

PYHA Assistant Coach Requirements

(Updated 9/9/25)

Accountability and Compliance

Assistant coaches are required to support and reinforce the systems, strategies, and culture established by the head coach while upholding all PYHA policies, handbook procedures, and Codes of Conduct. They are also responsible for locker room supervision when assigned, or stepping in if the designated supervisor is absent.

Qualifications

- Current USA Hockey registration and certification at the appropriate level, including all age-specific modules.
- Submission of a coaching application each season (forms retained by the OIC).
- Successful completion of a background screening (bi-annually).
- Completion of USA Hockey's SafeSport module (annually).
- Completion of PYHA-required safety training.
- Signing and upholding the PYHA Coach Code of Conduct.

Assistant Coach Expectations

- Attend practices and games consistently and notify the head coach of any absence.
- Support the development of the entire team, not just individual players.
- Help cover skills sessions to ensure that at least two certified coaches are always present.
- Carry out responsibilities and assignments as delegated by the head coach.
- Manage player-coach relationships with their own child professionally or defer to another coach when appropriate.

General Requirements for All Coaches

1. Maintain USA Hockey certification and complete required age-specific modules.
 - USA Hockey registration is completed before you go on the ice.
 - Background check is up to date before you go on the ice.
 - Safesport core training course or refresher is completed within 10 days after team selection.
 - Any age-specific modules or certification classes must be done by November 30th. The only exception is if a certification class is not offered before then.
2. Wear a properly fitted helmet whenever on the ice (exceptions: postgame handshake lines, transfers to/from the bench).
3. Only OIC-approved, certified coaches (including documented student coaches) are permitted on the ice or bench.
4. Any use of "helpers" requires DOH approval, with approvals communicated to the Board. Non-certified helpers must comply with PYHA requirements and be supervised by a certified coach.

5. Establish team rules and discipline policies that are fair, consistent, prioritize player safety, and align with PYHA Codes of Conduct.
6. Arrive prepared for each practice with knowledge of, or input into, the head coach's practice plan.
7. Report to the ALD, DOH, and President within 24 hours any incidents involving misconducts, match penalties, major injuries, suspensions, ejections, confrontations, or served game suspensions.
8. Uphold commitments in the Coaches Code of Conduct and support the Player and Parent Codes of Conduct.