

GENERAL **Codes of Conduct**

1.1. This section sets out the Bradford West Gwillimbury Minor Hockey Association's Codes of Conduct.

BWGMHA Code of Conduct

This Code for Conduct identifies the standard of behavior which is expected of all members and participants, which includes all players, guardians, parents, coaches, officials, volunteers, executive members, team managers, trainers, and anyone else involved in BWGMHA activities and events.

BWGMHA is committed to providing an environment in which all individuals are treated with respect. All members and participants shall conduct themselves at all times in a manner consistent with the values of the BWGMHA which include fairness, integrity and mutual respect.

During the course of all BWGMHA activities and events, members shall avoid behavior, which brings the BWGMHA or the sport of hockey into disrepute, including but not limited to abusive use of alcohol, use of non-medical use of drugs and use of alcohol by minors.

BWGMHA members and participants shall at all times adhere to the association's operational policies and procedures, to rules and regulations governing any events and activities, and to rules and regulations governing any competitions in which the member participates on behalf of association.

Members and participants of BWGMHA shall not engage in any activity or behavior which interferes with a competition or with any player or team's preparation for a competition, or which endangers the safety of others.

Members of BWGMHA shall refrain from comments or behaviors, which are disrespectful, offensive, abusive, racist or sexist. In particular, behavior, which constitutes abuse or harassment will not be tolerated, and will be dealt with under BWGMHA's Harassment Policy.

Failure to comply with this Code of Conduct may result in disciplinary action in accordance with the Discipline Policy of BWGMHA. Such action may result in the member losing the privileges, which come with membership in BWGMHA, including the opportunity to participate in association activities and events, both present and future.

Code of Conduct- General

1.2. BWGMHA members and participants shall refrain from comments or behavior that is disrespectful, offensive, harassing, abusive, racist or sexist. BWGMHA promotes respect for others and fair play. Violations of the Codes of Conduct will not be tolerated ON or OFF the ice by anyone including BWGMHA members, Team Officials, Coaches, Assistant Coaches, Trainers, Assistant Trainers, Team Managers, Players, Parents, and other spectators. In particular, the following actions will not be tolerated:

- Physical violence in any form;
- Demeaning comments, verbal abuse, or profane language;
- Cyber Bullying in any form;
- Harassment in any form;
- Neglect in any form;
- Abuse in any form;
- Abusive use of alcohol;
- Any use of alcohol by minors;
- Use of illicit drugs or narcotics;
- Use of, or condoning of the use of, banned performance enhancing drugs or methods;
- Deliberately damaging BWGMHA property or Town of Bradford West Gwillimbury Leisure Services property

Cyber Bullying involves the use of information and communication technologies such as e-mail, cell phone and text messages, instant messaging, web sites, blogging and social network sites- to support deliberate, repeated and hostile behavior by an individual or group that is intended to harm others.

Code of Conduct- Coaches/Team Officials

I will be reasonable when scheduling games and practices, remembering that players have other interests and obligations.

I will teach my players to play fairly and to respect the rules, officials and opponents

I will ensure that all players get equal instruction, support and playing time.

I will not ridicule or yell at my players for making mistakes or for performing poorly.

I will remember that players play to have fun and must be encouraged to have confidence in themselves.

I will make sure that equipment and facilities are safe and match the player's ages and abilities.

I will remember that participants need a coach they can respect. I will be generous with praise and set a good example.

I will obtain proper training and continue to upgrade my coaching skills.

I will work in cooperation with officials for the benefit of the game.

Code of Conduct- Parents/Guardians

I will not force my child to participate in hockey.

I will remember that my child plays hockey for his or her enjoyment, not for mine.

I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility or violence.

I will teach my child that doing one's best is as important as winning, so that my child will never feel defeated by the outcome of a game.

I will make my child feel like a winner every time by offering praise for competing fairly and trying hard.

I will never ridicule or yell at my child for making a mistake or losing a game.

I will remember that children learn best by example I will applaud good plays/performances by both my child's team and their opponents.

