evaluation Coordinators during the entire evaluation process; and
- Presents final team selections to the Evaluation Committee for their approval.
- To establish a high visibility among the parents of players within all age divisions;

### **Division Evaluation Coordinators (LSMHA Directors)**

The Division Evaluation Coordinators are administrators who organize and are responsible for the evaluation process with a responsibility of placing players of similar skills on the same teams for a particular division.

Responsibilities and Guidelines:

The following highlights the responsibilities and guidelines to complete each division evaluation in an efficient and fair manner:

- Recruit a minimum of 6 off-ice evaluators preferably from inside and outside the division, but not required, that are able to commit to be present during at least 80% of the scheduled evaluations. Any variation from the minimum 6 evaluators shall not be considered a breach of these guidelines so long as reasonable efforts were made to recruit 6 evaluators.
- The level of hockey knowledge will be a primary consideration in selecting the off-ice evaluators;
- Ensure a balance of first year versus second year evaluators when recruiting and if possible have some out of division evaluators;
- Inform evaluators of any player issues (minor injuries, illness, attitude, etc.);
- Recruit at least two volunteers (coaches) to run the on-ice drills or run each box during refereed games. On-ice coaches shall not provide scoring or evaluation sheets in the evaluation process;

- Review and understand the drills and skills identified within the practice plans to ensure a clear understanding of the on-ice process;
- At the beginning of each evaluation session the Division Evaluation Coordinators will identify any problem situations (injury, placement issues, new players, etc.) to the evaluators to the extent those issues are known to them.
- Maintain open lines of communication with parents and players as appropriate to the evaluation session and progress;
- Review data – look for erratic evaluations or anomalies from the evaluator averages using the electronic evaluation tool;
- Work in conjunction with the VP of A Hockey and the LSMHA Board should any grievances arise that need to be addressed.
- Reports to the VP of A Hockey;

### **Division Coordinator (LSMHA Director)**

The following highlights the responsibilities of the Division Coordinator during the evaluation process:

- To establish a high visibility among the parents of players within their division;
- To assist in the communication of important evaluation information by ensuring it is posted to the LSMHA website page, as needed, and as directed by the VP of A Hockey.

### **Off-Ice Evaluators**

The following highlights the responsibilities of the Off-Ice Evaluators:

- Reports to the Division Evaluation Coordinator;
- Commit to be present during at least 80% of the scheduled evaluation sessions;
- Review and understand the drills and skills identified within the practice plans to ensure a clear understanding of the on-ice process;
- Evaluators must maintain impartiality at all times and are not to evaluate their own children or any other player they cannot make an impartial assessment;

- To ensure impartiality and result independence, evaluators should remain in their designated areas, separate from each other and the parents.
- At the end of each ice time the evaluators will provide their score sheet to the Division Evaluation Coordinator;
- Evaluators are never to discuss any process or evaluation inquiries with any parents and should refer all such inquiries to the Division Evaluation Coordinators. The Division Evaluation Coordinators will address such concerns and/or pass those concerns onto the VP of A Hockey;
- The Evaluators should always be fair and impartial in grading each of the players.

### **On-Ice Coaches**

The following highlights the responsibilities of the On-Ice Coaches:

- Reports to the Division Evaluation Coordinator;
- Reviews and understands the drills and skills identified within the practice plans to ensure a clear understanding of the on-ice process;
- Run the on-ice program at a pace that allows the off-ice evaluators to properly evaluate each player;
- Ensure that players understand the drills and have equal opportunity to participate;
- Verify with the Division Evaluation Coordinator that the off-ice evaluators have ample time and opportunity to review players in the evaluation session.

### **Check-In Assistants**

The following highlights the responsibilities of the Check-in Assistants:

- Reports to the Division Evaluation Coordinator;
- Assist in the management of the “check-in” process and ensure any absences are immediately reported to the Division Evaluation Coordinator;
- Hand out and track numbered jerseys at first evaluation skate.
- Reports to the Division Evaluation Coordinator;
- Responsible for the supervision and safety of all players while in the dressing rooms before and after each evaluation ice session.

## **Age Divisions**

### **U9**

No evaluations prior to or during first week of school.  
There will be (3) three evaluation ice slots.

### **U11**

All U11 players will be offered 4 pathway practices prior to evaluations.  
No evaluations prior to or during first week of school.  
There will be (3) three to (4) four evaluation ice slots consisting of:  
Skills/Small Area Drills/Games

### **U13**

No evaluations prior to or during first week of school.  
There will be (3) three to (4) four evaluation ice slots consisting of:  
Skills/Small Area Drills/Games

### **U15**

There will be (3) three to (4) four evaluation ice slots consisting of:  
Small Area Drills/Games

### **U18**

There will be (3) three to (4) four evaluation ice slots consisting of:  
Small Area Drills/Games

## **Team Selection**

The actual number of teams (A1/A2/A3) in each age division will be based on Hockey Winnipeg 2021-2022 Rules & Regulations section D, hockey zones.

