



Player Placement Program Guidelines

Position Summary and Roles:

Age Group Board Liaison (U7, U9, U11, U13, U15, U18, U21)

Role descriptions- document to be attached soon

The Board Liaison is a critical governance role that serves as the bridge between the SMHA Board of Directors and the operational Age Group leadership. Working in conjunction with the Lead Age Group Coordinator (AGC), the Liaison provides oversight, ensures policy compliance, and facilitates official Board approvals for teams and coaching staff. They act as a high-level advisor and the final point of escalation for age-group-specific issues.

GOVERNANCE & COMPLIANCE: The Board Liaison is responsible for verifying that the Lead AGC and AGCC follow all executive protocols. While they review rankings and recommendations, their primary focus is ensuring and securing Board approval for finalized team rosters and coaching appointments.

Lead Age Group Coordinator (U7, U9, U11, U13, U15, U18, U21)

The Lead AGC provides strategic leadership and oversight for their assigned age group during the pre-season and Player Placement Program (PPP), and serves as the primary mentor and supervisor for Head Coaches during the regular season. This role focuses on high-level decision-making, Player Placement, personnel selection, and maintaining association standards and code of conduct.

Operational Constraint: To remain available for oversight, the Lead AGC cannot run clipboards or perform data entry during evaluation ice times. They must remain mobile and accessible to the needs of the evaluation process.

Assistant Coordinator (U7, U9, U11, U13, U15, U18, U21)

The Assistant AGC serves as a "Succession Role" within the SMHA Age Group leadership structure. The primary objective is to shadow the Lead AGC and learn all facets of age group management, evaluation integrity, and personnel selection. This role ensures continuity and a smooth transition of knowledge when the Lead AGC steps

down or moves to a different age group.

Operational Constraint: To learn the role effectively and remain available to facilitate oversight, the Assistant AGC cannot run clipboards or perform data entry during evaluation ice times. They must remain mobile and accessible to the needs of the evaluation process.

Communications Coordinator (U7, U9, U11, U13, U15, U18, U21)

Working closely with SMHA Operations, the COMMS ensures clarity, consistency, and efficiency for all members, parents, players, and team staff within their assigned age group. The COMMS serves as the primary administrative point of contact for parents during the Player Placement Period (PPP). Must strive to answer questions within a 24-hour turnaround time

Quality Control & Compliance: The COMMS is empowered by SMHA Operations to ensure the Lead AGC abides by all executive communication protocols and timelines. To maintain evaluation integrity, the COMMS has NO access to player data or team placement authority; their role is strictly to manage "Front of House" operations.

Data Coordinator (U7, U9, U11, U13, U15, U18, U21)

The Data Age Group Coordinator is a technical-administrative role within the AGC leadership team. This individual is responsible for the absolute integrity and security of player evaluation data throughout the Player Placement Program (PPP). By managing the One Click Ice (OCI) platform and physical score sheets, they ensure that the evaluation process is backed by accurate, uncompromised data.

DATA INTEGRITY & ZERO-CONTACT POLICY: To prevent bias and conflicts of interest, evaluation rankings are NEVER to be shared with evaluators. Data Coordinators are strictly prohibited from contacting evaluators regarding specific player scores.

Goaltender Coordinator (U11, U13, U15, U18, U21)

The Goaltender Coordinator is a specialized leadership role responsible for the oversight of goaltender evaluations, placement, and ongoing development within SMHA. This role ensures that goaltender-specific evaluation sessions are professionally managed and that goaltenders receive specialized development opportunities throughout the season. They serve as a technical resource for both the Board and age-group leadership.

TECHNICAL OVERSIGHT & DEVELOPMENT: The Goaltender Coordinator ensures that goalie evaluations are distinct and specialized.

Evaluators (U7, U9, U11, U13, U15, U18, U21)

Evaluators are critical volunteers, typically drawn from the Coach applicant pool, responsible for providing impartial, objective, and expert assessments of player performance. This role is the foundation of the Player Placement Program (PPP), and its integrity depends on the evaluator's ability to remain neutral, observant, and disciplined throughout the evaluation process.

