

Chicago Jets Hockey Club

Rules of Conduct

I. General Policy:

All Chicago Jets Hockey Club (“CHC”) players, coaches, parents and their guests, members of the Board of Directors of the CHC (the “Board”) and other members of the CHC are expected to act in a responsible, respectful, honorable and upstanding manner, both on the ice and off the ice. In addition, CHC players are expected to follow all team rules and coaches’ instructions.

II. Principles of Good Conduct:

Our most important objective and responsibility is to help in the process of turning young boys and girls into mature, respectful and honorable young adults. To that end, the CHC is dedicated to fostering good conduct by its players, coaches, parents and fans. Everyone affiliated with the CHC has a responsibility and obligation to promote the following Principles of Good Conduct:

- A. We will value those people who provide us services, regardless of when and where it occurs. Whether a coach, player, parent, official, or arena employee gives that service, we will thank them.
- B. We will be on time for games, practices, meetings, and whenever people are relying on us to be somewhere or do something.
- C. We will greet people with proper etiquette, use civilized language and not use racial, sexual, ethnic or religious slurs.
- D. We will strive to reach our full potential, both on and off the ice. Hustle, discipline, sacrifice, team play, unselfishness, and commitment will be recognized and rewarded.

III. Zero Tolerance Rule:

There is zero tolerance for any physical misconduct, verbal misconduct or threats of any kind. In addition, whether or not specifically listed here, any conduct that is not suitable for an amateur or youth athletic event violates this rule.

This policy applies whether the misconduct is directed toward any player, game official, coach, parent, spectator, guest or rink personnel, and regardless of whether it is directed to persons on-ice, off-ice, in or near spectator viewing areas, in or near locker rooms or anywhere within any reasonable proximity to the rink.

This policy applies equally at officially scheduled games, scrimmages and practices.

This policy applies to players, coaches, parents, fans, guests and all persons associated with the CHC.

A. Process for Violations of the Zero Tolerance Rule

Any alleged violation of the Zero Tolerance Rule witnessed or reported by any person involving a CHC player or family shall first be dealt with at the coach level, if appropriate, meaning that the person who believes that a player or player's family member has violated the Zero Tolerance Rule shall report such incident to the coach of the affected player. After obtaining a report of the facts regarding the alleged conduct, the coach shall then discuss and address the alleged incident with his or her player or family member as soon as practicable and shall bring such incident to the attention of the Hockey Director at hockeydirector@chicagojetshockey.org and copy the Club President by emailing president@chicagojetshockey.org.

Any alleged violation of the Zero Tolerance Policy witnessed or reported by any person involving a coach, fan, guest or any other person that is not a CHC player or family member, shall be reported in writing to the attention of the Hockey Director at hockeydirector@chicagojetshockey.org with a copy to the President of the Club by emailing President@chicagojetshockey.org.

The Board has full disciplinary authority as defined in section IX B of these Rules of Conduct, and will impose disciplinary action as appropriate depending on the facts and circumstances, including the number of offenses reported and severity of the reported offense.

IV. Good Sportsmanship Rule:

In addition to complying at all times to the Zero Tolerance Rule, all CHC players and coaches shall conduct themselves with good sportsmanship. This means playing, winning and losing with respect and dignity, both on-ice and off-ice. As just some examples, abusive and/or foul language, throwing equipment in anger, intentionally attempting to injure another player, damaging rink or other property, and all other displays of bad sportsmanship are violations of this rule.

V. Off-Ice Behavior:

The Chic's General Policy, Zero Tolerance Rule and Good Sportsmanship Rule apply off the ice as well as on the ice. Any time a player is at a location as a member of CHC, he/she is subject to the Rules of Conduct. This includes away games, hotel stays, social functions, parades or any other situation where the individual is identified as a member of the CHC.

VI. Equal Opportunity and Nondiscrimination Rule:

The CHC is committed to equal opportunity for all players, coaches, officials and Board members, regardless of race, gender, ethnic background or religion. The CHC will not discriminate against any person on such bases.

VII. Team Rules:

Coaches may adopt appropriate team rules governing the conduct of team players. This may include, among other things, game dress codes, arrival times before games, procedures on notification of absences and parents' admission to the locker room before and after games. Team rules must be consistent with the substance of this and other CHC policies. They must be communicated to the players and their parent in writing and a copy must be provided to the Hockey Director and President.

VIII. Coaches' Instructions:

Players are expected to follow the appropriate instructions of their coaches, both at practices and at games.

IX. Disciplinary Authority of Coaches and the Board:

Failure to comply with these rules or any other CHC policies may result in disciplinary action by a team coach, the Board or both, in accordance with the following guidelines:

A. Coaches' Disciplinary Authority:

Coaches are expected to take appropriate action to maintain discipline on their teams. This may include, for example, "boards", pushups or wind spirits. However, any such disciplinary action must be reasonable, not demeaning and never taken to a point where a player's health is put at risk. Foul or abusive language towards players will not be tolerated, nor may a Coach ever lay hands upon a player as part of a disciplinary action. *See* § III - Zero Tolerance Rule.

