

CSSC DISCIPLINARY POLICIES AND PROCEDURES

Introduction

Discipline is rendered by the Clarkson Sheridan Soccer Club in accordance with the Ontario Soccer Association Published Rules on Discipline and Appeals. There are additional club rules which are supplementary to the OSA Published Rules. In case of conflict the discrepancy will be resolved according to the OSA Published Rules.

Spectators and Parents are subject to discipline in the same way as players save that a right of appeal from a decision of the Discipline Hearing Panel is only to the Club Executive.

The exercise of discipline by the club is carried out by the

- 1) President
- 2) Club Executive
- 3) Discipline Hearing Panel
- 4) Discipline Review Panel

There are three types of incident that the Club may face and which will attract discipline during a given soccer season:

- **Game incidents**, whereby yellow and red cards are issued to Players and team officials by attending Referees. These incidents pertain to rules of the game and includes verbal abuse against a Referee.
- **Game official assaults**, whereby a game official has been physically assaulted by a Player, team official or spectator. Such incidents must be reported to the Club. The Peel Halton Soccer Association and the Ontario Soccer Association will be advised. It will be within their jurisdiction to investigate or resolve.
- **Behavioural incident** on the part of game officials, players, team officials, or spectators, which have not been subject to the issuance of yellow or red cards. Incidents involving improper behaviour among parents during or after a game, or the inappropriate behaviour of a Coach towards a Player or Players, are two examples falling under this category. Behavioural incidents include contravention of the Club By-laws, mission statement and fair play philosophy. Note that improper behaviour may lead to expulsion from the Club.

A Disciplinary Panel reviews all reported incidents and meets on a regular basis during the soccer season. The Panel comprises the Club President and two other members designated by the Club Executive. It ensures that mechanisms are in place for the reporting of incidents, that incidents are reported in writing and properly documented, that appropriate penalties/suspensions are effected according to guidelines set out by the Ontario Soccer Association (OSA), and that membership privileges are revoked where serious transgressions by Club members are made.

The following procedures outline the Club's disciplinary procedures which apply to House League play and are consistent with the Club's Constitution and By-Laws 6 and 9.

The following terms will be given the prescribed meaning during the discipline process.

- “game official” means game Referee who is registered with the OSA, assistant referee(s) or linepersons.
- “game official assault” means deliberate physical contact (i.e. pushing, pulping charging, etc.) or attempted physical contact or threatening; and striking, spitting, kicking, or any form of violent conduct, or attempted violent conduct.
- “incident” means an event or exchange that is documented in writing in a game report or letter which outlines inappropriate action, or behaviour that has allegedly occurred on the part of any Player, team official, game official or spectator.
- “Player” means a Player registered with the Clarkson Sheridan Soccer club, playing in a club sanctioned practice or game.
- “team official” mean coach, assistant, manager, or trainer that performs a function for a Club soccer team.
- “spectator” means any parent, relative or any other individual that is not a game official, Player, or team official that attends CSSC sanctioned soccer practices or games.

1. GAME INCIDENT REPORTING AND ACTION PROCEDURES

Definition and Types of Incidents:

A game incident consists of a report of an action on the part of a Player, game official (Coach, Assistant Coach, or Referee) or parent during a game, practice or Club event which contravene (1) the Laws of the Game (yellow and red cards), (2) the By-Laws of the Club, (3) the Mission Statement of the Club, (4) or The Duty of Care owned to the members of the Club.

Type of Incidents and Applicable Actions

Actions contravening of the Laws of the Game (Red Card).

The minimum penalty applicable under the Club Administration Guide of the OSA will apply immediately upon the issuance of the red card. Upon review by the Incident Review Committee, further action under the OSA guidelines may be imposed.

Actions Involving Contravention of the By-Laws of the Club.

The Incident Review Committee will determine the appropriate disciplinary or corrective action applicable for contravention of the By-Laws of the Club.

Inappropriate Behaviour in Contradiction of the Mission Statement of the Club, or The Duty of Care Applicable to members of the Club.

The Incident Review Committee will determine the appropriate remedial action and direct the applicable officer of the Club to implement this action. The action may be administrative in nature, or may require the censure of a club official, the explanation or clarification of a Club policy, or the suspension or expulsion of a Member from the Club. The committee will monitor that this action has been taken and report to the Board on the action.

Appeal of a Referee's Ruling.

A member who is subject to a disciplinary action by a Referee may request a meeting of the Incident Review Committee to hear an appeal of the Referee's ruling. The Committee must meet within six days of the filing of the request. The member must forward this request in writing to the Club. Upon delivery or mailing of the request to the Club offices, the member is to report that the request has been sent through the Club "hot line" to ensure that it is brought to the attention of the review committee as soon as possible. Failure of the Committee to meet and review the incident within six days will be deemed as a release of any disciplinary action in place.

Appeal of Decisions of the Incident Review Committee.

The Incident Review Committee will act as the Club's Disciplinary Review Panel under the Club Administration Guide of the OSA. All rulings governed by the OSA Club Administration Guide may be appealed to the PHSA and OSA as applicable under their procedures. Appeals of the Incident Review Committee's decisions under the Club's By-Laws or Mission.

Appeal of Decisions of the Incident Review Committee.

The Incident Review Committee will act as the Club's Disciplinary Review Panel under the Club Administration Guide of the OSA. All rulings governed by the OSA Club Administration Guide may be appealed to the PHSA and OSA as applicable under their procedures. Appeals of the Incident Review Committee's decisions under the Club's By-Laws or Mission.

Statement must be made in writing to the Secretary of the Board of the Clarkson Sheridan Soccer Club, which will review and confirm or revise the Direction of the Committee at its next meeting.

Methods of Reporting:***Referee Incident Report (Issued by the Referee)***

All game incidents note by the Referee, including contraventions of the By-Laws, Mission Statement or Duty or Care are to be recorded by the Referee on the OSA Referee Report-caution form. Referees will report verbally to the Referee Manager (or his/her designate) the nature of the incident immediately following the game and follow the Referee Manager's instructions to file the Referee Report within 24 hours after the incident. The Referee Manager will record all yellow cards issued and advise the Incident Review Committee and the applicable Convenor when two yellow cards have been issued to a club member for the same infraction in one season and that the Referee Manager is issuing a red card. The applicable penalties will be in place immediately upon notification of the Convenor.

Game Sheet (Completed by the Coaching staff)

All game incidents (including those acted upon by the Referee) are to be reported and/or commented on in the Game Sheet by each of the Coaches or Assistant Coaches (in absence of the Coach). The Coach (or Assistant Coach) will inform the league Convenor immediately following the game and follow the Convenor's instructions to file the report with the Incident Review Committee within 24 hours after the incident.

Letter (Submitted by any Member of the Club).

Any member of the Club observing an incident which, in the opinion of the member, requires the action of the Club, or could assist the Incident Review Committee in dealing with that incident, may report or offer their views to the Incident Review Committee. The member must forward this information in writing to the Club. Upon delivery or mailing of the letter to the Club offices, the member is to report that the letter has been sent through the Club "hot line" to ensure that it is brought to the attention of the review committee as soon as possible.

Composition and Meeting of the Incident Review Committee:

The members of the Incident Review Committee will be appointed by the Board. The Committee will consist of a principle secretary, three members at large and a director of the club. Quorum will consist of a review secretary (a member of the committee designated for that issue) and one other member. The committee will meet as often as required but no less than once a month to report to the Board.

Incident Processing:

The principle secretary will record the receipt of any incident report, and will ensure that a member of the committee is assigned to bring together all relevant information on the incident and to call for a meeting of the Committee to address the incident.

The Club member(s) affected by an incident shall be advised of the filing of an incident and the date and time that the Committee will meet to review the incident. The member cited for corrective or disciplinary action, or as applicable, the member's parents or guardian, may attend the Incident Review Meeting or designate, in writing, another member of the Club to attend in their name. Unless otherwise waived by the affected Club members, the meeting must be held no earlier than five days and no longer than ten days from notification of the affected members.

2. Discipline by Review (DBR)

The Discipline Review Panel consists of the Discipline Chair, the Referee Manager and the Director of Soccer operations-Major Soccer. The Discipline Review Panel shall meet not less than once a month to review all misconduct reports received since its last meeting, shall discipline for the misconduct offences for which discipline may be conducted by review.

An individual subject to DBR has the right to request a hearing on payment of a \$50.00 fee.

The Discipline Review Panel will administer discipline in accordance with Section 8.0 Policy 8.0 Discipline by Review (DBR) system of the OSA Published Rules.

Need to introduce incident Review Committee.

3. Discipline by Hearing

The Discipline Hearing Panel consists of the President, the Discipline Chair and one other member of the Club Executive designated by resolution of the Club Executive. In the event that one of these persons is unavailable to attend a hearing they will be replaced by a member of the Club Executive designated by decision of the President. The Discipline Hearing Panel shall meet as required to conduct hearings of misconduct offences requiring a hearing as specified by the

OSA Published Rules. The Discipline Hearing Panel will administer discipline in accordance with Section 8.0 Policy 9.0 Discipline by Hearing (D.R.H.) system of the OSA Published Rules.

