

ONTARIO GAMES

Discipline and Appeals Procedure

Application of the Policy

This Policy applies to all members of the Ontario Games Program, which includes but is not limited to all participating athletes, coaches, and team managers. This Policy applies to conduct of such participants at Ontario Games Program activities and events.

Types of Disciplinary Infractions

Breaches of the Code of Conduct are divided into two types: minor infractions and major infractions. Minor infractions by athletes are dealt with informally by the Head Coach. Minor infractions involving coaches, managers, as well as Major infractions involving any participant of Ontario Winter Games, are dealt with more formally by the Ontario Winter Games Discipline Committee.

Minor infractions include, but are not limited to:

- Single instances of disrespectful behaviour
- Single instances of unsporting behaviour such as arguing
- Being late, or absent from, Ontario Games activities or functions
- Use of tobacco products by minors (under 19 years of age);
- Use of tobacco products by adults within the athletes' accommodation, at official Ontario Winter Games activities or functions, or competition sites
- A minor disturbance or disruption after quiet time in the athletes' accommodation
- Other similar infractions of minor severity

Major Infractions include, but are not limited to:

- Repeated minor infractions
- Unsportsmanlike conduct such as fighting
- Major disruptions after quiet time and curfew
- Use of alcohol by a minor at any time
- Use of alcohol by an adult within the athletes' accommodation, or being under the influence of alcohol while performing official duties as a participant of Ontario Games
- Intoxication at any time
- Pranks, jokes, or other activities which endanger the safety of others
- Possession or use of illegal drugs
- Failure of coaches to enforce discipline for minor infractions
- Other similar infractions of major severity

Disciplinary Sanctions

The following are examples of disciplinary sanctions that may be applied, singly or in combination, by a Head Coach or a Discipline Committee. Other sanctions may be applied depending on the circumstances. These sanctions are listed generally in order of severity:

- a) Impose an earlier curfew;
- b) Issue a verbal reprimand or warning to the participant;
- c) Issue a written reprimand or warning to be filed in the OWG Headquarters where relevant;
- d) Require the participant to make a verbal apology to the Host, his or her team mates, his or her coaches, or such other parties as are appropriate;
- e) Require the participant to hand deliver a written apology to such parties as are appropriate;
- f) Confinement to the athletes' accommodation for a specified period of time;
- g) Require the participant to do voluntary team service for his or her team or PSO where his or her team or PSO are in agreement with this sanction;
- h) Suspend the participant from Ontario Winter Games non-competition events such as the Opening;
- i) Expel the participant from the Ontario Winter Games after the completion of his or her competition;
- j) Suspend the participant from his or her sports competition;
- k) Expel the participant from the Ontario Winter Games before completion of his or her competition;
- l) Send the participant home at his or her own cost following expulsion from the Ontario Games either before or after the participant's competition;
- m) Prohibit the member from participating in the Ontario Winter Games.

In applying sanctions, the Head Coach and Disciplinary Committee may have regard to the following aggravating or mitigating circumstances:

- The nature and severity of the infraction;
- Whether the infraction is the member's first offence or a repeat offence;
- The participant's acknowledgement of responsibility;
- The participant's extent of remorse;
- The age, maturity or experience of the participant; and
- The participant's prospects for rehabilitation.

In addition to the provisions of this Policy, officials of Ontario Winter Games may contact local police concerning the behaviour of any Ontario Winter Games participant, if appropriate to do so. Also, a participant may be subject to further disciplinary procedures by their PSO, in addition to the disciplinary procedures set out in this Policy.

Roles and Responsibilities

Head Coach

The Head Coach is responsible for discipline for all minor infractions by athletes. The Head Coach will keep a written record of all minor infractions in case there are repeated incidents that would warrant consideration as a major infraction.

Discipline Committee

The Disciplinary Committee is responsible for discipline for minor infractions by coaches, managers and for all major infractions. The Discipline Committee is made up of three (3) individuals from the Games Organizing Committee, including the Chair (Scott Aitchison), additional representative from the GOC (Rick Maloney) and a representative from Sport Alliance of Ontario (Erin Hamilton). Members of the Discipline Committee will be free from bias or conflict of interest. Should any member of the Discipline Committee believe that he or she cannot act impartially; the Committee Chair will appoint another individual.

In cases where several individuals may be the subject of a disciplinary hearing, the Committee Chair may choose to deal with the individuals as a group or individually as he or she sees fit. Also, depending on the circumstances the Committee Chair may delegate to another member of the Discipline Committee his or her authority and responsibilities under this Policy.

Member Advocates

A member who is the subject of a Disciplinary Committee hearing and/or an Appeal Committee hearing has the right to be assisted by an Advocate of their choice or as provided by the Provincial Sport Organization. The role of the Advocate is to tell the member about his/her rights, to provide support and, if requested, to participate with the member at the scheduled disciplinary hearing. Hearings will not be postponed or rescheduled to accommodate the Advocate.

Discipline Procedures

Minor Infractions

All minor infractions will be reported to the Head Coach. The Head Coach will decide on the appropriate disciplinary sanctions.

If a person witnesses a minor infraction that is not otherwise reported to the Head Coach, the person should report the infraction to the GOC, who will deal with it informally or determine that it should be dealt with as a major infraction.

Major Infractions

Major infractions will be reported to any member of GOC. That individual will immediately report the infraction to the Discipline Committee Chair using the Infraction Report Form. The Chair will review the report and may:

- Dismiss the report if he or she considers it to be trivial or vexatious,
- Deal with the infraction informally as a minor infraction, or

- Refer the matter to the Discipline Committee to deal with as a major infraction.

Where the matter is referred to the Discipline Committee, the member will be so advised, will be informed of the procedures of this Policy and will be provided with an opportunity to secure an Advocate.

In carrying out these procedures, the Discipline Committee will ensure that procedural fairness is respected at all times. This means that the member is entitled to the following protections:

- The right to receive notice of the alleged violation,
- The right to receive notice of the time and place for the disciplinary hearing,
- The opportunity to be assisted at the hearing by an Advocate,
- Where the member is a minor, the right to have parents or guardians notified of the alleged infraction and be given an opportunity to participate in the disciplinary hearing, either in person or by telephone conference,
- The right to address the Discipline Committee, call witnesses, present evidence and make argument,
- The right to choose to provide a written submission in lieu of participating in an oral hearing,
- The right to receive a timely written decision from the Discipline Committee, with reasons, and
- The right to know how to appeal the outcome, if the decision is against the member.

Appeal Procedures

An appeal may be initiated by filing a Notice of Appeal at the Ontario Winter Games Headquarters within two hours of receiving the written decision of the Discipline Committee. If the written decision is reached after 10 PM, the Notice of Appeal must be submitted by 9 AM the following morning. The appeal will be reviewed by an Appeals Committee to make the final decision.