



HOCKEY CANADA SKILLS ACADEMY™

PROGRAM LICENSE APPLICATION GUIDELINES

DEADLINE: APRIL 1ST

A Hockey Canada Initiative of the 1999 Molson Open Ice Summit
On Player Development in Canada





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PROGRAM HISTORY

At the 1999 Molson Open Ice Summit, 11 recommendations for player development improvement were identified for the future of Canadian hockey. Recommendation #10 stated:

“Promote cooperative efforts between school boards, local hockey associations, and sponsors, to better utilize ice times and school facilities and move towards the development of sport schools.”

Hockey Canada agrees that in order to maximize arena facility use during weekday hours, implementing a sport school program for hockey, an operating mandate with national standards is required. Hockey Canada Skills Academies (HCSA) under the auspices of Hockey Canada and through collaboration with its 13 Member Branches is the first step toward realizing this objective.

The Hockey Canada Skills Academy program is a Hockey Canada initiative responding to Recommendation #10. The first phase of this concept was the establishment of the “HCSA Pilot Project”. The purpose of this Pilot Project was to test the operational mandate of the HCSA program in the province of Alberta during the 2000-2001 school year. Phase 1 was a resounding success.

Phase 2 of the HCSA program was the expansion of the operational mandate to further test and evaluate Hockey Canada’s HCSA program licensing model by expanding the concept regionally throughout Canada.

Hockey Canada’s long-range vision for the HCSA program is to work closely with its 13 Member Branches in an effort to sanction, service, and monitor HCSA licensed programs operating in rural and urban centers throughout Canada where both minor hockey associations and arena facilities are available. If there are 3000 minor hockey associations in Canada, there is the potential for every registered minor hockey player to receive supplementary skill development training in addition to their evening or weekend minor hockey club team experience.

It is important to note that within this long-range vision of the HCSA program, the primary outcome is to enhance a hockey student’s confidence, self-esteem, and opportunities in both academics and athletics beyond the primary, intermediate and secondary school system all while making efficient use of arena facilities during school day hours. This program is not intending to develop future professional or international caliber athletes, or Rhode scholars.

DEFINITION

In the context of the HCSA program, sport schools or hockey academy programs are defined as:

A Hockey Canada licensed hockey skill development program offered within a public or private academic institution for any student registered or who may want to become registered with a minor hockey association team.



PHILOSOPHY

1. **Operations:**

- HCSA programs are strictly supplementary to the existing programs run by Hockey Canada Member Minor Hockey Associations (MHA).
- The HCSA program's operational mandate is to provide additional training for minor hockey aged players, of all genders, beginners or advanced, recreational or competitive, who are registered and playing on their local MHA team or who may want to become registered with the MHA and Member in the future.
- HCSA programs are focused on individual skill development and academic achievement.
- Licensed HCSA programs may not establish or develop teams for competition.
- HCSA programs are equity-based programs that consider providing program access to financially disadvantaged students through a bursary program that exists within the school and/or school board.
- HCSA programs are sanctioned for operation by Hockey Canada and the Member Branch and have the written endorsement of the School Board and local MHA.

2. **Students:**

- Any student registered or who may want to become registered on a MHA team who is attending a school operating a HCSA program is eligible.
- Any player regardless of skill level should be permitted to register in a HCSA.
- Any player regardless of family income status may register.
- Players enrolled in a HCSA program must maintain academic and behaviour standards established and monitored by the school and/or school board in order to remain in the program.

3. **Program Instructors:**

- The HCSA program Lead Instructor or designate **must attend the HCSA Summer Seminar in the first year of program operation** – either the summer before or immediately following year one of operation.
- HCSA program Lead Instructors will need to be fully trained and / or certified by **September 2020** in the National Coach Certification Program (NCCP) at a minimum of Coach 2 – Coach Level by Hockey Canada's Member Branches. Development 1 or 2 and High Performance 1 are also accepted.
- If the Lead Instructor is not accredited in one of the above listed NCCP programs, they must complete at minimum two of the following four Instructional Stream Clinics: Skating, Developing Defensemen, Skills, and Small Area Games.



- All HCSA program Lead Instructors must complete the Respect in Sport Activity Leader program and re-certify every five years.
- HCSA instructional staff are recommended to participate in annual professional development through the HCSA Summer Seminar training program.
- It is recommended that the HCSA program Lead Instructors consider a Member Branch leadership position and access training in the National Coach Mentorship Program (NCMP) and make themselves available to serve as a mentor to MHA volunteer coaches.

