



Discipline & Complaints Policy

(Part of Safe Sport Policy Suite;
Effective October 22, 2025)

1. DEFINITIONS

1.1 Abuse - Verbal

Verbal abuse is a means to diminish or intimidate using, but not limited to, some of the following forms:

- *Slandering, ridiculing, bullying, gossiping, or defaming someone.*
- *Persistent name calling, which is hurtful, insulting, or embarrassing.*
- *Chronic teasing, belittlement, or frequent criticism that undermines the victim's ability to perform.*

1.2 Abuse – Nonverbal

Non-verbal abuse can be an act or gesture including but not limited to:

- *Threatening gestures, actions, or glances.*
- *Shunning, excluding, or disregarding a person.*
- *Offensive depictions of another through a visual medium such as a drawing.*
- *Mimicking another in an offensive manner.*

1.3 Association *refers to Basketball Nova Scotia or BNS*

1.4 Athlete *refers to an individual who is an athlete participant in Basketball Nova Scotia who is subject to the policies of Basketball Nova Scotia and to the Code of Conduct and Ethics.*

1.5 Athlete Support Personnel *refers to any coach, trainer, manager, agent, team staff, official, medical, paramedical personnel, parent, or any other person working with, treating or assisting an Athlete participating in or preparing for sports competition.*

1.6 Bullying *means offensive behaviour and/or abusive treatment of an Organizational Participant that typically, but not always, involves an abuse of power or position.*

1.7 Compromised Security *means a significant and genuine risk to an individual's physical or psychological well-being.*

1.8 Discipline Panel *refers to the group of individuals appointed to oversee discipline processes and decisions as indicated in policy.*

1.9 Event means an event sanctioned by Basketball Nova Scotia or a member, and which may include a game, tournament, or social Event, and includes the venue by which these Events take place.

1.10 Harass or Harassment means a course of vexatious comments or conduct against an Organizational Participant or group, which is known or ought reasonably to be known to be unwelcome. Harassing behaviours may also be Maltreatment.

Types of behaviour that constitute harassment include, but are not limited to:

- I. written or verbal abuse, threats, or outbursts;
- II. the display of visual material which is offensive or which one ought to know is offensive;
- III. unwelcome remarks, jokes, comments, innuendo, or taunts;
- IV. leering or other suggestive or obscene gestures;
- V. condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
- VI. practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance;
- VII. any form of hazing;
- VIII. unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
- IX. unwelcome sexual flirtations, advances, requests, or invitations;
- X. physical or sexual assault;
- XI. behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment;
- XII. and/or retaliation or threats of retaliation against an individual who reports harassment.

1.11 Maltreatment has the meaning defined under the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS), as amended from time to time.

1.12 Members are those organizations/programs in good standing that meet the requirements of BNS membership.

1.13 Minor means an individual who has not attained the age of 19 years.

1.14 Organizational Participant refers to all categories of individual members and/or registrants of BNS who are subject to the policies, rules and regulations of Basketball Nova Scotia, as well as all persons employed by, contracted by, or engaged in activities with, Basketball Nova Scotia including, but not limited to, employees, contractors, Athletes, coaches, instructors, officials, volunteers, judges, Athlete Support Personnel, managers, administrators, committee members, or directors and officers.

1.15 Person in Authority means any Organizational Participant who holds a position of authority within the Basketball Nova Scotia including, but not limited to, coaches, instructors, officials, managers, Athlete Support Personnel, chaperones, committee members, or directors and officers.

1.16 Prohibited Behaviour means any conduct defined as Prohibited Behaviour under the UCCMS as may be amended from time to time, as well as any conduct that is prohibited by this

Code.

1.16 Responsible Adult means a person aged 18 or over who is accountable for the care, control, and welfare of a minor or a vulnerable adult.

1.17 Season means the BNS designated seasons including Fall/Winter: September 1-April 30; and Spring/Summer: May 1-August 31

1.18 Standard Misconduct Penalty Guidelines lists the sanctions involved with misconduct related to players, team staff and spectators

1.19 UCCMS - Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time.

2.0 Vulnerable Participant or Vulnerable Organizational Participant - have the meanings as defined in the UCCMS and amended from time to time, which includes the following meaning: persons at increased risk of Maltreatment and/or coercion, often due to age, gender, race, poverty, Indigeneity, sexual orientation, gender identity or expression, disability, psychosocial or cognitive ability, and their intersections. Vulnerable Participants include persons who are not able to provide informed consent.

2.10 Worker – any person who performs work for Basketball Nova Scotia including employees, managers, supervisors, temporary Workers, volunteers, student volunteers, part-time Workers, the Board of Directors, and independent contractor.

2. PURPOSE:

2.1 Basketball Nova Scotia (BNS) ('Association') is committed to providing a safe and respectful environment in which all Organizational Participants involved with the sport of basketball in Nova Scotia can participate in the game free of abuse, maltreatment, and harassment.

