

# WOOLWICH MINOR HOCKEY ASSOCIATION

**T**eaching

**R**espect

**U**nity

**S**afety

**T**olerance

## PROGRAM

### A Game and Conduct Management Initiative

#### Woolwich Minor Hockey “TRUST” Program

Over the past several years it has become increasingly apparent that participating in the Game, whether as a player, coach, official or spectator, has become less and less enjoyable. People are leaving the Game for the wrong reasons and with bad memories. Conduct of spectators, coaches, officials and players amongst themselves is increasingly more unacceptable, both on and off the ice.

The Woolwich Minor Hockey Association views the “TRUST” program as support and confirmation to the many excellent volunteers, coaches, officials and parents who are in the majority and who have always practiced and subscribed to the fundamental principles of fun, respect and positive development of the Game. We see this program as a vehicle to assist them to further these values and make the Game even better and more enjoyable. One could view the “TRUST” program as a celebration of the positive elements of the Game that will overwhelm those negative elements that have unfortunately tainted the reputation of the Game today. Those few who may question the program are the very ones that many of the elements of the program are aimed at and are indicative of a problem and not a solution. It is not a time to be defensive, but rather offensive and proactive in advocating a program that is totally positive. We encourage the majority to confidently come forward with energy and support the “TRUST” program to make our Game even better.

## **OBJECTIVES**

To provide a program which plays a significant role in the development of a young person's values, morals, social maturity, physical fitness and mental fitness. To promote acceptable conduct which provides:

- Respect for persons
- Protection from harm
- Development of ethical conduct towards others
- Caring attitudes
- Freedom to enjoy, to flourish
- Respect for the game

It is a must that every participant abides by these principles. A participant is defined as (but not limited to) a player, coach, official, or spectator.

This program is not intended to be a new process for complaints about officiating or general hockey rules. The objective is to promote and insure acceptable behaviour.

## **DEFINITION OF “UNACCEPTABLE BEHAVIOUR”**

An individual is displaying unacceptable behaviour if:

They are verbally or physically harassing and/or abusing a game participant. A game participant is described as a player, coach, spectator, or official.

They are causing damage to or destroying any property, equipment or facility.

When there is a situation of “unacceptable behaviour”, the responsibilities of The Woolwich Minor Hockey Association, coaches, spectators and on-ice officials are set out herein. The focus is on achieving the program objectives. Confrontation should be avoided and reporting is encouraged, as it is an important step in attaining the objective.

# **COMPLAINT HANDLING PROCEDURE**

## **Implementation Trigger**

The reporting of unacceptable behaviour by a director, spectator, coach, player or official is the triggering event of the complaint handling procedure. This reporting process will govern the person(s) responsible for investigating the complaint. The methods of enforcement will vary dependent on the severity of the event.

## **Reporting Process**

If an incident occurs which meets the definition of unacceptable behaviour and in the opinion of a player, spectator, coach, official or administrator, is serious enough to warrant a formal complaint, then an Incident Report Form ([Appendix A](#)) must be completed.

The Incident Report Form should be submitted to the Director of Parent Concerns for the review and actions.

## **Responsible Reporters**

1. Executive, Spectators, Players

If, in the opinion of a Director, spectator or player an individual is verbally or physically harassing or abusing a game participant (coach, player, official, or spectator), an Incident Report Form is to be completed and forwarded to the Director of Parent Concerns. This will trigger the complaint handling procedure. ([Appendix B](#))

## **Enforcement**

After investigation, the Woolwich Minor Hockey Association President shall have the power to suspend summarily any player, coach, trainer, manager, official or spectator of any team under the auspices of the Woolwich Minor Hockey Association for any conduct on or off the ice which in the sole discretion of the President is deemed to be unbecoming or detrimental to the game.

The Woolwich Minor Hockey Association President shall have the power to prevent summarily any spectator from viewing any game or other activity or entering a facility to view such game or activity under the auspices of the Association for any conduct which in the sole discretion of the President is deemed to be unbecoming or detrimental to the game.

Further, the President shall have the power to suspend summarily the player, coach, team official or the team to which the spectator is attached.

This authority may be delegated to such Woolwich Minor Hockey Associations directors and officials as the President may designate.

The power and delegation granted to the President allows for effective and quick action against conduct unbecoming or detrimental to the Game and its participants, as well as action against the team of the contravening spectator. The Woolwich Minor Hockey Association is prepared to enforce these provisions as required and are an integral part of the reporting and enforcement initiatives.

