

**Calgary Northstars
Hockey Association
(CNHA)**

Travel Policy
Revision: October 2022



CNHA Travel Policy

CNHA has developed the following policies with respect to travel:

- 1) All teams must abide by the Hockey Alberta travel guidelines. These guidelines can be found at: <https://www.hockeyalberta.ca/members/safety-management/safety-general/travel/>
- 2) All travelers are responsible for researching and abiding by all Canadian government rules and regulations at all times, including international travel.

ALL TRAVEL:

- 3) Accommodations must be arranged such that two players occupy each hotel room. If there are an odd number of players, then one of the rooms must be occupied by three players.
- 4) CNHA staff members (Coaches, Athletic Therapists and Managers) are entitled to their own hotel room paid for using team (typically for tournaments) or association (typically for league games) expenses.
- 5) Travel must be booked to minimize the number of nights needed in a hotel, taking into consideration sufficient time to ensure the team is sufficiently rested.
- 6) All meals are team expenses

LEAGUE TRAVEL

- 7) Travel arrangements, including any transportation and any accommodations, must be booked through Canacom Travel Services ("Canacom"), as hotels and transportation are covered by the CNHA.
- 8) For any game that is 50 kilometres or more from City of Calgary city limits, a bus or airplane will be arranged to transport players and CNHA staff members (Coaches, Athletic Therapist and Team Manager).
- 9) Parents may travel on the team bus to league events, if the Coach permits such an arrangement.

DISCRETIONARY TRAVEL (TOURNAMENTS AND EXHIBITION GAMES)

- 10) All transportation, accommodations and meals will be team expenses and must be approved ahead of time by 75% consensus, after presenting options to the team ahead of time
- 11) Because Canacom Travel Services is familiar with the logistics encountered by all of our teams, the CNHA strongly encourages the use of Canacom to assist with the booking of all discretionary travel.
- 12) U13AA – Players must stay in the team approved hotel but will room with their parents.

SUPERVISION

- 13) CNHA Coaches will be responsible for the supervision of all players while in hotels, on buses or airplanes and during any team activities such as team meals or team building events.
- 14) CNHA Coaches must ensure team curfews are set that adhere to Hotel "Quiet Hours" and that are reasonable based upon the age of the players and the times of the next days' game.
- 15) CNHA Coaches must ensure all players conduct themselves appropriately as representatives of the CNHA and must hold players accountable for the highest standards of behaviour.

Board Approved Oct 3, 2022