

LAKE COUNTY STALLIONS CONSTITUTION & BY-LAWS

ARTICLE I - NAME

1.1 This organization shall be known as the Lake County Stallions DBA the Mundelein Junior Football League, Inc. and is a Not-For-Profit Corporation.

ARTICLE II - OBJECTIVE

2.1 The objective of the Lake County Stallions is to provide an organized football, cheer, lacrosse and flag football programs for grade school children in the Village of Mundelein, Fremont Township area, Wauconda, Vernon Hills, Grayslake, Hawthorn Woods, and surrounding towns..

ARTICLE III - BOARD OF DIRECTORS

3.1 The government of the LCS shall be under the supervision of the Executive Board. The Executive Board shall consist of the President, Vice President, Treasurer, Secretary, Director of Marketing, Director of Sponsors, Director of Volunteers and Fundraising, Director of Concessions, Director of Fields, Director of Football Operations/TCYFL Representative, Director of Football Equipment, Director of Cheer, Director of Flag Football, Director of Boy's Lacrosse and Director of Girl's Lacrosse.

3.2 The Executive Board shall be responsible for presenting to the members of the LCS a proposed budget and program for the coming year no later than the February meeting. All members of the Executive Board have one vote. The President only casts a vote in instances of a tie.

3.3 The Executive Board shall vote on all necessary matters brought before it affecting any activity conducted, organized or coordinated as an official Lake County Stallions affiliated event.

ARTICLE IV - OFFICER DUTIES

4.1 **President** – The president shall call and preside at all meetings and appoint Chairman of Committees for special purposes. He/She shall also be responsible for the conduct, language and actions of all members of the Lake County Stallions. The President assists the directors and provides leadership to the Board and the entire Lake County Stallions organization. The President shall be informed of all relevant matters related to any Lake County Stallions activity. His/Her voting requirements are only for the tie-breaking instances.

4.2 **Vice President** – In the absence of the President, the VicePresident shall be the presiding Officer. The VicePresident shall assist the President in his/her duties and shall be an Ex-OfficioMember of all Committees.

4.3 **Treasurer** - TheTreasurer is responsible for preparation of the Annual Budget and Reports, tax preparation and periodic financial statements. The Treasurer shall collect and disperse all money of the LCS. Such disbursements in excess of \$3,000 shall require signatures of two designated Officers of the Executive Board. The Treasurer also maintains the scholarship fund and recommends the type of fundraisers to be used and establishes the procedures for conducting the fundraisers. This position also aides in the insurance obligations of the LCS

4.4 **Secretary** - The Secretary shall keep records of the minutes of each meeting and furnish such information as may be requested to any member of the Executive Board. He/She shall distribute to all Executive Board members the minutes of each meeting prior to the next monthly meeting. The secretary is also responsible for preparing LCS correspondence, maintenance of files, submission of criminal background investigation forms, preparation and staffing of the LCS calendar and obtains picture quotes.

4.5 **Director of Marketing** - The Director of Marketing and Recruitment is responsible for establishing an effective working relationship with the elementary and junior high schools as well as the media to facilitate interest in the LCS, and distribution of registration information. Using innovative marketing approaches strives to increase enrolment in the program. Monitors and manages the LCS website to include recommending website advertising fees. Maintains, updates and prepares weekly blasts to the membership covering changes, schedules, events, news, etc...

4.6 **Director Of Sponsors** - The Director of Sponsors is responsible for the coordination, maintenance, preservation of all existing sponsorship's and identification of all new sponsorship opportunities for any Lake County Stallions organized activity.

4.7 **Director of Volunteers and Fundraising** - The Director of Volunteers and Fundraising is responsible for the coordination and recording of all volunteer activities and coordination of all current fundraising activities and identification of new fundraising activities.

4.8 **Director of Concessions** - The Director of Concessions is responsible for all concessions sales at any location of a Lake County Stallions affiliated event. The Director shall take all necessary steps to ensure compliance with any local, State, Federal authority as to preparation of food and service that is applicable to the Lake County Stallions. The Director shall be responsible for setting prices, collection, reporting and deposit through the Treasurer of all funds.

