



# **In House Volunteer Evaluation Process** **Cold Lake Minor Hockey Association**

Cold Lake, Alberta

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## **Participants**

Please note that this process will be used for all players within CLMHA. CLMHA evaluations will be done by volunteers selected by CLMHA. The purpose of having evaluations for all players is to form teams based on skill level for continued development in all divisions.

## **Philosophy and Objectives**

Player evaluation can be one of the most difficult and emotional tasks for a Minor Hockey Association. However, it is also the foundation for which the association is built. In most cases these evaluations are used to place individual players on teams. Evaluations can also be used as a tool to help coaches with the development of each player based on their individual strength and weaknesses. The following are the objectives of Cold Lake Minor Hockey during our evaluation and selection process.

This procedure is put in place:

- Annually by CLMHA to create a fair, open and impartial assessment of a player's total hockey skill and attitude during both skating and scrimmage sessions.
- To ensure all players have a reasonable opportunity of being selected to a team appropriate to their skill level based on the on ice evaluation sessions of the current year.
- To provide coaches with the opportunity and flexibility to build a team based in part of the evaluation procedure and on their own coaching philosophy and knowledge of players skills and attitude.
- To provide consistency and uniformity in the evaluation process so that both players and parent expectations are consistent from season to season.
- To form teams to that are balanced and competitive where the player can develop and participate equitably in a fun environment throughout the season.

We recognize that it is very difficult to satisfy the expectations of all stakeholders in the evaluation process. Extraordinary / unusual circumstances will be dealt with by the CLMHA Executive Committee.

## **Evaluation by Position**

CLMHA evaluates players by position for Peewee, Bantam and Midget. Players will be evaluated for the position they have indicated on their registration form. Players are not allowed to change position once evaluations have begun, unless asked to do so by division director.



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If player chooses not to change position they may be moved down to the next lower division if there is no spot left at their chosen position.

Initiation, Novice, and Atom player will not be evaluated based on position with the exception of Atom goaltenders.

### **Goalies:**

Atom, Peewee, Bantam and Midget goalies will have their own NSST Skills session. They will be evaluated on the skills session as well as during the scrimmage sessions.

### **Grouping Players**

Players will initially be grouped for the skills evaluations alphabetically. For the scrimmages, players will be grouped based on scores from the skills session. The scores will be used in a draft format to create the teams. Team size will be based on the number of registrants. Each division will be different. If necessary, players may be moved from team to team in order to keep team size and/or skill even.

<b>Team 1</b>	<b>Team 2</b>	<b>Team 3</b>	<b>Team 4</b>	<b>Team 5</b>	<b>Team 6</b>
Player 1	Player 2	Player 3	Player 4	Player 5	Player 6
Player 12	Player 11	Player 10	Player 9	Player 8	Player 7
Player 13	Player 14	Player 15	Player 16	etc.	etc.
Goalie 6	Goalie 5	Goalie 4	Goalie 3	Goalie 2	Goalie 1

If there is a lack of goaltenders, they will play for multiple teams.

For Atom to Midget, in the last two scrimmage sessions the top 15% and bottom 15% of players by position can be removed to allow for a more detailed evaluation of the remaining players. Once these evaluation skates are done the team selection process will begin. League teams will be selected starting at the top tier and continue until the last team is selected.

### **Evaluators**

CLMHA reserves the right to conduct the evaluations using volunteers chosen by CLMHA.

The evaluation process will begin in September and end in October in advance of league play.

Evaluators must sit separate from parents and make their assessments independent of other evaluators or parent influence.

Evaluators **cannot** have a child or relative in the division they are evaluating.



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The evaluation scores will be collected and organized by the Division Director with a copy of the final evaluation scores given to the VP of Hockey Operations. The Division Director will then use the final evaluation scores to select the top 20 players for the top tiered team tryout. The Head Coach may select up to 3 additional players who did not finish in the top 20. The Head Coach shall provide the Division Director these 3 names and those names shall be reviewed by the President and VP Hockey Operations and or Director at Large who may use such information as readily available to confirm or deny the Head Coaches request.

### **Players Missing Skates during the Evaluation Process**

The CLMHA Committee has determined the following procedure will be implemented for player evaluations.

