



---

## Complaints/Discipline General Rules

### General Rules

Rules in this section apply to all players/members and parents, recreational and competitive.

#### **POLICY D1**

The GSC has a zero tolerance policy toward any team officials and/or players not adhering to the stated rules and all written complaints will be thoroughly investigated.

Zero Tolerance is defined as follows: the policy of applying laws or penalties to even minor infringements of a code in order to reinforce its overall importance.

### Zero Tolerance Policy

#### **Rationale**

The Georgetown Soccer Club (GSC) is a strong supporter of making sport safe and fun for all our members, irrespective of age or type of membership. Over the last few years, abuse of game officials and team officials has been on the increase in several sports, including soccer. Accordingly, the GSC has approved the following policy and procedures to help ensure the safety and enjoyment of all.

#### **Policy**

Any team official, game official, parent, grandparent, guardian or independent spectator determined by the GSC Discipline Committee to be guilty of harassment or abusive conduct towards others in soccer related activities taking place under the jurisdiction of the GSC will be reprimanded in writing. For the sake of this policy, with the exception of team and game officials, all non-playing attendees at the game are regarded as spectators.

A second conviction during the same season will result in all playing members of the immediate family in question being de-registered from the GSC. In the case of physical abuse or other extreme cases, as determined by the Discipline Committee, the de-registration process may be applied after the first offence. This policy applies to all attendees at the activity. The Discipline Committee will determine the return of registration fees, if any, less an administration fee.

If the offended party is a game official and he/she feels that they are being harassed or abused, as per the scope of this policy, by either coach or spectator, the official is advised to suspend the playing of the game. The official will then verbally notify both coaches that the game has been suspended due to the harassment/abuse and inform both coaches as to the source of it.

If the source is one of the coaches, the official will advise the offending coach that the next occurrence of a similar nature will result in abandonment of the game and that a report to the GSC Director of Complaints will be sent for review.

If the source is a spectator, the appropriate coach will provide the official with the name of that individual and the coach must advise this person that the next occurrence of a similar nature will result in the abandonment of the game. Further, that a report will be sent to the GSC Director of Complaints for review.

If the fan is not associated with either team, both coaches are to approach the individual and ask them to leave.

The game will restart with a dropped ball at the location where the play was stopped as per the Laws of the Game.

If the game is abandoned, the official must clearly indicate on the game sheet that the game was abandoned due to harassment or abuse and follow the steps outlined below.

**NB:** If the abuse is physical, the game official is required to inform the coaches that the game has been abandoned and then contact the referee coordinator within 24 hours for further action. Any incidents of physical contact with a game official must be reported on a Referee Assault Form and sent to the Peel Halton Soccer Association (PHSA) with copies to the GSC Director of Complaints.

1. The game official must contact the referee coordinator the same or next day who, in turn, will report the incident to the GSC Director of Complaints within 24 hours.
2. A special incident report must be written, with the assistance of the referee coordinator or a member of the Executive, if required, and then forwarded to the GSC Director of Complaints within 72 hours.
3. The GSC Discipline Board in conjunction with the Director of Complaints will then review and deal with the report as per their guidelines.
4. If the game was abandoned due to the conduct of a spectator not associated with either team, the Executive will determine the status of the game.
5. The offended official will be advised via the referee coordinator as to the outcome of the review in Item 3 above.

If the game continues without any further incident, the game official is required to inform the referee coordinator that the game was temporarily suspended due to harassment or abuse toward them. Further, a note must be made on the game sheet to that effect.

If the offended party is not a game official and feels that they have been abused, they are advised to submit a written report to the Director of Complaints detailing the incident within 72 hours. The GSC Director of Complaints will review the incident and take appropriate action according to the appropriate guidelines. The offended party will be advised of the outcome of the review but will not be informed of specific detailed information, e.g., that the offender has been reprimanded but not the specific details of the reprimand.

## **POLICY D2**

The Georgetown Soccer Club shall conduct its discipline process according to the discipline procedures of the PHSA and, if possible, the Chair of the Complaints Resolution Committee shall be certified as a Discipline Chair by PHSA. The committee will respond to each written complaint received and will inform all parties involved in the complaint of their decisions.

### **Application of the Rules**

#### **PROCEDURE D3**

Rep/Select/All-Star teams participating in inter-club competition will be governed by the rules of each competition.

House league teams participating in the GSC house league competition will be governed by the House League Policies and Procedures and OSA Rules of Soccer.

Mini soccer teams participating in the GSC mini soccer program will be governed by the House League Policies and Procedures and OSA Rules of Soccer.

Rep/Select teams playing in district or inter-district/inter-club leagues will be governed by the Constitution and Rules of the League in which they play.

### **House League Player Discipline**

#### **PROCEDURE D4**

Any player receiving a red (dismissal) card from a referee, in any game, is automatically suspended from playing the next game.

A coach may appeal, on behalf of the player, within 24 hours of such dismissal. Appeals are to be registered in writing with the GSC Director of Complaint Resolution.

Any coach playing a RED carded player in the next scheduled game will be suspended from coaching for the remainder of the season or until the hearing has occurred.

Any player receiving three yellow (caution) cards in the course of a season will automatically be suspended from playing the next scheduled game and must appear before the Director of Complaints before playing any further games.