I will never question the officials' judgment or honesty in public.

I will support all efforts to remove verbal and physical abuse from children's hockey games.

I will respect and show appreciation for the volunteer coaches who give their time to coach hockey for my child.

Code of Conduct- Players

I will play hockey because I want to, not just because others want me to.

I will play by the rules of hockey, and in the spirit of the game.

I will control my temper. Fighting and 'mouthing off' can spoil the activity for everybody.

I will respect my opponents.

I will do my best to be a true team player.

I will remember that winning isn't everything and that having fun, improving my skills, making friends and doing my best are also important.

I will acknowledge all good play and performances - those of my team and of my opponents.

I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.

1.3. All team officials, including coaches, assistant coaches, trainers, assistant trainers, team managers, players and parent(s)/guardians must review and sign their respective Code of Conduct form and the signed forms must be delivered to the OMHA Rep prior to the approval of an OMHA roster.

1.4. All team officials, including coaches, assistant coaches, trainers, assistant trainers, team managers, players and parent(s)/guardians must receive a signed copy of their respective Code of Conduct form prior to the approval of an OMHA roster.

1.5. It would be at the discretion and judgment of the head coach if any other family Member or Guardian (Grandparent, sibling or friend of parent or any other adult they deem necessary) would be required to sign the Parents Code of Conduct form.

1.6. The BWGMHA General Code of Conduct, Coaches/Team Officials Code of Conduct, Parents/Guardians Code of Conduct and Players Code of Conduct will be in effect during all hockey activities. The Coach is responsible for promoting the Code of Conduct in relation to any actions occurring both on and off the ice, at any BWGMHA event.

1.7. It is the responsibility of the BWGMHA executive to ensure that the Codes of Conduct and Risk Management Policies of the BWGMHA are accessible by all members of the BWGMHA.

1.8. It is the responsibility of all BWGMHA members, participants and attendees of any BWGMHA event to ensure that they are aware of and have educated themselves in the Codes of Conduct and Risk Management Policies of the BWGMHA. In the event that a BWGMHA member, participant or attendee is a minor (child), it is the responsibility of that individual's parent(s)/guardian(s) to ensure that the individual is aware of and has been educated in the Codes of Conduct and Risk Management Policies of the BWGMHA.

Team Rules and Player Discipline

2.1. It is the responsibility of the head coach to establish and fairly enforce all team rules. Any team rule must be presented both verbally and in writing to all team players and their parents/guardians. Team rules must be applied equally and consistently to every player and parent/guardian.

2.2. Parents/guardians must always be advised of any team discipline involving their child.

2.3. No player shall be disciplined for any action or inaction by the player's parent/guardian.

2.4. Discipline by the head coach and all team officials must be administered appropriately and in a controlled manner, mindful of the age of the player, with a clear goal of teaching appropriate behaviour. Discipline must not be used impulsively or out of anger, to embarrass or humiliate players.

2.5. Head coaches are permitted to suspend a player for all or part of one game or practice, or from the team for a period of time. The need for, and extent of, any discipline is at the discretion of the head coach, but any decision or action of the head coach is subject to review by the BWGMHA Executive.

2.6. The head coach must report every team-imposed suspension of a player for one complete game to their respective BWGMHA Convenor. This must be in writing and within 48 hours of the suspension being imposed.

Ice Time- Representative Hockey

2.7. Representative hockey is not equal ice time. It is an equitable (fair) share of ice time, taking all circumstances into consideration. The phrase “equitable ice time” should not be confused by anyone with the phrase “equal ice time.” Every rep player, regardless of ability, should receive ice time not significantly less than the average of all players on the team. “Equitable” is defined as equal over a maximum of five games. Every attempt must be made by the head coach to play all his rep players equitably and in accordance with the BWGMHA core principle of player development.

2.8. If the amount of ice time given to a rep player becomes such that it is detrimental to the development of his hockey skills, the Rep Convenor may intervene and, in consultation with the head coach, relocate a player to a lower division, in accordance with OMHA and BWGMHA rostering rules.

