



RICHMOND JETS MINOR HOCKEY ASSOCIATION

DISCIPLINE AND APPEAL POLICY

1. Members

The following rules apply to all Members, representing RJMHA at any event or location.

- 1.1 The Executive Board shall have the authority to suspend and/or ask for the resignation of any Member for “conduct unbecoming a Member” of the Association. For purposes of these Operating Policies, “conduct unbecoming a Member” includes a matter, conduct or thing that is considered, in the judgment of the Conduct Committee, the Board or any other committee thereof, (a) to be unsportsmanlike, abusive, threatening, slanderous, libellous, or inappropriate, (b) contrary to the best interest of the Association, or (c) harmful to the standing of minor hockey. Suspension entails exclusion from the arena for a set time period.
- 1.2 Any Member or Person acting in an unsportsmanlike or inappropriate or abusive manner during any team gathering (pre-game, game, post-game, practice, special event) may be subject to disciplinary action by the Executive Board.
- 1.3 Disciplinary Action by the Board may include expulsion from the arena for a set time period or expulsion from the Association.

2. Players, Team Officials and RJMHA Contractors

The following rules apply to all players, team officials and RJMHA Contractors, representing or working for RJMHA at any event or location.

- 2.1 Hockey is to be played on the ice, not in hallways, dressing rooms or spectator areas at any arena. Abuse or damage of arena property or equipment shall result in an immediate suspension of the team or player involved until the responsibility of the cost of the incurred damage is determined and/or resolved to the satisfaction of the Executive Board.
- 2.2 RJMHA will uphold any suspensions imposed by Hockey Canada, BC Hockey or PCAHA. The RJMHA Executive Board has the authority to impose additional disciplinary action.
- 2.3 RJMHA strictly prohibits the use of tobacco, vaping, drugs, or alcohol in any hockey related activity. Any player, bench official or RJMHA member who is impaired or who is vaping or found using tobacco, drugs or alcohol at any RJMHA game, practice or other hockey related activity will be subject to severe action.

- 2.4 Abusive language or explicit music in dressing rooms, hallways, player benches, penalty box or on the ice will not be tolerated and may result in disciplinary action.
- 2.5 Fighting anywhere in or outside an arena complex, before or after a game will result in disciplinary action by the Board.
- 2.6 Referees are not to be approached before, during or after a game by any individual other than the Referee in Chief.

3. Team Officials

- 3.1 All matters relating to discipline of team officials will be first handled by the RJMHA Coach Coordinator and the Division Manager and Division Ambassador responsible for the Division involved. All matters relating to discipline of players will be first handled by the Division Manager, in consultation with the Division Ambassador.

4. PENALTIES (“C” AND REP)

- 4.1 All penalties shall be governed by the official rules as published by Hockey Canada, BC Hockey, PCAHA, or as varied by RJMHA.
- 4.2 The Board may impose penalties and/or suspensions in addition to any assessed by BC Hockey or PCAHA through a formal hearing with the player, Association President, Division Director and/ or Association Risk Manager. This may include excessive player/team penalties.
- 4.3 It is the responsibility of the team officials to ensure that all player penalties and suspensions are duly served. Team officials must notify their applicable Division Manager, and each Division Manager must notify the Association Risk Manager, of each misconduct or match penalty assessed against a player, within 48 hours of the penalty or suspension being incurred.

5. TEAM OFFICIALS’ RESPONSIBILITIES

- 5.1 It is the responsibility of coaches and managers to enforce procedures and instructions as published by RJMHA. Team officials will be held accountable to a higher standard and will be expected to set a proper example by their conduct. Unsportsmanlike, inappropriate, or abusive behaviour will not be tolerated and will result in disciplinary action by the RJMHA Board

- 5.2 A Coach is responsible to RJMHA for the conduct of his players immediately before, during and after games, practices and other hockey related activities. Parents will be held responsible for their own actions. The Executive Board retains the right to suspend a Player for inappropriate parental action.
- 5.3 Players should change in their allotted dressing rooms. The Two Deep Rule, as outlined by Hockey Canada shall be abided by at all times.
- 5.4 Each team must have parents to act in the capacity of off-ice officials, (time keeper/scorekeeper) and only assigned personnel should be in the players box, penalty box and time box.
- 5.5 In the event of an injury the team coach or manager shall be responsible to direct all necessary action. A Hockey Canada Injury report must be completed and forwarded to the Division Manager immediately after an injury.

