

HANDBOOK



Rinks

Arctic Ice, Orland Park
Center Ice, Glen Ellyn
MB Ice Rink, Chicago

Chicagospecialhockey.com

CHICAGO BLACKHAWKS SPECIAL HOCKEY 2018-2019 SEASON

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CHICAGO BLACKHAWKS SPECIAL HOCKEY 2018-2019 SEASON

Mission Statement

Chicago Blackhawks Special Hockey (CBSH) is dedicated to providing children and adults with developmental disabilities the opportunity to play hockey. CBSH team members range in age from 5 to 58+, and include both male and female athletes. The team is comprised of players that have Autism, Down syndrome or other intellectual disabilities.

CBSH strives to promote and emphasize the development of sportsmanship, team spirit, increased confidence, pride, and team unity while having a great time in the process!

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Contact Information

Melanie Freeman	Director	mfreeman@chicagospecialhockey.com
Angi Paravola	Registrar	aparavola@chicagospecialhockey.com
Steve Drews	Head Coach, Glen Ellyn	stevendrews@comcast.net
Dave Steinberger	Head Coach, Orland Park	daveiievad@yahoo.com
April Fryza	Head Coach, Chicago	fantomblazer@sbcglobal.net
Michael Krumrey	Equip Mgr	mkrumrey@chicagospecialhockey.com
Lisa Steinberger	Junior Coach Manager/ OP	ljonzy65@yahoo.com
Patrick Mullally	Glen Ellyn Jr. Coach liaison	toewzer19@comcast.net
Malisa komalarajun	MB Jr Coach liaison	malisak@gmail.com

Team Website www.chicagospecialhockey.com

Please check the website regularly. Any schedule changes will be noted there.

Facebook Chicago Blackhawks Special Hockey Group

USAH Registration: www.usahockeyregistration.com
SafeSport: www.usahockeysafesportparenttraining.com
Coaching Education: www.usahockey.com/coachingclinics

USAH Website: www.usahockey.com
AHAI Website: www.ahai.org

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Communication Standards

All team communication to you shall come from the team email address. This email address is used only for communication relating to official events that involve our team. If you desire to communicate something on a more personal level to the team, please communicate individually or you may post it on the team Facebook page. No sales solicitation shall be permitted. Any disrespectful posts will be deleted and could result from expulsion from the team and blocking from the Facebook page.

There is an opportunity to be on a team directory. This directory will only include and be distributed to members that have agreed to be on it during the yearly sign-up.

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2018-2019 Special Events

Date	Location	Player Level	Comments
2018			
October 13, 2018	Center Ice	Everyone	1:20 – 4:20 Fundraiser game
November 3, 2018	BMO Arena Rockford	Everyone	TBA
November 16-18, 2018	Pittsburgh	Everyone	Inaugural NHL Special Hockey Classic
November 25-26, 2018	Glacier Ice	Everyone	Annual Thanksgiving Tournament
December/January	MB Rink Rosemont	Everyone	Winter Classic with Pucks for Autism
2019			
February 18, 2019	United Center	Everyone	Annual UC game
Mar 15-17, 2019	Madison	Everyone	Madison Disabled Festival
Mar 28-31, 2019	Wesley Chapel, FL	Everyone	USA Hockey Disabled Festival
April 12, 2019	Empress Banquet Hall, Addison	Everyone	CBSH End of the Year Banquet

2018-2019 Practice Schedule Practice schedules vary by rink and are attached.

There may be changes throughout the year. The team website shall have the up to date schedule.

