

# Fernie Volleyball Club Discipline and Complaint Policy

## 1. Workplace conduct

Bullying and harassment is not acceptable or tolerated within the Fernie Volleyball Club. All Club Members will be treated in a fair and respectful manner.

## 2. Bullying and harassment

- (a) Includes any inappropriate conduct or comment by a person towards a Club member that the person knew or reasonably ought to have known would cause that person to be humiliated or intimidated, but
- (b) excludes any reasonable action taken by a club coach or supervisor relating to the management and direction of players or the place of training.

Examples of conduct or comments that might constitute bullying and harassment include verbal aggression or insults, calling someone derogatory names, harmful hazing or initiation practices, vandalizing personal belongings, and spreading malicious rumors.

## 3. Club Members must:

- not engage in the bullying and harassment of other members
- report if bullying and harassment is observed or experienced
- apply and comply with the Club's policies and procedures on bullying and harassment

## 4. Application

This policy statement applies to all Club members, including coaches, players, directors, managers, volunteers, parents, and any other person performing a role within the club. This policy also applies to interpersonal and electronic communications, such as email.

### Purpose

Fernie Volleyball Club expects its' club members including coaches, players, managers, administrators, and parents to fulfill their obligation and duties that are set out in Fernie Volleyball Club's Agreements and Codes of Conduct. Irresponsible behavior can severely damage Fernie Volleyball Club's image and integrity within the community. Conduct that violates these values may be subject to sanctions pursuant to this policy.

### Scope of Application

1. This policy applies to all members of Fernie Volleyball Club, including coaches, players, managers, directors, administrators, parents, volunteers, and trainers.
2. This policy only applies to discipline matters that arise from Fernie Volleyball Club business, activities or events, including but not limited to practices, games, tournaments, travel with the club and any meetings.
3. Coaches, managers, players, and parents are expected to follow their respective agreements and Codes of Conduct.
4. All club members may be sanctioned or suspended by the club.
5. During out of town competition, or when President is not available, the head coach has the discretion to temporarily suspend a player for a serious violation of the Athlete Agreement.
6. The Fernie Volleyball Club is authorized to review parents' actions regarding abusive or otherwise unacceptable behavior directed towards coaches, players, officials, opposing players, or other spectators. Appropriate action will be taken

depending on the severity of the behavior. Fernie Volleyball Club reserves the right to deny access of parents to the facility in which competitions and practices occur for inappropriate behavior.

7. The Fernie Volleyball Club also reserves the right to dismiss a player based on poor attendance at practices and games. If the coach observes a continual issue of lack of attendance (with no sufficient warning), they may request the athlete be removed from the team. Any decisions will always come with a direct warning to both the athlete and the parents of the athlete from the coach and/or a club coordinator before dismissal.

### **Sanctions**

The Committee may apply the following disciplinary sanctions singly or in combination, for major infractions:

- a. Verbal or written warning;
- b. Verbal or written apology;
- c. Service or other voluntary contribution to Fernie Volleyball Club;
- d. Removal of certain privileges;
- e. Suspension from certain Fernie Volleyball Club teams, events and/or activities;
- f. Suspension from all Fernie Volleyball Club activities for a designated period of time;
- g. Payment of the cost of repairs for property damage;
- h. Expulsion from Fernie Volleyball Club;
- i. Other sanctions as may be considered appropriate for the offense.

### **Reasons for Sanctions**

The following are reasons for possible sanctions and suspension for players:

- a. Use of drugs or alcohol
- b. Causing damage to accommodations and/or facilities that your teams travel to
- c. Bullying or hazing of teammates
- d. Lack of attendance
- e. Failure to comply with curfews, or having friends in hotel room past curfew
- f. Having other team or non-club members in hotel rooms without the coach's permission
- g. Frequent use of foul language
- h. Misbehaving in transport vehicle or not complying to the rules of the road

### **Minor Complaint Procedure**

8. A less serious complaint in nature may be communicated directly to the person involved.
9. Players are encouraged to communicate directly with their coach, parents are encouraged to help their children communicate appropriately with their coach.
10. If a parent wishes to communicate a complaint to the coach regarding controversial issues (e.g. playing time), they should discuss with the coach privately, away from the team. Any such request for a discussion may not occur within 24 hours of the catalyst event to ensure the heat of the moment has passed.

11. A coach or team may choose to have a parent liaison or manager that any complaint must go through the parent liaison.

### **Major Complaint Procedure**

12. A member who wishes to lodge a formal and serious complaint against another individual must do so in writing addressed to the Club President, or if the complaint is about the Club President, then addressed to another Board of Directors.
13. On receiving a formal complaint, the President shall form a Discipline Committee with 2 other executive members. The Discipline Committee should be made up of people with the least personal involvement with the person with whom the complaint relates to.
14. The Discipline Committee will review the complaint and undertake any necessary action as it sees fit. This includes but not limited to investigating techniques and interviewing other members. The Discipline Committee will review each case on an individual basis, taking into account the unique circumstances
15. The person against whom the complaint is made will be invited to discuss the circumstances surrounding the complaint with the Board. Parents will be included in discussion of any complaints regarding a player. The person will be given an opportunity to respond to the complaint prior to any action taken.
16. The Discipline Committee will determine the appropriate sanction. Sanctions can include fines, suspensions, termination, or removal from position.
17. The individual involved in the procedure will be notified verbally and in writing within 7 days of the discipline committee's decision. The decision is immediately in effect once communicated to the individual. Members who refuse to abide by the discipline committee's decision will have their membership permanently terminated.