4. Curriculum Framework:

- The HCSA program must establish and follow the guidelines recommended in the HCSA instructional curriculum framework as set out by Hockey Canada.
- The HCSA program on-ice curriculum framework focuses on technical skills, individual offensive and defensive skills, and some situational play.
- The HCSA program off-ice curriculum framework focuses on developing agility, balance, and coordination along with technical skill development.
- The HCSA program instructional curriculum framework is evaluated and updated by Hockey Canada (HCSA Technical Advisory Group) on an annual basis with input from the HCSA instructional staff.

APPLICATION CRITERIA

Hockey academy programs operating within the Canadian hockey system or groups wishing to organize a hockey academy, may work in partnership with a school or school board to apply to Hockey Canada and the respective Member Branch for approval to operate as a HCSA licensed program. The application must be submitted by the school or school board staff.

ALL APPROVED HCSA PROGRAMS MUST MEET ALL HCSA LICENSEE CRITERIA AND ALIGN WITH THE OPERATIONAL MANDATE AND PHILOSOPHY AS SET OUT BY HOCKEY CANADA AND ITS MEMBER BRANCHES.

Each application package will be reviewed by Hockey Canada prior to being forwarded to the appropriate Member Branch for approval. The following criteria should be considered when preparing the application:

An application package:

- must adhere to the HCSA operating mandate and philosophy (pages 3-5)
- demonstrate partnerships between the school and/or school board and the respective minor hockey association(s).
- demonstrate sound development, schedule, staffing, and budget plans.

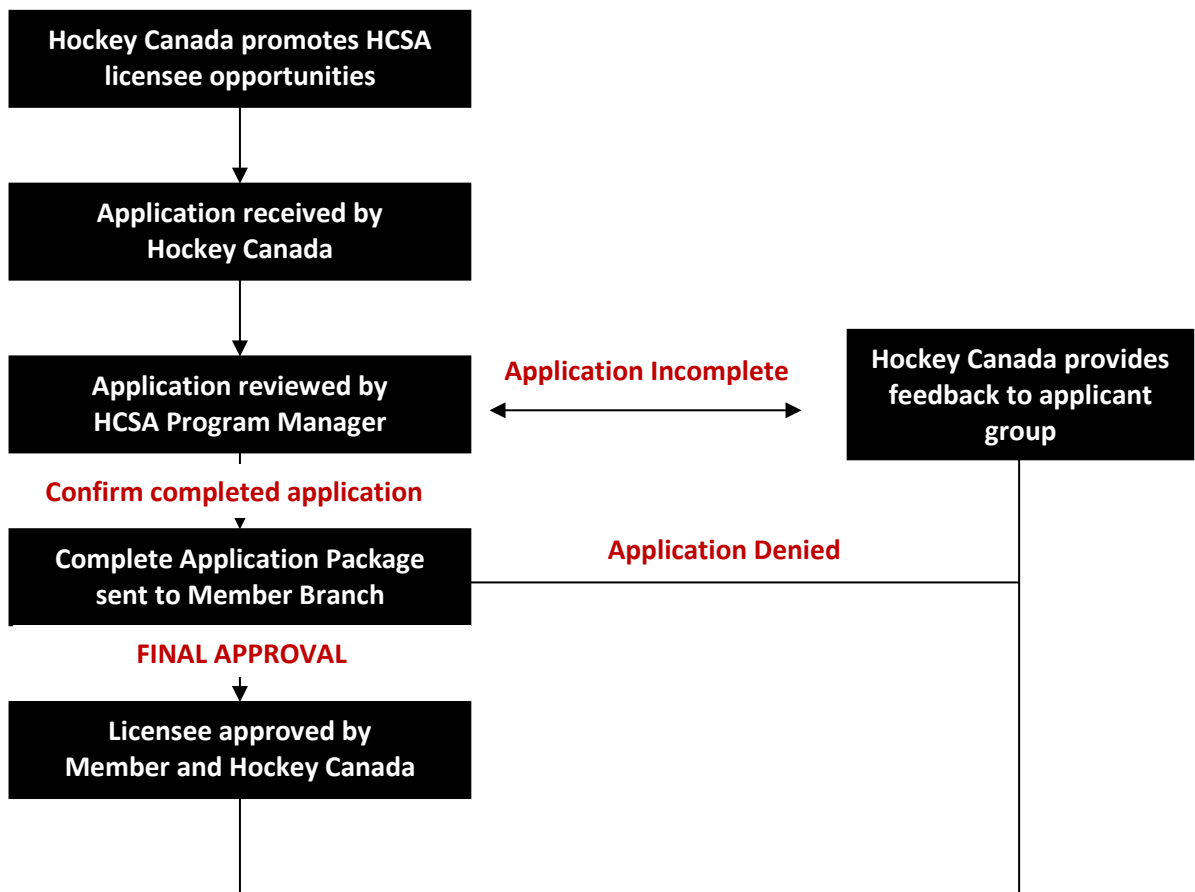


APPLICATION PROCESS

The HCSA Advisory Board is made up of Hockey Canada and Member Branch representation and may include the National HCSA Consultant.