4.9 Director of Fields - The Director of Fields is responsible for the maintenance of the LCS Equipment Building at the MHS, both buildings on the Behm Homestead property in Fremont Township, the paint sprayer and scoreboard. Maintenance of the Equipment building includes keeping it in a clean, safe and organized manner. The Field Commissioner is also responsible for the set-up of all LCS fields at Behm Park, which includes stripping the field, yard markers, down box, chains, goal post covers, footballs, football equipment, scoreboard controls, etc.

4.10 Director of Football Operations/TCYFL Representative - The Director of Football Operations is responsible for the administration of tackle-football related activities. The Director sets all coaching staffs, actively recruits coaches, monitors performance of all coaches and conducts post season evaluations. Monitors all player related issues and communicates with all tackle-football coaches on a regular basis. Participates in the establishment/evaluation of tryout procedures, monitors tryouts and assists coaches as needed. Presides over the draft and controls the subsequent placement of player personnel. Monitors team practices to insure safety measures are being followed and practice times are not exceeded. The Director of Football Operations shall also appoint a TCYFL Representative and Alternate TCYFL Representative and may appoint himself.

4.11 Director of Football Equipment - The Director is responsible for the inventory and maintenance of all football equipment and uniform attire to include the bi-annual certification of helmets. Identifies equipment and uniform needs, develops a procurement plan, obtains quotes and recommends a source of supply based on cost and service. Submits procurement plan for consideration during the formulation of the budget. Responsible for the procurement of football equipment, practice attire, game uniforms, accessories approved by the Board. Responsible for scheduling the issue and return of equipment to include uniform items/accessories.

4.12 Director of Cheer - LCS Cheer Director is responsible for the administration and operation of the cheer program. Actively recruits coaches to include student coaches, monitors performance and conducts postseason evaluations. Determines uniform and accessory needs and recommends what needs to be procured to include sources of supply and cost. Identifies and recommends training needed to improve coaching communications and techniques consistent with the LCS philosophy. Coordinates, monitors and participates in registration, cheer workshops, camps, training, uniform issue and turn-in, show case, year-end inventory, etc. Monitors squad practices to insure that safety measures are being followed and practice times are not exceeded. Consistent with LCS policy, establishes the procedures for cheer competition to include the criteria for participation. The Director of Cheer will appoint a four person cheer committee at her/his discretion who shall assist with the administration and operation of the cheer program. The Cheer Board will work with the Cheer Director to organize and plan in detail for each season. Budgets for all cheer needs in advance of the season.

Actively recruits coaches to include adult and student coaches, monitors performance of teams and coaches, and conducts post season evaluations, whether written or verbally. Works throughout the year to help promote Stallion programs to youth organizations and other community groups. Works to plan practice and game schedules for all cheer teams. Determines uniform and accessory needs and recommends what needs to be procured to include sources of supply and cost. Identifies and recommends training needed to improve coaching communications, techniques and safety skills consistent with the Stallion philosophy. Coordinates, monitors and participates in Stallion registration, cheer workshops, camps, training, uniform issue, Show case, selection of, registration for and participating in multiple competitions, etc. Determines building needs prior to season and works with appropriate personnel to reserve adequate space for cheer season. Monitors squad practices to ensure that safety measures and instruction techniques are being followed and practice times are not exceeded. Consistent with Stallion policy, establishes and maintains cheer handbook with seasonal guidelines and expectations of Stallion cheerleaders, establishes the procedures for participation in competitions and acts as Stallion liaison to the Directors and Judges of the IRCA. Acts as a liaison to local school cheer programs - Fremont, MHS, CSMS, West Oak, CCHS, SHS, VHHS, Hawthorn.

4.13 Director of Flag Football - The Director of Flag Football is responsible for the administration in general of the Spring, Summer and Fall seasons. He/She may appoint a Flag Football committee and shall be responsible to obtain/maintain uniforms and equipment, coordinate with any local area flag football league in any season and shall coordinate any home or away tournaments.