2.9. Early season play is for the development of all players. Towards the end of the season and during playoffs, all rep players earn their amount of playing time. During the final five minutes of any regular season game, during any power play, during any short handed situation, or part of the final game or potentially final game of any playoff series, play-down series or tournament, the head coach may use his discretion, when determining individual playing time, solely for the benefit of the entire team.

2.10. Equitable ice time rules apply to all affiliated players. Affiliated players are not to receive ice time at the expense of regular team members.

2.11. In all cases, the amount of ice time a rep player receives can be reduced for injuries, suspensions, late arrivals or discipline reasons. The reasons must be clearly communicated to the player and parent/guardian, as soon as practicable and is subject to review by the Rep Convenor and/or BWGMHA Executive.

Ice Time- House/Local League Hockey

2.12. One of the principles of the BWGMHA is to ensure that every house/local league player is entitled to, and receives equal ice time. The equal ice time principle applies to the entire game in both regular season and playoffs. Exceptions would include player injuries, suspensions, late arrivals or for disciplinary purposes. All house/local league coaches shall agree to ABIDE BY THE EQUAL ICE TIME POLICY, or they will be sanctioned by the BWGMHA Executive, following a proven written complaint.

2.13. In all cases, the amount of ice time a house/local league player receives can be reduced for discipline reasons. The reasons must be clearly communicated to the player and parent/guardian, as soon as practicable and is subject to review by the by the House/Local League Convenor and/or BWGMHA Executive.

RISK MANAGEMENT

Harassment and Abuse Policy

Scope

6.1. The policies and procedures in this section apply to all Bradford West Gwillimbury Minor Hockey Association members and participants.

6.2. The BWGMHA adopts in their entirety the harassment and abuse policies of Hockey Canada dated April 24, 1998. These policies are reproduced in the OHF Handbook and can also be found online at www.hockeycanada.ca, www.ohf.on.ca and on the Association's website, www.bradfordbulldogs.com.

6.3. The BWGMHA adopts in its entirety the Risk Management Policy of the Ontario Minor Hockey Association. This policy is reproduced in the OMHA Manual of Operations and can also be found online at www.omha.net.

6.4. The BWGMHA expects every athlete, coach, assistant coach, trainer, manager, official, parent, director, officer, volunteer and employee within the BWGMHA to take reasonable steps to safeguard all participants against harassment, abuse and bullying.

Complaint Procedures

6.5. In this section,

(a) "Committee" means the Fair Play Committee;

(b) "Complainant" refers to the person who experiences harassment or abuse, witnesses harassment or abuse and/or is the parent or guardian of such person;

(c) "Harassment" has the meaning set out in the OMHA Harassment and Abuse Policy, as follows:

Conduct which is insulting, intimidating, humiliating, offensive or physically harmful.

Types of behavior which constitute harassment include, but are not limited to:

- Unwelcomed jokes, innuendo or teasing about a person's looks, body, attire, age, race, religion, sex or sexual orientation
- Condescending, patronizing, threatening or punishing actions which undermine self esteem or diminish performance
- Practical jokes which cause awkwardness or embarrassment, endanger a person's safety or negatively affect performance
- Unwanted or unnecessary physical contact including touching, patting or pinching
- Any form of hazing
- Any form of physical assault or abuse
- Any sexual offence
- Behaviors such as those described above which are not directed towards individuals or groups but which have the effect of creating a negative or hostile environment

(d) “*Bullying*” has the meaning set out in the OMHA Harassment and Abuse Policy, as follows:

Intentionally hurting someone in order to insult, humiliate, degrade or exclude him or her. Basically it is “mean” behaviour. Bullying is:

- hurting behaviours based on oppression and “meanness”
- based on power differentials
- intentionally harmful
- intense and long in duration
- repeated over time (generally)
- oppressive – isolates victims
- caused by many factors and behavioural challenges

Hurtful actions may be:

