



Pelham Minor Hockey Association

Website Policy



Purpose of the PMHA Website

The purpose of the PMHA website is to provide our executive, coaches, and members with an accessible communication tool that provides up to date hockey information regarding PMHA Policies and rules, association and team news, league and team schedules, reporting of scores, acknowledging our association sponsors, providing an on-line shopping link, utilizing on-line submission forms for easy applications, communicating special events, documenting season highlights and development related information.

The PMHA website is currently linked together with the OneDB database (through MBSportsweb) system which is being used by the large majority of associations in Niagara, and by our affiliated leagues (NDHL, NDLL and OMHA). Maintaining accurate and up to date scheduling and recording information by PMHA and our teams allows the database to be accurate at a glance in both the online and mobile versions. MBSportsweb is the current host for our services.

Access to PMHA Website

To maintain the integrity of the website, only active members with designated levels of access, may post information or make structural changes within the PMHA website platform. Passwords will be provided by the “Web Master” at the beginning of each season to the team designate (usually the Head Coach or Team Manager). Replacement password requests must be made to the Web Master should this be required.

The following list outlines access allowed by PMHA members:

- Web Master – Complete Access AND access to the PMHA Administration Email Account
- Secretary – Complete Access AND control of the PMHA Administration Email account
- President – Complete Access AND access to the PMHA Administration Email Account
- Registrar – Complete Access to the “Registration Module”
- Convenors & Board members – access to areas should it be requested AND access to their individually assigned @pelhamminorhockey.com Email address
- Scheduler - Access to ALL scheduling pages & tools – called the “Scheduling Module”
- Team Designate (Coaches/Manager/Parent Volunteer) – Access to individual team microsites for scheduling, rostering and content (*see below for specifics*)

PMHA Association Information

Posts to the **Main Content** page will be made by the Web Master. All postings, on behalf of the association, must be authorized by a designated PMHA executive member. Requests to the Web Master to post items specific to a team and/or function can be made directly to the Web Master. All association items/requests from the Board to be posted to the website should be forwarded to the Web Master.

Team Pages – Called Team “Microsites”

Individual teams are to use the team microsite to promote the team sponsor, communicate practice and game schedules, exhibition games, tournament schedules and plans, team statistics, game highlights, player/team accomplishments and player development information. This is an area of the website that can be customized to meet the needs of each team. The following is a list of items that **can** and **cannot** be posted on the PMHA website. This list was developed to maintain the safety and privacy of our members and may be amended by the PMHA Board at any time.

ITEMS THAT CAN BE POSTED:	ITEMS THAT CANNOT BE POSTED:
<ul style="list-style-type: none"> • Player’s first name, last initial and jersey number. • Practice and game schedules. • Tournament information, games, travel arrangements and instructions. • Team statistics and game results. • Team and game photos without names. • Coaching staff members with contact information. • Information related to player development and/or training items. • Fundraising announcements and promotion. • game highlights, player/team accomplishments, and news stories related to on-ice activities or PMHA Association sanctioned events. 	<ul style="list-style-type: none"> • Player contact information and school name. • Player’s date of birth. • Player’s last name. • Personal photos or news stories from off-ice activities/parties. • Excessive graphics or copyrighted/trademarked graphics. • Links to non-hockey related websites or websites with potentially offensive material • Reference to businesses that are not PMHA sponsors.

Social Media Accounts of the PMHA

The PMHA may open social media accounts in the following programs – Twitter, Facebook, Instagram etc. These types of Social Media accounts should fall under the same guidelines as the website with regards to appropriateness of material posted, and the types of material posted on behalf of the association.

The account for such a social media platform should be having an access name and password that is not private to the user in control of the PMHA account, and the Secretary will document the access name and password associated with the account.

The PMHA will assign a person or persons to be the keeper or master of such an account by resolution at the closest Board meeting.

PLEASE NOTE: At the time of writing this policy...The PMHA Twitter account name is known as “@PelhamMHA”. Currently there is no Facebook, Instagram, or any other official social media account under the guidance of the PMHA.

Website, Social Media & Internet Integrity

To maintain the integrity of the PMHA website and any Social Media accounts associated with the PMHA, the PMHA Board and Convenors reserve the right to remove any material that is posted and deemed offensive or may compromise the safety/privacy of our members from Team Microsites. Further, the PMHA can make a request to members to remove Social Media postings regarding the association and teams should it be deemed offensive or compromising online safety practices. Refusal to remove item(s) as requested by the PMHA Board will result in immediate suspension from the PMHA of the member until a Disciplinary Hearing can be convened.

If you are in doubt, of the appropriateness of material to be posted, check with your Convenor or a Board member.

At any time, a parent or legal guardian of a player, or a player over the age of 18 years may request in writing that their name, jersey number, picture or other identifying information be removed from the website.

The Pelham Minor Hockey Association will enforce the above stated policies. Members of the association are asked to report any postings that do not conform to the rules above.