



North Harbour Hockey Association

Representative Policy (U18 & NHC)

Author: James Coughlan
Authorised By: Kim Jordan
Date Issued: 17 May 2021
This Version: 1.0
Previous Revision: February 2021

CONTENTS

1. North Harbour Hockey – Representative Policy Introduction..... 3

 1.1. Policy Objective 3

 1.2. Policy Purpose 3

 1.3. Policy Application 3

 1.4. Policy Responsibility..... 3

2. Appointment of Selectors 3

 2.1. Appointment of Selectors 3

 2.2. Selection Protocol..... 4

3. Player Selection and trial Process..... 4

 3.1. General Player Eligibility Requirements for All NHHA Representative Teams..... 4

 3.2. Player Selection Criteria 5

 3.3. Trial Registration..... 5

 3.4. TRIAL PROCESS U 18 (YEAR 12+)..... 6

 3.5. TRIAL PROCESS NHC (17 AND ABOVE AS OF 1ST JANUARY OF THAT YEAR)..... 6

 3.6. SELECTIONS FOR U 18 AND NHC 6

 3.7. CHANGING ASSOCIATIONS 7

 3.8. COMMUNICATION OF SELECTIONS 7

 3.9. TOURNAMENT BUDGETS AND PAYMENTS..... 8

 3.10. INJURIES 8

 3.11. COACH SELECTION PROCESS 8

4. Manager Selection **Error! Bookmark not defined.**

 4.1. Selection Panel **Error! Bookmark not defined.**

 3.1. Eligibility..... **Error! Bookmark not defined.**

 4.3. Selection Criteria **Error! Bookmark not defined.**

 4.4. Selection Process **Error! Bookmark not defined.**

1. NORTH HARBOUR HOCKEY – REPRESENTATIVE POLICY INTRODUCTION

1.1. POLICY OBJECTIVE

1.1.1. This policy sets out in detail the player selection, team management appointment and responsibilities of all stakeholders involved in any North Harbour Hockey Association (NHHA) Under 18 or National Hockey Championship programme.

1.2. POLICY PURPOSE

1.2.1. To clearly outline the policy, operational process and procedures that apply to the selection of players, coaches, and managers who represent NHHA at the Under 18 National hockey Tournament or national Hockey Championship.

1.3. POLICY APPLICATION

- 1.3.1.** This policy applies to NHHA players, coaches, managers, team appointed officials and accompanying adults.
- 1.3.2.** The policy is applied by our Talent Development Officer (TDO) and is owned by the NHHA Hockey Development Manager (HDM) and Chief Executive Officer (CEO).
- 1.3.3.** This policy is reviewed on an annual basis by the TDO and HDM and is then ratified by the NHHA CEO.

1.4. POLICY RESPONSIBILITY

- 1.4.1.** The NHHA TDO is responsible for coordinating all NHHA Teams that attend the Under 18 National Tournament and the National Hockey Championship and any other events these teams may compete in.
- 1.4.1.1.** Administrative support is provided by the Accounts and Representative Administrative Officer.
- 1.4.2.** All Team Programmes, Budgets, Player selections and Coach Appointments must be ratified by the NHHA HDM.
- 1.4.3.** The TDO and HDM of NHHA will oversee the strategy direction of Under 18 and Open (NHC) Representative Hockey within NHHA.

2. APPOINTMENT OF SELECTORS

2.1. APPOINTMENT OF SELECTORS

2.1.1. To select a NHHA Under 18 or National Hockey Championship the following conditions must apply.

2.1.1.1. Be actively involved in the Harbour Hockey Whanau community or have significant previous involvement.

2.1.1.2. Must be a financial member of NHHA.

2.1.1.3. Must not have any of the following outstanding or unresolved:

- Disciplinary actions
- Breaches of NHHA Code of Conduct (NHHA Senior Divisions Bylaws, Clause 9)
- A documented incident of misconduct that has brought NHHA into disrepute.

2.1.2. The TDO with assistance from NHHA HD staff will appoint a sufficient selection panel consisting of a minimum of 3 selectors to enable effective player selections to occur.

2.1.2.1. The Selection Panel is ratified by the NHHA HDM.

2.1.3. Each selection panel will be led and facilitated by a convenor. A NHHA HD Team Member, most commonly the TDO will act in the role of the convenor.

2.1.4. The selection panel may consist of the following representatives: NHHA, Team Management and any appropriate independent person/s.