- i) Physical – ie: hitting, kicking, grabbing, shoving, spitting on, beating others up, damaging or stealing another person’s property
- ii) Verbal – ie: name-calling, humiliating, degrading behaviour, hurtful teasing, threatening someone (this may happen in notes or in person, over the phone, through text messages or a chat room- Cyber Bullying)
- iii) Relational – ie: making others look foolish, excluding peers, spreading gossip or rumours (this may happen in person, over the phone or through the computer- Cyber Bullying)

(e) “*Official*” means a member of the BWGMHA Executive;

(f) “*Respondent*” refers to the person against whom a complaint is made;

(g) “*Cyber Bullying*” has the meaning set out in section 1.2;

(h) “*BWGMHA representative in a position of authority*” means BWGMHA Executive member, director, officer, volunteer, employee and all team officials- including coaches, assistant coaches, trainers, assistant trainers and team managers;

6.6. Any person who experiences harassment or abuse, any person who witnesses harassment or abuse and any person who believes that harassment or abuse has occurred is encouraged to make it known that the behavior is unwelcome and offensive.

6.7. If confronting the offender is not possible, or if after confronting the offender the harassment or abuse continues, the matter should be reported to an Official. **Any complainant has the right to report any incident that is a breach of law to the appropriate authorities.**

6.8. Once an incident is reported, the role of the Official is to serve in a neutral, unbiased capacity in receiving the report of the incident, advise the parents/guardians of the incident (if the person who has experienced the harassment or abuse is a minor), and assist in an informal resolution of the complaint. If the Official considers that he or she is unable to act in this capacity, the complaint must be referred to the Abuse and Harassment Coordinator for the BWGMHA.

6.9. If informal resolution of the complaint is not appropriate or possible, the person who has experienced or witnessed the harassment or abuse, and who believes that harassment or abuse has occurred, may make a formal written complaint to the Association.

6.10. The formal written complaint must be submitted to the BWGMHA Abuse and Harassment Coordinator, using the BWGMHA Inappropriate Behavior Incident report form. The formal written complaint will not be accepted unless the BWGMHA Inappropriate Behavior Incident report form is legible and complete. When submitting the BWGMHA Inappropriate Behavior Incident report form, include any documentation, electronic transmissions or other materials that may support an allegation of harassment or abuse.

Investigation

6.11. If the Association receives a written complaint of harassment or abuse, it shall appoint an investigation of the complaint by the BWGMHA Abuse and Harassment Coordinator and the Fair Play Committee. For serious matters, the investigation may include outside professionals. The Fair Play Committee shall be comprised of at least three members of the BWGMHA Executive, including the Abuse and Harassment Coordinator.

6.12. The investigator(s) shall carry out the investigation in a timely manner and at the conclusion of the investigation submit(s) a written report to the BWGMHA Executive which will include a recommendation that:

- No further action be taken because the complaint is unfounded or the conduct cannot reasonably be said to fall within Hockey Canada's definition of harassment or abuse and/or the OMHA definition of harassment or abuse; or
- The complaint is unfounded or the conduct cannot reasonably be said to fall within the BWGMHA Codes of Conduct set out in section 1.2.; or
- The complaint has been resolved informally; or
- The complaint has merit and should proceed to a hearing.

6.13. Within 10 days of receiving a written report of an investigator that recommends a hearing, the BWGMHA Executive shall meet to hear the complaint.

6.14. At the discretion of the President, an investigation may be waived and a hearing scheduled within 10 days of receipt of a formal complaint.

Incidents Requiring Immediate Response

6.15. This policy shall not prevent a person in authority from taking immediate, informal, corrective and appropriate disciplinary action in response to behavior that, in his or her view, constitutes a minor incident of harassment or abuse.

6.16. Harassment or abuse complaints arising during competitions may be dealt with immediately, if necessary, by a BWGMHA representative in a position of authority provided the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident. In such situations, sanctions shall be for the duration of competition only. Further sanctions may be applied but only after review of the matter in accordance with this policy.

