

KELOWNA UNITED FOOTBALL CLUB



DISCIPLINARY POLICY

Enacted: June 9, 2010

Last Revision Date: September 7, 2011

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1 Introduction

The Discipline Policy was developed by the Board of Directors of the Kelowna United Football Club (KUFC). The purpose of the policy is the establishment of clear regulations and guidelines for players, coaches and parents regarding club discipline.

The purpose of this document is:

- Outline KUFC's role in disciplinary matters within BCSA.
- Identify the codes and potential violations that require disciplinary action,
- To provide coaches and administration with forms and tools to manage Disciplinary issues within the KUFC team environment.
- Identify the penalties, suspensions or dismissals for all actions beyond the penalties described by the BCSA.

1.1 ***British Columbia Soccer Association Disciplinary Committee***

All infractions incurring during a game sanctioned by the British Columbia Soccer Association (BCSA) are subject to BCSA Policies, Rules and Regulations. For discipline, the BCSA is represented by a Discipline Committee established through the Central Okanagan Youth Soccer Association (COYSA). The COYSA committee follows strict guidelines for suspensions and notification criteria.

1.2 ***Kelowna United Football Club Disciplinary Committee***

Kelowna United's primary responsibilities at all practices, games and tournaments are to ensure:

- players play to the best of their abilities in a fair and safe environment.
- players are not bullied, harrassed or subjected to outside influences.
- safety of our players, coaches and staff during all KUFC events,
- that breaches of conduct are dealt with in a fair and equitable manner to all involved.

In addition to BCSA rules, the Board of Directors of KUFC is primarily concerned with issues related to:

- Player conduct,

- Coach conduct
- Team conduct and
- Parent conduct.

All players, coaches and officials in KUFC are all part of a team that respects other players, teams and themselves regardless of age. All players, coaches and parents sign a Code of Conduct form at the beginning of each season, which advises each person the expectations as part of the team.

This policy:

- is consistent with the “Fair Play” agreements signed by each player, parent and coach in the KUFC program.
- provides clarity for situations where the player code has been breached.
- is administered through KUFC’s own Disciplinary Committee.

This Discipline Committee reports directly to the Board with recommendations. The KUFC Board of Directors makes the final call.

2 Definition of Disciplinary Actions

The following disciplinary actions are in addition to any action initiated by BCSA rules and guidelines, unless indicated otherwise.

- 2.1 Suspensions: Any player or coach receiving a suspension shall not be permitted to participate in any KUFC activities, including practices, meetings and games until a formal decision by the Board is provided. ***Suspensions issued by KUFC are in addition to punishments issued by BCSA or tournament authorities.***
 - 2.1.1 Suspensions must be served immediately following an announcement by the Board.
 - 2.1.2 Players or team officials are not allowed to participate in any soccer related activities (game, tournament game, exhibition game, practice or social activity) while under suspension. Permission to attend tryouts while under suspension must receive approval from the KUFC Board of Directors.
 - 2.1.3 Participants registered as both a player and a team official, who receive a suspension as either a player or team official, are not be eligible to participate in soccer related activities.
 - 2.1.4 For an individual to have served a game suspension, their team must “physically” play an exhibition, League or Cup game, or an Association scheduled Tournament game without their services.
 - 2.1.5 For an individual to have served a time suspension, that individual must return on the date following the “Last day of Suspension”.
 - 2.1.6 Any player under suspension for any of the Sections contained herein shall not involve themselves with the game in any manner, other than as a spectator. They shall not enter the dressing room or sit on the bench.
 - 2.1.7 Suspensions shall be consecutive between seasons. Suspensions carry into the next season played.
 - 2.1.8 Suspensions administered through KUFC are to be served exclusively within KUFC. A concurrent suspension in another league must be administered at that league’s discretion, or under BCSA regulations.

2.1.9 Unless indicated otherwise, 1st, 2nd and repeat offences refer to offences in the same Section of the Code within a 24 month period.

2.1.10 Players under suspension are not entitled to any refund of KUFC fees.

- 2.2 **Temporary Suspensions:** The Chairman of the Disciplinary Committee is permitted to take immediate interim action on behalf of the Board of Directors until further consultation with the Board at its earliest convenience.
- 2.3 **Probation:** Probationary periods are typically 6 months. Breaches of conduct during the probationary period will result in an automatic one-year suspension from KUFC. Fees will not be reimbursed.
- 2.4 **Coach's Dismissal:** Coaches who are dismissed from KUFC by the Board of Directors are relieved from all duties and association with the Club.
- 2.5 **Parent Suspension:** Parents under suspension by KUFC are not permitted to be a spectator in any KUFC activities, including practices, meetings and games until a formal decision is provided by the Board. The coach will report any breach of this regulation to the Board.