2.1.4.1. If for any reason a selector is unable to attend a trial, this will be taken into consideration and handled appropriately by NHHA. They may still be involved to some extent with final selections.

2.1.5. Selectors must disclose any previous or current information that may be seen as a conflict of interest to the selector's panel.

2.1.5.1. Conflicts of interest may be but are not limited to any of the following: relative of individual trialing, previous interactions with individuals trialing (i.e. private coaching), connection to the individual trialing (i.e. partner, work colleague).

2.1.5.1.1. Selectors will be removed from discussions involving specific players where there is an agreed conflict of interest.

2.1.5.2. NHHA and/or selectors are responsible for recognising where there is a conflict of interest and are expected to uphold the above policies.

2.1.5.2.1. NHHA will decide if a selector cannot be appointed or needs to be removed from their role as selector. The decision of the NHHA CEO will be final.

2.2. SELECTION PROTOCOL

2.2.1. The NHHA TDO with support from the ARA registered trials will be screened for financial status and any concerns in relation to the NHHA Code of Conduct. The TDO will only disclose what the HDM deems necessary with the selection panel.

2.2.2. Any player selection discussions are not to be had outside of the panel verbal or electronic communication chain unless approved by the NHHA TDO.

2.2.3. TDO will ensure final selections for squads and or teams are communicated to and agreed by the full panel before the selections are signed off by the NHHA HDM.

2.2.3.1. No team or squad selections are to be made public prior to an internal check to confirm all players are financial with NHHA. The HDM will not sign off any selections that includes un-financial players.

2.2.4. All selectors are responsible for making the following selections:

- Premier Team
- Premier 2 Team and any additional teams
- Non-Travelling Reserves (where applicable)
- Any changes to the above throughout the campaign

2.2.5. Selections can be discussed and finalized via meetings in person, online or via email.

2.2.6. Final selections will be confirmed by all selection panels via email to the TDO.

2.2.7. TDO will confirm selections with panel post completing player eligibility checks and ratification from HDM.

3. PLAYER SELECTION AND TRIAL PROCESS

3.1. GENERAL PLAYER ELIGIBILITY REQUIREMENTS FOR ALL NHHA REPRESENTATIVE TEAMS

3.1.1. All players are individually responsible to ensure they meet all eligibility requirements for the applicable event and NHHA player eligibility requirements.

3.1.2. To be eligible to represent NHHA at National Under 18 or National Hockey Championships, a player must be a registered financial member of NHHA unless they meet one of the following exceptions:

3.1.2.1. Be a Home of Origin player (NHHA is the first association where representative hockey was played at club level or youth representative).

3.1.2.2. Be an approved Guest Player.

3.1.3. Meet all HNZ eligibility requirements as stated by the governing body of the event. These requirements will be communicated by HNZ as soon as they become available.

3.2. PLAYER SELECTION CRITERIA

3.2.1. All players are individually responsible to ensure they meet all eligibility requirements for the applicable event and NHHA player eligibility requirements.

3.2.2. To be eligible for selection all players must complete trial registration and attend one or both trial dates. If a player is unable to attend a single trial date and wishes to be considered for selection, this player must make this known to the selection panel prior to the trial dates.

3.2.3. Selectors are not limited to, but should consider, the following factors when assessing players:

- Skill Framework
- Hockey Intelligence
- Team Compatibility
- Work Ethics
- Specialist Skills
- Coachability
- Natural Ability
- Selector's Observations

3.2.4. A player's performance and fit with NHHA and/or team values from previous NHHA events may be considered.

3.2.5. At the time of trials, a player must be financial with their club and NHHA.

3.2.6. A player must not have any outstanding breaches to **Clause 9 NHHA Bylaws Code of Conduct** or any outstanding documented incidents of misconduct that has brought NHHA into disrepute.

3.2.7. Selection of players who have completed trial registration but are unable to make trials will be based on, but not limited to:

3.2.7.1. Knowledge of the player's ability based on the Winter Club or Secondary School Season

3.2.7.2. Previous representative history for NHHA or other Associations

3.2.7.3. Attendance or assessment at previous NHHA programmes (if applicable)

3.2.8. Should a player register for trials, make no attendance, and fail to notify the selection panel, it will be deemed that they no longer wish to be considered for selection.

3.2.9. The TDO or NHHA staff appointed convenor of selectors will make the final decision amongst the selectors in situations where agreeance cannot be reached.

3.2.10. HDM and CEO have the right to override selectors final decisions made via the TDO if there are player eligibility concerns unresolved. These would be communicated to players in confidence to resolve prior to naming of a squad or team.