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Orland Park Arctic Ice 2018-2019 Schedule

September 15, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
September 22, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
September 29, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
October 13, 2018	SATURDAY	1:20 PM – 4:20 PM	International Rink
FUNDRAISER Game	(TBA)		(Glen Ellyn)
October 20, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
October 27, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
November 3, 2018	SATURDAY	TBA	Ice Hogs, Rockford
November 10, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
November 16-18 2018	NHL Classic Tournament	TBA	Pittsburgh
November 24-26	Thanksgiving Tournament	TBA	Glacier Ice
December 1, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
December 8, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
December 15, 2018	SATURDAY	3:40 PM – 4:40 PM	European Rink
January 5, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
January 12, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
January 19, 2019	NO ICE IN ORLAND – SEE GLEN ELLYN SCHEDULE		
January 26, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
February 2, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
February 9, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
February 16, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
February 18, 2019	MONDAY (Presidents day)	TBA	United Center
February 23, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
Mar 2, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
Mar 9, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
Mar 10, 2019	SUNDAY	TBA	Evanston Hockey Invite
Mar 15-17 2019	Madison Disabled Fest	TBA	Madison Ice Rink
Mar 23, 2019	SATURDAY	3:40 PM – 4:40 PM	European Rink
Mar 28-31 2019	USA HOCKEY DISABLED FESTIVAL		Florida
Apr 12, 2019	CBSH Banquet	Empress Banquet	Addison

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Glen Ellyn Center Ice 2018-2019 Schedule

September 15, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
September 22, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
September 29, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
October 13, 2018	SATURDAY	1:20 PM – 4:20 PM	International Rink
FUNDRAISER Team TBA			
October 20, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
October 27, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
November 3, 2018	SATURDAY	TBA	Ice Hogs, Rockford
November 10, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
November 16-18 2018	NHL Classic Tournament TBA		Pittsburgh
November 24-26	Thanksgiving Tournament TBA		Glacier Ice
December 1, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
December 8, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
December 15, 2018	SATURDAY	1:20 PM – 3:20 PM	International Rink
January 5, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
January 12, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
January 19, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
January 26, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
February 2, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
February 9, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
February 16, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
February 18, 2019	MONDAY (Presidents day) TBA		United Center
February 23, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
Mar 2, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
Mar 9, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
Mar 10, 2019	SUNDAY	TBA	Evanston Hockey Invite
Mar 15-17 2019	Madison Disabled Fest TBA		Madison Ice Rink
Mar 23, 2019	SATURDAY	1:20 PM – 3:20 PM	International Rink
Mar 28-31 2019	USA HOCKEY DISABLED FESTIVAL		Florida
Apr 12, 2019	CBSH Banquet	Empress Banquet Addison	

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MB Blackhawks Ice Rink 2018-2019 Schedule

September 16, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
September 23, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
September 30, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
October 13, 2018	SATURDAY	1:20 PM – 4:20 PM	International Rink
FUNDRAISER Team TBA			
October 14, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
October 21, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
October 28, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
November 3, 2018	SATURDAY	TBA	Ice Hogs, Rockford
November 4, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
November 11, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
November 16-18 2018	NHL Classic Tournament TBA		Pittsburgh
November 24-26	Thanksgiving Tournament TBA		Glacier Ice
December 2, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
December 9, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
December 16, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
December 23, 2018	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
January 6, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
January 13, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
January 20, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
January 27, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
February 3, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
February 10, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
February 17, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
February 18, 2019	MONDAY (Presidents day) TBA		United Center
February 24, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
Mar 3, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
Mar 10, 2019	SUNDAY	TBA	Evanston Hockey Invite
Mar 15-17 2019	Madison Disabled Fest TBA		Madison Ice Rink
Mar 24, 2019	SUNDAY	5:00 PM – 6:00 PM	Hyundai Rink
Mar 28-31 2019	USA HOCKEY DISABLED FESTIVAL		Florida
Apr 12, 2019	CBSH Banquet	Empress Banquet Addison	

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Volunteer Requirements

As a volunteer with CBSH, there are USA Hockey and AHAI requirements that need to be completed for your safety and our player/family safety.