3 KUFC Penalties

KUFC disciplinary practices are in the form of suspensions, dismissals and/or letters of apologies. The KUFC Board has developed a list of typical penalties and incidents which are defined in the following section and detailed in Table 3.1.

All KUFC Penalties are in addition to any suspensions or punishments issued by BCSA or tournament authorities.

3.1 *Player Reinstatements or Dismissals*

3.1.1 Type 1 – Objectionable Conduct during game (See Table 3.1)

3.1.2 Type 2 – Intent to Injure/Violence (See Table 3.1)

3.1.3 Type 3 – Breach of Conduct Violation

- 1st offense – 2 weeks or Board Hearing and:
 - Following a breach of code of conduct, team coaches, at their discretion, have the authority to suspend players for up to two games. This decision will be based on the following process
 - The coaches and players will convene at a time convenient to them following any other suspensions to be served,
 - That the player is invited to explain their actions to the team. A short discussion will be allowed. The coaches will then immediately determine whether further suspension (up to two games) is warranted. The coach will report the decision to KUFC Disciplinary Chairman. The decision will be final.
- 2nd Offense – dismissal from KUFC if within 6 month probationary period.
 - If a player has been dismissed or suspended by the KUFC in one calendar year, and has served their suspension, they will only be permitted to re-apply for the team after acceptance by the KUFC Technical Director. The player in question must submit a letter of intent to the Technical Director and the Board. After consulting with the Board, the Technical Director's decision will be final.

3.2 Coach Reinstatement or Dismissals:

3.2.1 Following a BCSA rule infringement (Type 1).

- 1st offense – Immediate reinstatement
- 2nd Offense – Reinstatement following KUFC board Hearing and recommendations.
- 3rd Offense – dismissal from KU.

3.2.2 Following a Type 2 - Breach of Conduct Violation

- 1st offense – Upon KUFC board Hearing
- 2nd Offense – dismissal from KU.

3.2.3 Following a Type 3 – Breach of Conduct Violation

- Dismissal from KU.

3.3 Parent Reinstatement or Dismissals:

3.3.1 Following a BCSA rule infringement (Type 1).

- 1st offense – Reinstatement following KUFC board hearing and recommendations.
- 2nd Offense – Suspension from all KUFC activities.

3.3.2 Following a Type 2 - Breach of Conduct Violation.

- 1st offense – Reinstatement following KUFC board hearing and recommendations.
- 2nd Offense – Suspension from all KUFC activities.

3.3.3 Following a Type 3 – Breach of Conduct Violation by Parent

- Suspension from all KUFC activities.



Schedule A Kelowna United Incident Report

Name: _____

Date of Occurrence: _____

Age Group: Boys U-_____

Time of Game: _____ am/pm

Girls U-_____

Location: _____ + _____

Competition (Circle One):

Exhibition

TOYSL

BCSA

Tournament

Out of Province

Referee (if applicable): _____

Describe Incident (Attach copy of game sheet, if applicable):

Coach Recommendation:

Coach Signature: _____

Submit to KUFC Administrator

Board Recommendation:

Copies of Final Report to:

(Check all)

