

KPHA DISCIPLINARY PROTOCOL

A head coach may suspend a player for up to two weeks and hold that player's team position in response to disciplinary or motivational problems. However, no player twice suspended shall be allowed to return to a team position without a review before the board of directors. A coach can be written up by the Coaching Director or the President for any disciplinary matter. However, no coach written up twice shall be allowed to return to his or her duties until a meeting with the board of directors.

KPHA Members who have issues for which they desire some explanation or resolutions are encouraged to work through the proper channels. Many situations may be with a particular coach, team or the association. Team managers should be able to assist with most of your problems. KPHA asks that you try to resolve your issue or concern off the ice and not in proximity of other parents, players, etc. It is always best to resolve problems at the lowest level possible.

This procedure should only be used in the most serious situations. If your concern is with a team-related situation, the first attempt is to resolve the issue informally with the team manager. If your concern is a coach related situation, the first attempt is to speak with the head coach. It is strongly recommended you allow a minimum of 24 hours to reflect on a situation prior to expressing your concern(s).

If this informal discussion does not resolve the matter, there is the option to follow the grievance process as outlined below. If the problem is not resolved by contacting your team manager or coach, please contact your Division Representative (VP of Comp or VP of House). If there is a player or a coach safety concern that will be directed to the SafeSport representative (KPHA President). If there is a player involved with a disciplinary action, it will involve the VP of Comp or VP of House and an unresolved problem with a coach, then the Coaching Director will be contacted.

If still unsatisfied by the third level of the process, recommendation will be to take board action. Depending on the process, it may take up to two meetings for a response.

Board members may speak for the entire Board, only when authorized to do so; otherwise, they are only stating their opinion. A list of Board Members is located on the KPHA website.

The appropriate points of contact are as outlined:

First- Team Manager

Second- Head Coach

Third- Division Representative (VP of Comp or VP of House), SafeSport Representative (KPHA President) or Coaching Director

Fourth- KPHA Board

Final- Only if all four steps above have been completed, Alaska State Hockey Association (ASHA).

The format for written concern:

- A member with a formal complaint or appeal must submit in writing within five (5) days of the questionable event. Complaints or concerns should submit to either their Division Representative (VP of Comp or VP of House) SafeSport Representative (KPHA President) or Coaching Director.
- The KPHA Board shall make a decision based on the findings within 5 days of the meeting.
- Any further appeals would follow State and/or USA Hockey guidelines.