

## TRI – COUNTY BASKETBALL

### DISCIPLINE POLICY

#### **Purpose**

Tri- County Basketball Association is committed to providing an environment that is fair, and respectful to all of its members including but not limited to players, coaches, referees, and parents. Everyone involved with TCBA is expected to follow all policies, bylaws, rules, and regulations. They are also expected to act respectful, ethically, and to respect all Basketball Nova Scotia rules, bylaws, and policies.

It must be noted that any type of issue, complaint, or discipline from this process is confidential and only shared with the parties involved. If any discipline is handed down by Discipline committee, this is also confidential. The complainant may be informed that the issue has been dealt with and closed but that will be the extent to the follow up given to the complainant.

This policy will outline

- 1) TCBA issue resolution process
- 2) Disciplinary actions
- 3) Appeals process

#### **Issue Resolution Process**

No issues or complaints will be heard without a 24 hour wait period. No coach, manager, parent, player, or Board member will be contacted without a 24 hour wait time.

#### **Step 1**

After waiting the 24 hour wait time, any member who wishes to make a complaint must do so at the team level. The team manager, assistant coach, or head coach must be contacted and a request for a meeting must be made. For everyone's protection at least 2 team representatives shall be present (coach, assistant, manager). Team representatives must have this meeting in a timely fashion. It is TCBA's hope that most issues, or mis-understandings can be dealt with at this level.

## Step 2

After Step 1 has been fully completed and it is determined that the issue requires further attention than another meeting shall take place between the team representatives, the complainant, and a minimum of 2 TCBA Board members ( one responsible to record minutes). At this point the TCBA Board members may decide to terminate the complaint or move to Step 3.

## Step 3

After Step 2 has been fully completed and the TCBA Board feels it is warranted to move the issue forward, the issue will then be dealt with by the TCBA Discipline Committee. The Discipline Committee will consist of a minimum of 3 Board members and their decisions will be final within TCBA.

\*\*\* Minutes must be recorded at all meetings (steps 1, 2, 3). These minutes must be available to TCBA in case of any appeals.\*\*\*

## **Disciplinary Actions**

### First offence

TCBA will issue a letter of warning that will stay on the members file for a period of 24 calendar months. TCBA will also offer feedback as to why this letter was given. A copy of the letter will be given to the member at the meeting, signed by the members of the disciplinary committee.

### Second Offence (within the continuous 24 month period from first offence)

TCBA will issue a 1 month suspension to the member during the basketball season. A suspension means that the member may not be present at any TCBA events including but not limited to practices, games, tournaments, jamborees, or team events. The TCBA Disciplinary Committee shall decide if the suspension is specific to the team involved or to all TCBA teams.

### Third Offence ( within the continuous 24 month period from first offence)

TCBA will issue a full 1-3 year suspension to the member. TCBA Disciplinary committee shall decide if the suspension is specific to the individual team events or all TCBA events.

TCBA has the right to skip to the second or third level action if deemed necessary. This would be for extreme cases and our hope is that this would be rare. Examples of extreme cases may be any type of violence, threats, abuse, criminal acts, or anything that may be deemed detrimental to TCBA, TCBA members, or the sport of basketball. There may be several other reasons for this discipline but these are just meant to be a guide. Our main objective is however the protection of everyone involved.

Any discipline handed out from TCBA will be in addition to any discipline from Basketball NS, any leagues or tournaments that our members are competing in, or any criminal charges.

For clarification

If the member that is suspended is a parent than he/she will not be present or in the building during any of the events listed above if TCBA decides. They may drop their kids/players off at the door and pick them up when the event is completed. TCBA may allow you to watch games/practices, but not allow you to volunteer, vote, be part of the executive, etc.. This will be determined on an individual basis

### Appeals

Any appeals of TCBA Discipline Committee should be sent to Basketball Nova Scotia.