

## CMHA Discipline Policy

It should be understood that dismissal or ejection from Carberry Minor Hockey Association due to discipline issues is a rare occurrence and not the norm. The objective of the CMHA is to foster a positive environment where all can participate, develop and enjoy the game of hockey.

Unfortunately there are situations in which intervention is required to bring individual behaviour to a manageable level that is not disruptive and contrary to the Code of Conduct. For CMHA purposes, discipline is defined as: “Any conduct that is contrary to the ‘Code of Conduct’ which compromises or adversely affects the team’s performance, fair play, or the objective’s set forth by the Association”.

Following is the process for resolving disciplinary issues and the possible removal of an individual from CMHA. When the individual referred to below is a player, the team coaching staff will be responsible for dealing with the issue for Step 1 and Step 2. If a need arises to move to Step 3, CMHA Executive will become involved in the process. For all discipline issues not involving players (ie: coaches, parents, etc), CMHA Executive will be responsible for dealing with the situation from Step 1 to 4 (if necessary), once they are notified of the issue. If the behaviour of an individual is severe enough (ie: player receives a Match Penalty) immediate suspension will take place until the CMHA Executive has the opportunity to review the situation.

<b>Steps</b>	<b>Situation</b>	<b>Immediate Action</b>	<b>Administrative Process</b>	<b>Result</b>
1	Individual has been identified as a discipline problem.	Individual will be verbally counselled on their shortcomings and performance expectations will be reviewed. Record of conduct and actions taken will be maintained by the coaching staff or Executive.	CMHA Executive will be notified of the situation.	Player discipline issues will be presented at first available general meeting for committee discussion.
2	Conduct has not improved.	Individual will be issued a Recorded Warning.	CMHA Executive will be formally notified and given a copy of the Recorded Warning.	All correspondence will be maintained and reflected in the CMHA Minutes.
3	Individual has failed to meet the conditions of the Recorded Warning.	CMHA Executive will notify the individual that they have recommended suspension from CMHA.	CMHA Executive will formally request the individual be suspended from CMHA.	CMHA Executive will conduct an emergency meeting and render a quick decision, if necessary.
4	Individual is removed from CMHA.	Notify individual of CMHA decision.	Letter provided to the individual.	Individual will be suspended for the remainder of the season with NO refund paid.

## **Recorded Warning**

To: \_\_\_\_\_  
Full Name Age Group

1. You have demonstrated a **conduct** deficiency which is contrary to the “Code of Conduct”.

2. The detailed description of the deficiency is as follows:

3. Therefore, the following remedial measure is initiated:

- **Initial Counselling (Verbal)**
- **Recorded Warning; and**
- **Dismissal from CMHA**

4. The monitoring period begins \_\_\_\_\_ and ends \_\_\_\_\_.  
(Date) (Date)

5. During the monitoring period, in order to overcome the deficiency you are required to:  
*(Coach to identify the action required to correct the conduct of the individual and to ensure proper conduct after the monitoring period)*

6. To assess the effectiveness of the monitoring period, regular progress discussion sessions will be held: *(coach to identify dates of meetings)*

7. If you fail to overcome the above noted deficiency, you may be subject to further administrative action.

**Recorded Warning** (continued)

8. I certify that the individual has been briefed in accordance with CMHA Constitution and Discipline Policy on the following: *(coach to provide a copy of the policy to the player)*

- the purpose of the remedial measure;
- the duration of the monitoring period;
- the action required to overcome the deficiency;
- the schedule for progress discussion sessions; and
- the consequences of failing to overcome the deficiency.

\_\_\_\_\_  
(Signature of the Initiating Authority)

\_\_\_\_\_  
(Date)

9. I have received a copy of this form and understand its contents.

\_\_\_\_\_  
(Signature of offending individual)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Parent / Guardian)

\_\_\_\_\_  
(Date)