4. Penalties

The misconduct offences and guidelines minimum and maximum penalties for offences by players, team officials, administrators and game officials shall be levied in accordance with section 8.0 Policy 10.0 Discipline of the OSA Published Rules and as set out in the discipline appendix. Discipline by Review misconduct offences carry mandatory penalties. These offences are numbered:

1.3	1.15	1.20	3.31
1.5	1.16	1.21	3.32
1.6	1.17	2.31	3.33
1.13	1.18	2.32	
1.14	1.19	2.33	

4.1 Definition and Types of Incidents:

A game incident consists of a report of an action on the part of a Player, game official (Coach, Assistant Coach, or Referee) or parent during a game, practice or Club event which contravene (1) the Laws of the Game (yellow and red cards), (2) the By-Laws of the Club, (3) the Mission Statement of the Club, (4) or The Duty of Care owned to the members of the Club.

4.2 Type of Incidents and Applicable Actions

- 1) Actions contravening the Laws of the Game (Red Card).

The minimum penalty applicable under the Club Administration Guide of the OSA will apply immediately upon the issuance of the red card. Upon review by the Discipline Review Panel, further action under the OSA guidelines may be imposed.

- 2) Actions Involving Contravention of the By-Laws of the Club.

The Discipline Review Panel will determine the appropriate disciplinary or corrective action applicable for contravention of the By-Laws of the Club.

- 3) Inappropriate Behaviour in Contradiction of the Mission Statement of the Club, or The Duty of Care Applicable to members of the Club.

The Discipline Review Panel will determine the appropriate remedial action and direct the applicable officer of the Club to implement this action. The action may be administrative in nature, or may require the censure of a club official, the explanation or clarification of a Club policy, or the suspension or expulsion of a Member from the Club. The committee will monitor that this action has been taken and report to the Board on the action.

4.3 Appeal of a Referee’s Ruling.

A member who is subject to a disciplinary action by a Referee may request a meeting of the Discipline Review Panel to hear an appeal of the Referee's ruling. The Discipline Review Panel must meet within six days of the filing of the request. The meeting may take place by teleconference. The member must forward this request in writing to the Club. Upon delivery or mailing of the request to the Club offices, the member is to report that the request has been sent through the Club "hot line" to ensure that it is brought to the attention of the review committee as soon as possible. Failure of the Committee to meet and review the incident within six days will be deemed as a release of any disciplinary action in place.

4.4 Appeal of Decisions of the Discipline Review Panel.

The Incident Review Committee will act as the Club's Disciplinary Review Panel under the Club Administration Guide of the OSA. All rulings governed by the OSA Club Administration Guide may be appealed to the PHSA and OSA as applicable under their procedures. Appeals of the Discipline Review Panel's decisions under the Club's By-Laws or Mission.

4.5 Must be made by way of Statement in writing to the Secretary of the Board of the Clarkson Sheridan Soccer Club, which will review and confirm or revise the Decision of the Discipline Review Panel at its next meeting.

4.6 Methods of Reporting:

1. Referee Incident Report (Issued by the Referee)

All game incidents noted by the Referee, including contraventions of the By-Laws, Mission Statement or Duty or Care are to be recorded by the Referee on the OSA Referee Report-caution form. Referees will report verbally to the Referee Manager (or his/her designate) the nature of the incident immediately following the game and follow the Referee Manager's instructions to file the Referee Report within 24 hours after the incident. The Referee Manager will record all yellow cards issued and advise the Discipline Review Panel and the applicable Convenor when two yellow cards have been issued to a club member for the same infraction in one season and that the Referee Manager is issuing a red card. The applicable penalties will be in place immediately upon notification of the Convenor.

2. Game Sheet (Completed by the Coaching staff)

All game incidents (including those acted upon by the Referee) are to be reported and/or commented on in the Game Sheet by each of the Coaches or Assistant Coaches (in absence of the Coach). The Coach (or Assistant Coach) will inform the league Convenor immediately following the game and follow the Convenor's instructions to file the report with the Discipline Review Panel within 24 hours after the incident.

3. Letter (Submitted by any Member of the Club).

Any member of the Club observing an incident which, in the opinion of the member, requires the action of the Club, or could assist the Discipline Review Panel in dealing with that incident, may report or offer their views to the Discipline Review Panel. The member must forward this information in writing to the Club. Upon delivery or mailing

of the letter to the Club offices, the member is to report that the letter has been sent through the Club “hot line” to ensure that it is brought to the attention of the review committee as soon as possible.

5. Reporting Incidents

- 5.1 Incidents can be reported to the Club by any game official, team official, player, or spectator. Game officials shall use the Game Sheet or OSA Report forms to document all incidents. Others may submit letters addressed to the President who will then refer the letter to the appropriate Discipline Panel.
- 5.2 Any game-related incident that has resulted in a yellow card or red card being assessed by a Referee must be reported to the Referee Manager both verbally and in writing.
- 5.3 The Referee must ensure that the Referee Manager is given a verbal report within 4 hours of the related incident. The Referee Manager may be contacted directly by telephone or in person, or the verbal report can be given using the Club: Hotline.
- 5.4 As per OSA policy, any reported incident involving a Game Official Assault shall be reported directly the Peel Halton Soccer Association for its consideration and resolution. The Referee Manager shall provide the game official involved with assistance in properly documenting the incident before the report is finalized and sent.
- 5.5 Incidents not involving the issuance of a yellow card or red card, or not involving a Game Official Assault, must be reported in writing directly to the Disciplinary Hearing Panel within one week of the incident taking place. Any member of the club may leave a verbal message at the Club Hotline noting that a written letter of complaint will be forthcoming or to arrange for an appropriate drop off.

6. Documenting Incidents

- 6.1 A game incident report must include a description of the nature of the offence, the disciplinary action taken, the team involved, and the name of the Player(s) and/or team officials involved.
- 6.2 The Referee Manager shall ensure that all particulars related to a game incident are properly recorded, having discussed the incident with the game official in question.
- 6.3 The Referee Manager shall not determine whether the particulars reported have merit, are frivolous or vexatious. Rather, the role of the Referee Manager is limited to ensuring that incident reports are properly documented and that details are conveyed to the Club’s Disciplinary Review Panel for follow-up/resolution.
- 6.4 Game incident reports shall be documented according to the form found in Schedule 1 appended. Where any Game Official Assault has been involved, the report should be made according to Ontario Soccer Association (OSA) requirements, and guidelines and the form shown in Schedule 2, appended, should be completed.
- 6.5 For other behavioural incidents not subject of formal incident report, a written letter outlining the known particulars shall suffice.

- 6.6 All incident reports and letters involving the gamesmanship or behaviour of any player, team official, game official, or spectator shall be kept in a central register file maintained by the Club's Disciplinary Panel.

7. Review of Incident Reports and Letters of Complaint

A three-person Disciplinary Panel is established by the Club to review all reports or letters of complaint involving the gamesmanship or behaviour of any Player, team official, game official, or spectator.

A reported incident must be viewed by the disciplinary Panel within seven days of the event being reported.

The Disciplinary Panel may request the attendance of any party involved to attend a meeting.

8. Discipline by Hearing Procedure

The accused must be given appropriate notice of the hearing (10 Business days hearing notice), advised of the exact charges to be answered and advised of his/her rights at such a hearing. This shall be done by the "Discipline Hearing Notice" form. The notice period may be abrogated if the accused signs a waiver. The Discipline Hearing Notice must show the exact OSA offence number. Every accused has the right to request a copy of the report on which charges are based.

Postponements are permitted but requests must be received not less than 4 days prior to the hearing date.

At a hearing:

- The accused has the right to have an adviser present.
- An accused under 18 must have an adviser present or the hearing cannot continue
- The panel has the right to limit observers to 2 for each party required to attend anyone representing an accused must provide a signed proxy.
- An accused who fails to appear after proper notification shall be suspended until he/she requests in writing, and attends, a hearing.

If a party has been involved in the writing of a report or has previously had anything to do with the matter being dealt with, they should declare a potential conflict of interest and not participate on the Hearing Panel.

The hearing shall begin by the chair of the Discipline Hearing Panel introducing the members of the panel and clarifying for all in attendance what the purpose of the hearing is and under which jurisdiction it is being held. The status of all attendees shall be confirmed and the chair should clearly lay out each party's rights under OSA Published Rules, particularly as it applies to club representatives, advisers, witnesses and observers.

The charges against the accused shall be read from the Discipline Hearing Notice and be followed up by reading the game official's report or other such report on which the charges are based. All

this should be done with all parties present in the hearing room, after which the witnesses should be asked to leave and advised that they will be summoned individually to give testimony.

Witness should be heard one at a time and then, remain in the hearing room after their testimony.

At the conclusion of the hearing the parties should be advised when the panel will make a decision and how that decision will be communicated. Rights of Appeal should be summarized and parties advised that these will accompany the written decision.

When the hearing is concluded, all parties should be asked to leave the room.

