



RESPECT and DISCIPLINE POLICY

Mission Statement

CMHA is committed to development of a lifelong passion for hockey by providing quality recreational and competitive programs in a nurturing environment with the goal of building character, physical and mental skills while having fun.

Cochrane Minor Hockey facilitates the achievement of this objective by using the following principles*:

- **GO FOR IT** - Always strive for excellence and rise to the challenge, but never at the expense of others. Discover how good you can be.
- **PLAY FAIR** - Play honestly and obey the rules, in letter and spirit. Winning is only meaningful when competition is fair.
- **RESPECT OTHERS** - Show respect for everyone involved in creating a sporting experience, both on the ice and off. Win with dignity and lose with grace.
- **KEEP IT FUN** - Find the joy of sport and have a good time. Keep a positive attitude and look to make a positive difference, on the ice and in your community.

*derived from Canadian Centre for Ethics in Sport

Policy Objective

Every member of CMHA is responsible for the creation and maintenance of a respectful environment. In fulfilling this responsibility, it is expected that all members behave in an acceptable manner that is free of intimidation, sarcasm, harassment or discrimination.

This policy is intended to ensure that CMHA Members act in a manner that is appropriate and in-keeping with the fulfillment of the Mission Statement of CMHA. This policy is based on education, training and early resolution of Respect Concerns. Respect Concerns involving serious or repeated behaviours may result in progressive discipline.

It is the purpose of this policy to:

- i. Promote positive cheering behaviors for spectators;
- ii. Increase the level of understanding among spectators of the importance of creating a positive and supportive environment for minor hockey participants;
- iii. Reduce or eliminate abusive behavior directed to all players, coaches, assistant coaches, managers, officials, volunteers, and CMHA Board members;
- iv. Foster an environment of mutual accountability within CMHA.

- v. Ensure that all Respect Concerns are promptly and impartially investigated and resolved and that preventative and sustainable measures are put into practice to maintain a respectful minor hockey environment for all members.

This policy applies to all CMHA members in all locations where CMHA sanctioned activities are carried out. This includes and is not limited to, local hockey facilities, out of town hockey facilities, hotels, buses, vehicles, and meeting rooms.

DEFINITIONS

- CMHA Grievance Committee: Committee composed of the then acting President, Past President, VP Operations and VP RHL of CMHA.
- Member: As defined in Section 4 of the CMHA Bylaws.
- Complainant: Person(s) making formal complaint to CMHA of a breach of this policy.
- Respect Concern: An incident or allegation of an incident, believed to constitute a breach of this policy that is appropriately reported to CMHA.
- Subject(s): Person(s) who are the subject of any review / investigation by the CMHA Grievance Committee.

CMHA GRIEVANCE COMMITTEE

The CMHA Board of Directors shall be responsible for ensuring that the Grievance Committee is formed for each CMHA season.

The Grievance Committee will be responsible to review and consider Respect Concerns within the context of this policy and the By-Laws and Operating Policies of CMHA, in effect at the time.

All Respect Concerns brought forward to the CMHA Grievance Committee must be in writing and submitted to the attention of the President or Secretary of CMHA. The Grievance Committee shall consider the Respect Concerns as soon as is practicable. The Grievance Committee will use its best efforts to commence a review of the Respect Concerns no later than seven (7) days after receiving the Respect Concern.

When reviewing and considering a Respect Concern, the CMHA Grievance Committee shall consider many factors, which may include, but not be limited to, the following:

- nature of the Respect Concern;
- whether the Respect Concern is an isolated incident or demonstrates a pattern of behaviour;
- history of the Subject(s) with CMHA;
- the post incident behaviour of the Subject(s).

The CMHA Grievance Committee, shall document its findings via written report containing:

- a summary of the relevant facts;
- a determination as to whether the alleged Respect Concern is substantiated and,
- recommended corrective and / or disciplinary action to be taken, if applicable.

RESPECT CONCERNS

Actions that are found to be contrary to the Mission Statement of CMHA can be considered to represent a contravention of this policy. The actions presented below are illustrative only and cannot be considered to be exhaustive.

- Abusive Behaviour. This includes yelling, belittling, intimidation, coercion, blackmail, unwanted sexual advances, favouritism and inappropriate reprimands.