Any coach playing a player who has received three yellow cards in the course of a season in the next scheduled game will be suspended from coaching for the remainder of the season or until the hearing has occurred.

Note that disciplinary hearings will be conducted in the presence of the referee(s) involved, where applicable.

### **Rep/Select Player and Team Official Discipline**

#### **PROCEDURE D5**

Any discipline issues regarding Rep or Select players or team officials will be referred to the appropriate district association or league for consideration. All-Star players and team official behaviour will be governed according to the procedures of the event they are participating in and the GSC will abide by whatever decisions are

made by that event.

## Other Discipline

### PROCEDURE D6

The GSC will not tolerate any violence or harassment on or off the field of play nor will it accept abusive remarks or violent actions from its coaches, players, members or parents in any circumstance. The following is a general outline as to how the Discipline Committee functions:

1. Any complaint must be made in writing to the Director of Complaint Resolution. The Director of Complaint Resolution will determine whether the matter will be dealt with by the GSC process or by an outside agency or league. Discipline hearings shall be conducted in accordance with Ontario Soccer Association (OSA) guidelines. These can be found on the OSA's website, [www.soccer.on.ca](http://www.soccer.on.ca).
2. Dates, times and locations of discipline hearings shall be determined by the Discipline Committee as required. The Discipline Committee may elect to meet on a regular basis and, if so, will post such information on the GSC website including date, time and place of the meeting.
3. The Director of Complaint Resolution will investigate all written complaints within the jurisdiction of the GSC to the best of his/her ability. This may include talking to the person submitting the complaint, other individuals who were present, including referees, talking to any individuals named in the complaint and reviewing all appropriate policies and procedures and codes of conduct. The Director of Complaint Resolution is under no obligation to divulge the names of the individuals interviewed to either the person issuing the complaint or the individuals named in the complaint. This information shall be attached to the complaint documentation that is filed at the GSC office in a sealed envelope labeled Confidential. This information will only be revealed to a higher committee during an appeal process.
4. If deemed necessary by the Director of Complaint Resolution, the individuals named in the written complaint will be brought to the GSC office for a meeting with the Director of Complaint Resolution and the Discipline Committee. Any evidence that has been gathered will be presented to them at that time (protecting the anonymity of the sources) and they will be asked to respond to this information.
5. Within 24 hours of that meeting the Discipline Committee will communicate the results of the hearing to the individuals named in the complaint. If this decision cannot be communicated within 24 hours, the individuals named in the complaint must be informed of this and given a new deadline by which the result will be communicated.
6. Results of the hearing are communicated in writing and a copy of the letter is to be kept on file at the GSC office. All information regarding discipline proceedings is confidential and shall be treated as such.

7. If the behaviour is determined by the Discipline Committee to be severe, they may elect to inform the Town of Halton Hills of their decision to be considered under the Town's Zero Tolerance Policy and applicable ramifications.

### **Failure to Appear**

#### **PROCEDURE D7**

Any person failing to attend a discipline hearing following notification shall be suspended until he/she requests, in writing, another hearing and appears at that subsequent hearing. Failure to appear will be interpreted as admission of guilt and the Discipline Committee shall proceed under such assumption.

### **Postponement of a Hearing**

#### **PROCEDURE D8**

All requests for postponement of a hearing must be submitted in writing by registered mail or receipted hand delivery, to the GSC office, no later than four (4) days prior to the date of that hearing. The request must state the reason for the postponement.

### **Suspensions**

#### **PROCEDURE D9**

All suspensions shall be immediate or shall take effect from the date determined by the Discipline Committee. Suspensions cannot be backdated. Persons suspended shall not participate in any indoor or outdoor soccer activity until their sentences have been completed. This includes, but is not limited to, league, cup, exhibition, tournament and All-Star play. Failure to abide by this shall result in additional suspension.

Any member who, with prior knowledge, allows a suspended member or player to participate in any soccer activity will be subject to the disciplinary process.

Decisions regarding suspension will be communicated to all parties involved, including the Board of Directors, in writing, immediately following the decision of the Discipline Committee.

### **Appeals**

#### **PROCEDURE D10**

On any discipline matter handled by the GSC Discipline Committee, any appeals are to be made to the Peel Halton Soccer Association.

## Discipline Report Letter

Child's Name

Date

Leader

Please be informed that your son/daughter was dealt with today in regard to the issue indicated below:

- Action that causes disruption to the group
- Interference with the safety of others
- Refusal to carry out leader's request
- Rudeness in gesture or talk
- Defacement or damage to property
- Showing disrespect for peers/instructors
- Physical harm to another participant/instructor

When I drew this to his/her attention, the response was:

- Compliant
- Honest
- Keen to improve
- Argumentative

Disrespectful

- Other

I have discussed with your son/daughter:

- How to avoid a reoccurrence of this behavior
- Ways of dealing with the situation in a more appropriate manner

The consequences for this behaviour were:

- Verbal reprimand
- Loss of free time
- Time out of the activity
- Conference with instructor and Camp Director
- Parents notified
- Other

Please sign and return this form to the Camp Director on the next camp day. Your comments are welcome. Should you wish to appeal this decision, you may do so in writing to the attention of the GSC Director of Complaints within 14 days of the writing of this letter.

---

Parent Comments/Response:

---

---

---

---

---

---

---

---

---

---

---

---

Parent's Signature