- If a player is injured before or during the evaluations, the player's placement will be at the sole discretion of the Division Director and CLMHA Executive. Input may be gathered from the players previous Head Coach. Level at which players played at in the previous year will be taken into account.
- If a player has missed their designated skill skate, they will skate with another division before the scrimmage sessions begin, if possible.
- If a player has missed all scrimmages they will be scored based on the skills session only and/or sole discretion of the Division Director and CLMHA Executive. Input may be gathered from the players previous Head Coach. Level at which players played at in the previous year will be taken into account.
- Any player to have missed a scrimmage skate will be scored using an average of their other scrimmage skates.
- If a player is trying out for a Regional team, they are still required to skate with the division they are registered in CLMHA unless there is a time conflict on the same day. The Regional tryout will be the priority.

### **Players Entering the Association after Evaluations**

The CLMHA Committee has determined the following procedure will be implemented for a player entering CLMHA's hockey program after evaluations.

- Players entering the program after the skill evaluations and teams have been formed will be placed on a team in the middle of the division to evaluate their skill level. The player may be moved up a level or down a level based on their skill.
- A player will be deemed unevaluated if they miss the skills and scrimmage evaluations due to sickness, vacation, family emergency, injury, or are released from regional or elite teams. They will attend the next scheduled tier selection skate as an extra. Being added as an extra means they will not be replacing any of the existing 20 players. The player will continue to skate in these selection skates until they have been selected for a team.



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### **Players Trying out at Higher Age Category**

Players wishing to move up and play at the next age category must evaluate in the top 5 forward players of the older age category for Novice. Players in the Atom to Midget category must evaluate in the top 5 for forwards and the top 3 for defense of the players remaining in CLMHA. Players wishing to play at a lower age category must get approval from the CLMHA Executive Committee that must then be forwarded to Hockey Alberta for final approval.

### **Drills, Scrimmages, and Evaluation Criteria**

If evaluations are done by CLMHA chosen volunteers the players will be evaluated during the ice sessions as follows (amount of scrimmage sessions can change based on registrations):

- Initiation: 2 ice sessions
- Novice: 1 NSST skill session, 2 skill practices, 2 scrimmage sessions
- Atom: 1 NSST skill session, 4 scrimmage sessions
- Peewee: 1 NSST skill session, 4 scrimmage sessions
- Bantam: 1 NSST skill session, 4 scrimmage sessions
- Midget: 1 NSST skill session, 4 scrimmage sessions

The skill session drills can be found at below address:

<http://www.hockeycanada.ca/en-ca/Hockey-Programs/Players/Skills-Testing/Test-Procedures>

Players are expected to be at evaluation ice times 30 minutes prior to going on the ice to check in and be assigned a dressing room and jersey. Players will receive instructions, and information regarding the evaluation session at this time.

Evaluation criterion for players and goaltenders is attached in Appendix I and II.

### **Team Selection:**

The number of players placed on each team will be determined by registrations but will be as close as possible to the following table:

<b>Age Category</b>	<b>Minimum Players</b>	<b>Maximum Players</b>
Initiation	11	14
Novice	11	14
Female	12	Varies (based on registration)
Atom	12	15 + 2 goalies
Peewee	12	15 + 2 goalies
Bantam	12	15 + 2 goalies
Midget	15	21 + 2 goalies



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CLMHA Atom, Peewee, Bantam, and Midget teams will be entered in the NEAHL (North Eastern Alberta Hockey League). The tiers and amount of teams in each division will be based on amount of registrations for each level. The female teams will be made up with players from both Cold Lake Minor Hockey and Bonnyville Minor Hockey and will play in the ECAFHL (East Central Alberta Female Hockey League).

After the evaluation process is complete there will be 2 ice sessions for team selection starting with the top tier team. The top tier team selection will begin with the top 20 players as identified by the evaluation process. A coach may make a request to the Division Director to have no more than 2 players outside of the top 20 added. Of those 20-22 players the coach will select a team of 12 to 15 of players. The following tier will be selected from the next 20 players from the evaluation process including the players released from the previous tiered team. Again the coach can request up to 2 players not in this grouping. This process will continue until all teams are selected. Each team selection will consist of 2 ice sessions with the possibility of a third with approval from Division Director and the VP of Hockey Operations.

