



## 1.0 Discipline Policy

### Discipline Policy Objectives

Membership in the Calgary Raiders Hockey Club and participation in its activities brings with it many benefits and privileges that are balanced by Member and Participant responsibilities and obligations.

*The Calgary Raiders Hockey Club Discipline Policy* defines the parameters for these responsibilities and obligations, and thus identifies a standard for behavior that is expected of all Members and Participants.

*The Calgary Raiders Hockey Club Disciplinary Policy* defines the process for when an infraction against the *Calgary Raiders Hockey Club Code of Conduct* occurs. Failure by a Member or Participant to achieve the expected standard of conduct set out in the *Calgary Raiders Hockey Club Code of Conduct* constitutes an infraction and may result in disciplinary action and the imposition of sanctions.

### 1.1. Application of This Policy

#### The Discipline Policy:

- Applies to all Members as defined in the bylaws of Calgary Raiders Hockey Club (“Members”), as well as any individuals engaged in activities with Calgary Raiders Hockey Club, including, without limitation, players, coaches, parents, and spectators (“Participants”)
- Applies to the conduct of Members and Participants at all Calgary Raiders Hockey Club activities, programs, and events
- This policy identifies the procedures to be followed when this standard of conduct is not achieved.

## 2.0 Standard Code of Conduct

The Calgary Raiders Hockey Club is committed to providing an environment in which all individuals are treated with respect. All Members and Participants of Calgary Raiders Hockey Club are thus expected to:

1. Conduct themselves at all times in a manner consistent with the values of Calgary Raiders Hockey Club which include fairness, integrity, and mutual respect,
2. Demonstrate through words and actions the spirit of sportsmanship, sports leadership, and ethical conduct,





3. Avoid behavior which brings Calgary Raiders Hockey Club or the sport of hockey into disrepute including, but not limited to, abusive use of alcohol, use of non-medical drugs or performance enhancing drugs or methods, and use of alcohol by minors,
4. Adhere at all times to:
  - a. Calgary Raiders Hockey Club's bylaws, policies, procedures, rules, regulations, and directives,
  - b. Hockey Canada, Hockey Alberta and Hockey Calgary operational policies, procedures, rules, and regulations,
  - c. Rules and regulations governing any competitions in which the Member or Participant participates on behalf of Calgary Raiders Hockey Club,
  - d. Rules and regulations established by the facilities in which the Member or Participant participates in any activity on behalf of Calgary Raiders Hockey Club,
  - e. Any contracts or agreements executed with or by Calgary Raiders Hockey Club,
  - f. Any sanction imposed by Calgary Raiders Hockey Club Board of Directors, Calgary Raiders Hockey Club Discipline Committee or at the Calgary Raiders Hockey Club team level.
5. Care for and respect the property and assets of Calgary Raiders Hockey Club,
6. Refrain from engaging in any activity or behavior which interferes with a competition or with any player or team's preparation for a competition, or which endangers the safety of others,
7. Refrain from comments or behaviors which are disrespectful, humiliating, demeaning, offensive, abusive, racist, or sexist. In particular, behavior which constitutes bullying, harassment or abuse will not be tolerated.
8. Ensure that any Participants attending Calgary Raiders Hockey Club events of any sort in support of the Member or player are made aware of the Calgary Raiders Hockey Club Code of Conduct, and the fact that by attending they must adhere to its contents and expectations. Infractions by Participants may result in sanctions against a Member and/or player they are associated with, up to and including suspension or expulsion of the Member and player.

## **2.1. Calgary Raiders Hockey Club Fair Play Codes of Conduct**

*\*\*As adopted from Hockey Calgary*

### **2.1.1 Fair Play Code of Conduct for Parents/Guardians**

1. I will not force my child to participate in hockey.
2. I will remember that my child plays hockey for his or her enjoyment, not for mine.
3. I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility.
4. I will teach my child that doing one's best is as important as winning so that my child will never feel defeated by the outcome of a game.
5. I will praise my child for competing fairly and trying hard.





