

# **AHI Discipline Process and Committee Procedures**

## **Discipline Committee Objective**

A Discipline Committee has been established as part of the Arapahoe Youth Hockey Association (AHY/AYHL) to help enforce USA Hockey's Zero Tolerance Policy, the CAHA, USA Hockey and the AYHL Code of Conduct. It is the intent of the Discipline Committee that any individual participating in the activities in the Association, including but not limited to, players, coaches, officials, fans and parents, exhibit qualities of good sportsmanship and civil behavior and abide by the Code of Conduct established by the association.

## **Committee Makeup**

The Discipline Committee is made up of six full time or part time SSPRD employees who are members of the Ice Hockey Office. Committee members are expected to be reasonably available for all discipline hearings, be active participants in the process and maintain an un-biased, reasonable point of view congruent with imposing fair discipline rulings. A minimum of three committee members must be present for each hearing.

## **Necessary Discipline Actions**

All coaches, players, board members and parents will adhere to the Code of Conduct found in the AYHL guidelines on the AYHL website. Any deviation from the code, or any action deemed detrimental, unsportsmanlike, or damaging to the Association may be subject to disciplinary action.

## **Discipline Guidelines for Parents/Coaches/Staff Members**

In addition to adherence to the AYHL Code of Conduct, the following actions may be subject to disciplinary action:

- \*If you are asked to leave an AYHL arena or any hosting facility by a referee, parent representative, board member or coach because of your actions.

- \*If you approach a coach or other representative of AYHL in anger or frustration either in person, by phone or by email prior to following appropriate reporting procedures after the designated 24-hour rule.

- \*If your actions against any other persons, including but not limited to, players, fans, parents, officials, board members and rink managers, causes a disruption on or off the ice or represents the AYHL in a derogatory manner.

- \*If you enter the locker room, bench area or ice, without permission from the coaching staff, in frustration or anger.

## **Notice of Disciplinary Action**

The purpose of the discipline procedure is to provide all parties with a fair hearing prior to being subject to disciplinary action and to allow for an opportunity for parties to prepare and

present their case and argument in accordance with these rules. All persons requested to attend a discipline hearing will be given 48-hours advance notice of a scheduled hearing. Notice of this request will be arranged by the AYHL Discipline Committee and may be communicated by telephone, email or in person. Confirmation of contact by recipient will be requested. Failure to respond to the request and failure to appear at the scheduled meeting will warrant further disciplinary action, including not allowing the subject's skater(s) on the ice. Minutes will be taken during all disciplinary hearings and retained for the remainder of the family's membership within the AYHL. Results of the Discipline Committee decision will be forwarded in writing to all parties within 48-hours of review.

### **24 Hour Rule**

No member shall initiate the complaint process (see complaint reporting procedures document) to discuss a game, a game incident or a situation that occurred during the game that has provoked an adverse emotional response or a hostile situation until at least 24-hours after the fact. The intent of this rule is to move an emotional and confrontational discussion away from the presence of players, and to allow the parties to "cool off," compose themselves and put the provoking incident in perspective before meeting to discuss it.

### **Chain of Complaint**

***If at any time a coach, team member, parent or spectator suspects a Safesport violation or misconduct you are required under mandatory reporting laws to report directly to SafeSport.***

Recreation SafeSport Coordinator: Courtney Striker [AYHLSafeSport@gmail.com](mailto:AYHLSafeSport@gmail.com) (303)-335-6868

AHI/AYHL has established clear steps for resolving non Safesport conflicts in effort to ensure that issues are handled at the appropriate levels. Below is the AHI Chain of Complaint:

1. Complaint must wait 24 hours before taking any action to allow time for emotions to settle and for a calmer approach.
2. The parent should first attempt to resolve the issue directly via email (followed by in person) with the other party involved, such as the coach, staff member, or other team member without any formal intervention.
3. If the issue remains unresolved, parties will involve a third party as a mediator within the team. This could be a neutral team member, or someone appointed to handle such matters.
4. Only if there is still no satisfactory resolution should the issue be escalated to the disciplinary committee.
5. This chain of complaints allows for an initial attempt at informal resolution and only escalates to higher levels, when necessary, which can save time and effort for all parties involved. It also encourages communication and cooperation among team members to address issues effectively.

### **Disciplinary Guidelines**

While the Discipline Committee reserves the right to review each hearing on a case-by-case

basis, the following guidelines are taken into consideration during the process. The Committee reserves the right to escalate beyond and or deviate from these guidelines should the situation call for it.

\*First Offense: Written warning and/or possible short-term suspension of offending party from all AYHL activities.

\*Second Offense: Possible long-term suspension of offending party from all AYHL activities.

\*Third Offense: Season long (or longer) suspension of offending party from all AYHL activities

\*Any offense that occurs at an AYHL function, to include a crime alleging violence, illegal activity, sexual misconduct, intentional property damage or other criminal activities is subject to third offense penalties, regardless if a first or second offense have been committed.

\*Failure to adhere to Discipline Committee decisions will result in suspension of the involved party's player(s).

### **Appealing a Discipline Committee Decision**

All members have the right to appeal the decision of the Discipline Committee. The first step in this process is to submit a formal written appeal to the General Manager of the Sports Complex/FSC. This written appeal must be submitted within 2 business days of the receipt of the Discipline Committee hearing results. The GM will schedule a hearing within 30 days of receipt of the written appeal. Notice of an appeal hearing will be given at least 7 days PRIOR to the hearing date. All appeals will follow guidelines set forth in USA Hockey By-law 10. If a member is unsatisfied with the results of the appeal hearing by the GM, he/she may appeal to the Colorado Amateur Hockey Association according to their procedures.

### **Reporting Infractions**

All members of the AYHL are encouraged to report any behavior infractions as outlined above to the AYHL Discipline Committee. In most cases, infractions are of public knowledge and will automatically be investigated by Discipline Committee members to determine the necessary steps in the disciplinary process. However, infractions may be reported by individuals who feel discipline action is necessary for the benefit of the AYHL, or when Zero Tolerance and Code of Conduct rules have been broken. These infractions should be reported directly to the Disciplinary Committee ([ScottG@ssprd.org](mailto:ScottG@ssprd.org)) either in writing, by phone or in person.

### **Good Intentions**

The intent of the Discipline Committee and the discipline guidelines is to help prevent unnecessary behavioral incidents and to foster more sportsmanlike behavior within the Association, both in the stands and on the ice. The hope is that coaches, parents and players will "think twice" before engaging in inappropriate behavior and that the actions of the Discipline Committee will not be necessary. Thank you for helping the AYHL model positive attitudes and behaviors to our skaters.