4.14 Director of Boy's Lacrosse - The Director of Boy's Lacrosse is responsible for the recruiting of current and new members into this area of the program. Works closely with the Director of Spirit Wear and Director of Equipment for uniforms, accessories and spirit wear for this area of the LCS. Schedules and promotes free clinics (introduction to LAX) preseason. Submits all necessary information in terms of coaches and players to any leagues as required, handles the season scheduling with the association, recruits and trains coaches for each level of play. Works closely with the MHS LAX program.

4.15 Director of Girl's Lacrosse - The Director of Boy's Lacrosse is responsible for the recruiting of current and new members into this area of the program. Works closely with the Director of Spirit Wear and Director of Equipment for uniforms, accessories and spirit wear for this area of the LCS. Schedules and promotes free clinics (introduction to LAX) preseason. Submits all necessary information in terms of coaches and players to any leagues as required, handles the season scheduling with the association, recruits and trains coaches for each level of play. Works closely with the MHS LAX program.

ARTICLE V - BOARD OF DIRECTOR MEETINGS

5.1 The LCS will hold a monthly meeting on the fourth Thursday of each month unless changed by a vote of the Executive Board. There will be no meeting in the month of December.

5.2 During the period from January through July, all monthly meetings will start at 7:00 PM. For the remainder of the year, monthly meetings will start at 7:30 PM or 8:00pm as determined by the Board.

5.3 No business shall be conducted unless a quorum is present. A quorum shall consist of a majority of the Executive Board. The Executive Board is responsible for casting decisive votes on all business matters of the LCS. A two-thirds vote is required to change established policy or rules. All members in good standing have a voice but no vote.

5.4 Special meetings may be called by the President and may be held in person or through electronic communication.

5.5 The Annual Meeting shall be held during the month of November and elections conducted at this time. The President, Vice President, Treasurer, Boys Lacrosse, Girls Lacrosse, Fields, Volunteers/Fundraising and Flag Football shall be elected in odd numbered years with the remaining offices elected in even numbered years.

5.6 All Directors are responsible for presenting a monthly report to the Executive Board at the monthly Board of Directors meeting. Each Director shall bring any relevant matter to the Board of Directors for informational purposes or for vote as required.

ARTICLE VI - ELECTIONS

6.1 All nominations will be made from the floor at the Annual Meeting or through email prior to the Annual Meeting. Each member in good standing will be given a ballot for the purpose of casting their vote, in person or through email.. Prior to voting each nominee will be given an opportunity to address the membership regarding his/her qualifications for the position and respond to questions regarding their candidacy. The President will be responsible for counting all votes. The result will be recorded by the Secretary and announced to the members present.

6.2 The term of all elected officers shall be for a period of two years.

6.3 Any officer may serve more than two years.

6.4 All officers selected at the Annual Meeting shall take office at the next January meeting. All records of the LCS shall be delivered to the new Officers by the outgoing Officers at this meeting.

6.5 All vacancies on the Executive Board during the year shall be filled by appointment subject to approval by two-thirds vote of the Executive Board. The individual appointed to the Executive Board is expected to complete the term of the position for which he/she was appointed. The appointee will serve at the discretion of the Board and may be removed at any time by a majority vote of the Executive Board.

ARTICLE VII - MEMBERSHIP

7.1 All coaches, parents, legal guardians, players/cheerleaders, and special assistants to the Executive Board are members of the LCS. Parents or legal guardian and player/cheerleader membership is contingent upon completion of a registration form, payment of registration fees and compliance with the Parent Sportsmanship Pledge or Player/Cheerleader Standards of Conduct.

7.2 The LCS reserves the right to deny anyone participation in the program. The decision to deny participation must be in the interest of LCS and approved by a majority of the Executive Board.

