

REC HOCKEY AFFILIATE PLAYER (AP) POLICY

1. Purpose

This policy establishes the guidelines and procedures governing the use of Affiliate Players (“APs”) within the Cole Harbour Bel Ayr Minor Hockey Association (“CHBAMHA”) recreational program. It is intended to:

- Provide teams with a fair, consistent means of filling a roster when regular players are unavailable;
- Support player development by giving players appropriate additional ice opportunities;
- Ensure CHBAMHA's practices align with Hockey Nova Scotia (HNS) Regulation 6 – Affiliation, and with the regulations of the league(s) in which CHBAMHA recreational teams compete; and
- Protect the primary commitment every player owes to their own registered (“Home”) team.

This policy applies to CHBA's recreational program only. Affiliation for CHBA's competitive/rep program, where applicable, is governed separately.

2. Definitions

“Affiliate Player” (“AP”)

A player who is properly registered and rostered to one CHBAMHA recreational team (the “Home Team”) and who is also eligible, under this policy, to be called up to play for another CHBAMHA recreational team (the “Affiliate Team”).

“Home Team”

The team to which the player is primarily rostered, and to whom the player's participation obligations first belong.

“Affiliate Team”

The team requesting the temporary services of an AP for a specific game or practice.

“Lateral Affiliation”

Affiliation between two teams at the same division and tier (e.g., U11 recreational to U11 recreational), where permitted by the applicable league.

3. Purpose and Permitted Use of APs

APs exist to help a team reach a safe and competitive number of players for a specific game or practice — not to permanently expand a team's roster. An AP may be used only when the Affiliate Team is short of players due to:

- Illness or injury;
- Suspension;
- Vacation, school commitments, work, or other personal/family conflict; or
- Any other legitimate reason accepted by the Affiliate Team's coach.

APs are not to be used to stack a roster, to replace a player who is simply less skilled, or to exceed the maximum number of players permitted on the game sheet under the applicable playing rules. An AP player should replace a player of comparable skill

AP rules for tournaments shall be governed by tournament rules. However, Section 5 (Consent and Permission Process) steps 1 through 4 must still be complied with.

4. Eligibility and Selection

4.1 Divisional Movement

A player may only affiliate within their age group at the Rec level (e.g., U11C to U11C). Any affiliation from within an age group or in exceptional circumstances a lower Rec level (e.g., U11C to U13C) is subject to approval by Hockey NS.

4.2 Minimum Age

Players in U7 and U9 (Initiation Program / Novice) are not eligible to affiliate.

4.3 Registration Requirement

A player must be a fully registered, rostered member of an approved CHBAMHA recreational team before they may be used as an AP. Players from outside CHBAMHA may not be used as recreational APs, with the exception of goaltenders where permitted by HNS/league rules.

4.4 Lateral and Cross-Level Affiliation

Where CHBAMHA's league permits lateral affiliation (team-to-team within the same division and tier), such use is subject to any per-team game limits set by that league (for example, a cap on the number of times the same lateral AP may be used per season, and a prohibition on lateral APs in elimination or championship games). CHBAMHA teams and coaches are responsible for knowing and following the specific affiliation matrix published by the league for the current season.

5. Consent and Permission Process

1. Identify the Need. The Affiliate Team's coach identifies a shortage and determines that an AP is required for an upcoming game.
2. Contact the Home Team. The Affiliate Team's coach contacts the player's Home Team coach to discuss the player's availability. The player's obligations to their Home Team come first — an AP request must never be approved if it would leave the Home Team short-handed for its own game. The Home Team must consent to the request, and a Head Coach may decline an AP request without penalty.
3. Contact the Player and Family. Once the Home Team coach has confirmed the player is available, the Affiliate Team's coach (or a CHBAMHA representative) contacts the player and their parent(s)/guardian(s) directly to offer the opportunity and confirm their willingness to participate.
4. Player Consent. The player and their parent(s)/guardian(s) must consent to the affiliation. Participation as an AP is voluntary; a player and family may decline an AP request without penalty.
5. Documentation. Once all parties have agreed, the request is documented (e.g., from Affiliate Team to Home Team, Home Team coach approval email, Player/Family approval email) and sent to the Director, Recreational Hockey. The request is then sent to the Regional Director, Hockey NS for approval.
6. **A minimum 48 hour turnaround is required from the day of submission of all required documentation to the Director, Recreational Hockey. Late requests will be on a best efforts basis. In all cases approval from Hockey NS is required for the AP to participate in a game.**

6. Participation in Games

- An AP may only dress for the Affiliate Team up to the maximum roster size permitted for that game under the applicable playing rules.
- An AP may take regular shifts with the Affiliate Team once dressed.
- Goaltenders: If two goaltenders are rostered to a team and one is unavailable, an affiliate goaltender may be called up, but the rostered goaltender must start the game. If only one goaltender is rostered, an affiliate goaltender may likewise be called up under the same condition.
- Any player participating as an AP must be clearly identified as an “AP” on the official game sheet.
- The decision as to which eligible player is offered an AP opportunity for a given game rests with the Affiliate Team's coach, in consultation with the Home Team coach.

7. Participation in Practices

APs are not entitled to practice time with the Affiliate Team..

8. Season and Game Limits

The number of games a player may affiliate in, and any limits on repeated use of the same AP by the same team, follow the limits set out in HNS Regulation 6 and the applicable league's regulations for the current season. Coaches and managers are responsible for tracking AP usage to ensure these limits are respected. Where a player's own Home Team has completed its regular season and playoffs before its affiliated team, further HNS/league-specific rules on continued affiliation apply.

9. Recordkeeping and Transparency

- Team managers are responsible for maintaining a record of every AP usage for their team (date, player, opposing/affiliate team, reason).
- Completed Affiliate Player Notification Forms are submitted to the CHBMHA Director Recreational for central recordkeeping.
- AP usage records may be reviewed by the CHBAMHAExecutive at any time to confirm compliance with this policy.

10. Dispute Resolution

Concerns about the use, denial, or administration of an AP request should be addressed as follows:

7. The parties (coaches involved, and/or the player's family) should first attempt to resolve the concern informally between themselves.
8. If unresolved, the matter is referred in writing to the CHBAMHA Director Recreational. If the Director, Recreational cannot resolve the issue, the matter is referred to a joint decision between the President, Vice President, and Director, Recreational for a final decision.

Throughout this process, the player's well-being, development, and fair access to opportunity remain the guiding priorities.

11. Enforcement

Failure to follow this policy by either Affiliate Team or Home Team Head Coaches — including using an AP without proper consultation and consent, exceeding permitted roster or game limits, or failing to document AP usage — may result in disciplinary action against the responsible coach or team official, up to and including suspension, in accordance with CHBAMHA's Code of Discipline. Players and Family must also ensure that they are an AP with proper consultation and consent. Failure of Players and Family to do so may also result in disciplinary action up to and including suspension, in accordance with the CHBAMHA's Code of Discipline.