- Abuse of Authority. The improper use of one's power and authority inherent to their position in CMHA that interferes with another's performance or that may be seen to endanger, threaten, or influence a member's position, or office.
- Abuse of Game Officials (which includes referee(s) and linesman(s) as well as off-ice time keeper(s), score-keeper(s) or other off-ice official(s)). Behaviour that is considered disrespectful to the game and the individual including a dispute or argument over any decision made by a game official, during or after a game. The entering into the official's dressing room is prohibited by coaches, team officials, players, parents and fans.
- Bullying. A pattern of inappropriate behaviour that lowers a person's self-esteem or causes them anguish, torment or dejection. An act that badgers another with threats or intimidation. This may be in the form of abusive, aggressive or obnoxious behaviour. Jokes or hoaxes that create anxiety are deemed to be a form of bullying. This includes harmful actions that are communicated verbally or via written or electronic media.
- Disturbing Behaviours. The use of obscene or vulgar language or the throwing of articles in a deliberate or aggressive manner.
- Damage to Property. Vandalism or deliberate destruction of another person or entity's equipment or property.
- Discrimination. Treatment of a person or group in a way that illegally or unreasonably distinguishes them from others or denies opportunities to that person or group, based on a characteristic not pertaining to CMHA requirements.
- Harassment. Conduct, comment, gesture, deed or physical contact that is unwelcome and considered to be offensive, intimidating, hostile, or demeaning, or causes embarrassment to an individual or group of individuals. This includes any transmission via electronic means.
- Threats. Direct or implied expressions that may reasonably be perceived as an expression of intent to inflict harm. This includes expressions made in a written, verbal or electronic form.
- Violence. Attempted or actual, exercise of physical force by a person against a member that causes or could cause physical injury to a Member.

POSSIBLE SANCTIONS

The Grievance Committee can rely upon a spectrum of items to resolve substantiated Respect Concerns. These can include but are not limited to:

- respect training, counseling, coaching, mediation, conflict resolution and facilitated discussion,
- formal written reprimand to be placed in the individual's records with CMHA.
- suspension from certain CMHA activities or events.
- expulsion from CMHA.

An appeal of any decision can be made to the Appeal Committee. The formation of this committee and the procedure for this appeal process is presented in the Association By-Laws.

Failure to abide by the terms of any decision imposed by the Grievance Committee shall constitute grounds for progressive disciplinary actions by the Grievance Committee.

REPORTING PROCEDURE

Any CMHA Member who is aware of, or affected by, a Respect Concern is encouraged to take the following actions:

- The Member must wait at least 24 hours after the incident requiring an escalation prior to taking any action.
- The Member shall approach the team manager and request an explanation or an action.
- If the response is not acceptable, the Member then approaches the Head Coach with the same request.

- If the response is not acceptable, the Member then approaches the appropriate Director with the same request.
- If the response is not acceptable, the Member then approaches the VP of Operations with the same request.
- If the response is not acceptable, the Member requests a meeting with the VP of Operations and the Association President.
- If the response is not acceptable, the Member may file a formal grievance with the Association as outlined in the Association Bylaws and this policy.

Any Respect Concern involving criminal behaviour or systemic discrimination must be brought to the attention of the CMHA President immediately.

Anonymous reports of a Respect Concern can be made to the Grievance Committee. The Committee will determine if the concern warrants action. Anonymous reports are subject to inherent constraints which may limit CMHA's ability to take action.

Anonymous reports will be documented and tracked by the Grievance Committee.

INTERFERENCE / REPRISAL

CMHA Members shall refrain from:

- Behaving in any manner that attempts to unduly influence or interfere with an ongoing Respect Concern;
- Attempting to or actually coercing or intimidating any witness; and
- Soliciting, threatening, or acting in reprisal against any person that is engaged in proceedings under this policy.

CMHA Members who believe they have been subjected to reprisal by any of the methods identified above may refer the matter to their Division Coordinator or the Grievance Committee.

All reports of interference and reprisals will be taken seriously and considered under this policy. Should an investigation confirm that an interference or reprisal has occurred, the persons responsible will be held accountable and may be subject to disciplinary action under this policy.

BAD FAITH / FALSE COMPLAINTS

Bad faith and false complaints will be seen as a serious violation of this policy. Where it is deemed that a Respect Concern was filed with malicious intent, or if it was filed and was known to be false, the person(s) responsible may be subject to disciplinary action.

CONFIDENTIALITY

CMHA shall continuously maintain an effective electronic database that will appropriately record all the details and results of all Respect Concerns and the review and conclusion reached by the Grievance Committee.

The purpose of the electronic database is:

To 1) allow CMHA to identify emerging trends of behaviour contrary to this policy, 2) allow CMHA to provide support and guidance to person(s) who are part of emerging trends to facilitate changes in behaviour prior to it becoming a discipline issue, 3) allow CMHA to track specific details of historical Respect Concerns breaches that will be considered by the CMHA Grievance Committee in determining appropriate sanctions to impose upon a Subject(s).

The information retained by CMHA are strictly confidential and are on a need to know basis as determined by the Board of Directors.

Confidentiality is not the same as anonymity. In order for this policy to be effective, steps will be taken to ensure that every stage of the process is conducted with as much confidentiality as can practicably be afforded. The nature of the Respect Concern and any subsequent investigation may require that other parties are made aware of the concern.

GAME PLAY

Serious and flagrant game play violations of this policy shall be reported to the CMHA Grievance Committee.

CMHA maintains the authority to provide supplemental discipline beyond that of Hockey Alberta mandatory minimum suspensions. The following penalties are considered as serious and flagrant violations of this policy:

- All Match penalties;
- All Abuse of Official penalties;