

FIELD HOCKEY ALBERTA

SANCTIONING POLICY

Definitions

1. The following terms have these meanings in this Policy:
 - a) *“Events”* – Includes practices, tournaments, games, matches, playoffs, meetings, and programs
 - b) *“Host”* – The individual, club, team, or group that wants to run or host a sanctioned event

Purpose

1. FHA is committed to providing an environment that promotes standard and fair competition; and as such, Hosts wishing to run Events must first seek approval and sanction from FHA. Irresponsible behaviour, unfair competition, or an unsafe environment can result in severe damage to the sport, to participants, to FHA, and to Hosts. This Policy provides sanctioning regulations that will help ensure that Events are safe, fair, and protect the health and welfare of the participants.
2. Certain Events run by Hosts are pre-sanctioned by FHA and do not require additional approval.

Application of this Policy

3. This Policy applies to all Events that are organized and run by Hosts.

Insurance

4. Only the Events sanctioned by FHA are covered by FHA’s insurance.

Pre-Sanctioned Events

5. The following Events are pre-sanctioned:
 - a) Practices and training sessions
 - b) Regular season matches
 - c) Playoff matches
 - d) Meetings; particularly meetings of the Board, general meetings, committee meetings, and parent orientations

Events Requiring Sanction

6. Events that are not pre-sanctioned require sanction in accordance with this Policy. Hosts require sanction to run the following:
 - a) Exhibition matches
 - b) Tournaments
 - c) Provincial championships
 - d) Coach or official certification clinics
 - e) Certain fundraising activities

Requesting a Sanction

7. Requests for sanctions must be submitted by Hosts, to the appropriate FHA staff member or Director, in writing or by email at least seven (7) days prior to the Event.
8. Requests for sanctions with less than seven (7) days' notice shall be accompanied by a written statement giving reasons for requesting an exemption to the time limitation. The decision to accept, or not accept, the late sanction request will be at the sole discretion of FHA and may not be appealed.
9. If the Event is cancelled, fees may be refunded up to seven (7) days prior to the Event.
10. The request for sanction will be approved or denied by FHA.

Sanction Request Evaluation

11. For each sanction request, FHA will consider the following;
 - a) The Host's status with FHA
 - b) The Host's capability of meeting FHA's sanctioning requirements, or other factors relating to the operations of the Event
 - c) Success of previous sanctioned Events (if applicable)
 - d) Issues with previous sanctioned Events (if applicable)
 - e) Any issue or matter which FHA deems may affect FHA's ability to obtain insurance coverage
 - f) Any issue or matter which FHA deems may damage the reputation of FHA or that may introduce unreasonable safety concerns

Sanction Request Refusals

12. If the sanction is refused, FHA will provide reasons for the refusal.

13. Sanction request refusals may be appealed under the terms of FHA's *Appeal Policy*.

Sanctioned Request Approvals

14. If the sanction is approved, FHA will have FHA Responsibilities as described in **Appendix A**.

15. Sanctioned events must comply with the Sanctioned Event Compliance Regulations, as described in this Policy.

16. Sanctions are not transferable and new sanctions must be obtained each year for annual Events.

Sanctioned Event Compliance Regulations

17. The Event must be conducted in accordance all applicable policies and technical standards as established by FHA.

18. The Host must fulfill the Host Responsibilities as described in **Appendix A**.

19. If alcoholic beverages are to be sold at the Event, it is the responsibility of the Host to ensure that all permits and liquor legislation (as applicable) are adhered to. A copy of the liquor permit must be submitted to FHA prior to the event.

20. If fundraising is to occur through the sale of 50-50 tickets, raffle tickets or other gaming activity, it is the responsibility of the Host to ensure that all applicable provincial and municipal gaming permits, rules and regulations are adhered to.

Sanction Revocation

21. A sanction may be revoked at the discretion of FHA under the following circumstances:

- a) Any time in advance of the Event if the Host fails to fulfill its obligations under this Policy
- b) During the Event if a representative from FHA determines that technical standards are not being met or if the safety of participants or patrons is at risk. In this case, the Event will terminate immediately

Enforcement

22. Failure to adhere to this Policy may permit discipline in accordance with FHA's *Discipline and Complaints Policy*.

Appendix A – Responsibilities

Host Responsibilities

For each sanctioned event, the Host must:

- a) Ensure all requests are submitted prior to the event to the FHA board of directors for approval
- b) Ensure all participants have valid registration with FHC or FIH approved body and in good standing
- c) Ensure the safety and wellbeing of participants by adhering to facility guidelines and protocols
- d) Ensure all participants and spectators act in a respectful and ethical manner
- e) Ensure all discipline matters are addressed in accordance to Hosts discipline policies and procedures.