6.17. If the alleged harassment or abuse is so serious so as to possibly jeopardize the safety of others, the BWGMHA Executive may immediately remove the alleged offender from BWGMHA activities pending an investigation of the complaint in accordance with this policy.

Hearing

6.18. The BWGMHA Executive will govern the hearing by such procedures as it deems appropriate provided that:

- The parties may be accompanied by a representative;
- The hearing will be held in private;
- The parties will be given written notice of the day, time and place of the hearing.
- The Respondent will receive a copy of the formal complaint; and
- The BWGMHA Executive may request that witnesses to the incident be present or submit written evidence.

6.19. As soon as possible following the conclusion of the hearing, the BWGMHA Executive shall present its findings in a written report to the President, with a copy to the Complainant and the Respondent. The report shall contain:

- A summary of the relevant facts;
- A determination as to whether the act(s) complained of constitute harassment or abuse;
- Discipline action to be taken, if the act(s) constitute harassment or abuse; and
- Measures to remedy or mitigate the harm or loss suffered by the Complainant, if the act(s) constitute harassment or abuse.

Sanctions

6.20. If the Committee determines that the act(s) complained of constitute harassment or abuse, it may consider the following options, singly or in combination, depending on the nature and severity of the harassment or abuse:

- Verbal apology;
- Written apology;
- Letter of reprimand;
- Suspension from BWGMHA events and activities including games or competition;
- Suspension or termination of employment or contract;
- Suspension of team service or other voluntary contribution to a team or the Association;
- Expulsion from membership; and/or
- Such other sanctions the Committee deems appropriate.

6.21. Failure to comply with a sanction imposed by the Committee shall result in automatic suspension of membership in the BWGMHA.

Confidentiality

6.22. *The BWGMHA recognizes the sensitive and serious nature of harassment and will strive to keep all matters relating to a complaint confidential.*

6.23. Any player, coach, parent or official, volunteer/executive member who brings legal action against the BWGMHA before observing their right of appeal offered by the organization shall be deemed to have relinquished all playing or participation rights until such action has been resolved.

Discipline

7.1. Membership in the Bradford West Gwillimbury Minor Hockey Association, as well as participation in the activities of the BWGMHA, brings with it many benefits and privileges. At the same time, BWGMHA members and participants are expected to fulfill certain responsibilities and obligations, including complying with the BWGMHA Codes of Conduct and all other rules and policies of the BWGMHA. Individuals who fail to comply may be subject to disciplinary sanctions. This policy applies to discipline matters affecting all BWGMHA members and participants.

7.2. In this section,

(a) "Committee" means the Abuse & Harassment Committee;

(b) "Minor infractions" are infractions under the BWGMHA Codes of Conduct or violations of any BWGMHA rule or regulation which are not severe but which may warrant immediate corrective action as specified in section 6.15.

Examples include:

- A single incident of disrespectful, offensive, abusive, racist or sexist comment or behavior directed towards others, including peers, opponents, players, parents, coaches, officials, managers, trainers, administrators, spectators and sponsors;
- Unsportsmanlike conduct such as angry outbursts or arguing;
- A single incident of being late for or absent from BWGMHA events or activities at which attendance is expected or required; and
- Non-compliance with the rules and regulations under which BWGMHA events and activities are carried out.
- Notwithstanding any of the above, a single incident of harassment, bullying, hurtful actions, or cyber bullying, as defined in section 6.5

(c) "Major infractions" are infractions under the BWGMHA Codes of Conduct or violations of any BWGMHA rule or regulation, which are more severe and may warrant disciplinary action as specified in section 6.20.