6. I will never ridicule or yell at my child for making a mistake or losing a game. I will remember that children learn best by example.
7. I will applaud good plays/performance by both my child's team and their opponents.
8. I will never question the officials' judgement or honesty in public.
9. I will support all efforts to remove verbal and physical abuse from children's hockey games.
10. I will respect and show appreciation for the volunteer coaches who give their time to coach hockey for my child.
11. I will abide by all rules and regulations set out by any hockey facility or any other venues where Calgary Raiders Hockey Club games, practices and events occur.

### **2.1.2. Fair Play Code of Conduct for Players**

1. I will play hockey because I want to, not just because others or coaches want me to.
2. I will play by the rules of hockey and in the spirit of the game.
3. I will maintain composure - fighting and arguing can spoil the activity for everyone.
4. I will respect my opponents.
5. I will do my best to be a true team player.
6. I will remember that winning is not everything - that having fun, improving skills, making friends, and doing my best are also important.
7. I will acknowledge all good plays and performances, both of my team and of my opponents.
8. I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.
9. I will abide by all rules and regulations set out by any hockey facility or any other venues where Calgary Raiders Hockey Club games, practices and events occur.

### **2.1.3. Fair Play Code of Conduct for Coaches**

1. I will be reasonable when scheduling games and practices, remembering that players have other interests and obligations.
2. I will teach my players to play fairly and to respect the rules, officials, and opponents.
3. I will ensure that all players get equal instruction, support and playing time.
4. I will not ridicule or yell at my players for making mistakes or for performing poorly. I will remember that players play to have fun and must be encouraged to have confidence in themselves.
5. I will ensure that equipment and facilities are safe and match the players' ages and abilities.
6. I will remember that participants need a coach they can respect. I will be generous with praise and set a good example.
7. I will obtain proper training and continue to upgrade my coaching skills.
8. I will work in cooperation with officials for the benefit of the game.





9. I will abide by all rules and regulations set out by any hockey facility or any other venues where Calgary Raiders Hockey Club games, practices and events occur.

#### **2.1.4. Fair Play Code of Conduct for Spectators**

1. I will remember that participants play hockey for their enjoyment. They are not playing to entertain me.
2. I will not have unrealistic expectations. I will remember that players are not professionals and cannot be judged by professional standards.
3. I will respect the officials' decisions and I will encourage participants to do the same.
4. I will never ridicule a player for making a mistake during a game.
5. I will give positive comments that motivate and encourage continued effort.
6. I will condemn the use of violence in any form and will express my disapproval in an appropriate manner to coaches and league officials.
7. I will show respect for my team's opponents, because without them there would be no game.
8. I will not use belligerent language, nor will I harass players, coaches, officials, or other spectators.
9. I will abide by all rules and regulations set out by any hockey facility or any other venues where Calgary Raiders Hockey Club games, practices and events occur.

#### **2.1.5. Fair Play Code of Conduct for Officials**

1. I will ensure that every player has a reasonable opportunity to perform to the best of his or her ability within the limits of the rules.
2. I will avoid or put an end to any situation that threatens the safety of the players. I will maintain a healthy atmosphere and environment for competition.
3. I will not permit intimidation of any player either by word or by action. I will not tolerate unacceptable conduct toward officials, other players, spectators, or myself. I will be consistent and objective in calling all infractions, regardless of my personal feelings toward a team or individual player.
4. I will handle all conflicts firmly but with dignity. I accept my role as a teacher and role model for fair play, especially with young participants.
5. I will be open to discussion and contact with the players before and after the game.
6. I will remain open to constructive criticism and show respect and consideration for different points of view.
7. I will obtain proper training and continue to upgrade my officiating skills.
8. I will work in cooperation with coaches for the benefit of the game.
9. I will abide by all rules and regulations set out by any hockey facility or any other venues where Calgary Raiders Hockey Club games, practices and events occur.