Decisions must be rendered in writing, along with notification of the Rights of Appeal, within 15 days following the conclusion of the hearing. Decision notices must be specific as to the exact offences of which the accused has been found guilty as well as the exact terms and details of suspensions and/or fees/fines/bonds

The Hearing Panel itself has the right to have an Adviser on hand for cases. In preparation for the case, the OSA staff, or District staff as appropriate, may be consulted as required.

9. Discipline Forms

▪ Notice of Discipline Hearing:

The form must include the hearing date, location, time, charges, name of accused, name of accused person's organization, and name of person submitting report outlining the alleged misconduct.

▪ Information About Hearing:

The form includes details about the accusers right to request copies of all reports, right to witness's postponements, etc.

▪ Waiver Form:

This form must be signed by the accused in order to waive their right to notice or to hold a hearing with fewer than 3 panel members.

▪ Hearing Minutes Forms:

It is recommended that panels at least use a proper "cover sheet" to ensure that the administrative details of the case in question are recorded. It is important that every person in attendance be recorded, particularly their reason for being there (witness, observer, adviser, etc.). Similarly, a proper "Findings and Decision" page should be used for the record

▪ Summary of Persons Receiving Copies of Hearing Notice and Decision

Each person receiving a copy of the Hearing Notice and the resultant Decision must be listed.

10. Warnings, Penalties and Revoking Membership

The game Referee has the right to forfeit the game for either team or to discontinue play should inappropriate behaviour from a team official or spectator continue to persist despite his/her warnings and/or request for the individual(s) involved to leave the field of play.

Any Player(s) or team official(s) red carded is automatically suspended from all soccer activities, pending further investigation by the Panel.

- Any Player(s) or team official(s) involved in a Game Official Assault will be immediately suspended from all activities with the Club, until further notice from the Peel Halton Soccer Association.
- Penalties for game incidents that involve yellow or red card infractions will be assessed according to the guidelines outlined in Schedule 3 appended and as otherwise decided upon by the Disciplinary Panel.
- Game-incident offenders should assume that the penalty decision levied by the disciplinary panel is according to Schedule 3 appended, unless a disciplinary hearing is required or unless otherwise notified by the Disciplinary Panel.
- For any reported incident, the Disciplinary Panel shall review particulars to determine whether a discussion with the individual(s) involved is warranted, whether a formal letter(s) of warning should be issued, or whether membership(s) should be revoked.
- Any member of the Club who, in the judgment of the Disciplinary Panel, persistently employs verbal abuse or inappropriate behaviour towards other Club members may, at the discretion of the Disciplinary Panel, have their membership and the registration of any or all members of their family in the Club revoked.

11. Appeals

A penalty decision may be appealed to the Club's Disciplinary Panel, where the Club's Disciplinary Panel has jurisdiction to hear the appeal. Appeals by parents or spectators are to the Club Executive. Otherwise, an appeal can proceed to the Peel Halton Soccer Association, according to OSA policies and procedures.

For those offences being administered by the Club's Disciplinary Panel, a suspension may be postponed until after an appeal is heard.

The appeal Hearing Panel may:

- deny the appeal and the appeal fee shall be forfeit
- uphold the appeal and refer the matter back to the lower level to be reheard
- uphold the appeal and vary the term of the penalty imposed

The Appeal Panel may confirm, revoke or vary any penalty in reference to the circumstances of the case.

While a Discipline hearing is based on a report submitted, an Appeal hearing is based on a letter of appeal which, to be grounds for a valid appeal, must provide specific rationale for appealing the decision rendered by a Discipline Hearing Panel. The grounds for appeal may be:

- new facts that were not available when the discipline decision was made

- specific procedural errors alleged to have been made in arriving at the decision
- alleged incorrect interpretation of published rules
- alleged excessive fine, fee, bond or suspension

Lodging of an appeal does not affect the decision being appealed (i.e. it is still in force). If any outstanding fine or other penalty related to the decision being appealed is not paid, the appeal hearing will not proceed. However, if the grounds for appeal are that the penalty is excessive, there is a special procedure which allows the appeal to go ahead on the payment of a sum of money “in trust” to OSA.

Under OSA rules, an appeal needs to be submitted by receipted request.

An appellant will lose an appeal if they fail to attend a properly scheduled appeal hearing. A hearing can continue without a respondent but the respondent clearly loses the right to defend the decision being appealed.

All decisions shall be forwarded in writing to the parties involved within 30 response days of the conclusion of the hearing. Decisions must include the Rights of Appeal to the next higher governing body.

CLARKSON SHERIDAN SOCCER CLUB

Tel: 905-823-1911; Fax 905-823-3784

Unit C 2175 Royal Windsor Dr. Mississauga, Ontario, L5J 1K5

NOTICE OF DISCIPLINE HEARING

HEARING DETAILS

COMMITTEE _____ CASE NUMBER _____

HEARING DATE _____ TIME _____

NOTICE DATED _____ HEARING LOCATION _____

ACCUSED/CHARGES

ACCUSED _____ TEAM _____

CHARGE _____ RULE NUMBER _____

CHARGE _____ RULE NUMBER _____

CHARGE _____ RULE NUMBER _____

CHARGE _____ RULE NUMBER _____

PATIES REQUIRED TO ATTEND

ACCUSED _____

CLUB _____

REFEREE _____

OTHER _____

PARTIES COPIED

DISTRICT ASSOCIATION(S) _____

DISTRICT REPRESENTATIVE(S) _____

LEAGUES(S) _____

Parties required to attend and parties copied will receive the decision, in writing, when rendered. See reverse side of notice for further information.

DECISION: Guilty _____
Not Guilty _____

ACCUSED SUSPENDED FROM _____ TO _____

AND/OR _____

ACCUSED PAYS FINE _____ BOND _____

CLUB PAYS FINE _____ BOND _____

ABOVE AMOUNT TO BE RECEIVED IN DISTRICT OFFICE PRIOR TO _____

DECISION DATED _____

APPEALS AGAINST THIS DECISION SHALL BE IN ACCORDANCE WITH THE PROCEDURE OUTLINED ON "RIGHTS OF APPEAL INFORMATION" SHEET, ATTACHED.

INFORMATION ABOUT HEARINGS

Parties indicated on the face of this Notice as “parties required to attend” must attend the Discipline Hearing (at the noted time, date and place) and must bring all proper documentation and identification (i.e. referee certificate, player identification book or recreation team form registered youth player must be accompanied by an adviser. Any other accused person may be accompanied by an adviser.

An official representative of the Club is required to attend. This representative may NOT act as a witness as well.

Failure to appear by any of the “parties required to attend” following receipt of notification shall result in the suspension of that absent party until such time as he/she requests in writing another hearing and appears at that subsequent hearing.

Requests for postponement of a Discipline Hearing Panel must be submitted in writing by registered mail or recognized Courier Service; and be received by the Association no later than seven (7) days prior to the date of the hearing on the face of this notice. All requests must be accompanied by a certified cheque or money order in the amount of fifty dollars (\$50.00) payable to the District Association. If the request is denied, the fee shall be refunded. No fee is payable by game officials.

The accused may request a copy of the Referee Report from the OSA or District Association in advance of the Discipline Hearing.

Witnesses are entitled to attend but they must appear in person. Written reports by witnesses are not acceptable.

INFORMATION ABOUT DECISION

Any person or Club suspended shall not take part in any soccer activity during the period of the suspension as indicated on the face of this notice.

Soccer activities include: playing, practicing, coaching, managing, administrating, officiating, or any game-relating activities (other than spectating).

All fines, administrative fees and bonds levied are to be submitted by certified cheque or money order and received in the District Office prior to the date set on the face of this notice. Failure to receive the money by that date will result in an additional fine (i.e. penalty) being levied against the delinquent party without further notice and may result in an additional suspension.

You have the right to appeal the decision. The procedures for appeals are outlined in the “Right of Appeal Information” page which is enclosed with the decision.

CLARKSON SHERIDAN SOCCER CLUB Tel: 905-823-1911; Fax 905-823-3784
Unit C 2175 Royal Windsor Dr. Mississauga, Ontario, L5J 1K5

**CLARKSON SHERIDAN SOCCER CLUB
DISCIPLINE HEARING WAIVER FORM**

Case Number:

Hearing Date:

Name of Accused:

Club of Accused:

Others required to attend:

Date of Decision:

By my signature, I hereby waive my right under the Ontario Soccer Association Published Rules to:

- The stipulated notice in writing of the date, place, and time of hearing the above matter as per rule 9.1.2 of Discipline Policies and Procedures and accept verbal of the same.
- The requirement for a Hearing Panel consisting of at least three (3) members to hear to the case in which I am required to attend, as per rule 9.6.1 of the Discipline Policies and Procedures.

Dated in _____, this _____ day of _____, 200 .

Signature of Accuse :

Accused Name, printed :

Signature of Club Representative :

Club Rep's name, printed :

Signature required to attend, name printed :

Other required to attend, name printed :

Signature of other required to attend :

Other required to attend, name printed :

APPEAL TO PEEL HALTON SOCCER ASSOCIATION RIGHTS OF APPEAL INFORMATION

You have the right to appeal the decision of the **Clarkson Sheridan Soccer Club**

This decision may be appealed to THE PEEL HALTON SOCCER ASSOCIATION and any be appealed by any party affected by decision.