1. All on-ice Jr Coaches 17 and under need to sign in weekly to the rink Jr. Coach liaison at your rink.
2. All on-ice Jr Coaches must be registered annually as a Volunteer with USA Hockey *in order to get on the ice* (FREE). Please give your USAH registration number to the program Registrar (Angi Paravola) *before you begin your Volunteer experience*. Register at:
www.usahockeyregistration.com
3. All volunteers with regular contact/access to our players who are 18 and over and out of high school must **ALSO** complete an AHAI District background screen and provide the Registrar or Volunteer Coordinator a copy of your letter of clearance from the vendor *before you begin your Volunteer experience*. Contact Angi to schedule authorization for a background check.
4. All volunteers with regular contact/access to our players, are 18 and over and out of high school must **ALSO** complete SafeSport online and provide the Registrar a copy of your certificate of completion *before you begin your Volunteer experience*.

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Coaching Requirements

1. *CEP Level 1 or higher* (Level 1, 2, 3 *DO NOT EXPIRE* in disabled hockey in spite of website wording). All other CEP levels have the same requirements/expiration as able-bodied
2. *SafeSport* – initial training, refreshers (each valid x 2 seasons)
<http://www.usahockey.com/safesporttraining>
3. *USA Hockey registration as a coach* www.usahockeyregistration.com
(current annual fee, annual renewal required)
4. *Complete the Disabled Module for USA Hockey*
<https://www.usahockey.com/disabledhockeycoaching>

SafeSport

The safety of its participants is of paramount importance to USA Hockey, AHAI & Chicago Blackhawks Special Hockey. USA Hockey SafeSport is the organization's program related to off-ice safety.

USA Hockey has long had systems in place to protect its participants from physical abuse, sexual abuse and other types of abuse and misconduct that can be harmful to youth hockey players and other participants. These include without limitation Physical Abuse, Sexual Abuse, Screening, Locker Room Supervision and Hazing Policies, in addition to Codes of Conduct applicable to administrators, coaches, officials, parents, players and spectators. The USA Hockey SafeSport Handbook is intended to update and collect USA Hockey's various policies to protect its participants from all types of misconduct and abuse. <http://www.usahockey.com/page/show/908023-usa-hockey-safesport-program>

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Player Expectations

- All players will have fun at practice and games
- If you don't understand something, please ask
- All players must be dressed and ready to skate when the Zamboni is on the ice before practice starts
- All players must listen to your coaches/administrators and follow their directions.
- Never use your hockey stick to hit ANYONE.
- Never use your skates to kick anyone.
- Skates are ONLY allowed on the ice or on the surfaces that are protected and designed for them.
- RESPOND in a timely manner to Attendance Polls.

Family Expectations

The continued success of this program is in the hands of those who belong to it.

Players, family members, coaches, and volunteers

There is something for everyone. You can help...

- Bring & fill water bottles during practice and games.
- Solicit and put together raffle baskets, sell tickets at our raffles
- Assist at several of our fundraising and community outreach events.
- RESPOND in a timely manner to Doodle Polls.
- And more!

Please ask what you can do for CBSH!

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Equipment Requirements

(all equipment must be worn as the manufacture intended)

1. Ice hockey HECC approved helmet with face mask
2. Mouth guard attached to helmet
3. Hockey gloves
4. Elbow pads
5. Shoulder pads
6. Shin guards
7. Ice hockey skates – inline skates
8. Hockey pants
9. Athletic cup (both male and female)
10. Hockey stick
11. Neck guard
12. Hockey socks or sweatpants that cover shin guards

Hockey equipment does not need to be new, but in usable condition and properly fitted to the athlete.

If for any reason you are unable to provide all equipment needed, please contact Melanie Freeman at (847) 858-9012 and she will assist you to find the needed equipment.

Our colors will be Chicago Blackhawk red and black but it is not necessary to have helmet or pants in these colors. There will be a one time fee of \$110 for two Chicago Blackhawk hockey sweaters and socks.

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CBSH Scholarship Form

Our mission is to provide the hockey experience to individuals and to make sure that participation is not limited because of a person's financial limitations. To that end we encourage you to make your needs known in a somewhat anonymous way. Please contact Melanie Freeman 847-858-9012 Your requests will not be discussed with any team members.