Coaches may limit a player's ice time for up to one game as a motivational/disciplinary tool, either for violations of team rules, repeated failures to follow directions or for lack of "hustle" during a game. When this occurs, the coach should explain to the player how he/she failed to meet the coach's expectations and how it will limit the player's ice time. The Hockey Director and the Board, as provided below, must approve "benching" a player beyond one game. Repeated "benching" of a player, even if for less than an entire game, is indicative of a problem that should be discussed with the player's parents.

B. The Board's Disciplinary Authority:

The Board may take disciplinary action against any parent, player, coach, Board member or other individuals associated with the CHC. This may include, without limitation, probation, suspension from games or practices, exclusion from CHC games or other activities or expulsion from the CHC altogether. Disciplinary action against a parent may be enforced by suspending or excluding the parent's child from games or practices, if the parent fails to abide by the Board's action. Disciplinary action by the Board may be taken upon its own initiative or as the result of a Grievance. *See* § X, below.

All disciplinary actions shall be imposed fairly, consistently and in proportion to the wrongdoing. It shall be imposed without regard to the player's importance to his/her team.

X. Grievances:

A. Grievance Defined:

A Grievance is an allegation that the rules have been violated. Rules include Coaches' Instructions, Team Rules, CHC rules, and the rules of organizations in which the CHC participates, including Northern Illinois Hockey League, Amateur Hockey of Illinois and USA Hockey.

B. Who May Make A Grievance:

A Grievance may be initiated by any person, including players, parents, coaches, team managers, spectators, guests, game officials, rink personnel or anyone else who comes into contact with the CHC.

C. Policy Regarding Grievances:

All alleged rule violations should be expeditiously and fairly resolved at the lowest possible level within the CHC.

If Grievance arises within a team or between persons involved with different CHC teams, those involved should first discuss the problem with a team manager or coach. Managers and coaches are encouraged to work with those involved to resolve Grievances in a meaningful way. However, some problems may not be resolvable at the team level. Also, some complaints, by their nature, may cause the person making the complaint to be concerned about discussing the matter with a team manager or coach. In appropriate circumstances, the complaint may be taken directly to the Board. *See § X.G, below.*

If a Grievance is raised by or against a person who is not a member of a CHC team, such as a game official, other officials, rink personnel, opposing players, parents, guests or coaches, the matter may be taken directly to the Board. *See § X.G, below.*

D. How a Grievance is made:

Grievances may be, and generally should be, made orally to a team manager and/or a coach. If a team manager or coach cannot resolve the Grievance informally, the manager or coach should refer to the matter to the Board orally or in writing.

Grievances made directly to the Board must be in writing and in the manner described in these rules. *See § X.G.*

Any other complaint or violation that comes to the Board's attention may be treated as a Grievance and addressed by the Board as such under this policy.

E. Limited Scope of Grievances:

A proper Grievance is limited to allegations that the rules have been violated. *See § X.A, above.* These Grievance procedures are not to be used to resolve private disputes; to initiate challenges to or changes in CHC business, rules or procedures; or otherwise to conduct any general business of the CHC. Players, coaches, managers and parents are encouraged to raise

questions and concerns about coaching, scheduling, uniforms, fundraising, tournaments, financial matters and all other business issues with the Hockey Director, members of the Board of Directors or other organization officials individually or at Board meetings.

F. The “Twenty-Four” Hour Rule:

A Grievance may not be raised until twenty-four hours have elapsed following the event or circumstance giving rise to the Grievance. This rule is intended to let tempers cool and to encourage persons to resolve their concerns informally or at the team level. If a person bringing a Grievance does not wait twenty-four hours, he or she must explain why.

G. Grievances Filed with the Board:

Anyone with a complaint is strongly encouraged to resolve it at the team level, working cooperatively with a team manager or coach. This may not always be possible. In such cases, a Grievance may be referred to the Board.

1. Filing Grievances with the Board; The Rules and Ethics Committee:

Grievances filed with the Board must be in writing and must identify the person making the Grievance. Grievances may be filed with the President, Hockey Director or the Rules and Ethics Committee. Any time the Board is considering disciplinary action without a Grievance being filed, the matter shall be considered a Grievance and resolved under this policy. In such cases, the Rules and Ethics Committee shall submit the Grievance to the Board.

The Board shall appoint a Rules and Ethics Committee (“Committee”) which shall consist of 2 - 5 persons who may but need not be members of the Board. In addition to initiating review of all Grievance on behalf of the Board, the Rules and Ethics Committee shall also investigate and recommend discipline related to all alleged violations of the Zero Tolerance Rule. The Committee may conduct any such investigation on its own or by appointing an Investigator. *See* § X.G.5, below.