### 2.1.6. Fair Play Code for League Organizers and Calgary Raiders Hockey Club Executive

1. I will do my best to see that all players are given the same chance to participate, regardless of gender, ability, ethnic background, or race.
  2. I will absolutely discourage any sport program from becoming primarily entertainment for the spectator.
  3. I will make sure that all equipment and facilities are safe and match the athletes' ages and abilities.
  4. I will make sure that the age and maturity level of the participants are considered in program development, rule enforcement and scheduling.
  5. I will remember that play is done for its own sake and make sure that winning is kept in proper perspective.
  6. I will distribute the Fair Play codes to spectators, coaches, athletes, officials, parents, and media.
  7. I will ensure that coaches and officials are capable of promoting fair play as well as the development of good technical skills and I will encourage them to become certified.
  8. I will abide by all rules and regulations set out by any hockey facility or any other venues where Calgary Raiders Hockey Club games, practices and events occur.
- ### 2.2. Calgary Raiders Hockey Club Code of Conduct - Failure to Comply

Failure by a Member or Participant to comply with the expected standard of conduct set out in the *Calgary Raiders Hockey Club Code of Conduct* constitutes an infraction and may result in disciplinary action and the imposition of a sanction in accordance with the Calgary Raiders Hockey Club policy on discipline contained within this document.

### 3.0 Discipline Policy

It is Calgary Raiders Hockey Club's intention that each infraction of the *Calgary Raiders Hockey Club Code of Conduct* will be dealt with in an objective, fair and consistent manner with appropriate repercussions for the severity of the actions.

**Minor Infractions:** Single incident offences. No safety concern offences. Examples are arguing, obscene, vulgar language towards anyone at any time. Addressing issues with threatening, discourteous, or unsportsmanlike behavior. Bullying offences, breach of social media policy.

**Major Infractions:** Multi-incident offences/serious incidents/safety concern/maltreatment offences. Examples are deliberate disregard of rules & regulations. Harassment offences, threats of physical violence. malicious behavior, physical violence, use of alcohol, tobacco, vaping, or cannabis by minors.





**Hybrid Infractions:** As determined by the Director of Safety, Conduct & Privacy, President, Discipline Committee or other appointed designate. These infractions can be delegated minor or major as determined by the designate. Examples: Repeat infractions, a total of 3 or more minor infractions (3 strikes rule). Minor infractions that can be deemed hate crimes/harassment.

It is the expectation of Calgary Raiders Hockey Club that **minor** disciplinary infractions should be first dealt with at the team level, whenever possible. Team level rulings may be imposed by the Head Coach, the Team Manager, the Division Director, or the Coach Coordinator. Any sanction imposed at the team level must be immediately reported by the Team Manager or Head Coach to the Division Director, or the Coach Coordinator, the Director of Safety, Conduct & Privacy, and the Calgary Raiders Hockey Club President.

**Major & Hybrid** infractions must be immediately reported to the Calgary Raiders Hockey Club President and copied to the Director of Safety, Conduct & Privacy. All Members are encouraged to report on concerns of potential conduct issues. These infractions shall be screened for assignment to the Calgary Raiders President, the Division Director, or the Coach Coordinator. In the most severe cases requiring immediate expulsion, the Calgary Raiders Hockey Club President may assign the infraction directly to a special meeting of the Board of Directors as described in the Calgary Raiders Hockey Club Bylaws.

Calgary Raiders Hockey Club reserves the right, and at times may be obligated to consult with, and report to Hockey Calgary, Calgary Police Services, Child Protective Services and/or any other bodies as deemed necessary, any information regarding complaints filed, investigations, disciplinary hearings, and any resulting sanctions.

Where the conduct being reviewed by this Policy is of a sensitive nature, Calgary Raiders Hockey Club will keep all proceedings under the Policy confidential, except where disclosure is ordered as part of the sanction, is required by law, or is in the best interests of the public.

### **3.1. Discipline Committee**

The Discipline Committee, also described in the *Calgary Raiders Hockey Club Bylaws* as the “Rules Committee”, will enforce the *Calgary Raiders Hockey Club Code of Conduct and Discipline Policy*, as well as specific Member and/or Participant expectations.