For the purpose of team selection in Peewee, Bantam and Midget divisions, players should be listed by position (forward, defense and goaltender). Team selection will then be made as follows:

Any deviation to the below process must get approval from Division Director and VP of Hockey Operations before any team selections are made public.

### **Forwards:**

Forwards for Top Tier team (Team 1)

If choosing 9 forwards, the coach gets list of top 14 with ranking. If choosing 10 or 11 forwards coach then gets list of top 15 or 16 players. Any forward not selected will get a guaranteed tryout on the next team down.

Forwards for Team 2

Any forward not taken on team 1 will get a guaranteed tryout on team 2. If choosing 9 forwards the coach will get a list of the next top 14 forwards (including forwards released from team 1). Forwards not chosen, will get guaranteed tryouts on the next team down.

This process will be followed until all teams in the division are created.

### **Defense:**

Defense for Top Tier Team (Team 1)



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If choosing 6 defense the coach gets a list of the top 8 or 9 defense, with ranking. The defense not selected will get guaranteed tryouts on the next team down.

Defense for Team 2

Any Defense not taken by team 1 will get a guaranteed tryout on team 2. The coach will now get a list of the next 8 or 9 defense (including defense released from the team 1). Defense not chosen, will get guaranteed tryouts on the next team down.

This process will be followed until all teams in the division are created.

### **Goaltenders:**

Goaltenders for Top Tier Team (Team 1)

The coach will get a list of the top 3 goaltenders. The coach can select a second goaltender if registrations permit. Any goaltender not selected will get a tryout on the next team down.

Goaltenders for Team 2

The coach will get a list of the next 3 goaltenders, including the goaltender released from team 1 and must choose 1 goaltender from the 3 remaining. The goaltender/s not selected will get guaranteed tryouts on the next team down.

This process will be followed until all teams in the division are created.

If a team is mandated to only take one goaltender then the coach will get a list of the top 2 goaltender and must pick 1. In situations of limited amounts of goaltender, the goaltender selected from the top 2 will get the team to themselves. The remaining teams will divide up the remaining goaltenders.

### **Team Selection Notification**

The Division Director will notify players by email or phone call which tier they have been selected to try out for and when their next ice time will be. After the 2 tier team selection skates the Head Coach will notify all players and let them know if they were selected for the tier or if they are being released to the next lower tier. Notification must be done by the evening of the day after the last ice session.



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The evaluation ranking for a CLMHA player may only be requested in writing for that individual player and only after the final evaluation. This request must be through the Division Director and the VP of Hockey Operations. The 24 hour rule will be in effect.

Data entry of evaluation scores will be input by Division Director into scoring spreadsheets provided by CLMHA with guidance from Hockey Canada Player and Development Player Evaluation and Selection Guide.

### **Evaluation Scores**

When CLMHA does the evaluations themselves, the evaluation scores will be handled by the Division Director with a copy of the final evaluation scores given to the VP of Hockey Operations. Any changes to the evaluation scores by the evaluator will be indicated and signed off on the "Change Documentation and Sign-Off Sheet".

### **Appeals**

Any appeals as to the results of your player's overall team placement shall be directed to the Vice President of Hockey Operations. An Appeal fee of \$50 is to accompany all appeals. If a player is found to be placed on the incorrect level of team then the concerned party will get a full refund of the appeal fee. If the player is found to be placed on the correct level of team, then the appeal fee will not be refunded.

Any questions or concerns regarding the Evaluation Process should be directed to the VP of Hockey Operations.

### **Appendix I: Evaluation Criteria for Players**

The key points that evaluator's will be looking at when watching the players are as follows:

1. One of the most important skills an evaluator will be looking at is **Skating**. The player must be able to skate to give them the opportunity to play and compete. Skating involves many different aspects such as:



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Skating: Acceleration, speed, mobility, agility, balance, stride, crossovers, acceleration in and out of turns, pivots, overall quickness of feet, control, change of pace and can effective stopping both ways.