Examples include:

- Repeated incidents of disrespectful, offensive, abusive, racist or sexist comment or behavior directed towards others, including peers, opponents, players, parents, coaches, officials, managers, trainers, administrators, spectators and sponsors;
- Repeated unsportsmanlike conduct such as angry outbursts or arguing;
- Repeated incidents of being late for or absent from BWGMHA events or activities at which attendance is expected or required;
- Activities or behavior, which interferes with the organization of a competition or with any player's or team's participation for a competition;
- Pranks, jokes or other activities, which endanger the safety of others;

- Deliberate disregard for the rules and regulations under which BWGMHA events or activities are conducted;
- Abusive use of alcohol;
- Any use of alcohol by minors;
- Use of illicit drugs or narcotics, and
- Use of, or condoning of the use of, banned performance enhancing drugs or methods;
- Notwithstanding any of the above, a single incident of harassment, bullying, hurtful actions, or cyber bullying, as defined in section 6.5

Minor Infractions

7.3. Disciplinary situations involving minor infractions will be dealt with by the appropriate person having authority over the situation and the individual involved. This person may include an Executive member, Abuse and Harassment Coordinator, committee member, convener, tournament chairperson, official, coach, or team manager.

7.4. Procedures for dealing with minor infractions will be informal as compared to those for major infractions and shall be determined at the discretion of the person responsible for discipline of such infractions, providing the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident.

Sanctions for Minor Infractions

7.5. The following sanctions may be applied, singularly or in combination, for minor infractions:

- (a) Verbal reprimand;
- (b) Written reprimand;
- (c) Verbal apology by the individual;
- (d) Written apology by the individual;
- (e) Suspension from BWGMHA events and activities including games or competition;
- (f) Suspension of team service or other voluntary contribution to a team or the BWGMHA; and/or
- (g) Other sanctions as may be considered appropriate for the infraction.

Major Infractions

7.6. Any person may report a major infraction to the President, Abuse and Harassment Coordinator or other member of the Executive.

7.7. Upon receipt of a report, the President, Abuse and Harassment Coordinator or an appropriate member of the Executive shall determine if the incident is better dealt with as a minor infraction or if a hearing is required to address the incident as a major infraction.

7.8. If the incident is to be dealt with as a minor infraction, the President, Abuse and Harassment Coordinator or appropriate member of the Board will inform the appropriate person in authority as described in section 6.5 and the alleged offender, and the matter shall be dealt with in accordance with sections 6.11 through 6.14.

7.9. If the incident is to be dealt with as a major infraction, the matter will be referred to the Committee for a hearing to take place as soon as possible. The President shall be notified.

Hearing

7.10. Any hearing dealing with a major infraction shall be governed according by such procedures as the Committee deems appropriate provided that:

- (a) the parties may be accompanied by a representative;
- (b) the hearing will be held in private;
- (c) the parties will be given written notice of the day, time and place of the hearing;
- (d) the individual who allegedly committed the major infraction will receive a copy of the allegation; and
- (e) the Committee may request that witnesses to the incident be present or submit written evidence.

7.11. As soon as possible following the conclusion of the hearing, the Committee shall present its findings in a written report to the President and all those involved in the infraction. This report shall contain:

- (a) A summary of the relevant facts;
- (b) A determination as to whether the alleged act(s) complained of constitute a major infraction; and
- (c) Discipline action to be taken, if any.

7.12. Where the individual acknowledges the facts of the incident, he or she may waive the hearing, in which case the Committee shall determine the appropriate sanction.

7.13. If the individual being disciplined chooses not to participate in the hearing, the hearing shall nonetheless proceed.

Sanctions for Major Infractions

7.14. The Committee may apply the following sanctions singularly or in combination for major infractions:

- (a) Written reprimand;
- (b) Written apology;
- (c) Suspension from BWGMHA events and activities including games or competition;
- (d) Suspension of team service or other voluntary contribution to a team or the Association;
- (e) Expulsion from the BWGMHA; and/or
- (f) Such other sanctions as may be considered appropriate for the infraction.

7.15. Unless the Committee decides otherwise, any disciplinary sanctions shall commence immediately.

Criminal Record Checks (CRCs)

8.1. All Board members, coaches, team officials, house league convenors, Bradford West Gwillimbury Minor Hockey Association employees, on-ice assistants who are 16 years of age or older and trainers, must obtain a CRC. The CRC must be on file with BWGMHA prior to the commencement of the season. The CRC must be obtained from the South Simcoe Police Service.