6. COMPLAINTS

- 6.1 **Game Protests and Game Complaints.** All game protests and appeals shall be dealt with in accordance with Section K of the PCAHA Rules and Regulations. All game protests during the regular season shall be transmitted in writing to the PCAHA League Manager within 72 hours, on Association letterhead signed by the Association President. All other game complaints must be dealt firstly with team officials (coaches and managers), and secondly with the applicable RJMHA Division Manager and/or applicable RJMHA Director. The Director and Division Manager may:
(i) deal with the matter in such manner as they consider reasonable; (ii) seek the recommendation from the Coach Coordinator; or (iii) refer the matter to the Executive Board for a decision.
- 6.2 **Dealing with All Other Complaints.** Complaints regarding the conduct of a player, parent, manager, RJMHA Contractor or spectator (but not including a coach) shall be made to the association Risk Manager, who shall have primary responsibility for investigating the matter and gathering relevant facts in accordance to the RJMHA Dispute Resolution Process.

The Risk Manager may:

- (i) deal with the matter in such manner as they consider reasonable;
- (ii) seek the recommendation from the RJMHA President or Vice-President, who may refer it to the Board for discussion or the Conduct/Risk Management Committee.

- 6.3 **Conduct Committee.** The Committee will gather and analyze information. The Conduct Committee will be established annually following the Association's annual general meeting. The Conduct Committee will be comprised of a chairperson, who will be a member of the Executive Board or another qualified member in good standing, as appointed by the RJMHA Board. The Chairperson will nominate at minimum, two other individuals for appointment to the Committee, and such nominations must be approved by the RJMHA Board.
- 6.4 **Conduct Committee Procedures.** Any person involved in a complaint shall be entitled to make representations in writing to the person(s) or committee reviewing the matter; and at the sole discretion of the committee appear in person or virtually before the Conduct Committee on the matter. The Conduct Committee may also request any person who was involved in the complaint or who witnessed the matter complained of, to provide the Committee with a written statement or appear in person or virtually. The Chairperson of the Conduct Committee (or person designated as such in each instance) shall conduct all meetings with reasonable fairness, allowing all parties the opportunity to present all relevant information.
- 6.5 **Report to the Board.** The Conduct Committee will make a report to the Executive Board together with its recommendation with regards to the complaint. The Executive Board will consider the report and make a decision whether or not to adopt, with or without modifications, the recommendation of the Conduct Committee or to otherwise make a decision as to the disposition of the matter.

7. Coach Complaints

- 7.1 Complaints regarding coaches must be made first to the applicable Division Manager and Coach Coordinator and follow the Dispute Resolution Process. If the complaint is not resolved or cannot be resolved, or it requires a decision, it must be presented in writing to the RJMHA Executive Board for resolution.

8. Appeals

- 8.1 The decision of the Risk Manager, Conduct Committee or Board in the above sections, may be appealed to the Appeals Committee. For clarity, the Rep Selection Appeals Committee handles all appeals regarding the Rep Selection Process. Refer to RJMHA Rep Hockey Policy for details.

9. Appeals Committee

- 9.1 The Appeals Committee will be established annually following the Association's annual general meeting. It will be comprised of at least four individuals; one of whom will be the Immediate Past-President (if in place) or suitable substitute (President or VP). The Immediate Past-President or suitable substitute will nominate individuals for appointment to the Appeals Committee (who need not be members), and such nominations must be approved by the Board. No member of the Board, other than the Immediate Past-President or President shall be a member of the Appeals Committee.

10. Notice of Appeal

- 10.1 As per the RJMHA Dispute Resolution Process, a matter may be appealed to the Appeals Committee by giving written notice to the Immediate Past-President or President, providing a description of the matter(s) in question and stating the reasons for the appeal. An appeal shall either be delivered by hand, or electronic mail within seven (7) days (including Sundays and public holidays) following notification of the decision referred to in section 8 above.

11. Appeal Committee Procedures

- 11.1 For each matter, the designated chairperson and the appeals committee shall review all the relevant information, contact all parties as required at the committee's discretion and provide a decision. The Appeals Committee if they deem necessary can also have a meeting either virtually or in-person, with reasonable fairness, allowing all parties the opportunity to present all relevant information. If through misadventure, sickness or other reason, a member of the Appeals Committee is not able to attend an appeal meeting, the meeting shall proceed with the members present. If less than three members are present, the appellant shall be given the option of rescheduling the meeting to a convenient future date and time.

- 11.2 The Appeals Committee shall review the Appeal in a timely fashion and render its decision in writing to the applicable parties by electronic mail within 48 to 72 hours.
- 11.3 The decision of the Appeals Committee shall be final except if a further appeal is made as permitted by and in accordance with the Constitution, Bylaws and Regulations of an affiliated body by which the Association has agreed to be bound.