2. Board’s Decision to Hear a Grievance.

The Committee, in consultation with the Hockey Director (or President if there is no acting Hockey Director), shall review and determine whether to pursue a Grievance. The Committee shall then report its decision to the Board. A decision to dismiss a Grievance is final and not subject to any further review.

3. Notice of Complaint.

In the event that the Committee decides to pursue a Grievance, the President or Committee shall notify the person against whom the Grievance has been filed. The notice will include the fact that a Grievance has been filed, the nature of the complaint and procedures the Committee will follow in resolving it. The notice will also specifically inform the member that he/she will be afforded an opportunity to respond to the Grievance. The notice may be oral or in writing.

4. Summary Suspension.

In some cases, a person may be suspended from CHC activities, including attendance at games or practices, pending resolution of a Grievance. Summary suspensions are appropriate only when a Grievance alleges conduct that, in the judgment of the Committee, poses a potentially serious threat to others. Where such allegations are made in a Grievance, the Committee shall meet to determine whether summary suspension should be imposed. If a summary suspension is imposed, the President or the Committee shall inform the person of the suspension and its parameters.

5. Investigations.

Once the Committee has decided to pursue a Grievance, it will determine whether sufficient facts are known to proceed to a decision on the matter. If not, the Committee may direct that an investigation be conducted. The Committee will appoint an individual to act as the Investigator. The Investigator may be from the Committee, a member of the CHC or an individual from outside of the organization. The Investigator will interview the individuals and witnesses involved, review documents and other materials and collect information to the extent reasonably necessary to determine the facts of the matter. All persons affiliated with the CHC are obligated to cooperate in the investigation.

6. Reports of Investigations.

Once the investigation has been completed, the Investigator shall prepare a Report of Investigation. The purpose of the Report of Investigation is to provide the Committee with a factual report of the circumstances giving rise to the Grievance and efforts to resolve it. The Report of Investigation shall include the undisputed facts. Where the facts are in dispute, the Report of Investigation shall summarize the evidence on each side and the Investigator's opinion on the issue. Where the facts cannot be determined, the Report of Investigation shall so indicate. A copy of the Report of Investigation shall be provided to the Committee, Board, the party filing the Grievance and the person against whom the Grievance has been filed.

7. Opportunity to Respond to the Grievance.

When the Committee has determined that an investigation is not necessary, a copy of the Grievance shall be provided to the member against whom the Grievance was made. The person against whom the grievance has been filed will be afforded an opportunity to respond. The response may be in writing or, at the Committee's option, presented in person at a closed meeting of the Committee. In some cases, the response may cause the Committee to believe an investigation is necessary. In such cases, the Committee will conduct an investigation and receive a Report of Investigation as provided above.

When an investigation is conducted, the person filing the Grievance and the person against whom the Grievance has been filed will be afforded an opportunity to respond to the Report of Investigation. The response may be in writing or, at the Committee's option, presented in person at a meeting of the Committee.

Regardless of whether or not an investigation is conducted, the person against whom the Grievance has been filed has the opportunity to respond to the Grievance in writing, before the Committee acts on the Grievance, including taking any disciplinary action against the individual. The person against whom the Grievance has been filed may waive the opportunity to respond or may be deemed to have waived the opportunity to respond if he or she does not do so in a reasonable period of time set by the Committee. The person against whom the Grievance has been filed does not have a right to appear before the Committee in person to respond to the Grievance. However, the Committee may allow the person to do so if the Committee chooses to do so in the interest of better understanding the matter.

8. Committee Decisions Regarding Grievances.

When the Committee has accepted a Grievance, it may accept it in whole or in part. It shall issue its decision accepting the Grievance in writing, setting forth its reasons and disciplinary action, if any. Its decision shall be provided to the person making the Grievance and the person against whom the Grievance was made. The Committee may, in its discretion, take disciplinary action. The Committee's disciplinary authority is set forth in § IX.B, above. If the Committee dismisses a Grievance at any time, it need not issue a written decision. All decisions by the Committee shall be submitted to the Board by the Committee for ratification. If the Committee's decision is to expel a Member from the CHC, said decision must be voted upon and approved by the majority of the Board at either the next scheduled meeting, a special meeting or by written consent in lieu of meeting. Once ratified (or approved, if required), all decisions on Grievances are final and non-reviewable.

XI. Interpretation of the Rules of Conduct:

The Committee and Board have authority to interpret the Rules of Conduct and to resolve any differences in interpretation. The Board's decisions are final and non-reviewable. The Board shall interpret the Rules of Conduct to further the General Policy, the Principles of Good Conduct and the spirit of fairness and good sportsmanship to which the CHC is committed.