TYPE AND AMOUNT OF ASSISTANCE REQUESTED:

Equipment Purchase _____

Team Fee Expense _____

In order for us to seek additional funding for the program to help fulfill your needs and the needs of the team, please tell us a little about the reason for your request. This information will only be shared anonymously with our generous donors.

How will this aid expand your hockey experience? Have you had some unexpected financial challenges that limit your own ability to participate? Are there any other circumstances that would help us to understand your need?

Signature _____ Phone _____

Email completed form to: mfreeman@chicagospecialhockey.com

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Fees

The fees are necessary to help sustain the program. *In most able body sports, fees range from several hundreds to several thousands.*

We believe the below costs are fair and sustainable for most participants.

- ☑ USA Hockey registration is \$45 per season – players register online.
- ☑ CBSH participation fee is \$50 per season – players complete all annual paperwork and turn both the paperwork, USA Hockey registration number and participation fee into the registrar before one can get on the ice

Our mission includes not turning anyone away, regardless of his or her inability to pay the registration and or participation fee. We, therefore offer player scholarships to help offset costs for those who demonstrate a financial need.

If you find yourself in a situation where you cannot afford either the registration or participation fee, please contact Melanie Freeman.
ALL CONVERSATIONS ARE CONFIDENTIAL.

Other Costs

There is a need to travel for some scrimmages, tournaments and festivals. We are looking for as much participation as possible. The team travels annually to the Disabled Festival which will be held in Florida this year. We will also be traveling to Pittsburg, PA for the inaugural NHL Special Hockey Classic. Additionally there is the Ice Hogs game in Rockford and the Midwest Regional Disabled Festival in Madison, WI. Gas, hotel and meals may be required for some tournaments, festivals while others will be a short drive without an overnight stay. Some overnight stays will include a team meal for social and financial purposes. We will attempt to defray some of these costs with fundraising. You must participate in fundraising efforts in order to be eligible for reduced costs.

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MEDIA POLICY

From time to time the media may show up at one of our events or practices. CBSH policy is to refer all media to team officials. Unless you have been authorized by team management, you may not represent yourself to speak on behalf of the team or organization.

If you are approached by a member of the media, direct them to the team manager in charge at the event.

The purpose of this policy is to provide a standard and appropriate representation of our team to the media and general public.

SOCIAL MEDIA POLICY

All Chicago Blackhawks Special Hockey members should assume at all times that they are representing Chicago Blackhawks Special Hockey, Chicago Blackhawks, USA Hockey & AHAI. Members are expected to demonstrate discretion and respect over these sites; if a photo or comment would be inappropriate for all other forms of media, then it should be considered inappropriate for online social networking sites.

Any material, comments or actions through these portals deemed inappropriate will be reviewed by the Chicago Blackhawks Special Hockey Administration for possible sanctions up to and including suspension and/or expulsion from the program.

Additionally, Chicago Blackhawks Special Hockey will be implementing USA Hockey's new and innovative Social Media, Mobile and Electronic Communications policy as outlined in the SafeSport handbook.

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USA HOCKEY PARTICIPANT CODE OF CONDUCT

To be read and agreed to by you as a member of Team: Chicago Blackhawks Special Hockey, participating in USA Hockey for the 2018-2019 season.

1. No swearing or abusive language on the bench, in the rink, or at any team function.
2. No lashing out at any official no matter what the call is. The coaching staff will handle all matters pertaining to officiating.
3. Anyone who receives a penalty will skate directly to the penalty box.
4. Fighting will not be tolerated. Fighting will result in an appearance before a Discipline Committee.
5. There will be no drinking, smoking, chewing of tobacco before or during any team on-ice function.
6. No use of illegal substances ever.
7. I will conduct myself in a befitting manner at all facilities (ice rink, hotel, restaurant, etc) during all team functions.
8. Any player or team official who cannot abide by these rules or violates them will be subject to further disciplinary action.