The Discipline Committee is comprised of a minimum of three panel members. The Calgary Raiders Hockey Club Director of Safety, Conduct & Privacy is designated as the Discipline Committee Chair. The Discipline Committee may also contain additional appointed Officers. All members of the Discipline Committee must be approved by the Calgary Raiders Hockey Club Board of Directors.





The Discipline Committee is authorized to:

- Investigate any major, minor or hybrid infraction either at the request of the Calgary Raiders Hockey Club President, or as a part of monitoring compliance of an ongoing ruling
- Override any team level ruling and issue a new ruling
- Consult with independent services as a part of any investigation
  - This may include, but is not limited to, Hockey Calgary, Calgary Police services and Child Protective Services.
- Utilize the services of the Division Director, or the Coach Coordinator, or any other persons deemed appropriate to aid in their investigation process
- Put in place an immediate temporary suspension of all of a Member's and/or Participant's hockey privileges while an infraction is under investigation
- Impose sanctions on Members and Participants
- Assign tasks to Calgary Raiders Hockey Club Volunteers to aide in the monitoring of compliance of a Discipline Committee ruling
- Call for a special meeting of the Board of Directors to vote on the expulsion of a Member as per the Calgary Raiders Hockey Club Bylaws

### **3.2. Discipline Committee Procedures**

When assigned by the President to address a complaint of an infraction, the Discipline Committee shall:

- Determine if an investigation is required to ascertain whether an infraction within the jurisdiction of this Policy has in fact occurred
- If an investigation is deemed necessary, conduct a fair and impartial investigation of the matter
- Upon the facts of the case as originally presented, or upon the results of an investigation, determine if an infraction within the jurisdiction of this Policy has occurred
- Where it is determined that an infraction has occurred, decide the appropriate disciplinary sanction, and issue a written ruling to the Respondent, and the Calgary Raiders Hockey Club President
  - The ruling, or a summary, may also be presented to the Complainant
- Where it is determined that an infraction has not occurred, obtain the President's concurrence, then advise the Complainant and Respondent that the complaint has been dismissed, with reasons.
- Where a disciplinary sanction has been imposed, coordinate the application of the sanction with other Calgary Raiders Hockey Club representatives as necessary, and monitor compliance by those upon whom the sanction has been imposed.

#### **3.2.1. Discipline Committee Investigation**

Should an investigation be deemed necessary, the Discipline Committee will determine the format of the process for each investigation.





The Discipline Committee shall attempt to contact the Respondent, providing notice that an investigation is underway, including the nature of the complaint, and providing an opportunity to submit a statement and/or meeting.

In many cases the Respondent's statement will be the extent of their contribution to the investigation. The failure of a Respondent to submit a statement or failure to attend a meeting will be considered acceptance of complaint as presented.

In some cases, the Discipline Committee may determine that an oral hearing, either in person or through video chat is required. Should an oral hearing be required, the Respondent will be given reasonable notice of the format as well as day, time, and place of any hearing.

### **3.2.2. Calgary Raiders Hockey Club Zero Tolerance Infractions**

Calgary Raiders Hockey Club has zero tolerance regarding possession of, or contact with any drug, alcohol, tobacco products or weapon use at any Calgary Raiders Hockey Club event (games, practices, social events, etc.).

Calgary Raiders Hockey Club has zero tolerance for incidents of theft, vandalism, or other blatant disrespect of any personal, community or City property.

Those responsible for such acts will be immediately suspended and subject to further action to be determined by the Calgary Raiders Hockey Club Discipline Committee or the Calgary Raiders Hockey Club Board of Directors.

### **3.2.3. Discipline Committee Rulings / Sanctions**

Once an infraction has been identified, the Discipline Committee is authorized to determine rulings, and thus impose sanctions against a Member, Participant, or both.