7.3 Only adult members (age 21 or above) in good standing may nominate or be nominated for an office on the Executive Board. Only members in good standing may vote for a candidate for office. "Good standing" is defined as being a current member of the LCS and having no documented complaint(s) involving violation of the rules and policies of the LCS or Junior Football League of Northern Illinois as determined by the LCS Executive Board.

7.4 Any infraction of the Constitution, By-Laws, or any LCS Standard of Conduct or refusal by any member of the League to obey an Officer of the Executive Board can be grounds for dismissal from the League. A decision to suspend or dismiss a member of the LCS shall be the responsibility of the Executive Board. No refund of registration fees will be made to a person who is suspended, or dismissed.

7.5 A member of the Executive Board may be removed, or suspended from office by a two-thirds vote of the Executive Board for any of the infractions, including but not limited to, the items outlined below:

1. Failure to pass a Criminal Background Check
2. Charged with a felony, or a felony conviction

3. Failure to adhere to LCS rules

ARTICLE VIII - MEMBERSHIP FEES

8.1 The LCS will have yearly registration fees. The amount of the fees will be determined at the January meeting of the Board of Directors..

8.2 Fees shall be paid in full at the time of registration, unless a financial arrangement has been approved by the Board of Directors. Failure to pay membership fees within 30 days of the due date can be grounds for dismissal.

8.3 No member of the Executive Board, Coaches or Teams may profit from any purchase made by the LCS unless approved by the entire Executive Board in a public voting session.

ARTICLE IX - FUNDRAISING - SPONSORSHIP

9.1 All fundraising and Sponsorship related matters shall be initiated only with the approval of a majority of the Board of Directors with the advice and consent of the Director of Volunteers and Fundraising and/or the Director of Sponsorship.

ARTICLE X - MEMBERS CODE OF CONDUCT AND ETHICS PROCESS

10.1 The Lake County Stallions are committed to providing a caring, friendly and safe environment for all participants so they can learn their game and the skills necessary to participate in the game in a fun, positive and secure atmosphere. In furtherance of that goal, all members are expected to conduct themselves in a manner consistent with the Lake County Stallions Code of Conduct and Anti-Bullying Policy. Each member is required to read and sign both the Code of Conduct and Anti-Bullying Policy and adhere to the same, and adhere to any other rules as set forth by each individual activity (Tackle Football, Flag Football, Cheer, Boy's & Girl's Lacrosse).

10.2 The Lake County Stallions Code of Conduct is attached hereto as Appendix A and must be read and signed on an annual basis by all LCS Members..

10.3 The Lake County Stallions Anti-Bullying Policy is attached hereto as Appendix B and shall be made available for all LCS Members to read by dissemination through each team and made available on the LCS website.

10.4 Although the Lake County Stallions prides itself on providing a safe and fun environment for all children who participate in the game of football, cheer and lacrosse, issues do arise that the organization needs to be made aware of. In an effort to better track issues and complaints, all ethics inquiries must be filed using the Ethics Inquiry

Form located on the organizations website. We encourage our membership to work together to resolve issues among themselves or with the Head Coach of the applicable team before submitting an Ethics Inquiry Form. Ethics Inquiry Forms should only be completed for those situations when a satisfactory resolution is not possible between the parties on their own, where the complaint warrants action against a person, or when an issue has been resolved but it is important for the organization to be aware of the situation. This process has been established to ensure an efficient and effective process for all members to communicate issues, complaints, or grievances and to obtain resolution. Ethics Inquiries, issues, or complaints can be reported by parents, coaches, or spectators. The Ethics Inquiry Process is not intended to deal with team assignment, coach assignment, or tryout process issues. To file a complaint, complete the Ethics Inquiry Form located on the organizations website. Upon the receipt of a complaint the President shall communicate with the Board of Directors to determine how to handle the issue including identifying situations where the Ethics Committee should convene to hear testimony related to the issue. In situations where the complaint is passed along to the Ethics Committee, the process outlined in Appendix C will apply. A board member will acknowledge the form within 72 hours of receiving the form.