- Coaches
- Player(s) involved
- KUFC Administrator
- KUFC Board
- File

SCHEDULE B – KUFC Discipline Committee Hearings

1. The Kelowna United Football Club (KUFC) Discipline Committee is comprised of three members. The Chair is a Board member, and the remaining two individuals are volunteers.
2. Hearings are held at the request of the Board or the penalized player or coach.
3. Representation for a player at a Discipline Hearing shall be restricted to the player and/or individuals recorded on the game sheet on the date of the incident.
4. Representation for a team or Club at a Discipline Committee Hearing shall be restricted to individuals on the team at the time of the incident.
5. Game officials, referee and/or assistant referees, may be invited to a Hearing, at the discretion of the Discipline Committee.
6. Process:
 - a. Committee members review related documents such as misconduct reports, game sheets and any other submitted information, including, at their discretion, any recording or photographs of the incident.
 - b. When a Discipline Committee is comprised of two (2) or fewer members, the player or team representative shall note on the Notice of Discipline their acceptance of the Committee. If the player or team representative requests a committee of at least three members, the hearing shall be postponed until such time as three (3) members can be present.
 - c. The participants are asked to present their information. After questions have been asked and answered, the participants will leave.
 - d. Committee members will deliberate and recommend an outcome of the disciplinary action to the Board.
 - e. The Board will provide written notification will be provided to the participant and their team officials.
7. Appeals
 - a. Appeals of decisions must be in writing to the KUFC Board of Directors within ten (10) days from receipt of notification of the decision rendered.
 - b. During the appeal process, the decision made by the Discipline Committee will stand, pending the appeal.
 - c. Appeals will be dealt with at the next regular meeting of the KFUC Board of Directors, usually held on the last Wednesday of every Month.
8. Written notification will be provided to:
 - a. the participant, coach, pool coach and KUFC Technical Director
 - b. KUFC Files.

Schedule C

Examples of potential fines from BCSA, tournaments or TOYSL

1. Utilizing ineligible participants:
 - a) when registered but without a valid ID card.
 - b) when entering the field of play after arriving at the field once the second half has commenced
2. Failure to provide an alternate coloured uniform, which results in game cancellation.
3. Failure to supply suitable game balls, when they are stipulated "home team", Failure to provide rosters,
4. Exceeding the allowable number of participants on team bench, team officials & / or players
5. Failure to arrive with ID cards.
6. Failure to have the minimum number of players dressed and ready within the time allowable for a kick-off.
7. Failure to arrive for scheduled league game (without acceptable notice)
8. Failure to produce ID cards for individuals on team bench &/or not listing individual (s) on game sheet.
9. Causing the abandonment of the game
10. Failure to provide an official game sheet.
11. Failure to properly fill out the game sheet.
12. Failure to identify an individual as a coach or manager on a game sheet.
13. Failure to have proper uniforms for entire team.
14. Failure to supply an assistant referee. For those divisions that do not have scheduled assistant referees, each team must supply one, regardless of the number of players in attendance at the game.
15. Failure to attend Provincials when team qualifies.

Schedule D

Examples of potential suspensions from BCSA, Sanctioned tournaments or TOYSL

1. Teams are responsible for the conduct of their spectators. Team supporters who enter the field of play may cause the team to be suspended from further play, further discipline by the League and they may face expulsion from the League.
2. Teams causing abandonment of a game by leaving the field of play without the referee's permission.
3. Verbal Abuse or Harassment, Falsification of Information
 - a. Verbal abuse of any League member, League Board or Committee member or League staff.
 - b. Any participant who provides false or inaccurate information on such registration form, or falsifies a signature on a registration form,
 - c. Providing false information, or withholding information on a player registration form, or providing a false address, or registering under a false name.
4. Bringing the Game into Disrepute Through Unsportsmanlike Behavior
 - a. Any individual who commits any act or makes any statement either verbally or in writing, or has been responsible for conduct, continuing misconduct or any other matter which is considered to be ungentlemanly, insulting or improper behaviour or likely to bring the game into disrepute, is deemed to be displaying unsporting behaviour.
 - b. Any individual found guilty of inviting spectators onto the field of play with the purpose of engaging members of the opposing team, will be suspended indefinitely.
 - c. Any individual found guilty of uttering racial slurs or similar discriminatory remarks or gestures will be suspended indefinitely.

Schedule E: Performance Bonds and Team Equipment

- A team is required to submit a bond at the beginning of each season.
- The bond is to be used to collect on losses associated with fines, league penalties or loss of major equipment loaned through Kelowna United.
- All or portions of each team bond are subject to the following:
 - Fines issued through BCSA, tournaments or leagues and invoiced to KU.
 - Fines from City of Kelowna for illegal practices invoiced to KU.
- If fines are greater than the initial bond provided, then KUFC expected to be refunded. KUFC will require a letter explaining the situation.
- Teams are responsible for paying the insurance deductible of \$500.00 due to harm or destruction to property affected through our insurance policy.
- Major Team Equipment not returned includes:

Team Shirts (Red and White)	\$60/replacement kit
Game Ball	\$100.00
Practice Ball Replacement	
0 – 2 balls	No Charge
3 – 20 balls	\$20/ball
Lost Ball Bag	\$30
Net	\$100
Corner Flags	\$25/flag
Cones/Pylons	\$50/stack