Discipline Committee rulings could include, but are not limited to, the suspension of a Member or Participant from Calgary Raiders Hockey Club hockey activities or a recommendation to the Board of Directors for the revocation of a Calgary Raiders Hockey Club membership.

The Discipline Committee may, in order to fit the circumstances of the infraction:

- Determine that there is no requirement for additional sanctions
- Put in place an immediate temporary suspension of all of the Member's and/or Participant's hockey privileges while the infraction is under investigation
- Implement disciplinary sanctions:
  - Examples of sanctions may include, but are not limited to:
    - Verbal or written warning







- Require a review of the Code of Conduct and reassertion of their intent to follow its principles
  - Require a verbal or written apology
  - Require recertification of Respect in Sport, for Parents and/or for Activity Leaders
  - Removal of certain privileges of membership
  - Suspension from certain Calgary Raiders Hockey Club events or activities
  - Suspension from all Calgary Raiders Hockey Club activities for a designated period of time
  - Application of financial fees to recover costs associated with the infraction
  - Call for a Special Meeting of the Board of Directors to vote on the Expulsion from membership, and/or
  - Publication of the disciplinary sanction
  - Match or add to an existing Hockey Calgary Suspension
- It is understood that the above are representative penalties only, that they may be modified to fit the circumstances of the infraction, and that they are presented generally in order of severity. Any suspensions given will apply to all teams the Participant is involved with. Multiple or repeated infractions of the *Calgary Raiders Hockey Club Code of Conduct* may incur more severe sanctions.
  - Match any sanction imposed by Hockey Calgary, Hockey Alberta and/or Hockey Canada
  - Require that any ruling is acknowledged through signature as having been received within 72 hours of any Discipline Ruling being sent out. Failure to submit a signed acknowledgement may result in an immediate suspension of all of the Member's and/or Participant's hockey privileges until such an acknowledgement of receipt is received by the Discipline Committee. The failure to submit a signed acknowledgement will also be treated as an indication of acceptance of all parts of the ruling's investigation report and imposed sanctions.

NOTE: A suspended player is ineligible to referee any sanctioned games while serving their own suspensions

#### 4.0 Ruling Appeals

Calgary Raiders Hockey Club provides the opportunity to its Members and Participants to appeal both team level rulings and Discipline Committee rulings.

All rulings remain in full force during the appeal process. An individual who wishes to appeal a ruling must continue to abide by the terms of the ruling under appeal. Failure to abide by the terms of a discipline ruling under effect will be considered a new infraction against the *Calgary Raiders Hockey Club Code of Conduct* and result in new, and often more severe sanctions being applied.





Sanctions or rulings may only be appealed as described below.

#### **4.1. Appeals of Team Level Rulings**

Team level rulings may be appealed through a submission to the Calgary Raiders Hockey Club President for screening. An individual who wishes to appeal a team level ruling shall have 72 hours from the time they received notice of the ruling to submit the following:

- Detailed reasons for the appeal
- A description of the desired result
- Any information which may provide context leading up to the ruling
- A copy or details of the ruling being appealed
- All to be submitted directly to the Calgary Raiders Hockey Club President

The Calgary Raiders Hockey Club President may then determine the best path forward. This may include, but is not limited to:

- Initiate a Discipline Committee investigation
  - Note that appealing a team level ruling may result in a different and potentially more severe outcome following a Discipline Committee investigation into the infraction.
- Assign the Age Division Coordinator, the Age Division Coach Coordinator, or some other designate to attempt to resolve the situation before an escalation to the Discipline Committee will be considered.
- Reject the appeal of the team level ruling
  - Any such rejection may consider the team level ruling to be the equivalent of a Discipline Committee ruling. The ruling would then open to follow the process for appeals of Discipline Committee Rulings.