ARTICLE XI - SOCIAL MEDIA

11.1 LCS Social Media Policy - We encourage parents and athletes to use social media as a means to connect and share your experience as a Stallion with friends and family. Please keep the following in mind when referencing Lake County Stallions in your posts: Use good judgement in all situations. Remember all information you post is public information. Be respectful and treat others in a positive and considerate manner. Take responsibility for your words and actions. Though the President is the only official voice of the Lake County Stallions, keep in mind that you represent LCS. Any violation in the above list of rules can lead to removal from the LCS program.

ARTICLE XII - CHEER OPERATIONS

12.1 Eligibility: The LCS Cheer program is open to any child in Kindergarten-8 th grade. Participation shall be subject to LCS account status, number of coaches, individual program requirements and other basic factors necessary to the program's operation (to include but not limited to parent volunteers).

12.2 Registration: Registration procedures for the applicable season will be determined yearly by the Director of Cheer and Cheer Board and disclosed in the Cheer Handbook.

12.3 Cheer Handbook - The Cheer Handbook shall be created each year by the Director of Cheer and Cheer Board and disseminated to all Cheer Participants. The Cheer

Handbook shall contain all relevant information, rules, expectations, and procedures for the current Cheer season.

12.4 Registration Fees Registration fees the applicable season shall be determined each year and disclosed in the Cheer Handbook along with any early registration bonuses, scaled discount program and an explanation of fee expenditures.

12.5 Parent Meeting: There will be a mandatory information meeting for all parents of participants. A parent meeting will be held prior to the start of the season. Details regarding the meeting will be sent via email and will be posted on the LCS website, www.lcstallions.com. Information will be provided on fundraising and other various details regarding the season. The financial and time commitment to participate in our program will also be outlined. Attendance at the parent meeting is highly recommended.

12.6 Fundraising: The Cheer Director with input from the Cheer Board shall communicate all anticipated fundraising activities to the Director of Volunteers & Fundraising who shall inform the Executive Board. Traditionally, the LCS Cheer Program has two fundraisers each season. Additionally, the Cheer Uniform Fundraiser Parents will have the option to fundraise to help offset the cost of a new uniform. Further details can be found on the LCS website, www.lcstallions.com. The uniform fundraiser is separate from the league-wide fall fundraiser. Fall Fundraiser Parents are required to participate in a league-wide fundraiser for each registered athlete. Families may choose to participate in the fundraiser and sell an allotted number of items (TBD), or they may choose to opt-out for \$100 as noted on the 2019 LCS registration form. Information on the different options for the mandatory fall 2019 fundraiser will be presented at the parent meeting. The sale period for the league-wide fundraiser is TBD. The league-wide fall fundraiser is mandatory and separate from the uniform fundraiser

12.7 Coaching Staff: Head cheer coaches, assistant cheer coaches and student cheer coaches are all volunteers who are reviewed and chosen by the Cheer Director and Cheer Board.

12.8 Formation of Cheerleading Teams: Upon receipt of all enrollments and at the close of the 2019 registration, formation of cheer teams will take place. All cheer squads need a minimum of 12 girls and will not exceed 36 girls. Once a squad reaches capacity, a waiting list will be formed. Waitlisted individuals will be accepted on to a team should capacity allow, in the order the registrations were received. All final squad formations will be decided upon by the Cheer Director and a supporting vote of the Cheer Board.

12.9 Cheer Squad Activities: All cheer squads will attend 3 competitions throughout the season. Practice will typically be three times per week. The length of practice based upon age and squad requirements. Athletes will attend practices, competitions, and most local football games on the weekends.

12.10 Choreography Clinics Team routines and choreography are established at the choreography clinics. Attendance at the clinics is required. The clinics are vital to provide the squads with the best preparation to be competition-ready by early October. Athletes will learn their team choreography during this time, which they will perform during Showcase, football games and competitions. The clinics provide one of the best experiences for the teams. It gives athletes an opportunity to improve their techniques, skills and abilities as well as it allows them to get to know their fellow team members and coaches. Attendance is mandatory. Absence during a choreography clinic will affect the athlete's position and placement throughout the routine.