3.3. TRIAL REGISTRATION

3.3.1. Players will agree to the eligibility clause via trial register which sees individuals complete the player agreement/medical information that is required for selection.

3.3.2. Trial Registrations will be completed via an online form.

3.3.3. Trial registrations to open a minimum of 4 weeks prior to trial 1 date.

3.3.4. NHHA will accept registrations on the day on the basis the individual completes the requirement online documentation prior to taking the field of play.

3.4. TRIAL PROCESS U 18 (YEAR 12+)

3.4.1. Trial (Stage 1):

3.4.1.1. To be considered for selection of a NHHA Under 18 Team players must meet all eligibility rules in the HNZ Tournament Policy excluding the age criteria, where this NHHA Policy takes precedence –You have to be Year 12 or above.

3.4.1.2. Players are expected to register prior to trials but this does not close off players from registering on the day/night

3.4.1.3. Maximum of 2 trials for field players at U 18's.

3.4.1.3.1. NHHA has the right to organize a specialist GK trial (a third trial for GK's) if deemed necessary.

- Specialised GK Selectors will attend all trials

3.4.1.3.2. Exception being if registration numbers exceed 60 a third and final trial for field players may be organized.

3.4.1.3. Structure of the trials is determined by the Talent Development Officer in conjunction with the selectors but should be primarily based around games.

3.4.1.4. Structure of the trials is communicated at the briefing prior to the start of the first trial

3.4.1.5. Fitness testing could be included.

3.5. TRIAL PROCESS NHC (17 AND ABOVE AS OF 1ST JANUARY OF THAT YEAR)

3.5.1. Trial (Stage 1):

3.5.1.2. Open to all players eligible based on HNZ tournament eligibility

3.5.1.3. Players are expected to register prior to trials but this does not close off players from registering on the day/night

3.5.1.4. Maximum of 3 trials at NHC

3.5.1.5. A specialised GK selector will attend all trial

3.5.1.6. Structure of the trials is determined by the Talent Development Officer in conjunction with the selectors but should be primarily based around games

3.5.1.7. Structure of the trials is communicated at the briefing prior to the start of the first trial

3.5.1.8. Fitness testing could be included

3.6. SELECTIONS FOR U 18 AND NHC

3.6.1. Representative Teams

3.6.1.1. If selecting a squad of 16 players, we will have a minimum of 15 field players and 1 Goalkeeper selected

3.6.1.2. If selecting a squad of 18 players, we will have a minimum of 16 field players and 2 Goalkeeper's selected

3.6.1.3. Teams will be selected following the trial, not squads

3.6.2. Post-trial Selection

3.6.2.1. Final team selections for the tournament are to be made after the final trial

3.6.2.2. If the Premier team requires a replacement player they must be a member of the Premier 2 Team

3.6.2.3. Players who need to be brought into the Premier 2 team (or Premier Team when there is only one team selected) must be asked in this order

3.6.2.3.1. NTR (Non-Travelling Reserves)

3.6.2.3.2. Those players who registered for trials but were not selected as an NTR

3.6.2.3.3. Players involved in the North Harbour Hockey competitions

3.6.2.3.4. Guest Player

3.6.2.4. Any player who withdraws from the Premier 2 Team will not be eligible for any later offer of position in the Premier Team if such an opportunity arises.

3.6.2.4.1. If a withdrawal was due to special circumstances and the individual is now available, the individual can write to the TDO for consideration. Selection would be ratified by the HDM.

3.6.2.5. North Harbour Hockey will manage player welfare

3.6.2.6. Players selected have 7 days to inform NHHA of their desire to withdraw. At 7 days the team announcing becomes public and any withdraws post this will see the rep levy not being refunded.

3.6.3. Player Eligibility

3.6.3.1. Players need to be Under/over the age of the tournament as of the 1st of January of that year to be eligible for an age group alongside the appropriate school year for North Harbour's age groups.

3.6.3.2. At the Under 18 Level the club association that you play for takes priority over the school association that you play for.

3.6.3.2.1. Any Y12+ school participant who wishes to trial for NHHA but plays for a club outside of NHHA must consult the NHHA TDO.

3.6.3.3. For an international player to be eligible for any NHHA Representative side they need to be available for the full duration of the Club/School Season and must remain in NZ till the completion of the Tournament.