Annually, HCSA applications may be submitted any time during the school year up to the April 1st deadline. Upon receipt, applications will be reviewed for completeness. The review process begins April 30th and applicants will receive confirmation from Hockey Canada by mid-June. If requested, the review process can be initiated prior to April 30th to render a decision prior to the mid-June date.

1. Application Pathway:





2. Application Requirements:

Each HCSA application must include a detailed operational plan which includes the following components:

1. Cover letter outlining the proposed program and purpose in becoming a licensed HCSA program.
2. Hockey Operator Profile:
 - a) Detailed resume of head instructor
 - b) Detailed resume of head administrator (if not same as “a”)
 - c) Description and qualifications of other instructional staff
3. Setting of potential HCSA licensed program:
 - a) Name, address, and contact information of Hockey Operator
 - b) Name, address, and contact information of local School Board
 - c) Name, address, and contact information of local School(s)
 - d) Name, address, and contact information of local Minor Hockey Association(s)
4. Letter of endorsement:
 - a) From the local School Board
 - b) From the local School(s)
 - c) From the local Minor Hockey Association(s)
5. Proposed budget and program registration fee, including the proposed student fee to participate in the program and a copy of the proposed operating budget showing potential revenues and expenses to be incurred.
6. Application fee of \$500 with HCSA application (to be deducted from the HCSA licensing fee if approved).
7. Description of student-players proposed or registered in the hockey program:
 - a) Age classification (Novice, Atom, Pee Wee, Bantam, Midget)
 - b) Ability classification (Recreational – house level and/or Competitive AAA, AA, A level)
 - c) All genders
8. Copy of equity policy which includes a statement on providing access to students who cannot provide the program fee.
9. Program plan and schedule:
 - a) Program start and end date
 - b) Program yearly plan with sample weekly schedule
 - c) Summary of numbers of on and off ice sessions
10. Marketing Plan:
 - a) List of confirmed or proposed sponsors (if any)
 - b) Promotional plan for student-player program recruitment



ANNUAL LICENSING FEE AND LICENSE AGREEMENT

Each licensed HCSA single school program is assessed an annual licensing fee of \$1000.00 by Hockey Canada. Licensing fees vary for small and large school district-based operating models – please contact Hockey Canada for more information on operating model options. Licensing fees go toward ongoing resource development, training programs, and promotion of the HCSA program.

HCSA programs are also assessed a \$20.00 per participant fee for program student registration and support. Students not registered in a Hockey Canada Member MHA will be assessed an additional fee for insurance coverage.

Each September, HCSA programs are required to sign a standard HCSA licensee agreement. The agreement is signed by the school and/or school board and the Vice President, Hockey Development of Hockey Canada. The agreement is renewed on an annual basis. Each HCSA program is evaluated and monitored by Hockey Canada to ensure that HCSA national standards are being followed.

PRODUCTS AND SERVICES

The annual HCSA assessment fee of \$1000 provides the following products and services for the HCSA Program:

- Use of the Hockey Canada Skills Academy trademark (outlined in HCSA written licensee agreement - non-exclusive rights with conditions that apply).
- Use of word mark (i.e., “Sanctioned Hockey Canada Skills Academy” or “Official Hockey Canada Skills Academy”).
- HCSA on and off-ice skill development curriculum framework.
- HCSA on and off-ice skill development training videos.
- HCSA branded materials (HCSA branded stationary items provided in template format).
- An annual membership to the Hockey Canada Network App: www.hockeycanadanetwork.com.
- HCSA section on the Hockey Canada website: www.hockeycanada.ca providing general promotional information and internal links to specific HCSA program pages or program specific web sites.
- Instructor professional development training seminar in the operation and delivery of the HCSA program.
- Hockey Canada medical and liability insurance.



Hockey Canada Skills Academy™

CONTACT INFORMATION AND APPLICATION SUBMISSIONS

To make general inquiries regarding the Hockey Canada Skills Academy Program or to submit your application, please contact or send information to:

TEAL GOVE

Manager, Hockey Development

Hockey Canada

151 Canada Olympic Road NW

Calgary, Alberta, T3B 6B7

Phone: (403) 777-3642

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