The letter of appeal must specify your rationale for appealing the decision of the (club)

Your rationale must include:

- a) New facts not available when the club decision was made or not available at previous hearings; OR
- b) Specific procedural errors made by the club or at previous hearings; OR
- c) Specific instances where Articles or rules have been wrongly interpreted by the club at previous hearings; OR
- d) Alleged excessive fine, fee, bond, or suspension.

Failure to provide adequate rationale will result in your appeal being disallowed.

The appeal must be submitted in writing by registered mail or recognized courier Service or by hand-delivery to:

PEEL HALTON SOCCER ASSOCIATION
 c/o 5659 McAdam Road, Unit B-3
 Mississauga, Ontario, L42 1N4
 Fax: 905-890-5373

When registered mail or recognized Courier Service is used to submit the appeal, it must be postmarked or dated no more than five (5) working days from the receipt of the written decision rendered by the club.

When hand-delivery, fax or e-mail is used to submit the appeal:

- a) it must received at the PHSA Office no later than five (5) working days from the receipt of the written decision rendered by the club;
- b) the recorded payment must be received with the hand delivery, or within five response days after the receipt of the fax;
- c) in cases of disputed delivery date regarding appeals submitted by hand-delivery or fax it is the responsibility of the Appellant to prove which date that the appeal was received at the PHSA Office.

A copy of the letter of appeal may be sent to the club at its address below:

CLARKSON SHERIDAN SOCCER CLUB
 Unit C 2175 Royal Windsor Dr. Mississauga, Ontario, L5J 1K5
 Tel: 905-823-1911; Fax 905-823-3784

However , it is the responsibility of the Governing Organization (ie., in this case, the club) to advise all relevant parties about the appeal and to provide them with a copy of the appeal.

The appeal to PHSA must include:

1. a letter of appeal;
2. the appeal fee fifty dollars (\$50.00)by certified cheque or money order
3. a copy of the decision being appealed.

If the appeal is upheld, the appeal fee will be returned to the appellant

For additional information about appeals, call PHSA office at 905-890-5373

DISCIPLINE APPENDIX –OSA RULES

Section 8.0 - Discipline

Page : B.2.8 - 5
Revised
31-January-2002

Policy 5.0 - RIGHTS AND RESPONSIBILITIES

- 5.1 Players , *coaches, administrators, game officials*, and spectators may only take part in, or attend, games on condition that they observe the "Published Rules" of the O.S.A..
- 5.2 Every club is responsible for the actions of its players, *coaches, administrators*, and spectators.
- 5.3 Every club and league is required to take all precautions necessary to prevent its players, *coaches, administrators* , and spectators from threatening or assaulting anyone present at games, and especially the *game official(s)*. Clubs and leagues are expected to provide security for players and *game officials*.
- 5.4 In all cases of mistaken identity of an accused player, *coach*, or *administrator* caused as a result of a team sheet error or other irregularities, the responsible Club shall properly identify the offending party involved
- 5.5 Registered District Associations, Leagues, and Clubs shall ensure that their disciplinary rules, regulations, policies and procedures are consistent with those published by the O.S.A..
- 5.6 Failure to observe timelines defined in these Policies and Procedures shall render any disciplinary action taken after the expiration of the time, null and void.
- 5.7 Accused parties have the right to appear at a Hearing at their own expense.
- 5.8 In all cases where a person has been charged in criminal court with offenses of moral turpitude , the accused shall be suspended from all *soccer related activity* until the case(s) has been concluded in criminal court. The O.S.A. may decide if further proceedings are warranted pursuant to the "Published Rules" of the O.S.A. and/or the C.S.A.
- 5.9 All parties directly affected by a discipline decision have the right to receive a written copy of the decision and also the specific "Rights of Appeal Information", including
- The name and address of the organization to which the Appeal must be sent.
 - The amount of the appeal fee
 - The criteria for the specific grounds for appeal
 - Which organizations must receive a copy of the appeal
 - The method of delivery for both the appeal and the fee
- The timelines for appealing a decision shall only go into effect after the affected party has received a written copy of both the decision and the "Rights of Appeal Information"
- 5.10 Except for discipline decisions rendered under the **D.B.R. System**, any party directly affected by a decision has the right to appeal that decision, in accordance with **Policy**

5.9 above. The discipline decision shall remain in effect pending the result of the appeal.

5.11 A *Governing Organization* shall review and revise any penalty imposed by a *Discipline Hearing/Review Panel* at the same or lower level if determined that:

- a) the penalty imposed was less than the *mandatory penalty*; or
- b) there was non-adherence to the correct procedures

as specified in the "Published Rules". A properly convened hearing in accordance with [Policy 8.0](#) will be required before such action may be taken. Each *Governing Organization* shall be required to monitor all discipline decisions under its jurisdiction.

5.12 A player is entitled to know for which offence she/he has been dismissed from a game. Each *Governing Organization* shall develop a procedure whereby a person may find out why she/he has been dismissed. This procedure must allow time for the report to be accepted by the *Governing Organization* and time for the accused to request a hearing via the normal procedures.

5.13 Any party directly affected by a decision shall have the right to request and receive a copy of the "Findings and Decision." However, the Minutes of a *Discipline Hearing Panel* shall not be given to any party except to the *Governing Organization*, upon such request.

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Policy 6.0 - DISCIPLINE SYSTEMS

- 6.1 Discipline action shall only be taken in accordance with one of the following two types of discipline systems:
- Discipline By Review (D.B.R.) System** in which there is no Discipline Hearing unless the accused requests a hearing in accordance with [Policy 7.0](#).
 - Discipline By Hearing (D.B.H.) System** in which it is mandatory to conduct a Discipline Hearing in accordance with [Policy 8.0](#).
- 6.2 For the following Types of Misconduct, discipline may be rendered in accordance with the **D.B.R. System** or the **D.B.H. System**. The same *mandatory penalties* are applicable regardless of the system used.
- | | | | | |
|------|------|------|------|------|
| 1.13 | 1.17 | 1.20 | 2.31 | 3.31 |
| 1.14 | 1.18 | 1.21 | 2.32 | 3.32 |
| 1.15 | 1.19 | | 2.33 | 3.33 |
| 1.16 | | | | |
- 6.3 For the following Types of Misconduct, the **D.B.R. System** shall be mandatory.
- | | | |
|-----|-----|-----|
| 1.3 | 1.5 | 1.6 |
|-----|-----|-----|
- 6.4 For all other Types of Misconduct, not listed in 6.2 and 6.3 above, the **D.B.H. System** shall be mandatory.
- 6.5 Notwithstanding **Policy 6.2**, the O.S.A. may implement the **D.B.R. System** for any misconduct occurring during an Ontario Cup game.

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Policy 7.0 - DISCIPLINE BY REVIEW (D.B.R.) SYSTEM

- 7.1 An organization may discipline by the **D.B.R. System** only for those misconduct types defined in [Policy 6.2](#).
- 7.2 **Discipline Review Meeting**
- 7.2.1 The organization's *Discipline Review Panel* shall meet not less than once a month, in accordance with a published schedule, to review all misconduct reports received since its last Discipline Review meeting.
- 7.2.2 The *Discipline Review Panel* shall:
- read the misconduct report in order to verify that the correct charges have been identified;
 - read any written statements or reports which have been submitted by, or on behalf of, the accused;
 - Make a decision on the charge(s) as laid
 - Render the *mandatory penalty* in accordance with [Policy 9.0](#)
 - if it decides that further investigation is required, request additional reports and/or convene a hearing at which the accused shall attend;
- 7.3 **Notification of Penalty**
- 7.3.1 Decisions shall be forwarded, in writing, to all affected parties within two *response days*.
- 7.3.2 The decision shall indicate the:
- exact offence(s) of which the accused has been found guilty; and
 - Starting date and the expiry date of the suspension or the specific games from which the accused has been suspended.
- 7.4 **Appeal of a Decision under the D.B.R. System**
- 7.4.1 Discipline decisions made under the **D.B.R. System** may not be appealed.
- 7.5 **Request For A Hearing**
- 7.5.1 Except in cases of O.S.A. Misconduct Type 1.3, 1.5 and 1.6, an individual who is subject to the **D.B.R. System** shall have the right to request to be disciplined by the **D.B.H. System**.
- 7.5.2 The accused shall submit a *receipted request* to the organization having jurisdiction to hear the case, within two *response days* of receiving the dismissal or third caution. This request must arrive before the date of the next scheduled Discipline Review meeting, as published, in accordance with **Policy 7.2.1**
- 7.5.3 The *receipted request* shall be in the form of a "Request For A Hearing" together with the appropriate "Request For Hearing Fee"
- 7.5.4 A "Discipline Hearing Administrative Fee", as published by the *Governing Organization*, shall also be payable prior to the commencement of the Discipline Hearing.
- 7.5.5 Both the "Request For Hearing Fee" and the "Discipline Hearing Administrative Fee" shall be returned only if the accused is found not guilty of the charge by the *Discipline Hearing Panel*.