EVALUATION INTEGRITY & CONDUCT: Evaluators must maintain isolation during sessions. Sharing scores, discussing players with other evaluators, or displaying bias (cheering/pointing) is strictly prohibited. Evaluators must possess a level of hockey knowledge to ensure rankings are executed accurately and fairly. Evaluators do not register any scores for their own child.

PPP Goal:

The goal of the PPP is to fairly rank each player to ensure each player is placed in a division of players with like skill sets. If we have 200 players registered in an age group, we will use the PPP session to rank them from 1 to 200. (Goaltenders for U11 and up are similarly ranked).

Typically, only 4 or 5 rounds of ice time are utilized to rank each player. After each round of evaluations, players are sorted. Players may move up to a more skilled group, stay in the same group or move down a group to find a group of players that best match their capability.

EVALUATION PROCESS:

Each Age Group Coordinator will manage & execute the following:

- Select a group of evaluators. (To be approved by SMHA Executive)
 - For U13 & above: Where position-specific evaluations occur, evaluators will be assigned to specific positions for which they are most qualified to evaluate.
- Prepare Drills for each player placement session. (These may vary depending on the calibre of each group. Drills should focus on the following:
 - Skating
 - Puck Handling & Shooting
 - Small Area Compete Drills (1-on-1, 2-on-2, 3-on-3 etc)
 - Scrimmage (as needed).

- After each round of player placement assessment, the players will be ranked and re-grouped for the next sessions. (This is done with the Coordinator & Data Manager and provided to the SMHA Executive)
- At the conclusion of the PPP, each ranked player is placed on an appropriate team. Team recommendations are then approved by the board.

SCORING SYSTEM:

Evaluators will use the following scoring system to rank players in an ice session

NOTE: Players are ranked relative to other players on the same ice time (Players are not compared to Players in other groups). Generally, the kids in a particular ice time will fall into a bell curve as shown below. Evaluators do not register any scores for your own child.

- Strongest Player on the ice (Approximately: Top 10%)
- Above Average (Approximately: 25%)
- Average compared to the group (Approximately: 30%)
- Below Average (Approximately: 25%)
- Weakest on the ice (Approximately: Bottom 10%)

Final Ice Session – “The Bubble Skate”

The final player placement session is used only to place the players at the top and bottom of each division grouping.

The Coordinator & Data Manager will identify skaters above/below “the divisional line” to be evaluated. Evaluators will only watch these players and mark scores as normal, then rank these players from top to bottom.

Identical Scores - Tiebreakers

Tie-breaking procedure based on players who evaluate equally:

- 1) A 2nd-year (older) player gets the higher placement than a 1st-year (younger) player.
- 2) If both players are 2nd-year players (or both are 1st-year players):
 - a) Refer to the Coaches' evaluations from the previous year, and the Age Group Coordinator makes a judgment based on ranking/comments.

Placement of injured players:

If a player is unable to participate in any evaluation sessions due to injury, the Age Group Board representative requests coaches' rankings from SMHA Executive for the injured player and the comparable player or players from the previous team. Age Group Board representatives and the AGC will determine the best matched player participating in the PPP process to tie them to for Divisional placement. This placement is subject to review based on the severity of the injury; a player may be moved if deemed necessary.

Placement of a player missing a session:

In the event a player misses a PPP session, no score will be recorded for that session. All other data recorded from the PPP session will be used for divisional placement.

DIVISIONAL PLACEMENT

Divisional placement is determined using an accumulation of all evaluators' scores, averaged across all sessions to determine final rank order and sorted into Division based on Hockey Calgary team formation guidelines.

ALL DIVISIONAL PLACEMENTS ARE FINAL. NO REVIEW OR DISPUTE PROCESS.

CREATING TEAMS

Hockey Calgary will provide a team grid that is used to determine how many teams are required in each division. In cases where there are 2 teams in a division, each team is to be created with equal skill and a general competitive balance on each team. Teams must be formed within 48 to 72 hours after the final skates of the PPP sessions.