2.2 Participation in BNS activities brings many benefits and privileges. At the same time, participants are expected to fulfil certain responsibilities and obligations, including complying with the Association's policies, particularly related to safe sport and codes of conduct.

2.3 Any conduct that violates the values set forth by BNS's safe sport and discipline policies, including the:

2.3 a) BNS Code of Conduct & Ethics (APPENDIX A); and the

2.3 b) Universal Code of Conduct to Prevent and Address Maltreatment in Sport (APPENDIX B)

may be subject to sanctions pursuant to this Policy. Since discipline may be applied, the Association provides Organizational Participants with the mechanism outlined in this

Policy so that complaints are handled fairly, expeditiously, consistently, and affordably. This, coupled with: **2.3 c) BNS's Standard Misconduct Penalty Guidelines** (APPENDIX C) which outlines misconduct sanctions showcases BNS's ongoing commitment to actively protecting the safety of all its members while promoting safe sports principles.

3. APPLICATION OF THIS POLICY

3.1 This Policy applies to all Organizational Participants defined in the *Definitions Section*. This Policy does not apply to any Association employees as such matters are governed by the Association's policies that expressly apply to its employees.

3.2 This Policy applies to discipline matters that may arise in any location as part of the Association's business, activities, and events, including, but not limited to, competitions, tournaments, practices, tryouts, training camps, travel associated with the Association, the Association Board of Director meetings and any other Association meetings.

3.3 Discipline matters and complaints arising within the business, activities, or events organized by entities other than the Association will be dealt with pursuant to the policies of these other entities unless accepted by the Association in its sole discretion.

3.4 This Policy applies to BNS sanctioned events and activities within BNS seasons of play which include fall/winter: September 1-April 30 and spring/summer: May 1-August 31.

4. JURISDICTION OF DISCIPLINE:

4.1 The purpose of this Policy is to provide direction and guidance for the application of the various elements of discipline, codes of conduct, and safe sport policies adopted by Basketball Nova Scotia.

4.2 This Policy applies to all complaints which can be made pursuant to the policies of Basketball Nova Scotia.

5. INDEPENDENT 3RD PARTY ADJUDICATOR FOR MALTREATMENT COMPLAINTS

5.1 Basketball Nova Scotia, in cooperation with Sport Nova Scotia and the Province of Nova Scotia, has agreed to utilize the services of a third-party mechanism as its case manager and independent third-party adjudicator for certain categories of complaints against specified participants and members of their organization.

5.2 If a maltreatment complaint meets the criteria set out below, the third-party mechanism, acting as an independent third-party body, will address all matters pertaining to the complaint including intake, case management, investigation, hearing and

decision pursuant to the Discipline & Complaints Policy and the other ancillary policies of Basketball Nova Scotia.

5.3 The third-party mechanism has sole jurisdiction over all complaints relating to Maltreatment against the following categories of participants in the activities of Basketball Nova Scotia:

- a) Board Members
- b) Employees
- c) Committee Volunteers
- d) Team Coaches and Staff
- e) Technical Officials
- f) Athletes aged 19 and over
- g) Event volunteers

5.4 The third-party mechanism has exclusive jurisdiction over complaints related to Maltreatment which were alleged to occur within two calendar years prior to September 2025.

5.5 In the event a complaint alleges incidences of Maltreatment that fall within the applicable time frame requiring the third-party mechanism to address them but also include allegations of Maltreatment that fall outside the two-year lookback period, the historic complaint(s) will also be addressed by the third-party mechanism as part of its resolution of the other complaints.

6. MALTREATMENT COMPLAINTS NOT ADDRESSED BY 3RD PARTY MECHANISM:

6.1 The following complaints of Maltreatment will be addressed pursuant to the Discipline & Complaints Policy and not by the third-party mechanism:

- a) Complaints in which the respondent has not yet reached the age of 19 (unless the respondent is a minor who is otherwise subject to the third-party's jurisdiction by reason of being a Board Member, Employee, Committee Volunteer, Team Coach or Staff, Technical Official or an Event Volunteer);
- b) Complaints against a class of Organizational Participant that is not included in the list specified above in section 5; and
- c) Historic complaints of incidences of Maltreatment which are alleged to have occurred more than two years prior to September 2025.
- d) All other Complaints

6.2 All other complaints related to alleged violations of the policies, rules and regulations of Basketball Nova Scotia including those made under the Code, shall be addressed by Basketball Nova Scotia pursuant to the Discipline & Complaints Policy and the other ancillary policies provided herein.

6.3 An employee of Basketball Nova Scotia may also be subject to consequences in accordance with the employee's employment agreement or Nova Scotia's human resources policies, if applicable in addition to other processes if this individual is an Organizational Participant.

6.4 If an allegation of misconduct is alleged to be a breach of both a workplace policy and the UCCMS, the matter may be referred for handling under the policies and procedures of applicable to the UCCMS, in addition to any applicable workplace policy.