7.6 **Additional Charges Require Discipline by Hearing**

- 7.6.1 If after reviewing the case, the *Discipline Review Panel* determines that a more serious charge (ie. a different misconduct type) is warranted for the accused or that additional charges are warranted for any other person or organization identified in the misconduct report, its *Governing Organization* shall advise the accused or any other persons or organization so identified that a Discipline Hearing is being scheduled in accordance with [Policy 8.0](#)

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Policy 8.0 - DISCIPLINE BY HEARING (D.B.H.) SYSTEM**8.1 Notification of Hearing**

- 8.1.1 For organizations without regularly scheduled hearings, all those required to attend a hearing shall be given ten *days hearing notice*. Such notice shall also be forwarded to the club when the offence involves a registered player, *coach*, team *administrator* or Club *administrator*. This notice must state both the exact nature of the charges, together with the misconduct type and reference number, as outlined in [Policy 9.0](#), together with the "Rights of the Accused" to request copies of all reports upon which charges have been based, to request a postponement, to bring an adviser, observers and/or witnesses. Within two days of receipt of such request for copies of reports the *Governing Organization* shall forward a copy of the report(s) to the accused.
- 8.1.2 For all organizations that have published the dates on which they hold regularly scheduled hearings, those required to attend a hearing shall attend in accordance with the organization's published schedule. Regarding the nature of the charges, in a case being heard at a regularly scheduled hearing, it shall be the responsibility of the accused to request the nature of the charges. The accused persons rights to request a postponement, to bring an adviser, observers and/or witnesses must be published with the schedule of hearings.

8.2 Request for Postponement

- 8.2.1 Any party required to attend a hearing may request one (1) postponement of a hearing. The party must submit a *receipted request* which must be received by the *Governing Organization* no later than four days prior to the date of that hearing, stating the reason for requesting the postponement. All such requests must be accompanied by the correct fee in the form of a *recorded payment*. Should the request be denied, the fee shall be refunded. The *Governing Organization* shall have full discretion to refund the "Request For Postponement Fee" if sufficient reason warrants such action.
- 8.2.2 Any *game official* required to attend does not have to pay the "Request For Postponement Fee" unless he/she is the accused.
- 8.2.3 In the event that criminal charges are laid as a result of any incident that occurred in a game or in the vicinity of the game's venue after the game, the case shall proceed in accordance with "Published Rules", unless the accused requests a postponement of the hearing in accordance with **Policy 8.2.1**. Such "Requests for Postponement" shall be granted, but the accused shall remain suspended from all *soccer related activity* until his/her case is dealt with by the *Discipline Hearing Panel*.

8.3 Request for Hearing

- 8.3.1 Those who request another hearing after failing to attend a hearing when required to do so, shall submit a *receipted request* together with the *recorded payment* for the fee as specified by the *Governing Organization*. This fee is not refundable.
- 8.3.2 When a hearing is postponed in accordance with **Policy 8.2.3**, the accused shall request a hearing after the disposition of the criminal charge(s) but will not be required to pay the normal "Request For Hearing Fee". The outcome of a criminal case will not influence charges laid under "Published Rules". Any suspension period shall include the period during which the accused was suspended prior to the hearing.

8.4 Attendance at Discipline Hearing

- 8.4.1 The accused individual or organization or his/her/its representative must attend a hearing. Anyone representing an accused must provide a signed proxy from the accused before being allowed to participate at a hearing.
- 8.4.2 An accused may choose to be accompanied by another adult who may act as an adviser.
- 8.4.3 An accused less than eighteen years of age must be accompanied by an adult, who shall act as an adviser, failing which the hearing will not proceed and the accused shall be suspended until the hearing is held.
- 8.4.4 If the accused does not appear, the hearing will not proceed, the accused will be fined in accordance with the "Schedule of Fees, Fines, Bonds and Penalties" as published by the *Governing Organization*, and the accused will be suspended from all *soccer related activities* until he/she requests and attends a hearing
- 8.4.5 In all cases of alleged **game official assault**, the following must attend the hearing:
- a) the accused;
 - b) the person(s) submitting the report(s);
 - c) the club representative.
- 8.4.5.1 If any of the above parties fail to attend:
- a) if the accused does not appear, he/she will be subject to **Policy 8.4.4**.
 - b) if the case is based on one report, and the person submitting the report does not appear, the hearing will not proceed, the hearing will be rescheduled, and the report writer shall be subject to **Policy 10.4**. In a case where there are two or more reports, the hearing will proceed, but will consider only those reports for which the author is present. If a report is vital to the hearing and the report's author does not appear, after other relevant testimony is taken, the hearing will be adjourned and reconvened when the report's author is available;
 - c) if the club representative does not attend, the hearing will proceed (subject to **Policy 8.4.3**), and the club will be fined in accordance with **Policy 9.0 Table 9**
- 8.4.6 The *Discipline Hearing Panel* must request that the author of the misconduct report attend the Discipline Hearing where the accused has been charged with a misconduct type that may result in a penalty of one year or greater.
- 8.4.7 The *game official* must attend a Discipline Hearing if required by the *Discipline Hearing Panel*. Any reasonable expenses incurred by the game official shall be reimbursed by the *Governing Organization* handling the case.

8.5 Advisers, Club Representative, Witnesses and Observers

8.5.1 Advisers

- 8.5.1.1 An adviser is a person 18 years of age or older who provides advice to:
- a) any party required to attend a Discipline Hearing; or
 - b) the *Discipline Hearing Panel*.
- 8.5.1.2 An adviser may be a lawyer.
- 8.5.1.3 The Chair of the *Discipline Hearing Panel* shall notify any advisers that the hearing will be conducted strictly in accordance with O.S.A. "Published Rules".
- 8.5.1.4 An adviser may not be granted an adjournment of the hearing on the grounds that he/she is not familiar with O.S.A. "Published Rules".
- 8.5.1.5 While questioning a person providing testimony, an adviser:
- a) may not question the competence of the *game official(s)*; and/or
 - b) may question a witness for clarification purposes only.

8.5.1.6 An adviser may not act as a witness nor provide any testimony at the Discipline Hearing.

8.5.2 Observers

8.5.2.1 An observer is permitted to attend a Discipline Hearing in order to ensure that a specific party receives a fair and constitutional hearing.

8.5.2.2 Each party required to attend a Discipline Hearing is entitled to have a maximum of two observers in attendance at the Discipline Hearing.

8.5.2.3 If an observer interrupts a Discipline Hearing and refuses to stop such interruptions when requested to do so by the *Discipline Hearing Panel*, he/she shall be required to leave the hearing room, prior to the continuation of the hearing.

8.5.2.4 An observer may not act as a witness nor provide any testimony at the Discipline Hearing.

8.5.2.5 Notwithstanding **Policy 8.5.2.4**, an observer may speak at the discretion of the the *Discipline Hearing Panel*.

8.5.3 Club Representative

8.5.3.1 Each Club is entitled to send a representative to a Discipline Hearing at which one of its players, *coaches* or *administrators* has been charged with a Misconduct Type.

8.5.3.2 At a Discipline Hearing for a **Game Official Assault** case, the Club shall send a representative to the hearing.

8.5.3.3 A Club Representative may also serve as an adviser to a party, usually the accused, and is entitled to the full rights of an adviser, in accordance with **Policy 8.5.1**.

8.5.3.4 A Club Representative may not act as a witness nor provide any testimony at the Discipline Hearing.

8.5.3.5 Notwithstanding **Policy 8.5.3.4**, the *Discipline Hearing Panel* shall have the right to ask a Club Representative about the Club's point of view or position on specific matters.

8.5.4 O.S.R.A. Representative or Representative of Local Referee Association

8.5.4.1 the O.S.R.A. or a Local Referee Association is entitled to send a representative to a Discipline Hearing at which one of its *game officials* is required to attend as either:

- a) the accused;
- b) the person who reported the misconduct; or
- c) a witness to the misconduct.

8.5.4.2 At a Discipline Hearing for a **Game Official Assault** case, the O.S.R.A. or the Local Referee Association of the assaulted *game official* shall be requested to send a representative to the hearing.

8.5.4.3 An O.S.R.A. Representative or a Representative of a Local Referee Association may also serve as an adviser to one of its *game officials*, and is entitled to the full rights of an adviser, in accordance with **Policy 8.5.1**.

8.5.4.4 Notwithstanding **Policy 8.5.4.3**, the *Discipline Hearing Panel* shall have the right to ask an O.S.R.A. Representative, or a Representative of a Local Referee Association, about the point of view or position of its association on specific matters.

8.5.5 Witnesses

8.5.5.1 Each party required to attend a Discipline Hearing is entitled to bring witnesses. Witnesses must appear in person. Written reports by witnesses are not acceptable.

8.5.5.2 There is no limit to the number of witnesses allowed, but they must add new testimony and the *Discipline Hearing Panel* can limit testimony when it becomes repetitious.

