

## **Ice Scheduling Guidelines**

One of the most important aspects of the minor hockey season is scheduling of ice times. A lot of volunteers are involved in this process at the beginning to ensure ice times for games and practices even out by the end of the year and that each association utilizes their allotted ice efficiently. After schedules have been made for the beginning of the season, any change has ripple effects not only for the team requesting the change, but for other teams and even leagues as well. Most associations negotiate with the various arenas at their disposal for a certain number of hours of ice per week and that is all the ice they have to work with for the season. Ice time is not an unlimited resource.

Below are guidelines to be followed when considering asking your association or league to change your schedule.

### **General Guidelines**

1. Once yearly ice allotment has been decided (based on the number of league games, etc.), the general rule of thumb is to divide the total hours into the number of weeks of the season to get a weekly allotment.
2. Every attempt is made to schedule ice evenly every week (2 games plus the regular practice time for each teams level of play), however there are many reasons this may not happen:
  - a. Reschedules
  - b. Storms
  - c. Tournaments
  - d. Other association game times conflict with EHMH game times or practice hours
  - e. Provincial play downs
  - f. Halloween (peewee and below)
  - g. Xmas concerts or other school events
  - h. Development weekend and Christmas Break



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3. The first point of contact for schedule conflicts or schedule inquiries is the divisional coordinator.
4. Hockey Nova Scotia has regulations around when ice times and game times can start for each level of play.
5. The ice scheduler will not schedule ice times or games under any circumstance outside of these regulations.
6. The ice scheduler is responsible for EHMH ice only.
7. The ice scheduler will not make exceptions to the schedule because:
  - a. Coach plays hockey on that particular night
  - b. Coach has another group of players outside of EHMHA that have ice that night
  - c. Player participates in another sport or other activity that same night
  - d. ETC.
8. Most importantly: Teams will get their yearly allotment before the hockey season ends, so if your team does not get a practice hour one week for a variety of reasons, your team will not lose it. You will get it back at a later date.

## **Tournaments**

1. Practice rescheduling
  - a. Teams must notify the ice scheduler of tournament dates once their registration is confirmed. In order for the ice scheduler to even consider making a change to practice ice, a minimum of two weeks' notice is required, but please make every effort to give more than two weeks' notice.
  - b. Once a schedule is posted, teams are responsible for their scheduled ice. At that point, individual teams can contact other EHMHA teams to swap ice, however the scheduled ice will count against their yearly allotment. If ice is swapped between teams, the ice scheduler must be notified right away so the proper team is marked for the ice allotment.



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## 2. League Game Rescheduling

- a. Teams must notify their league representative of tournament dates once their registration is confirmed. In order for the league scheduler to even consider making a change to game ice, a minimum of two weeks notice is required, but please make every effort to give more than two weeks' notice.
- b. EHMHA representatives do not schedule or reschedule game ice. We can only request the change on the team's behalf.

### **Exhibition Games**

1. Scheduled practice ice will not to be used for exhibition games under any circumstances.
2. Ice schedules will not be changed to accommodate exhibition games at home or away without a minimum two weeks advance notice.

### **Regular Season Games**

1. Ice schedulers for the leagues we participate in (CMHF, DWRHL, and SCFHHL) are responsible to meet timelines set forth by those leagues and Hockey Nova Scotia. These rules and regulations can be found on the league and the HNS websites.
2. The ice scheduler is solely responsible for ensuring ice availability for league games.
3. The ice scheduler is solely responsible for booking referees (and time keeper) for league games.
4. Team managers and coaches will not reschedule games by directly contacting other teams.
  - a. The ice scheduler and league representatives will reschedule all games when appropriate.
5. Teams must be prepared to play rescheduled games with a minimum of 24 hours notice as ice becomes available.



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- a. The ice scheduler will give as much notice as possible for rescheduled games.
6. If a rescheduled game creates a conflict with a practice, the ice scheduler will arrange for another team to fill the now vacant ice time so the game can be played.
7. Regular season games must be played on the scheduled times.
8. A game will only be cancelled at the discretion of the ice scheduler, the league, and/or the association based on the circumstances.  
(Example: severe snow storms)
9. If a team feels there are circumstances warranting a game cancellation, the manager or coach must contact the league representative with the details. The league representatives will contact their counterparts and make a decision whether or not to cancel the game.

### **Playoff Games (Provincial and League)**

1. Provincial playoff games have set time lines and are played on neutral ice as the first option.
2. If a provincial playoff game needs to be rescheduled for legitimate reasons, the ice scheduler and league representative will make the arrangements.
  - a. The home team is responsible for the makeup ice.
3. When a neutral ice provincial game is played during a team's normal game hour, that hour will count towards that team's yearly ice allotment. Example: U13 AAA game - TASA vs Halifax played in East Hants. East Hants U11 team takes the hit for the ice.
4. All provincial games, unless otherwise stated, are played to the end of the third period.
  - a. The rink clock cannot buzz you off.
  - b. Certain provincial games need to be played until a winner is decided, so game times may be extended.
    - i. If this is the case, extra ice will be allotted and that extra ice will count against the team's yearly allotment.



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5. Conference playoff games in some cases are played until a winner is decided.
  - a. These games will be 1.5 hours in length for all levels other than U18 Rep or U15 AA
6. Please read all the rules and regulations going into playoff games as it can save you a lot of time and frustration.



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