7. DISCIPLINE AND CODE OF CONDUCT SANCTIONS

7.1 Basketball Nova Scotia, working closely with key partners such as the Sport Nova Scotia, Nova Scotia Basketball Officials Association, and League Associations, is responsible for leading or supporting any misconduct, infractions or complaints occurring within Basketball Nova Scotia sanctioned competition and events, outside of incidents of Maltreatment handled by ALIAS.

7.2 Where infractions and sanctions for existing leagues already exist, Basketball Nova Scotia will work with leagues/organizations and adhere to league sanctions unless otherwise asked to intervene.

7.3 Any infractions or complaints that go against the **BNS Code of Conduct & Ethics** (2.3 a.), occurring within BNS sanctioned competitions, will be dealt with pursuant to this policy and the sanctions outlined in the **Standard Misconduct Penalty Guidelines** (2.3 c.).

8. ADMINISTERING OF SANCTIONS:

8.1 BNS shall have the power and discretion to investigate and apply consequences, up to and including permanent suspension of BNS activities, to any member, club, team, coach, player, spectator or associate who, in the opinion of BNS, is deemed to have acted in detriment to safe sport practices and the values of the games set forth in **BNS Code of Conduct & Ethics Policy** (2.3 a).

8.2 Disciplinary sanctions will be administered through the Disciplinary Panel and guided by the sanctions outlined in the Standard Misconduct Penalties Guidelines. The guidelines outline prohibited misconduct and applicable sanctions for each participating member of the sport as part of BNS-sanctioned activities. This streamlined approach ensures uniform administration of misconduct sanctions.

9. SERVING SANCTIONS:

9.1 Game suspensions within this policy relate to all BNS sanctioned activity including league play, tournaments, and exhibition games.

9.2 Game suspensions apply to all games that have been scheduled at the time of the incident.

9.3 Leagues under BNS membership, will have oversight over its discipline sanctions, with support from BNS.

9.4 Game suspensions involving players not regularly part of a roster will be fulfilled with their normal team. These players will not be permitted to be called up until that suspension has been served in full.

9.5 Game suspensions of coaches listed as coaching on more than one team is fulfilled when the suspension with the team they were suspended on is complete. For example: a coach registered with both Team A and Team B is ejected during a game with Team A. That coach would not be eligible to coach with Team A OR Team B until the suspension with Team A is completed.

9.6 Game suspensions of individuals who are both a player and a coach will be fulfilled in the role in which the suspension occurred. In situations involving egregious behaviour, the Discipline Panel has authority to suspend the individual from all basketball activities until the suspension is served.

9.7 A suspended coach or player shall not:

9.7.1 Be in attendance of games played by team during the suspension.

9.7.2 Perform any function associated with coaching duties on the day(s) of competition or have any sport related contact with team members or assistant coach(es) on the day(s) of competition.

10. TIMELINES FOR DISCIPLINE:

10.1 If the circumstances of the complaint are such that adhering to the timelines outlined by this Policy will not allow a timely resolution to the complaint, the Discipline Panel may direct that these timelines be revised.

11. SUSPENSION PENDING A HEARING:

11.1 The Association may determine that an alleged incident is of such seriousness as to warrant suspension of an Individual from the Association competitions, activities or events pending a hearing and a decision of the Panel or completion of criminal proceedings.

12. FILING A COMPLAINT:

12.1 Complaints related to discipline or other can refer to **BNS's Complaints Process** (APPENDIX D).

13. ALTERNATIVE DISPUTE RESOLUTION:

13.1 Basketball Nova Scotia supports the principles of Alternative Dispute Resolution (ADR) and is committed to the techniques of negotiation, facilitation, and mediation as effective ways to resolve disputes.

13.2 Refer to the **Alternative Dispute Resolution Policy** (APPENDIX E).

14. APPEALS PROCESS:

14.1 Appeals related to discipline can refer to **BNS's Appeal Policy** (APPENDIX F).

15. CRIMINAL CONVICTIONS:

15.1 An Individual's conviction for any of the following Criminal Code offences will be deemed a severe infraction under this Policy and will result in ineligibility from the Association competitions, activities or events upon the sole discretion of the Association:

- a) Any child pornography offences
- b) Any sexual offences
- c) Any offence of physical or psychological violence
- d) Any offence of assault
- e) Any offence involving the trafficking of illegal drugs

16. RECORDS AND DISTRIBUTION OF SANCTIONS:

16.1 The Association shall record and maintain records of all misconduct infractions that result in discipline decisions.

16.2 This policy was developed and adopted by the Basketball Nova Scotia Board of Directors on October 22, 2025.

APPENDICES:

APPENDIX A – CODE OF CONDUCT & ETHICS

*APPENDIX B – UNIVERSAL CODE OF CONDUCT TO ADDRESS AND PREVENT
MALTREATMENT IN SPORT (UCCMS)*

APPENDIX C – STANDARD MISCONDUCT PENALTIES GUIDELINES

APPENDIX D – COMPLAINTS PROCESS

APPENDIX E - ALTERNATIVE DISPUTE RESOLUTION POLICY
APPENDIX F – APPEAL POLICY