8.6 Composition of Discipline Hearing Panel

8.6.1 A *Discipline Hearing Panel* shall consist of at least three members: The Chair ; The Recording Secretary and a third member. Personnel shall be carefully selected for the *Discipline Hearing Panel* to avoid any *conflict of interest*. The *Discipline Hearing Panel* shall hear all charges at a properly convened Discipline Hearing. The accused may waive this requirement for three members by signing the appropriate waiver form.

8.7 Discipline Hearing Procedures

- 8.7.1 At the start of the Hearing, all parties shall be brought into the hearing room. The Recording Secretary shall record the names and status of all attendees. The Chair shall explain to all parties present, the Discipline process and the rights and limitations of all parties to the Hearing, as described in **Policies 8.4 and 8.5** above.
- 8.7.2 With all parties present, the charges against the accused shall be read from the "Discipline Hearing Notice", together with any other reports on which the charges have been based. After this time, all witnesses must be asked to leave the room.
- 8.7.3 The person(s) submitting the report(s), if present, shall be allowed to amplify or qualify the report(s) and the accused (or adviser) shall be allowed to question the person(s) submitting the report(s) or, in the absence of that person(s), the report itself.
- 8.7.4 Witnesses shall be brought back in, one at a time, at the request of either party or the Hearing Panel. If the witness is appearing for the accused, the accused shall be given the opportunity to ask the first question. After giving testimony the witnesses shall remain in the room. If they request to leave, the Panel must ensure that they leave the building and not speak to any other witnesses that have still to be heard.
- 8.7.5 The Chair shall allow the accused and witnesses to testify, provided the testimony is relevant, and the Hearing Panel may question the accused or any witness giving evidence.
- 8.7.6 If, during the hearing, it is determined that evidence from a witness who could not attend may be crucial to the decision, the Chair shall adjourn the hearing and reschedule it to a later date. All those who are required to attend the rescheduled hearing shall be given notice in writing in accordance with the timeframes in **Policy 8.1.1 or 8.1.2** as appropriate, or by mutual consent at an earlier date.
- 8.7.7 The accused and the person(s) submitting the report(s) shall be given the opportunity to present final comments, after which the Chair shall declare the hearing recessed and notify all parties of their "Rights of Appeal". At this time, all those other than the panel members shall leave.
- 8.7.8 The panel shall consider the evidence and shall, wherever possible, arrive at a decision prior to adjourning. In the event that the panel decides that further investigation is required, it will act accordingly, and will notify all involved parties to that effect within fifteen *response days*. If a further hearing is considered to be necessary, the panel shall, unless all parties agree to sign waivers, give ten *days hearing notice* to all involved parties. Those parties required to attend the original hearing shall be required to be present at the subsequent hearing.
- 8.7.9 In the event that a *Discipline Hearing/Review Panel* considers that (additional) charges should be laid as a result of new evidence being discovered at the hearing/review, the (new) charges must be dealt with at a properly convened hearing held on a subsequent date.
- 8.7.10 In a situation where there are multiple discipline cases involving two or more individuals/organizations and relating to the same incident, the *Discipline Hearing Panel* may hear the cases concurrently at the same hearing. In such situations, all of the accused parties shall individually be given the same rights and responsibilities as a single accused individual/organization.
- ## 8.8 Audio Visual Technology
- 8.8.1 A tape recorder may be used by any party to record the testimony at a Discipline Hearing. All persons participating in the hearing shall be advised that the hearing is being taped.
- 8.8.2 Videotape evidence is acceptable provided it substantiates verbal evidence given by any party. Videotape evidence that simply seeks to show errors made by a *game official* shall be ruled out of order and not considered. Videotape evidence that shows possible errors in identification by the *game official* shall be allowed.

8.9 Notification of Penalty

8.9.1 In all cases, decisions shall be forwarded in writing to the parties involved within fifteen *response days* after the conclusion of the hearing. The decision shall include the "Rights of Appeal Information". If the accused is found guilty the decision shall include:

- a) The exact offence(s) of which the accused has been found guilty.
- b) The exact terms of the discipline imposed, including any suspension(s), fee(s), fine(s), or bond(s).

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Discipline Schedule 2

Penalties For Misconduct By A Player or Team Official

Note that some penalties can be levied on the basis of the accumulation of offences over the course of the season. Also, the following schedule does not cover all offences, nor is it intended to restrict the Club in any way in regard to its duties and obligations as outlined by the Ontario Soccer Association and the Club's parent, Peel Halton Soccer Association. The penalties outlined below, however, are consistent with Ontario Soccer Association policies and procedures on Player and team official discipline. For more detailed coverage of penalties, refer to Discipline Schedule 4.

Player Offence	Penalty (Player)
Third caution (i.e. third yellow card).	7 day suspension (typically 1 game).
Fifth caution.	14 day suspension (typically 2 games).
Sixth caution.	21 day suspension (typically 3 games).
Seven or more cautions.	Suspension pending Panel hearing.
Dismissed (i.e. re card).	
Second cautionable offence.	14 day suspension (typically 2 games).
Foul or abusive language at someone other than game official.	14 day suspension (typically 2 games).
Serious foul language or violent conduct.	30 day suspension (typically 4 games).
Foul or abusive language directed at game official.	30 day suspension (typically 4 games).
Third dismissal in a season.	Suspension pending Panel hearing.
Provided false registration information.	1 year suspension.
Participated in a soccer activity during a period in which he/she was suspended.	1 year suspension.

Discipline Schedule 2**Penalties For Misconduct By A Player or Team Official**

Team Official Offence	Penalty (Team Official)
Foul or abusive language directed at game official.	35 day suspension (typically 5 games).
Foul or abusive language directed at person other the game official.	35 day suspension minimum.
Persistence in misconduct after receiving a warning from the game official for which neither offence was directed at the game official.	21 day suspension (typically 3 games).
Persistence in misconduct after receiving a warning from the game official for which either offence was directed at the game official.	21 day suspension minimum.
Participated in a soccer activity during a period in which he/she was suspended.	1 year suspension.
Knowingly played an ineligible Player.	1 year suspension.

Discipline Schedule 3

Ontario Soccer Association Policy 8.0 Discipline Jan. 31 2003

Subpolicy 9.0 - STANDARD PENALTIES FOR MISCONDUCT

9.1 Misconduct types for which discipline may be rendered by the D.B.R. System or the D.B.H. System

- a) The penalty for each of the following misconduct types is a mandatory.

1.3	1.15	1.20	3.31
1.5	1.16	1.21	3.32
1.6	1.17	2.31	3.33
1.13	1.18	2.32	
1.14	1.19	2.33	

- b) With the exception of the misconduct types listed in a) above, discipline must be rendered by the **D.B.H. System** for the balance of the misconduct types listed in the following tables. Tables 5, 6, 7, 8, 9, 10, 11. The penalty range indicates **the minimum and maximum penalties for the offence**

- 9.2 a) A *Governing Organization* may impose fines, fees, bonds, and/or penalties for other offences provided such are listed in its "Published Rules". (see [Policy 15.0](#)) With regards to players, a fee, fine, bond, and/or penalty may be imposed **ONLY** on a player who is registered with a senior team.

9.3 Immediate Suspension

- 9.3.1 A team official or administrator who is reported by the Game Official, or if charges are laid by the police, for Physical Assault or Attempted Physical Assault of a youth registered player shall be suspended immediately.

- 9.3.2 Within 24 hours after receipt of the report from the Game Official, or after charges have been laid by the police, the District Association shall notify the alleged offender, his/her Club and League, that he/she is immediately suspended from all soccer related activity, pending a hearing by the District Association Discipline Hearing Panel with which he/she is registered or with which his/her Club is affiliated.

- 9.3.3 All other policies and procedures pertaining to the administration and handling of the Discipline Hearing(s) for this OSA Misconduct Type will be in accordance with Discipline Policy 10.0 - Game Official Assault.

- 9.4 On misconduct being proved to its satisfaction, a *Discipline Hearing/Review Panel* shall have the power to order the offender:

- a) to be suspended from all or any specific *soccer related activity* either permanently, indefinitely, or for a stated period of time;
- b) to be suspended for a specific number of scheduled games in a designated competition(s); and
- c) to be fined and/or bonded (with or without suspension).

- 9.5 A player shall be disciplined for the accumulation of cautions within the same competition/league.

- 9.6 If the evidence submitted at a Discipline Hearing does not warrant the accused being found guilty of the charges laid against her/him and there is sufficient evidence to find the accused person guilty of a lesser charge, the *Discipline Hearing Panel* may find the accused guilty of the lesser charge.

