

ALBERTA LACROSSE ASSOCIATION - DISCIPLINE & APPEAL POLICY

Version 1.0

Last Modified: October 6, 2024

1. Purpose

The purpose of this Discipline and Appeal Policy is to provide a clear and fair process for addressing issues of misconduct within the Alberta Lacrosse Association (ALA) and to ensure that all members, including players, coaches, officials, spectators, administrators, and volunteers, are treated equitably.

2. Scope

This policy is applicable to all members of the ALA, including players, coaches, officials, spectators, administrators, and volunteers. It governs all disciplinary matters related to breaches of ALA rules, regulations, codes of conduct, bylaws, and other pertinent policies. This includes on-floor suspensions, club fines, and any discipline issues not referred to Safe Sport Canada. The policy is designed to provide thorough management of conduct and discipline across the organization.

Jurisdiction of the Discipline/Appeals Committee:

The Discipline/Appeals Committee may address disciplinary or appeal matters through the following mechanisms:

- (a) Receipt of a written complaint;
- (b) Referral by the President or a Director of an alleged violation;
- (c) Infractions occurring during Provincial Championship Tournament games, which are automatically referred to the committee;
- (d) Appeal of a decision or ruling made by a Member; or
- (e) Appeal of a decision made by the President as outlined in Bylaw 6.03.1.1 (e).

3. Definitions

- **Misconduct:** Any behavior that violates ALA rules, codes of conduct, or policies, including but not limited to unsportsmanlike conduct, harassment, discrimination, or violations of the ALA Code of Conduct.
- **Disciplinary Committee:** A group appointed by the ALA Executive to review and adjudicate disciplinary matters.
- **Appeal Panel:** A group appointed to review and decide appeals of disciplinary decisions.

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4. Reporting Misconduct

1. Reporting Procedures:

- Any member who observes or is aware of misconduct should report it in writing to the ALA Executive Director or the designated Discipline Officer.
- The report must be signed and should include a detailed description of the incident, names of individuals involved, and any supporting evidence.

2. Confidentiality:

- All reports and investigations will be handled confidentially to the extent possible, with information shared only on a need-to-know basis.

5. Investigation

1. Initial Review:

- Upon receipt of a misconduct report, the Discipline Chair will conduct an initial review to determine whether the report warrants a formal investigation.

2. Investigation Process:

- If a formal investigation is warranted, the Discipline Chair will appoint an investigator (Safe Sport Canada) or a panel to review the evidence, interview relevant individuals, and prepare a report of findings.

6. Disciplinary Hearing

1. Notice:

- If the investigation reveals sufficient grounds for a disciplinary hearing, the member in question will receive written notice of the charges, the time and place of the hearing, and the evidence supporting the charges.

2. Hearing Procedure:

- The disciplinary hearing will be conducted by the Disciplinary Committee or if necessary referred to Safe Sport Canada. The member facing discipline has the right to:
 - Attend the hearing
 - Present their case and evidence
 - Be accompanied by a representative or advisor
- The Disciplinary Committee or Safe Sport Canada will make a decision based on the evidence presented and may impose sanctions, including warnings, fines, suspensions, or expulsion.
- The Chair of the discipline committee shall have the authority, if all parties agree, to deal with complaints on a binding and summary basis, without holding a hearing with a full panel.
- The Chair will outline the hearing procedure. The Discipline/Appeals Committee has full discretion to permit witness testimony or evidence. For appeals, the Appeals Committee will only consider the evidence or record from the original tribunal.
- The time deadlines may be extended by the Chairperson of the Discipline/Appeals Committee, or, in the event of the absence of the Chair, by

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the President, but no longer than 30 days from the receipt of the complaint to appoint a date, time and place for the hearing and no longer than 90 days from the receipt of the complaint to conduct a hearing.

Sanctions for misconduct may include, but are not limited to:

- Verbal or written warnings
- Fines
- Suspension from participation
- Expulsion from the ALA

8. Appeals

1. Filing an Appeal:

- A member who wishes to appeal a decision must submit a written notice of appeal to the ALA within [number] days of receiving the decision.

The Notice of Appeal shall contain the following:

- a) a statement of the decision which is being appealed, including a copy of the written decision, if any;
- b) concise statements of the grounds for appeal in numbered paragraphs;
- c) concise statements of the facts, in numbered paragraphs, alleged by the Applicant;
- d) a concise statement of desired outcome.

2. Appeal Process:

- The appeal will be reviewed by the Appeal Panel, which will consist of individuals who were not involved in the original disciplinary decision.
- The Appeal Panel will review the written record of the disciplinary hearing and may, at its discretion, hear oral arguments.
- The Appeal Panel may uphold, modify, or overturn the original decision.

3. Effect of Appeal:

- An Appeal to the Discipline/Appeals Committee does not operate as a stay of the decision or ruling appealed from, except so far as the President, as the case may be, may direct upon written application of the Appellant, after providing the Respondent an opportunity to be heard.
- The Chair of the Appeals committee may, upon application, grant a stay of the decision appealed from upon such terms as the Chair may determine.

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4. Appeal Fees:

- Appellants shall be required to pay the ALA a fee for an Appeal, which fee shall be payable with the filing of the Notice of Appeal of Three Hundred Dollars (\$300.00). The Appeal Fee is refundable in the event of success of the Appeal.

9. Finality of Decision

The decision of the Appeal Panel is final and binding. There will be no further appeals within the ALA, as per Bylaw 11.01.

10. Review

This policy will be reviewed annually and updated as necessary to ensure its continued relevance and effectiveness.

11. Contact Information

For questions or concerns regarding this policy, please contact the ALA President at president@albertalacrosse.com

Appendix A:

Alberta Lacrosse Association (ALA)	Lacrosse Canada (LC) Safe Sport
<ul style="list-style-type: none"> ● On-floor disciplinary matters ● Inter member dispute resolution ● Breaches of Bylaws, Regulations, Policies, or Code of Conduct 	<ul style="list-style-type: none"> ● Maltreatment - including abuse, drug use, harassment, bullying, and similar behaviors

Appendix B:

[Safe Sport Suite](#)

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