<https://cdn.hockeywinnipeg.ca/wp-content/uploads/2021/07/hockeyrulebook2021.pdf>

LSMHA Board policy is not to allow age advancement. Age advancement will only occur if numbers (players) are needed for team formation. All age advancement will be approved by LSMHA Board.

### **\*\*\* Player Evaluation Process \*\*\***

**Updated for the 2023-2024 Season (Small Area games is considered 2<sup>nd</sup> skills session)**

All player evaluations will follow Hockey Canada player evaluation and selection guidelines.

All age divisions U11 and under will follow the proceeding evaluation process:

Tech. Skills Session 30% weight  
Tech. Small Area Games 30% weight  
Scrimmage 60% weight

U13 will follow the proceeding evaluation process:

Tech. Skills Session 25% weight  
Tech. Small Area Games 25% weight  
Scrimmage 50% weight

U15 will follow the proceeding evaluation process:

Tech. Skills Session 15% weight  
Tact. Session 25% weight  
Scrimmage 60% weight

U18 will follow the proceeding evaluation process:

Tech. Skills Session 10% weight  
Tact. Session 20% weight  
Scrimmage 70% weight

\*Coaches may evaluate and select team players\*

### **\*\*\* Goalie Evaluations Process \*\*\***

All goalie evaluations will follow Hockey Canada goaltender evaluation and selection guidelines. Beginner/Intermediate/Advanced

## **Injuries & Illness**

If a player is injured or has an illness that prevents him/her from participating in the evaluation process a doctor's note must be supplied to the Division Coordinator. At this point the Division Coordinator will consult with any and/or all of the following persons to ensure proper placement of this player: Off-ice Evaluators, On-Ice Coaches, and past coaches of the player. Depending on the timing of the absences and how many evaluation ice times have been missed, this will determine who will be consulted. The VP of A Hockey will be made aware of the absences and the recommendations made during these consultations. If a player is unable to be evaluated his/her placement will be decided by a comparison of their skills to their peer group from last year's team. If this peer group ends up on a bubble in the final skate, preference may be given to players who participated in the evaluations with injured player being placed on the lower team in that bubble.

## **Appeal Process**

All decisions of the Evaluation Committee are final when reviewed and approved by the LSMHA board.

LSMHA maintains the right to make changes after this process in the case of exceptional circumstances. Post-evaluation grievances will follow this process:

- All formal grievances will be submitted in writing to the VP of A Hockey.
- Recommendations by the VP of A Hockey will then be submitted to the LSMHA Board for review and approval.
- If a decision cannot be agreed upon, the LSMHA President will make the final decision (tie-breaker).
- All responses to the grievance writer shall come from the VP of A Hockey. This information will then be shared with the Division Evaluation Coordinators for information purposes only.
- Post-evaluation grievances will be addressed as quickly as possible. Grievances about player evaluations and team placements must be received no sooner than 24 hours after team selection and no later than 48



hours after team selection. Grievances shall be submitted online to the VP of A Hockey using the online form and shall indicate:

1. The perceived error of the LSMHA Evaluation Manual that was not followed;

2. The impact;

3. A proposed resolution.

- A grievance resolution will consider the impact on ALL players (not just the player(s) included in the grievance). A grievance resolution may not change player placement but may change process for the upcoming season.
- Should a request to move a player be included as part of the proposed resolution, the following factors must be considered in the process: Is there room for movement such that the team sizes remain in compliance with the Hockey Winnipeg guidelines and requirements for team sizes? This includes the guidelines for team size and differentiation of team sizes within the LSMHA community. No player will be moved down a team as a result of a grievance of another player.
- Parents will be required to confirm that they have completed the Hockey MB Respect In Sport – Parent program. No grievance will be accepted should it not follow the Hockey MB Respect IN Sport program and the LSMHA Parent Code of Conduct.
- Parents who have a grievance regarding a player's evaluation or team placement do not have the right to review evaluation forms or evaluation tabulations.

## **Evaluation Payments**

Full evaluation payment is required in advance before entering dressing room. A late service fee will be charged if not paid in full by posted due date.

Evaluation payment is 100% non refundable.

Final day for evaluation registration is August 31.

## **A1 Level Intent**

Players must declare intent not to play A1 in advance of evaluations with Division Coordinator.

### **Evaluation Jersey**

An evaluation jersey will be provided at first evaluation to each player. Jersey may need to change due conflict with same number and a different one will be provided. All jerseys will need to be returned upon completion of last evaluation.

### **Communication to Parents**

All communication to parents will be by direct email and/or LSMHA website.