- 9.7 The standard penalties for misconduct are listed below: The penalty range indicates the minimum and maximum penalties for the offence

Table 5: Standard Penalties for Misconduct by a Player

Type #	Description of Misconduct	First Seasonal Offence	Second Seasonal Offence	Third Seasonal Offence
1.1	First Caution.	no action		
1.2	Second Caution	no action		
1.3	Third Caution.	1-game suspension		
1.4	Fourth Caution.	no action		
1.5	Fifth Caution.	2-game suspension		
1.6	Sixth Caution & any subsequent caution.	3-game suspension		
1.13	Dismissed for <i>"Receiving a second caution in the same game"</i> for which neither of the cautions was directed at the <i>game official(s)</i> .	1-game suspension	3-game suspension	not applicable
1.14	Dismissed for <i>"Receiving a second caution in the same game"</i> for which at least one of the cautions was directed at the <i>game official(s)</i> .	2-game suspension	4-game suspension	8-game suspension
1.15	Dismissed for <i>"Using offensive, insulting or abusive language and/or gestures"</i> directed at anyone other than the <i>game official(s)</i> ..	1-game suspension	3-game suspension	not applicable
1.16	Dismissed for <i>"Using offensive, insulting or abusive language and/or gestures"</i> directed at the <i>game official(s)</i> ..	3 game suspension	8 game suspension	3-month suspension
1.17	Dismissed for <i>"Denying an opponent a goal or an obvious goal-scoring opportunity by deliberately handling the ball"</i> .	1-game suspension	2-game suspension	not applicable
1.18	Dismissed for <i>"Denying an opponent a goal or an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or penalty kick"</i> .	2-game suspension	4-game suspension	not applicable
1.19	Dismissed for <i>"Serious Foul Play"</i> .	2-game suspension	4-game suspension	not applicable
1.19A	Dismissed for "Serious Foul Play" where in the opinion of the <i>Discipline Hearing Panel</i> there was an obvious "attempt to injure" or "a complete disregard for the safety of an opponent"	4-8 game suspension	8-12 game suspension	not applicable
1.20	Dismissed for <i>"Spitting at an opponent or any other person"</i> , other than a <i>game official</i> . <i>NOTE: Spitting at a game official is Misconduct Type 1.52.</i>	4-game suspension	8-game suspension	not applicable
1.21	Dismissed for <i>"Violent Conduct"</i> .	3-game suspension	6-game suspension	not applicable

1.21A	Dismissed for "Violent Conduct" where in the opinion of the <i>Discipline Hearing Panel</i> there was an obvious attempt to seriously injure an opponent	6-10 game suspension	10-15 game suspension	not applicable
1.22	Received a third dismissal in a season.	a discipline hearing shall be conducted and the appropriate discipline shall be rendered		
1.23	Knowingly played as an ineligible player.	4-game suspension	8-game suspension	16-game suspension
Table 6: Standard Penalties for Misconduct by a Player				
Type #	Description of Misconduct	First Lifetime Offence	Second Lifetime Offence	Third Lifetime Offence
1.51	Game Official Assault for " <i>deliberate physical contact (ie., pushing, pulling, charging, etc.) or attempted physical contact or threatening</i> ".	6-12 month suspension + \$200.00 fine	1-3 year suspension + \$200.00 fine	Minimum 5 year suspension
1.52	Game Official Assault for " <i>striking , spitting, kicking, or any form of violent conduct, or attempted violent conduct</i> ".	2-5 year suspension + \$400.00 fine	5-10 year suspension + \$400.00 fine	Minimum 10 year suspension
1.61	Failed to attend a discipline hearing at which he/she was accused of game official assault .	player is fined \$100.00 and remains suspended until he/she requests and attends a subsequent discipline hearing		
1.64	Participated in a soccer activity from which he/she was suspended	6-12 month suspension	1-3 year suspension	2-5 year suspension
1.66	Intentionally acted in contravention of, or failed to act in accordance with, a "Published Rule".	1-3 month suspension	3-12 month suspension	1-3 year suspension
1.67	Intentionally acted in a manner deemed to be detrimental to the game.	3-12 month suspension	1-3 year suspension	2-5 year suspension
1.68	a) Changed any information on a registration form without the consent of the person being registered on such form. b) Provided false or inaccurate information on a registration form. c) Falsified a signature on a registration form.	3-12 month suspension	1-3 year suspension	2-5 year suspension
1.69	Provided false information or withheld information (including date of birth; Club, country, and year last registered; etc.) on a player registration form.	3-6 month suspension	6-12 month suspension	1-3 year suspension
1.70	Provided a false address on the player registration form.	1-3 month suspension	6-12 month suspension	1-3 year suspension
1.71	Registered under a false name.	3-6 month suspension	6-12 month suspension	1-3 year suspension

Table 7: Standard Penalties for Misconduct by a Coach or Administrator

Type # <i>Team Official</i>	Type # <i>Administrator</i>	Description of Misconduct	First Seasonal Offence	Second Seasonal Offence	Third Seasonal Offence
	2.31		3.31	Persisted in misconduct "after receiving a warning 'for misconduct' from the game official" for which neither of the offences was directed at the <i>game official(s)</i> ..	1-week suspension
2.32	3.32	Persisted in misconduct "after receiving a warning 'for misconduct' from the game official" for which at least one of the offences was directed at the <i>game official(s)</i> ..	2-week suspension	5-week suspension	10-week suspension
2.33	3.33	Used "Offensive, insulting or abusive language and/or gestures" directed at anyone other than the game official(s).	2-week suspension	5-week suspension	10-week suspension
2.34	3.34	Used "Offensive, insulting or abusive language and/or gestures" directed at the <i>game official(s)</i> .	3-5 week suspension	6-10 week suspension	12-week suspension
			First Lifetime Offence	Second Lifetime Offence	Third Lifetime Offence
2.41	3.41	Physical Assault or Attempted Physical Assault of a mini-soccer registered player or youth registered player.	3-12 month suspension	1-3 year suspension	Minimum 5 year suspension
2.51	3.51	Game Official Assault for " <i>deliberate physical contact (ie., pushing, pulling, charging, etc .) or attempted physical contact or threatening</i> ".	6-12 month suspension + \$300.00 fine	1-3 year suspension + \$300.00 fine	Minimum 5 year suspension
2.52	3.52	Game Official Assault for " <i>striking, spitting, kicking, or any form of violent conduct, or attempted violent conduct</i> ".	2-5 year suspension + \$500.00 fine	5-10 year suspension + \$500.00 fine	Minimum 10 year suspension
2.61	3.61	Failed to attend a discipline hearing at which he/she was accused of game official assault .	Accused is fined \$100.00 and remains suspended until he/she requests and attends a subsequent discipline hearing		
2.63	3.63	Knowingly played an ineligible player in a sanctioned game.	3-12 month suspension	1-3 year suspension + \$250.00 fine	2-5year suspension + \$500.00 fine
2.64	3.64	Participated in a soccer activity from which he/she was suspended	6-12 month suspension	1-3 year suspension	2-5 year suspension

2.66	3.66	Intentionally acted in contravention of, or failed to act in accordance with, a "Published Rule".	1-6 month suspension	6-12 month suspension	1-3 year suspension
2.67	3.67	Intentionally acted in a manner deemed to be detrimental to the game.	3-12 month suspension	1-3 year suspension	2-5 year suspension
2.68	3.68	a) Changed any information on a registration form without the consent of the person being registered on such form. b) Provided false or inaccurate information on a registration form. c) Falsified a signature on a registration form.	3-12 month suspension	1-3 year suspension	2-5 year suspension
2.70	3.70	Provided a false address on the player registration form.	1-3 month suspension	6-12 month suspension	1-3 year suspension
2.71	3.71	Registered under a false name.	6-12 month suspension	1-3 year suspension	2-5 year suspension
2.72	3.72	Induced or attempted to induce a registered player to leave his/her team before the end of that team's current season.	6-12 month suspension	1-3 year suspension	2-5 year suspension

Table 8: Standard Penalties for Misconduct by a Game Official

Type #	Description of Misconduct	First Seasonal Offence	Second Seasonal Offence	Third Seasonal Offence
4.33	Used "Offensive, insulting or abusive language and/or gestures" directed at anyone other than the <i>game official(s)</i> .	fined two times the game fee	30 day suspension	3-12 month suspension
4.34	Used "Offensive, insulting or abusive language and/or gestures" directed at the <i>game official(s)</i> .	fined two times the game fee	90-day suspension	6-12 month suspension
4.41	Failed to conduct himself/herself with dignity both on, and off, the field of play.	\$100.00 fine	30-day suspension	90-day suspension
4.42	Failed to abide by the published rules of the jurisdiction in which he/she officiates.	\$100.00 fine	30 day suspension	90 day suspension
4.43	Failed to report to a game (to which he/she has been appointed) without giving adequate notice of his/her inability to officiate such game.	fined the game fee	fined 2 times the game fee	fined 3 times the game fee
4.44	Failed without a valid reason, to submit a game report to the appropriate <i>Governing Organization</i> within the stipulated time frame after the completion of the game.	fined the game fee	fined 2 times the game fee	fined 3 times the game fee