12.11 Football Games The LCS Cheer program will continue to support the LCS Football program by cheering at most local games. Football game schedules will be posted on the LCS website as soon as they are available from the TCYFL (LCS football affiliate). The schedules are usually posted in mid-August. The football portion of our program is one of the focuses of our program and provides our participants with the experience and practice needed for cheering at football games. Cheerleaders are invited to cheer with another squad in the event the participant base squad is not cheering on the assigned day.

12.12 Competitions Our competition season runs from October through December. We plan to attend a few local/regional events and the state competition in 2019. Each athlete is obligated to attend every team competition. It is the team member's responsibility to adhere to the competition schedule. A list of the competitions that LCS will participate in will be available on the LCS website, www.lcstallions.com. The details of each competition will be communicated by the squad's head coach/manager and/or team mom. It is imperative that all directives are followed and respected. It is the responsibility of each athlete and their parent to get to and from the competitions.

12.13 Uniforms: All parents and participants are required to attend one uniform fitting to be sized for cheer uniforms and choreography/warm weather game shirts. There will be a representative from the uniform company that will take measurements to ensure that the correct sizes are ordered. Parents will be required to sign a waiver as an agreement to the fitting decision of the uniform representative. In addition, parents will have the option to fundraise to help offset the cost of the uniform. Details on the uniform fundraiser can be found on the LCS website, www.lcstallions.com. Once fully paid for, the LCS uniforms are property of the athlete. It is important that the uniforms are treated with extreme care and remain in pristine condition throughout the season. If any uniform shows visible damage before the season ends, then the athlete will be required to purchase a new replacement piece. In addition to the cheer uniform, there are other items that are considered part of the LCS cheer uniform: Cheer shoes (practice) Cheer shoes (competition) Cheer jacket (see guidelines about jackets) Practice uniforms Black leggings Additional spirit wear will be available for purchase, but are not required for the cheer program.

ARTICLE XIII – INDEMNIFICATION

13.1 The organization shall indemnify and hold harmless any and all current and former Officers and Directors of the Organization and Program Entities or any person who may have served at its request as an Officer or Director, against expenses actually and necessarily incurred by them in connection with the defense of any action, suit, or proceeding in which they are made parties by reason of being or having been Officers or Directors of the Organization or a Program Entity, except in relation to matters as to which any such Officer or Director or person shall be adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of duty.

APPENDIX A

LAKE COUNTY STALLIONS PLAYER/PARTICIPANT/PARENT CODE OF CONDUCT

THE LAKE COUNTY STALLIONS is a not for profit, multi-sport organization offering Tackle Football, Flag Football, Cheerleading and Lacrosse opportunities for boys and girls. LCS Board Meetings are held each month, and exact times and locations of Board Meetings can be found at our website, www.lcstallions.com.

PLAYER/PARTICIPANT CODE OF CONDUCT

As a participant/player of the Lake County Stallions, I agree to the following:

- I will conduct myself at all times and in all places in a manner that creates respect and honor for my league, my team, my sport and my community.
- I will treat coaches, teammates, opponents, parents and officials with respect at all times.
- I will not bully anybody. If I bully somebody, I may be suspended from the program. Bullying can be defined as emotional, verbal or physical abuse.
- I will respect all league property, as well as the facilities of our partner associations, such as the Village of Mundelein – Behm Field Facility, Mundelein High School, Carmel High School, Fremont Middle School and any other facility used by the LC Stallions and the facilities I use when traveling to other towns for team practice and play. This includes cleaning up after myself and disposing of trash appropriately.