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PHOTO RELEASE FORM

I hereby grant Chicago Blackhawks Special Hockey permission to use my likeness in a photograph, video, or other digital media (“photo”) in any and all of its publications, including web-based publications, without payment or other consideration.

I understand and agree that all photos will become the property of the Chicago Blackhawks Special Hockey and will not be returned.

I hereby irrevocably authorize Chicago Blackhawks Special Hockey to edit, alter, copy, exhibit, publish, or distribute these photos for any lawful purpose. In addition, I waive any right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photo.

I hereby hold harmless, release, and forever discharge the Chicago Blackhawks Special Hockey from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I HAVE READ AND UNDERSTAND THE ABOVE PHOTO RELEASE. I AFFIRM THAT I AM AT LEAST 18 YEARS OF AGE, OR, IF I AM UNDER 18 YEARS OF AGE, I HAVE OBTAINED THE REQUIRED CONSENT OF MY PARENTS/GUARDIANS AS EVIDENCED BY THEIR SIGNATURES ON THE ACKNOWLEDGEMENT FORM.

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Locker Room Policy

In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to CBSH goals. CBSH adheres to USA Hockey's SafeSport Program as a means to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, CBSH has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

All Rinks will have the following locker rooms

- a. Boys – age 13 and below
- b. Boys – age 13+ and above
- c. All Girls – as assigned by rink (may be shared with referee changing room)

Locker rooms will be staffed by gender correct coaches, jr coaches and locker room attendants who have been background checked and certified through USA Hockey's SafeSport Program.

Locker Room Rules

1. Parents should not enter the Boys +13 and above locker room. Male Coaches, Jr. Coaches & Locker Room attendants will be on hand to keep the Players on track with dressing themselves, tying skates and appropriate behavior at all time.
2. Players, Coaches, Parents and or Guardians **ONLY** will be allowed in the Boys age 13 and below & Girls locker rooms. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently. We realize there are times when a parent is juggling a younger sibling. Please be mindful that we need to keep the locker rooms as least populated as possible and allow the other players the utmost dignity.
3. No Uncles, Aunts, friends of the family, care takers are allowed in the locker room that we, Melanie Freeman, Steve Drews, Amy LaPoe, Angi Paravola, Dave Steinberger, Lisa Steinberger, or April Fryza have not been notified prior to the practice or have been introduced to us by the CBSH Player's parents.
4. If a boy is not under the age of 13, but needs direct parent support to dress & undress, they must do so in the under age 13 Boys locker room.

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5. If a father needs to assist his daughter in the girls locker room, please know. If there are other girls present in the locker room, an adult female coach or an adult female parent needs to be present at all times.
6. No complete removal of under garments at any time. Players and Coaches need to take turns in the bathroom or they need to pick up a pair of spandex shorts, (approx \$19 at Dick's Sporting Goods) to wear to and from the rink. All players and coaches are encouraged to wear this type of sports under garment to and from the rink.
7. Coaches are to never remove their pants while in the communal section of the locker room. It must be done privately in the bathroom.
8. No individual is ever alone in the locker room - parent, player, coach, and sibling – **EVER**
9. No one is ever alone in the locker room with a skater or a Jr. Coach unless directly blood related.
10. The urinal in the communal section of the locker room must never be used by anyone associated with CBSH.
11. At arenas for which you are unfamiliar, parents should plan to have extra time and some flexibility in making arrangements for their child to dress, undress

Cell Phones and Other Mobile Recording Devices

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, are not permitted to be used in the locker rooms. If phones or other mobile devices must be used, they should be taken outside of the locker room. [it may be permissible to have team manager collect phones]

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I acknowledge that I have received, read and understand the CBSH handbook in its entirety including:

- CBSH Locker Room Policy
- CBSH Media/Social Media Policy
- CBSH Code of Conduct
- CBSH Photo Release Form

Player Name

Player Signature

Parent Name

Parent Signature

Date: _____

Date: _____