

### **FHO Club Recognition Policy**

#### **Purpose**

1. The purpose of this policy is to outline the requirements and responsibilities to be a recognized Club affiliated with Field Hockey Ontario (FHO).

#### **Definition**

2. (as per FHO By-law #1, Article 1, Section 1.1(i)): 'A Recognized Club shall mean any membership based organization which organizes and provides field hockey playing opportunities for its members and which is registered and has been accepted into membership of FHO in that capacity'.
3. A Recognized Club must offer field hockey as their primary sport of focus.
4. Primary function of a club must be to grow the sport within Ontario and develop their athletes.

#### **Benefits of 'Recognized Club' Status:**

5. Liability insurance, Directors and Officers insurance and Accident insurance for Club members who are also registered FHO members while participating in sanctioned activities at Club, League and Provincial levels.
6. Leagues/Associations that are organized by a recognized club and/or group of recognized Clubs to provide field hockey playing opportunities for their members may apply for Sanctioned Event status in accordance with FHO Sanctioned Event Policy and Standards, in order to be afforded liability insurance coverage for League activities and for Directors and Officers of the Leagues/Associations.
7. May host FHO sanctioned events, subject to FHO Event Sanctioning Policy and Procedure.
8. Access to host coaching and officiating training opportunities.
9. May register for FHO tournaments and leagues.
10. May nominate a representative to vote on behalf of Club members at FHO General and Special meetings – Clubs only, does not apply to Leagues or Associations recognized under FHO Sanctioned Event Policy and Standards.
11. Will be listed as a Club on the FHO website.
12. FHO will direct new player enquiries to Recognized Clubs in the appropriate geographic area.
13. Not-for-profit clubs have access to apply for FHO grant opportunities.

#### **Requirements for Acceptance as a Recognized Club of FHO:**

14. Agree to be bound by FHO policies and Codes of Conduct as published on the FHO website in the Governance area and updated from time to time. A recognized Club that is found in

breach of these policies and codes may face sanctions under the FHO Disciplinary Procedure up to or including having their Club recognition rescinded.

15. Complete and submit the Registration Form providing names and full contact information for a minimum of three (3) Club representatives (2 specific Club Representatives and 1 Leader/Chair/President in charge of the Club) who will be the primary contact(s) for information sharing with/by FHO. These contacts must be registered members of FHO in good standing, in order for the Club Registration to be approved.
16. Pay the annual Club Registration fee to FHO.
17. Encourage club membership to become members of FHO.
18. All Clubs must have at least 1 NCCP (or other recognized coaching program) In Training or Trained and/or Certified coach in the sport of field hockey.
19. Submit to FHO Director, Club Development:
  - a. Information regarding the governance of the Club, including a listing of Club Executive/Directors responsible for the governance of the Club.
  - b. A list of programs organized and operated by the Club for its members.
20. All Club Registrations are subject to approval by the FHO Board of Directors.

#### **Procedure for Club Registration and Recognition**

21. Returning Clubs. Club membership period coincides with the individual membership year, i.e. September 1 to August 31. Prior to the start of each membership year (September 1), the procedure for Club Membership renewal will be forwarded to contacts of all Clubs recognized during the previous year. Prompt renewal of the Club Registration will ensure uninterrupted insurance coverage under the FHO Liability Insurance policy for Club activities.
22. New Clubs, or those not previously registered with FHO. Contact the Director, Membership to receive the Club Registration Form and to submit programming and governance information. Pay Club annual registration fee. Identify three (3) FHO Members as Club Representatives (2) and President/Leader (1).
23. Once information and payment has been submitted, a new club or a club not previously registered with FHO has status 'Registration Pending', and will be submitted for FHO Board of Directors approval. If Board approval is denied, the registration fee will be returned.
24. Once these steps are completed the Club will be listed in the Registration Database so that members can register to FHO with the Club, and a listing will be created in the Club Directory section of the FHO website.