PARENT/SPECTATOR CODE OF CONDUCT

In addition to the above Player/Participant Code of Conduct, parents and spectators agree to the following:

- I will ensure that my player/participant is on time and attends all practices and games, or I will notify the coach in advance if a conflict arises and my player(s)/ participant(s) cannot attend a practice or game.
- I will refrain from negative behavior during LCS events, including, but not limited to: vocal harassment, foul language, excessive yelling or noise making.
- I will respect the decisions of all coaches and officials. Should I disagree with a decision, I will follow appropriate guidelines to voice my disagreement in a non-confrontational manner to the coach or to any LCS Board Member. I will not confront any official with whom I disagree.
- I will not engage in any abusive verbal altercations with officials, coaches or other fans.

All LCS Players/Participants, Parents and Spectators are representatives of our organization. Failure to comply with the LCS Code of Conduct may result in suspension and/or dismissal from the LCS Stallions organization.

Player Name: _____

Player Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

APPENDIX B

Lake County Stallions Anti-Bullying Policy

The Lake County Stallions (LCS), as an active participant in The Chicagoland Youth Football League (TCYFL), the North-West Chicago Youth Lacrosse Federation (NWCYL) and other Lacrosse leagues, and the Illinois Recreational Cheerleading Association (IRCA), has adopted its own anti-bullying policy. We consider bullying to be behavior ranging from verbal teasing to physical aggression. It is our position that no amount of bullying is acceptable. Not all joking or horseplay is bullying, but when the intent or effect is to cause distress, repetition of such behavior is bullying and will not be tolerated.

Physical bullying can include pushing, hitting, or kicking a person or interfering with their property. Verbal bullying is the use of words or gestures to hurt or humiliate another person, including name-calling, racial or derogatory insults and teasing. It is the responsibility of everyone to stop bullying. If you are being bullied, or know of someone being bullied, you must tell parents, coach, manager or a member of the LCS Board as soon as possible.

If a person involved in LCS (and this includes players, coaches, managers, parents and volunteers) has taken part in bullying behavior, a warning will be given. If the behavior continues, that person may be subjected to sanctions such as suspension from LCS. All incidents of Bullying will be referred to the Board for further action, which can include further warnings, discussions with parents, further suspensions or exclusions, ineligibility for tournaments and playoffs, up to removal from the team.

Statement of Intent

We (LCS Board) are committed to providing a caring, friendly and safe environment for all participants so they can learn the game and the skills necessary to participate in the game in a fun, positive and secure atmosphere. Bullying of any kind is unacceptable and will not be tolerated at any practice, game or other LCS sanctioned event associated with our youth sports program. If bullying is reported to any parent or player, they should immediately report the incident to their respective coach, team coordinator, or any LCS Board member who will ensure the complaint is investigated and dealt with promptly and effectively. We will promote a *TELLING atmosphere*. This means that *anyone* who knows that bullying is taking place is expected to report the incident, as indicated previously.

Definition of Bullying

Bullying is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to a player, group of players and/or teammates, and which create a hostile or intimidating environment, or which negatively affects a player or player's performance. Bullying is harassment, intimidation by means of any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents that results in pain and distress to the victim. Bullying can be:

- Emotional- being unfriendly, excluding or intentionally ignoring someone
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures or other slurs
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic remarks or focusing on the issue of sexuality

- Verbal name-calling, sarcasm, spreading rumors, teasing, taunting or tormenting
- Any communication via internet, including but not limited to, use of social networking sites to send email, text messaging, internet chat room dialogue, video and any other communication by use of computer or cell phone

Why is it Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Players must be discouraged from bullying and LCS has the responsibility to respond promptly and effectively to issues of bullying.

Objectives of this Policy

All players, parents, coaches and Association Board members should have a clear understanding of what bullying is. Coaches and Managers shall ensure that all players and parents are provided a copy of the LCS Anti-Bullying Policy and discuss the important points of the policy each year during the respective Parent/Coach Meeting. All players and parents should understand what they should do to report incidents involving bullying. All coaches and Association Board members should be familiarized with the LCS Anti-Bullying Policy each year and be made aware of the procedures to follow when bullying is reported. As an Association, we take bullying seriously. Players and parents should be assured that they will be supported when bullying is reported. Bullying will not be tolerated at any practices, games or other LCS sanctioned events.