- Can the player perform the basic forward and backward stride?
- Are the players knees well bent with back slightly forward and head up, or is the player hunched over, bending at the waist with little knee bend?
- Good skaters will use long strides with complete recovery of the stride leg before striding with the other leg. Their strides will look very smooth and appear not to require much effort to move around the ice.
- Does the player look smooth when they skate or do they appear off balance?
- Can the player turn in both directions with little trouble or do they struggle to turn in one or both directions?
- Can the player stop in both directions?
- Can the player keep up with the play or do they struggle to stay with the others on the ice...are they part of the play or are they chasing the play?

2. Other key points that factor into an evaluator's decision making are listed below. These key points are not in any specific order.

Passing: Forehand, backhand, passing choices, receiving a pass, unselfish with the puck, presents a good target, receives and retains the puck with control, touch passing.

- Can the player pass the puck to its intended target?
- Can the player make an accurate pass to a moving target?
- Can the player receive a pass on their backhand or do they tend to shift their body to receive the pass on their forehand?
- Can the player pass the puck off of their backhand with some speed and accuracy?
- Does the player call for the puck vs. banging their stick on the ice or saying nothing at all?
- Does the player passing the puck make eye contact with the intended receiver or do they just pass the puck blindly?
- Can the player execute a saucer pass over sticks and other obstacles?
- Can the player pass the puck off the boards to another player?

Puck Control: Head up, smooth and quiet, good hands, protects the puck well, and doesn't over stick handle.

- Does the player have the basic skills to execute a forehand or backhand pass?
- When the player passes the puck do they slap at it or do they use a smooth motion with proper follow through?





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- Does the player appear to be comfortable handling the puck while skating or do they appear to fight the puck and have trouble carrying the puck with speed? Do they over stick handle?
- Can the player keep his/her head up while carrying the puck?
- Can the player execute dekes or fakes with the puck?
- Can the player continue to handle the puck while in traffic and under pressure?
- Does the player get pushed/checked off the puck easily?

**Shooting:** Power, accuracy, variety, quick release, can shoot in motion, goal scorer, rebound control.

- Can the player execute the technique of a wrist shot and backhand?
- Does the player follow through to the target on all shots?
- Can the player raise the puck?
- Is the puck shot with any velocity?
- Does the puck sit flat in the air or does it wobble?
- Can the player execute a one-timer?
- Is the player accurate when shooting?

**Positional Play:** Ability to see the play developing both offensively and defensively and then moves to support the particular play. Judgment, anticipation, understands systems, disciplined at all times.

- Does the player seem to understand where he/she are supposed to play on the ice? Do they stay there?
- Does the support the puck properly in a defensive or offensive situation?
- Does the player show patience or do they tend to panic when pressured?
- Does the player protect the middle of the ice by forcing opposing players to the boards?
- Can the player angle another player off the puck?
- Does the player force the play or do they wait too long?

**Checking Concepts:** Angling, good strong body position with balance and control, defensive side position, aggressive checker, strength, taking checks

- Can the player execute basic stick and body checks?
- Does the player check properly, with their hands down or do they get their arms up to give a check?
- Does the player receive a check properly and protect themselves by not turning their backs and staying close to the boards?



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- Does a player demonstrate knowledge of when to play the body, and when to play the puck?
- Can the player check an opposing player and pin them against the boards?
- Does the player shy away from other players?

Work Ethic: This can include how hard a player works, how well they listen during drills, how well they work with team mates.

- Possesses a constant work ethic through all skill and scrimmage sessions.
- Skates hard with or without the puck.
- Listens and does not distract others when waiting for a drill to start or waiting their turn in line.
- Has an overall positive team attitude.



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## **Appendix II: Evaluation Criteria for Goalies**

The key points that evaluator's will be looking at when watching goaltenders are as follows:

1. Skating skills are the groundwork for goal tenders as well. The evaluators will be focusing on the movements around, in and out of the net. Looking at skating for a goaltender involves aspects such as:
  - Angles
  - Lateral Movement (can the goaltender get across the net fast enough while maintaining proper position to the puck)
  - Good balance (strong on skates, and keeps square to the puck)
2. Other key points that can factor into an evaluator's decision making are listed below. These other key points are not in any specific order.

### Positioning

- Can he/she read the play, and react/square up accordingly.
- Can he/she decide when to stay on their feet, or when to drop down to make a save. Using the butterfly is effective, but there is also times when it is better to stay on your feet...shot from far out.
- Not shying away from shots (scared of slap shots).