### **Appeal Process**

Upon receiving a request for an appeal, the Woolwich Minor Hockey Association will establish a Special Committee comprised of three (3) members to hear any appeals related to the discipline or actions undertaken as a result of the outcome of an investigation. Appeals will be heard within seven (7) days. The appeal must contain a clear and concise summary of the grounds for the appeal. Notice of the appeal must be submitted to the President of The Woolwich Minor Hockey Association within five (5) days from the date of notification of discipline. If the appeal is denied, further appeals can be made to the Ontario Minor Hockey Association under the normal appeals process.

## **IMPLEMENTATION PROCESS**

### **Incorporation into Bylaws**

#### **Bylaw X (I)**

The President shall have the power to suspend summarily any player, coach, trainer, manager or official of any team under the auspices of a member of the Woolwich Minor Hockey Association for any conduct on or off the ice which in the sole discretion of the President is deemed to be unbecoming or detrimental to the game. Such suspension to be effective until dealt with by the Appeal Committee within a reasonable time.

#### **Bylaw X (II)**

The President shall have the power to prevent summarily any spectator from viewing any game or other activity or entering a facility to view such game or activity under the auspices of The Woolwich Minor Hockey Association for any conduct which in the sole discretion of the President is deemed to be unbecoming or detrimental to the game. Further, the President shall have the power to suspend summarily the player, coach, team official, official or the team to which the spectator is affiliated. Such action to be effective until dealt with by the Appeal Committee within a reasonable time.

## **Introducing the TRUST Program**

At the start of the season, a meeting will be held with all team management, parents, players, and officials to present the program. At this presentation, the Woolwich Minor Hockey Association will:

- Detail the objectives
- Outline the expectation
- Lay out the consequences
- Explain the team's responsibilities
- Explain the Woolwich Minor Hockey Associations responsibilities
- Explain the distribution and collection method that will be used

Packages with the TRUST Program outline and Fair Play Pledge forms will be distributed to the parents, players, coaches and officials for completion. Once complete they will be collected and returned to the Woolwich Minor Hockey Association.

## **Other Notifications**

Notification of the TRUST Program will be given to the following:

- Township of Woolwich Recreation Department
- Staff of all Woolwich ice facilities

The Woolwich Minor Hockey Association will request full support from the above in the enforcement of some sanctions.

## **Pledge Forms and/or Code of Conducts**

Woolwich Minor Hockey expects full cooperation in the signing of Pledge Forms and Code of Conduct forms. Regardless of whether either form is signed, all members (coaches, players, officials, parents, directors, spectators, managers, and trainers) are still subject to the consequences for unacceptable behaviour as the TRUST Program is part of the Bylaws and Regulations of the Woolwich Minor Hockey Association and must be followed as a condition of membership.

# “APPENDIX A”

## INCIDENT REPORT FORM

Appendix ‘A’ forms part of the “TRUST” Program and is to be filled out in its entirety and submitted to the Hockey Office immediately. The President and / or the Vice President in charge will review and respond accordingly within the timeframe prescribed in the “TRUST” Program.

Date Submitting: \_\_\_\_\_

Time and Date of Incident: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Parties / Persons Involved: \_\_\_\_\_

Witnesses: \_\_\_\_\_

Incident Summary: (use back of form if you require more space)

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Person Reporting Incident: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Reporting Signature: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

By signing this document, I state I have read and understand the Purpose and Objectives of the “TRUST” Program.

WMHA Use Only:

Date Received:

Notes:

## “APPENDIX B”

### DISCIPLINE GUIDELINES

(For parents, coaches, staff, spectators, officials)

In many instances, offences that are similar to those identified in the OMHA Guidelines will be dealt with in the same manner. The only difference being that when we are dealing with adults who should know better, they would be given additional suspensions.

When an individual is suspended by Woolwich Minor Hockey they are suspended from all Woolwich Minor Hockey activities. This includes attending other siblings’ games if they are a parent with other children playing hockey. It also includes refereeing games if they are a referee.

#### Severity of Discipline

##### **A. Mild (Reprimand to minimum 2 weeks and/or 2 games)**

This would be applied when it is a first offence which is less severe in nature. The offending individual has shown true remorse and the actions are out of character.

##### **B. Moderate (Minimum 3 weeks and/or 3 game suspension)**

This is for offences which are mild to moderate in severity. Application of this type of discipline would be for a second offence. It would also be applied to individuals who have not accepted responsibility for their actions or show no remorse.

##### **C. Severe (Minimum 5 weeks and/or 5 games to 3 years suspension)**

This is for the most serious offences. An example could be physically threatening or assaulting another individual. Application of this type of discipline would be for individuals who have re-offended multiple times or have not accepted responsibility for their actions or show no remorse.

The following list is the individuals that have been delegated authority to assess suspensions on behalf of the Woolwich Minor Hockey Association:

President

VP level (Maximum 3 games)