

Juan de Fuca Lacrosse Association (JDF) Discipline & Complaint Policy

Update April 1, 2026

Purpose

The purpose of this policy is to ensure a fair, consistent, and transparent approach to discipline with the broader intent to promote safety, reduce risk, and maintain the confidence of all members of the Juan de Fuca Lacrosse Association.

Authority

Juan de Fuca Lacrosse Association is a member of the British Columbia Lacrosse Association and operates within the policies of:

1. Lacrosse Canada
2. British Columbia Lacrosse Association (Provincial Sport Organization)
3. Island commissions (VIMLC, VIFLL)
4. JDF Lacrosse Association Constitution and Bylaws

Scope

This policy applies to all participants, including and not limited to players, coaches, officials, volunteers, parents, and spectators, and to their conduct during JDF activities, travel, and relevant online environments. Suspected criminal acts are not within the scope of this policy.

Guiding Principles

This policy is based on the idea of being fair and reasonable when making decision. It aims to ensure:

- **Fairness:** Individual rights to understand the concerns and respond
- **Proportionality:** Sanctions match the severity of conduct/behaviour
- **Confidentiality:** Information shared only as needed

Types of Discipline

- **Game-related:** Governed by league, officials, game rules and JDF.
- **Conduct-related:** Governed by BCLA and JDF and includes harassment, bullying, abusive behaviour, and social media misconduct.

Complaint & Discipline Process

1. Complaints are submitted in writing to the applicable division director, appropriate VP or President within 7 days of occurrence. Details should include the date, individuals involved and details of the incident. **Anonymous complaints will not be accepted.**
2. The president of the Association will respond to the complainant within three business days to acknowledge receipt of the complaint and refer to the disciplinary committee.

3. A disciplinary committee of no less than three non-conflicted directors will review the report and determine if it falls within the BCLA/JDF Code of Conduct and assess the urgency. The respondent shall be notified within ten days of the appointment of the committee.
4. A prompt and impartial investigation is conducted by the disciplinary committee, within 14 days of their appointment, which may include interviews with the complainant, respondent, and witnesses, as well as a review of evidence (e.g., emails, notes) and reports to the elected members of the Board of Directors.
5. The Board of Directors (elected) reviews the disciplinary action recommendation from the committee. Looking at procedural fairness and any actions to be taken by the Board (e.g. removal of membership status in accordance with bylaw procedures).
6. Findings are reported to both parties in writing. If substantiated, corrective actions are taken in accordance with the bylaws of the Association and BCLA policies. Outcomes may include:
 - Referral to BCLA for review of egregious actions
 - No disciplinary action; or
 - A finding of a breach with recommended penalties (e.g., warning, suspension of privileges).
7. If a suspension is imposed, the decision letter must clearly outline:
 - Terms and duration of the suspension; and
 - Steps required for reinstatement (e.g., time served, apology, role modification, education).
8. Affected individuals may appeal to BCLA in accordance with Appendix A of the BCLA Operating Policy.
9. All disciplinary action will be recorded and kept on file in a confidential manner.
10. For minors, the discipline committee will endeavour to use a restorative justice lens to determine an appropriate remedy. The goal of discipline at this stage is not just to punish, but to teach, repair harm, and support growth. Restorative approaches focus on helping the young person understand the impact of their actions, take responsibility, and rebuild relationships with teammates, coaches, or others affected.
11. The organization is committed to protecting all individuals who report misconduct or participate in the discipline process from fear of reprisal. Any form of retaliation, including intimidation, harassment, threats, or negative treatment toward a complainant, witness, or affected individual, will not be tolerated. All reports will be handled with discretion, and efforts will be made to maintain confidentiality wherever possible. Anyone found to have engaged in retaliatory behaviours may be subject to further disciplinary action. The goal is to ensure that all

individuals feel safe, supported, and able to come forward without fear of negative consequences.