3.6.3.4. A player must be eligible for selection for North Harbour over the course of the 12 months of that year.

3.6.3.5. North Harbour will fill their U 18 rep teams from U 18 eligible players. If NHHA can't fill teams' dispensation will be applied in the following order:

3.6.3.5.1. A player who hasn't registered for trials but is an U 18 eligible player in our school or club competition

3.6.3.5.2. A year 11 player who is over the age of 15 on the 1st of January of that year

3.6.3.5.3. Dispensation would be considered by the selection panel for specialist positions. E.g., GK

3.6.3.5.4. Guest players from neighbouring associations

3.7. CHANGING ASSOCIATIONS

3.7.1. Players that move to the North Harbour Hockey Association from another Association, if eligible will be available for selection.

3.7.1.1. Conversation with players moving into the North Harbour Association to be held with the Talent Development Officer before the trials.

3.7.2. If a player moves to North Harbour Hockey in the U 18 and NHC age groups (as of Hockey New Zealand's age group eligibility rules), then moves away from the Association again between these age groups and then returns, will need to show commitment for 12 months in a North Harbour Hockey Competition before being eligible for a North Harbour Hockey Representative side again.

3.7.3. Special dispensation can be made for circumstances. This needs to be in writing to the Talent Development Officer.

3.8. COMMUNICATION OF SELECTIONS

3.8.1. Players selected to attend the final trial (if applicable) will be named via the North Harbour Hockey website by a communicated time/date.

3.8.2. Players selected in either Premier or Premier 2 Team will be named via the North Harbour Hockey website by a communicated time/date (U 18's).

3.8.3. Players selected in either Premier or Premier 2 Team will be notified via email before the teams are posted on the North Harbour Hockey website by a communicated time/date (NHC).

3.8.4. Players from the previous year that have not retained selection in that respective team will be communicated via email prior to the team announcement.

3.8.5. All responses to selection issues must be done in WRITING to the NHHA Talent Development officer.

3.9. TOURNAMENT BUDGETS AND PAYMENTS

3.9.1. All players payment must be collected pre-tournament with payment options to players/families. Procedures:

3.9.1.1. Team budgets and player contributions developed prior to team selections by Talent Development Officer and Accounts & Rep Admin Officer.

3.9.1.2. Players informed of player contribution and payment schedule at the first trial by letter. Letter includes schedule, North Harbour Hockey account details and process if other payment arrangements are required.

3.9.1.3. Players who require individual payment plans are identified, payment plans develop with Accounts & Rep Admin Officer and documentation signed and filed with Financial Officer.

3.9.1.4. Talent Development Officer supplies Accounts & Rep Admin Officer with team lists.

3.9.1.5. Weekly communication between Accounts & Rep Admin Officer and Talent Development Officer to assist with tracking of payments.

3.9.1.6. Communication held between Talent Development Officer and team manager three weeks prior to tournament to ensure all player payments are completed.

3.9.1.7. Any players who have not met the above criteria are informed that they will not be able to attend tournament.

3.9.1.8. Non-traveling Reserves informed, and payments made.

3.10. INJURIES

3.10.1. Players must disclose to their respective team management as soon as they are aware of any illness, injury or condition that may prevent them from preparing or competing in the campaign, including at National Tournament.

3.10.2. If a player becomes injured during the campaign which requires their withdrawal from the team, they will be liable to pay all, and any costs incurred up to the point of injury, that are non-transferable to a replacement player. If applicable, any refunds will be made. The representative levy is non-refundable.

3.10.3. Players must communicate any injuries prior to trials. Any player who is unable to trial due to their injury can still be considered for selection. This will be based on the selection panel's previous knowledge of this player; club coaches may also be asked for their opinion to aid the selection panel.

3.10.4. Re Appointment:

- On review of the previous campaign and based on feedback gathered North Harbour Hockey has the right to re appoint coaching staff to the same team they coached the previous year.

3.11. COACH SELECTION PROCESS

3.11.1. If a coach/coaching staff does not want to be re-appointed or North Harbour based on feedback chooses not to re-appoint a coach/coaching staff the positions will be advertised prior to trials.

3.11.2. If a coach/coaching staff from the Premier 2 side wants to move up to the Premier side they will also need to apply for the role

3.11.3. Once the application process has finished, successful applicants will be notified of the process and interview for the role.

- The interview panel consists of the Talent Development Officer & HDVO
- A member of the CDEC may be asked to sit on the interviews

3.11.4. Successful and unsuccessful candidates will be notified by email of appointments

3.11.5. Appointments to be made public

If North Harbour Hockey gets no applicants for a role the Talent Development Officer can approach potential candidates