		First Lifetime Offence	Second Lifetime Offence	Third Lifetime Offence
4.51	Game Official Assault for " <i>deliberate physical contact (ie., pushing, pulling, charging, etc.) or attempted physical contact or threatening</i> ".	6-12 month suspension + \$300.00 fine	1-3 year suspension + \$300.00 fine	Minimum 5 year suspension
4.52	Game Official Assault for " <i>striking, spitting, kicking, or any form of violent conduct, or attempted violent conduct</i> ".	2-5 year suspension + \$500.00 fine	5-10 year suspension + \$500.00 fine	Minimum 10 year suspension
4.53	Made deliberate physical contact (ie., pushing, pulling, charging, etc.) or attempts physical contact with, or threatens, a registrant of the O.S.A. or a spectator.	6-12 month suspension	1-3 year suspension	Minimum 5 year suspension
4.54	Struck, spat on, kicked, or committed any form of violent conduct, or attempted violent conduct, against a registrant of the O.S.A. or a spectator.	2-5 year suspension	5-10 year suspension	Minimum 10 year suspension
4.55	Publicly criticized any other <i>game official</i> or Soccer Organization; made derogatory statements to the media relating to any game in which he/she was involved concerning the performance of the players or other <i>game officials</i> .	1-3 month suspension	3-12 month suspension	2-5 year suspension
4.56	Failed to submit a " <i>Caution Form</i> " for a cautioned player, a " <i>Dismissal Form</i> " for a dismissed player, a " <i>Special Incident Report Form</i> " for any special incidents, or a Game Official Assault Report Form for a Game Official Assault .	fined 2 times the game fee	fined 3 times the game fee	30-day suspension + \$250.00 fine
4.57	Failed to report a serious game-related offence to his/her District Association.	subject to disciplinary action		
4.58	Officiated an unsanctioned or unaffiliated soccer game.	30-day suspension	3-6 month suspension	1-2 year suspension
4.60	Failed to attend (when required to do so), without a valid reason, a discipline hearing for a person whom the referee had reported for game official assault .	\$100.00 fine	\$200.00 fine	\$300.00 fine
4.61	Failed to attend a discipline hearing at which he/she was accused of Game Official Assault .	<i>Game Official</i> is fined \$100.00 and remains suspended until he/she requests and attends a subsequent discipline hearing		
4.64	Participated in a soccer activity from which he/she was suspended	6-12 month suspension	1-3 year suspension	2-5 year suspension
4.66	Intentionally acted in contravention of, or failed to act in accordance with, a "Published Rule".	1-6 month suspension	6-12 month suspension	1-3 year suspension
4.67	Intentionally acted in a manner deemed to be detrimental to the game.	3-12 month suspension	1-3 year suspension	2-5 year suspension

4.68	a) Changed any information on a registration form without the consent of the person being registered on such form. b) Provided false or inaccurate information on a registration form. c) Falsified a signature on a registration form.	3-12 month suspension	1-3 year suspension	2-5 year suspension
4.70	Provided a false address on the referee registration form.	1-3 month suspension	6-12 month suspension	1-3 year suspension
4.71	Registered under a false name.	6-12 month suspension	1-3 year suspension	2-5 year suspension

Table 9: Standard Penalties for Misconduct by a Club

Type #	Description of Misconduct	First Seasonal Offence	Second Seasonal Offence	Third Seasonal Offence
5.51	Game Official Assault for " <i>deliberate physical contact (ie. pushing, pulling, charging, etc.) or attempted physical contact or threatening</i> " by a Club's spectators or by unidentified players/coaches/administrators of one of the Club's teams.	\$300.00 fine	\$500.00 fine	\$1000.00 fine
5.52	Game Official Assault for " <i>striking, spitting, kicking, or any form of violent conduct, or attempted violent conduct</i> " by a Club's spectators or by unidentified players/coaches/administrators of one of the Club's teams.	\$500.00 fine	\$1000.00 fine	\$2000.00 fine
5.53	Club failed to prevent its spectators or players parents from disrupting a game	\$300.00 fine	\$500.00 fine	\$1000.00 fine
5.58	(One of its teams) participated in an unsanctioned competition.	\$500.00 fine	\$750.00 fine	\$1000.00 fine
5.59	Knowingly permitted unregistered teams and/or unregistered players to participate in sanctioned competitions.	\$1000.00 fine	\$1000.00 fine	\$1000.00 fine
5.60	Club failed to have a Club Representative attend a Discipline Hearing at which one of its players, coaches or administrators, has been charged with game official assault .	\$200.00 fine	\$300.00 fine	\$500.00 fine
5.61	Club failed to attend a discipline hearing at which it is accused of game official assault for the actions of its spectators and/or unidentified players/coaches/administrators on one of the Club's teams.	\$200.00 fine	\$300.00 fine	\$500.00 fine
5.62	Club failed to pay the O.S.A. Administrative Fee for a Discipline Hearing at which one of its players.	a)	\$100.00 penalty assessed to Club;	

	<i>coaches, administrators</i> or the club itself has been found to be guilty of a charge of game official assault .	b)	if \$200.00 admin fee + \$100.00 penalty is not paid by Club within 60 days after hearing, the Club will assessed another \$100.00 penalty and will be suspended from all soccer activities until the \$400.00 is paid		
5.63	Knowingly played an ineligible player on one of its teams in a game.	The Club's team will forfeit all of the games in which an ineligible player played and the Club is fined \$500.00			
5.64	Participated in a soccer activity from which the organization was suspended	\$250.00 fine	\$500.00 fine	\$1,000.00 fine	
5.66	Intentionally acted in contravention of, or failed to act in accordance with, a "Published Rule".	\$200.00 fine	\$400.00 fine	\$600.00 fine	
5.67	Intentionally acted in a manner deemed to be detrimental to the game.	\$1,000.00 fine + \$2,000.00 bond	\$3,000.00 fine + \$5,000.00 bond	\$5,000.00 fine + \$10,000.00 bond	
5.68	a) Changed any information on a registration form without the consent of the person being registered on such form. b) Provided false or inaccurate information on a registration form. c) Falsified a signature on a registration form.	\$500.00 fine	\$1,000.00 fine	\$2,000.00 fine	
5.69	Refused to identify the correct person responsible for an incident in which the accused was mistakenly identified.	\$500.00 fine	\$750.00 fine	\$1000.00 fine	
5.70	Game is abandoned due to the action(s) of its players, <i>coaches, administrators</i> , or spectators and such action(s) are warranted as valid reason(s) for abandoning the game.	\$500.00	\$750.00	\$1000.00	
		a) In addition, if the abandoned game occurred in an Ontario Cup game, the team is ineligible to enter the Ontario Cup in the subsequent year. b) In addition, if the abandoned game occurred in an out-of-province tournament, the team is ineligible to travel to out-of-province for one year.			
5.72	One of its <i>coaches or administrators</i> was found guilty of inducing or attempting to induce a registered player to leave his/her team before the end of that team's current season.	\$1,000.00 fine	\$2,000.00 fine	\$3,000.00 fine	
5.81	Violated the "Team Residency Rule".	\$1,000.00 fine + \$2,000.00 bond	\$3,000.00 fine + \$5,000.00 bond	\$5,000.00 fine + \$10,000.00 bond	

Table 10: Standard Penalties for Misconduct by a League

Type #	Description of Misconduct	First Seasonal Offence	Second Seasonal Offence	Third Seasonal Offence
6.59	Permitted unregistered teams and/or unregistered players to participate in sanctioned competitions.	\$1,000.00 fine	\$2,500.00 fine	\$5,000.00 fine
6.64	Participated in a soccer activity from which the league/organization was suspended	\$250.00 fine	\$500.00 fine	\$1,000.00 fine
6.66	Intentionally acted in contravention of, or failed to act in accordance with, a published Rule.	\$200.00 fine	\$400.00 fine	\$600.00 fine
6.67	Intentionally acted in a manner deemed to be detrimental to the game.	\$1,000.00 fine + \$2,000.00 bond	\$3,000.00 fine + \$5,000.00 bond	\$5,000.00 fine + \$10,000.00 bond
6.68	a) Changed any information on a registration form without the consent of the person being registered on such form. b) Provided false or inaccurate information on a registration form. c) Falsified a signature on a registration form.	\$500.00 fine	\$1,000.00 fine	\$2,000.00 fine

Table 11: Standard Penalties for Misconduct by a District Association

Type #	Description of Misconduct	First Seasonal Offence	Second Seasonal Offence	Third Seasonal Offence
7.59	Permitted unregistered teams and/or unregistered players to participate in sanctioned competitions.	\$1,000.00 fine	\$2,500.00 fine	\$5,000.00 fine
7.64	Participated in a <i>soccer related activity</i> during a period in which the organization was "suspended from all <i>soccer related activities</i> ".	\$250.00 fine	\$500.00 fine	\$1,000.00 fine
7.66	Intentionally acted in contravention of, or failed to act in accordance with, a "Published Rule".	\$200.00 fine	\$400.00 fine	\$600.00 fine
7.67	Intentionally acted in a manner deemed to be detrimental to the game.	\$1,000.00 fine + \$2,000.00 bond	\$3,000.00 fine + \$5,000.00 bond	\$5,000.00 fine + \$10,000.00 bond
7.68	a) Changed any information on a registration form without the consent of the person being registered on such form. b) Provided false or inaccurate information on a registration form. c) Falsified a signature on a registration form.	\$500.00 fine	\$1,000.00 fine	\$2,000.00 fine
7.82	Failed to provide the required " <i>case information</i> " within the required timeframes about: a) a Game Official Assault Case b) Ontario Cup discipline referred to the District Association	\$100.00 fine	\$100.00 fine	\$100.00 fine