#### **4.2. Appeals of Discipline Committee Rulings**

Discipline Committee rulings may be appealed to an Appeals Hearing. An individual who wishes to appeal a Disciplinary Committee ruling, shall have 72 hours from the time they received notice of the ruling, to submit the following:

- Written notice of their intention to appeal
- Detailed reasons for the appeal
- A description of the desired result
- An appeal fee of \$250.00
- A copy of the Discipline ruling being appealed all to be submitted directly to the Calgary Raiders Hockey Club President

Any consideration of an appeal, after the 72 hour window has closed, will be at the sole discretion of the Calgary Raiders Hockey Club President, or designate.





#### **4.2.1. Grounds for Appeal of Disciplinary Committee Ruling**

Appeals may only be heard if it is deemed that there may be sufficient grounds surrounding the decision-maker or ruling made (irrespective of the events precipitating the ruling), as detailed below:

- Decision-maker did not have authority or jurisdiction as set out in Calgary Raiders Hockey Club's governing documents, to make such decision
- Decision-maker failed to follow procedures as laid out in the bylaws or approved Policies of Calgary Raiders Hockey Club, in making the decision
- Decision was influenced by bias
- Decision-maker exercised their discretion for an improper purpose; or
- Decision made was grossly unreasonable

#### **4.2.2. Screening of Submitted Appeal of Disciplinary Committee Ruling**

Within 72 hours of receiving the notice of appeal, the Calgary Raiders Hockey Club President shall decide if the appeal constitutes sufficient grounds as set out in section on "Grounds for Appeal of Disciplinary Committee Ruling". If the President is not available, a member of the Executive Committee will be designated to perform this function. This decision is at the sole discretion of the President or the President's designate and may not be appealed within Calgary Raiders Hockey Club.

If the appeal is approved, then the appeal shall proceed to an Appeals Hearing. The Calgary Raiders Hockey Club President or designee shall have 7 days to appoint the members of the Appeals Panel. The Calgary Raiders Hockey Club President may not be a member of the Appeals Panel.

If the appeal is denied due to insufficient grounds, then written notice shall be provided to the Appellant, and the \$250 Appeal fee returned.

#### **4.3. Appeals Hearing**

##### **4.3.1. Procedure for the Appeals Hearing**

An Appeal Panel appointed by the Calgary Raiders Hockey Club President shall govern the Appeal by such procedures as it deems appropriate, provided that:

- The hearing is held within 7 days of the Panel's appointment
- All affected parties are given 5 days' notice of the hearing (date, time, location, Calgary Raiders Hockey Club Codes of Conduct, and Discipline Policy)
- The hearing will be held in person at a location within a distance of no greater than 10 KM of the Calgary Raiders Hockey Club area boundary





- Written documents to be considered by the Panel must be submitted by the affected parties, at least 2 days in advance of hearing
  - These may be submitted by email to the Chairperson, for further distribution to the Panel
- Affected parties may be accompanied by 1 other person (advisor/counsel) who will not address the Panel directly
- There shall be no communication between Panel members and the parties except in the presence of, or by copy to, the other parties; and
- Decisions shall be by majority vote, where the Chairperson carries one vote

#### **4.3.2. Appeals Hearing – Ruling**

The Appeal Panel shall issue its written ruling, with specific explanation, within 72 hours of the conclusion of the hearing; via email, to all parties and to the Calgary Raiders Hockey Club President.

The Panel may decide as follows:

- To void or confirm the ruling being appealed
- To vary the ruling, where it is found that the decision-maker was unable to make a reasonable ruling for reasons which could include, but are not limited to:
  - lack of clear procedure; lack of time, or lack of neutrality
  - The Panel will have no greater authority than the original decision-maker when changing a decision
- To refund the appeal fee, in whole or in part. (Fees not returned will be deposited with Calgary Raiders Hockey Club and incorporated into the operating budget)

#### **4.3.3. Appeals of Appeal Hearing Rulings**

Appeals Rulings are considered final and may not be appealed within Calgary Raiders Hockey Club. Appeals Rulings may only be appealed to Hockey Calgary as per their policies and procedures.

Note that Hockey Calgary has made clear that any appeal to Hockey Calgary before all previous Calgary Raiders Hockey Club appeal paths have been exhausted may result in sanctions against the Member.

