



# Squash Canada Event Discipline Procedure

*Approved by the Squash Canada Board of Directors, June 29, 2018*

***This Policy has been prepared by Squash Canada to be a Pan-Canadian Policy applicable to Squash Canada and its Member Provincial/Territorial Squash Associations that have approved the adoption of the Policy.***

***\*\* This Event Discipline Procedure does not supersede or replace the Discipline and Complaints Policy \*\****

## **Definitions**

1. The following terms have these meanings in this Procedure:
  - a) *“Event”* – An Organization-sanctioned event
  - b) *“Individuals”* – All categories of membership defined in the Squash Canada Bylaws or PTA Bylaws, as well as all individuals engaged in activities with Squash Canada or its PTAs including, but not limited to, athletes, coaches, mission staff, chefs de mission, officials, volunteers, committee members, parents or guardians, and Directors and Officers.
  - c) *“Organization”* – The organization (Squash Canada or a PTA) sanctioning the Event
  - d) *“PTA”* – Provincial/Territorial Squash Association recognized by Squash Canada
  - e) *“Designated Person”* – an individual designated by the respective Organization to have authority to administer this procedure.

## **Purpose**

2. Squash Canada and its PTAs are committed to providing a competition environment in which all Individuals are treated with respect. This Procedure outlines how alleged misconduct during an Event will be handled.

## **Scope and Application of this Procedure**

3. This Procedure will be applied to all sanctioned Events unless the Event host states any modifications to this Procedure (and the reasons for those modifications) in the Event’s registration or invitation package. Changes to this Procedure must also be outlined in the event host’s sanctioning request, when applicable.
4. This Procedure does not replace or supersede the applicable *Discipline and Complaints Policy*. Instead, this Procedure works in concert with the *Discipline and Complaints Policy* by outlining, for a Designated Person with authority at a sanctioned event, the procedure for taking immediate, informal, or corrective action in the event of a possible violation of the *Code of Conduct*.

## **Misconduct during Events**

5. Incidents that violate or potentially violate the *Code of Conduct*, which can occur during a competition, away from the area of competition, or between parties connected to the Event, shall be reported to a Designated Person (usually the head official or tournament director) responsible at the Event.
6. The Designated Person at the Event shall use the following procedure to address the incident that violated or potentially violated the *Code of Conduct*:

- a) Notify the involved parties that there has been an incident that violated or potentially violated the *Code of Conduct*
  - b) Convene a jury of either one person or three people (one of whom shall be designated the Chairperson), who shall not be in a conflict of interest or involved in the original incident, to determine whether the *Code of Conduct* has been violated. The Designated Person at the Event may serve on the jury
  - c) The jury will interview and secure statements from any witnesses to the alleged violation
  - d) If the violation occurred during a competition, interviews will be held with the officials who officiated or observed the competition and with the coaches of each team when necessary and appropriate
  - e) The jury will secure a statement from the person(s) accused of the violation
  - f) The jury will render a decision and determine a possible penalty
  - g) The Chairperson of the jury will inform all parties of the jury's decision
7. The penalty determined by the jury may include any of the following, singularly or in combination:
- a) Verbal or written warning
  - b) Verbal or written reprimand
  - c) Suspension from future competitions at the Event
  - d) Ejection from the Event
  - e) Other appropriate penalty as determined by the jury
8. The jury does not have the authority to determine a penalty that exceeds the duration of the Event. A full written report of the incident and the jury's decision shall be submitted to Squash Canada and/or the applicable PTA following the conclusion of the Event. Further discipline may then be applied per the *Discipline and Complaints Policy*.
9. Decisions made in the scope of this Procedure may not be appealed.
10. This Procedure does not prohibit other Individuals from reporting the same incident to Squash Canada or the applicable PTA to be addressed as a formal complaint under the *Discipline and Complaints Policy*.
11. Records of all reported incidents and decisions will be maintained by the applicable organization.