Signs and Symptoms

A child may indicate he or she is being bullied through various signs and symptoms. While some children are prone to report bullying to their parents, coaches or adults, others will not, due to fear, intimidation or other factors. Coaches and parents should be aware of the following possible signs indicating that bullying may be taking place prompting them to investigate further and/or share their concerns with coaches or Association Board members:

If a child:

- · is frightened or unwilling to attend practice
- · doesn't care to associate with team members
- · asks to be picked up promptly from practice
- · changes their usual routine
- · feigns illness prior to practice or game time
- · becomes withdrawn, anxious, or lacking in confidence
- · starts stammering
- · attempts or threatens suicide or runs away
- · cries themselves to sleep at night or has nightmares
- · begins to do poorly in school work
- · comes home with missing or damage equipment or clothing
- · asks for money or starts stealing money (to pay bully)
- · has unexplained cuts or bruises

- · becomes aggressive, disruptive or unreasonable
- · is bullying other children or siblings
- · stops eating
- · is frightened to say what's wrong
- · gives improbable excuses for any of the above

These signs and behaviors could indicate other problems, but bullying should be considered a possibility and should be investigated.

Player Education

Coaches are encouraged to discuss the problems of bullying openly with their players in order to promote a "Telling Atmosphere". Players should be encouraged to do the following to stop and discourage bullying tactics:

1. Players should tell their parents.
2. If a player is bullied at practice/games, they should be encouraged to immediately tell their team coach. Telling is not tattling and the player should be reassured that no consequences will result for them coming forward. If necessary, players should write down what happened, when it happened, and identify who bullied them.
3. If players are concerned or nervous about coming forward, they should be encouraged to talk with a friend or teammate.
4. Players should be encouraged to not fight back when confronted by a bully. They should calmly tell the player to stop, or say nothing and walk away. Again, they should report the incident to their team coach.

Procedures for Parents, Coaches and Board Members

1. Parents should report bullying incidents to the team coach, coaching director, manager or any LCS Board member. In cases of bullying, the coach or board member who was contacted shall submit a written report outlining the reported bullying behavior to the LCS Board of Directors. If necessary and appropriate, police may be consulted.
2. In all cases of reported bullying, parents of the player who was bullied shall be informed immediately and may be asked to meet with the respective team coach and/or coaching director to discuss the incident. In all cases, strict confidentiality shall be maintained.
3. The bullying behavior or threats of bullying must be investigated and the bullying stopped immediately. The parents of any player who is reported to be bullying will be contacted immediately by the respective team coach, coaching director, or board member and asked to meet to discuss the incident. Depending on the severity of the situation, the parents may be asked to meet with representatives of the LCS Board, as appointed by the President.

Consequences of Bullying

1. In a first offense situation involving bullying, an attempt will be made to educate and encourage the bully (bullies) to modify their behavior for their benefit, for the benefit of the person being bullied and other team members. The bully (or bullies) will be asked to genuinely apologize to those players affected, including all team members. An attempt will be made by the coach, manager, or parent to reconcile the situation between the players (Age and level of maturity and or severity of offense must be considered). Other consequences or disciplinary alternatives to stop the bullying may also be considered by the LCS Board once reported by the parent, coach or manager, which may include, but are not limited to, immediate suspension from participation in the practice or game(s) for a period of time.
2. If the bullying persists, disciplinary action against a player may be taken by the team coach and/or LCS Board of Directors which may include, but are not limited to, immediate suspension from participation in the practice or game(s) for a period of time. The Board reserves the right to suspend or otherwise discipline any player for bullying in addition to any action taken by the coach. The Board reserves the right to prohibit further participation in the program by any player deemed to be involved in the bullying of other players.
3. After the incident/incidents have been investigated and dealt with, the situation will continue to be monitored by the respective team coach and player parents to ensure repeated bullying does not take place.
4. Any and all incidents of bullying, whether first offense or other, deemed minor or severe, will be reported to the LCS Board of Directors or any LCS Board Member immediately and in writing within 24 hours.