### Rebounds

- Ability to stop the first shot and cover it.
- Can he/she control rebounds by pushing/directing them to the corners.
- Can he/she reacts quickly and squares up to puck for the rebound shot.

### Playing the Puck

- Does he/she know when to play the puck and when to leave it for a player.
- Know where to put the puck when they need to play it.
- Know when to stop the play to draw a whistle.

Work Ethic This can include how hard a player works, how well they listen during drills, how well they work with team mates.

- Possesses a constant work ethic through all skill and scrimmage sessions.
- He/she does not lose focus when drills do not require shooting on the goaltender.



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### Appendix III: Evaluation Recording Sheets and Change Documentation Sheets.

#### Evaluation Scoring Sheet for Initiation and Novice Players:

<b>Cold Lake Minor Hockey Evaluation Recording Sheet</b>							
		Division: _____					
		Date: _____					
		Scrimmage:    1    2    3    4    5    (circle one)					
Jersey		Grade Scale:    1 = No Skill Demonstrated,    5 = Average Skill Demonstrated,    10 = Outstanding Skill Demonstrated					
	Color	Number	Forward Skating	Backward Skating	Stopping	Puck Handling	Comments
1	blue	12					
2							
3							
4							
5							
6							
7							
8							
9							

#### Change Documentation and Sign-Off Sheet for Initiation and Novice Players:

<b>Change Documentation and Sign-off Sheet</b>							
Please indicate which box had changes made and sign-off on them.							
	Color	Number	Forward Skating	Backward Skating	Stopping	Puck Handling	Sign-Off
1	blue	12					
2	0	0					
3	0	0					
4	0	0					
5	0	0					
6	0	0					
7	0	0					
8	0	0					
9	0	0					

#### Evaluation Scrimmage Scoring Sheet, for Atom, Peewee, Bantam and Midget Players:



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<b>Cold Lake Minor Hockey Scrimmage Evaluation Recording Sheet</b>											
		Division: _____									
		Date: _____									
		Scrimmage: 1   2   3   4   5   (circle one)									
<b>Jersey</b>		Grade Scale: 0 = No Skill Demonstrated, 5 = Average Skill Demonstrated, 10 = Outstanding Skill Demonstrated									
Color	Number	Position forward, defense	Skating	Passing	Puck Handling	Shooting	Positional Play	Checking Concepts	Work Ethic	Comments	
1											
2											
3											
4											
5											
6											
7											
8											
9											

**Change Documentation and Sign-Off Sheet for Atom, Pee wee, Bantam and Midget Players:**

<b>Change Documentation and Sign-off Sheet</b>											
Please indicate which box had changes made and sign-off on them.											
	Color	Number	Position forward, defense	Skating	Passing	Puck Handling	Shooting	Positional Play	Checking Concepts	Work Ethic	Sign-off
1	0	0	0								
2	0	0	0								
3	0	0	0								
4	0	0	0								
5	0	0	0								
6	0	0	0								
7	0	0	0								
8	0	0	0								
9	0	0	0								

**Evaluation Scrimmage Scoring Sheet, for Goaltenders:**



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Cold Lake Minor Hockey Goaltender Scrimmage Evaluation Recording Sheet									
		Division: _____							
		Date: _____							
		Scrimmage:		1	2	3	4	5	(circle one)
Jersey		Grade Scale: <b>0 = No Skill Demonstrated, 5 = Average Skill Demonstrated, 10 = Outstanding Skill Demonstrated</b>							
	Color	Number	Skating	Positioning	Rebound Control	Playing the Puck	Work Ethic	Comments	
1	yellow	7							
2									
3									
4									
5									
6									
7									
8									

### Change Documentation and Sign-Off Sheet for Initiation and Novice Players:

Change Documentation and Sign-off Sheet								
Please indicate which box had changes made and sign-off on them.								
	Color	Number	Skating	Positioning	Rebound Control	Playing the Puck	Work Ethic	Sign-Off
1	yellow	7						
2	0	0						
3	0	0						
4	0	0						
5	0	0						
6	0	0						
7	0	0						
8	0	0						