8.2. CRCs must be completed every three years for all Board members, coaches, team officials, house league convenors, Bradford West Gwillimbury Minor Hockey Association employees, on-ice assistants who are 16 years of age or older and trainers. South Simcoe Police Service "Applicant Screening Process" form C15 must be obtained from the Abuse and Harassment Coordinator. The form must be signed and stamped by the Abuse and Harassment Coordinator prior to submission to the South Simcoe Police Service. Photocopies are not acceptable.

8.3. Signed Offense Declaration forms must be completed by all Board members, coaches, team officials, house league convenors, Bradford West Gwillimbury Minor Hockey Association employees, on-ice assistants who are 16 years of age or older and trainers for the other two years. Signed Offense Declaration forms can be printed off the BWGMHA website and must be submitted to the Abuse and Harassment Coordinator, prior to the commencement of the season.

8.4. All CRCs obtained must include a vulnerable person's sector check of offences for which a pardon has been granted.

8.5. Photocopies of CRCs are not acceptable. If a copy of the CRC is required for other purposes, an additional approved copy should be requested at the time of application.

8.6. CRCs and/or signed Offense Declaration forms must be provided for all team officials before the team's OMHA roster sheet will be approved.

8.7. The Association will protect and maintain the confidentiality of all CRCs and signed Offense Declaration forms. The Abuse and Harassment Coordinator is responsible for the collection, retention and destruction of all outdated CRCs and signed Offense Declaration forms. CRCs will only be reviewed by the Abuse and Harassment Coordinator, or person designated by BWGMHA, unless the Abuse and Harassment Coordinator or designated person determines that a review by the Executive is warranted. If, in the opinion of the Executive, there is anything in the CRC that raises a concern regarding the suitability of the person to be a team official, a confidential interview will be conducted with the person.

Rules for exclusion

8.8. Individuals with outstanding Criminal Code convictions or charges pending, will not be accepted based on, but not limited to the following offences:

- Physical or Sexual assault (no time limit);
- Current prohibitions or probation orders forbidding the individual to have contact with children under the age of 14 (no time limit);
- Indictable criminal offenses for child abuse (no time limit);
- Outstanding convictions or charges pending for any violent offences, whether or not it involved weapons (7 years);
- Outstanding convictions or charges pending for criminal driving offences, including but not limited to impaired driving (5 years);
- Individuals with outstanding convictions for provincial offences related to a bona fide occupational requirement of qualifications, may be excluded from a position of trust depending on the circumstances;
- Applicants may be rejected as a result of other information gained during the Police Check process or through the screening process as a whole, or as a consequence of other factors.

8.9. Any applicant or volunteer has the right to know why they are being refused, and may appeal to the Board in writing within 10 days.

8.10. Any individual participating in BWGMHA business activities or events that is convicted of a criminal offense involving sexual exploitation, invitation to sexual touching, sexual interference, sexual assault, shall face automatic suspensions from participating in any activities of BWGMHA for a period of time corresponding to the length of the criminal sentence imposed by the court, and may face further disciplinary action by BWGMHA and the OMHA in accordance with their policies.

8.11. In an instance of a CRC outlining outstanding Criminal Code convictions or charges pending as listed in section 8.8, it would be at the discretion of the BWGMHA Executive as to whether the suspension would be more than 7 years or indefinite.

8.12. It should be noted that every volunteer, coaching staff member, Board member or any other person in authority in the BWGMHA once accepted, is obliged to inform the Executive if he or she is charged, tried or convicted of any offence under the Criminal Code or under other Provincial or Federal Statutes, if that offence is relative to a position of trust held by that individual.

Prevention Services

9.1. All Board members, coaches, trainers, team officials, house league convenors, Bradford West Gwillimbury Minor Hockey Association employees, on-ice assistants who

are 16 years of age or older and any other individual directly involved with players of the Bradford West Gwillimbury Minor Hockey Association must complete the OHF prevention services or an equivalent, acceptable Speak Out training course.