



## **Discipline Policy**

This policy applies to discipline matters that may arise during the course of the WORA's business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with the organization activities, and any meetings.

West Ottawa Ringette is committed to providing an environment in which all individuals involved with West Ottawa are treated with respect. Membership in West Ottawa, as well as participation in its activities, brings many benefits and privileges. At the same time, individuals and participants are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with the West Ottawa, ERRA, and Ringette Ontario policies, bylaws, rules and regulations, and Code of Conduct and Ethics. Noncompliance by individuals can result in severe damage to the integrity of the association and sport and may be subject to sanctions pursuant to this policy and policies in place by our governing bodies. Since discipline may be applied, West Ottawa provides individuals with the mechanism outlined in this policy so that complaints are handled fairly, expeditiously and affordably.

### **Discipline Committee Rules of Procedure**

The Disciplinary Committee:

a) shall be appointed by the Board of Directors to include the Vice-President, the Referee in Chief, the Regional Director and/or Competitive Director and other appointees at the discretion of the Board of Directors\*.

\* If there is a conflict of interest amongst any of the above-mentioned they shall be immediately removed from the process and replaced with another appointed representative.

b) is to have a minimum of three of the above mentioned in a) present for quorum. A recorder will be designated, with minutes forwarded to the Board of Directors.

c) will meet for a Disciplinary Hearing within 5 days of the offense, with relevant written documentation submitted from witnesses. If awareness and the hearing stretch beyond 5 days then the written documentation will explain the reason for the delay in reporting. This 5 day period is to ensure the review of matters stays aligned with RO discipline policy timeline requirements.

- i) the party in question is expected to be in attendance at the hearing.
- ii) in the case of a minor, a parent or guardian (adult representative) must attend.

d) may, for such time as it deems appropriate, suspend, expel or discipline a team, player, coach, trainer, manager, referee, parents and/or guardian of members under the age of 18 years, directors or any members of the board connected with or forming any association thereof for;

i) notorious and continued, unfair play, unsportsmanlike conduct unbecoming of a person or team representing the association in any capacity whatsoever; or

ii) refusing to accept and obey a ruling of the Board of Directors

e) may reinstate any team or member thereof who is under suspension.

f) will adhere to and comply with any rules and procedures that are established by any league that the association is affiliated with.

g) will in addition to take the following action in the event of:

Minor Infractions (as defined by Ringette Ontario Discipline and Complaints Policy)

First Occurrence: No action

Second Occurrence: Written report (see note below)

Reoccurrence: Written Report and Discipline Committee Hearing

Major Infractions (as defined by Ringette Ontario Discipline and Complaints Policy)

First Occurrence: Written Report (see note below) and Discipline Committee Hearing

Reoccurrence: Written Report, Discipline Committee Hearing and Potential Loss of Team Position

Any minor or major infraction occurring during competition may be dealt with immediately by a person having authority. If applicable, discipline specific to the particular event or competition shall be applied. Further sanctions may be applied but only after review of the matter in accordance with the procedures set out in this Policy.

Note: Re: Written Report

- All bench staff present during the offense need to/must write a detailed description of what occurred including lead-up events, time, actual events, witnesses, etc.
- For incidents involving a member of the bench staff: reports must be submitted to the Regional Director and/or Competitive Director within 48 hours.
- For incidents involving a player: reports must be submitted to the Regional Director and/or Competitive Director within 48 hours.

**If the party in question is unsatisfied with the decision of the Disciplinary committee they can reach out to ERRA's membership services to request an appeal in accordance with ERRA appeals process.**

**NOTE: Please also review the ERRA and RO relevant policies here:**

[http://easternregionringette.ca/page.php?page\\_id=39318](http://easternregionringette.ca/page.php?page_id=39318)

<https://ringetteontario.com/wp-content/uploads/2020/07/DISCIPLINE-AND-COMPLAINTS-POLICY-July-2020.pdf>

<https://ringetteontario.com/wp-content/uploads/2020/01/RO-Appeal-Policy-Jan-2020.pdf>

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