

SANCTIONING POLICY

Definitions

1. The following terms have these meanings in this Policy:
 - a) *“Events”* – Includes practices, tournaments, games, playoffs, meetings, and programs
 - b) *“Host”* – The individual, club, team, or group that wants to run or host a sanctioned event

Purpose

2. Sask Squash is committed to providing an environment that promotes standard and fair competition; and as such, Hosts wishing to run Events must first seek approval and sanction from Sask Squash. Irresponsible behaviour, unfair competition, or an unsafe environment can result in severe damage to the sport, to participants, to Sask Squash, and to Hosts. This Policy provides sanctioning regulations that will help ensure that Events are safe, fair, and protect the health and welfare of the participants.
3. Certain Events run by Hosts are pre-sanctioned by Sask Squash and do not require additional approval.

Application of this Policy

4. This Policy applies to all Events that are organized and run by Hosts.

Insurance

5. Only the Events sanctioned by Sask Squash are covered by Sask Squash’s insurance.

Pre-Sanctioned Events

6. The following Events are pre-sanctioned:
 - a) Practices and training sessions
 - b) Meetings; particularly meetings of the Board, general meetings, committee meetings, and parent orientations

Events Requiring Sanction

7. Events that are not pre-sanctioned require sanction in accordance with this Policy. Hosts require sanction to run the following:
 - a) Tournaments
 - b) Provincial championships
 - c) Canada Winter Games team events and training sessions
 - d) Coach or official certification clinics
 - e) Certain fundraising activities

Requesting a Sanction

8. Requests for sanctions must be submitted by Hosts, to the appropriate Sask Squash staff member or Director, in writing or by email at least seven (7) days prior to the Event.
9. Requests for sanctions with less than seven (7) days notice shall be accompanied by a written statement giving reasons for requesting an exemption to the time limitation. The decision to accept, or not accept, the late sanction request will be at the sole discretion of Sask Squash and may not be appealed.
10. If the Event is cancelled, fees may be refunded up to seven (7) days prior to the Event.
11. The request for sanction will be approved or denied by Sask Squash.

Sanction Request Evaluation

12. For each sanction request, Sask Squash will consider the following;
- a) The Host's status with Sask Squash
 - b) The Host's capability of meeting Sask Squash's sanctioning requirements, or other factors relating to the operations of the Event
 - c) Success of previous sanctioned Events (if applicable)
 - d) Issues with previous sanctioned Events (if applicable)
 - e) Any issue or matter which Sask Squash deems may affect Sask Squash's ability to obtain insurance coverage
 - f) Any issue or matter which Sask Squash deems may damage the reputation of Sask Squash or that may introduce unreasonable safety concerns

Sanction Request Refusals

13. If the sanction is refused, Sask Squash will provide reasons for the refusal.

14. Sanction request refusals may be appealed under the terms of Sask Squash's *Appeal Policy*.

Sanctioned Request Approvals

15. If the sanction is approved, Sask Squash will have Sask Squash Responsibilities as described in **Appendix A**.

16. Sanctioned events must comply with the Sanctioned Event Compliance Regulations, as described in this Policy.

17. Sanctions are not transferable and new sanctions must be obtained each year for annual Events.

Sanctioned Event Compliance Regulations

18. The Event must be conducted in accordance all applicable policies and technical standards as established by Sask Squash.

19. The Host must fulfill the Host Responsibilities as described in **Appendix A**.

20. If alcoholic beverages are to be sold at the Event, it is the responsibility of the Host to ensure that all permits and liquor legislation (as applicable) are adhered to. A copy of the liquor permit must be submitted to Sask Squash prior to the event.

21. If fundraising is to occur through the sale of 50-50 tickets, raffle tickets or other gaming activity, it is the responsibility of the Host to ensure that all applicable provincial and municipal gaming permits, rules and regulations are adhered to.

Sanction Revocation

22. A sanction may be revoked at the discretion of Sask Squash under the following circumstances:

- a) Any time in advance of the Event if the Host fails to fulfill its obligations under this Policy
- b) During the Event if a representative from Sask Squash determines that technical standards are not being met or if the safety of participants or patrons is at risk. In this case, the Event will terminate immediately

Enforcement

23. Failure to adhere to this Policy may permit discipline in accordance with Sask Squash's *Discipline and Complaints Policy*.

Appendix A – Host and Organization Responsibilities

Host Responsibilities

For each sanctioned event, the Host must:

- a) Run the tournament according the Sask Squash policies
- b) Coordinate the details of the event with Sask Squash
- c) Send in results to Sask Squash after the event

Organization Responsibilities

After approving a sanction request, Sask Squash will:

- a) Post the tournament on the Sask Squash tournament schedule
- b) Post promotional and registration information on the Sask Squash website
- c) Send out tournament and registration information to the membership
- d) Post results to the website and send results out to the membership
- e) Coordinate the registration process with the tournament committee
- f) Support the tournament committee in running the event
- g) Collect all entry fees and ensure all expenses are paid