



## WMHA Disciplinary Process Adopted August 2016

### Introduction

In accordance with our mission and mandate, the WMHA executive has adopted a formal code of conduct and disciplinary process for players, parents, and team officials.

The disciplinary process is designed to create a fair, unbiased, and objective process for disciplining behavior that violates our codes of conduct. The intent is to ensure that any disciplinary actions carried out by the SDMHA executive with support from the Risk Manager are consistent regardless of who is being disciplined or who is making the ruling on behalf of the executive.

WMHA reserves the right to discipline players, parents, or team officials in addition to, and regardless of, any discipline that may have occurred through PCAHA or BC Hockey if they have violated WMHA codes of conduct.

Harassment and Bullying, as defined by the Hockey Canada Code of Conduct, will not be tolerated therefore the disciplinary process has included specific treatment in violations one (1) and (2) to enable the WMHA executive to ensure a positive team environment and the discretion to act more quickly to these types of accusations.

**Note:** References in this process to 'parent' shall include both parents and or guardian.

### 2. Disciplinary Process

2.1 All players, parent and team officials must sign the appropriate Code of Conduct. Parents must sign the parent code of conduct prior to their child's first ice time. Players and team officials must sign by October 1st, of each year.

2.2 It will be the team manager's responsibility to collect the codes of conduct at the start of each hockey season and submit the signed copies to the Manager Coordinator.

2.3 After October 10<sup>th</sup> no team official or player may be involved in a team function on or off the ice, if they or their parent have not returned a signed code of conduct to their team manager.

2.4 For divisions Atom and above, the team official (Head Coach or Manager) and HCSP (Risk and Safety) official should attempt to resolve the code of conduct violation(s). The Risk Manager can be requested to participate upon the request of the team or involved parties. If this is not possible or appropriate, then a formal complaint can be submitted to the executive by any of the involved parties. Submission can be made by way of the following:

2.4.1 Email – [info@whistlerminorhockey.ca](mailto:info@whistlerminorhockey.ca)

2.4.2 In writing to the Risk Manager. The complaint will be formally documented.

2.4.3 For divisions below Atom (H1-4 Level), the Initiation Manager may be contacted.

2.5 The hearing committee will be made up of a minimum of the Risk Manager and two (2) executive members so appointed by the President or VP, with one (1) executive member acting as Chairman.

2.6 At any time if the WMHA Executive deems necessary, may involve its own legal counsel.

### ***Violation #1***

The first violation of any part of the code of conduct will be met with a written warning from the President or Vice President after an investigation to determine whether a violation occurred. Upon a first violation, the offender and parent or guardian will also be asked to complete the appropriate version of the on-line Respect in Sport course at his or her own expense. Confirmation of completion must be provided to the executive.

***or***

Upon a first accusation of bullying or harassment, a meeting will be organized ASAP with the accused player, parent, or team official, all involved parties, and an executive member and Risk Manager. If, after investigation, the executive believes that bullying did, in fact, occur, the offending player will be suspended for a designated number of games as determined by the executive.

### ***Violation #2***

The second violation of any part of the code of conduct will be met with an in-person meeting with two appointed executive members and any involved parties. If the executive members confirm that a violation occurred, the player or team official in question will be automatically suspended for one week (7 days) from all WMHA related activities. If a parent is in violation, the parent will not be allowed in the arena for one week (7 days) as well as any WMHA related activities.

***or***

In the situation of a second case of bullying or harassment, the player, parent (or guardian), or team official will be suspended indefinitely until a meeting can be arranged. If the executive believes that a second instance of bullying did occur, the offending individual will be suspended for the rest of the season. There will be no refund, (if applicable) of association fees.

### ***Violation #3***

The third violation of any part of the code of conduct will result in a RCMP matter.

### **Appeal Process**

Both the complainant and respondent shall have the right to appeal the executive disciplinary decision. Formal written notification to the executive is required within 5 Business days. An Appeals Committee and hearing will be organized within seven (7) days.

An appeals committee will consist of three members. The executive board appointees will include two (2) executive individuals and WMHA's Legal Council making up the 3rd member. (Of the 2 WMHA Executives, one executive must be from the first violation, the 2nd executive – not part of the initial disciplinary process.)

Upon Completion of the Appeals Committee hearing, the committee will have 72 hours to consider their decision pertaining to the matter. The Chairman of the committee will be responsible for contacting the involved parties and advising them of the decision and following up with a written summary.

**This Appeals Committee ruling will be final.**