

NYAC Discipline Policy for Athletes

NYAC will attempt to give fair, constructive and progressive discipline for any violations of our club's Code of Conduct.

The following policy will be implemented by staff under the direction of the Head Coach who is responsible for the discipline of all athletes at NYAC.

1. Discipline Policy Scope

Disciplinary action is within the jurisdiction of the club and guided by the expectations written in our club's Code of Conduct. This may extend to out-of-program behavior that would have a negative effect on the team.

2. Incident Investigation

- i) If a violation of the Code of Conduct is suspected or is reported to a coach/chaperone, the coach/chaperone will investigate the evidence and will discuss the situation at once with the athlete. The coach/chaperone may ask for additional information from the athlete. The coach/chaperone should also discuss the situation with the Head Coach and Team Manager.
- ii) If the coach/chaperone is satisfied that no violation has been committed, he/she will communicate to the athlete.
- iii) If the athlete admits a violation or there is credible evidence of one, appropriate action will be determined by the Head Coach. The Head Coach or athlete's coach will inform the athlete's parents (up to the age of 18) and of the consequences for the athlete. No two cases of violations can be identical, and the age and needs of the athlete will vary from case to case. Therefore, the Head Coach will determine the course of action to be taken in each case so that a fair and constructive solution is reached. The athlete may choose to present evidence in his/her defense.
- iv) An athlete may be asked to do one or more of the following to ensure that he/she understands the infraction, learns from the mistake, and recognizes the importance of conduct within the expectations of NYAC's program:

- Meet with his/her parents and coach(es);
- Write a letter, outlining the offence and the steps that the athlete will take to avoid further problems of this nature;
- Be put on probation, suspended or expelled from the club

The above list is not exhaustive; it is a sample of the types of consequences that may result from a violation of the Code of Conduct.

3. Athlete/Member Privacy

The privacy of athletes and members involved will be respected. If the athlete or parent/guardian suspects otherwise, they should submit a formal complaint to the Dispute and Resolution Committee.

4. Disciplinary Process to be Followed by NYAC Coaches

Disciplinary measures will take into account the nature of the offence, the harm caused, and the age and needs of the athlete or member.

The purpose of the disciplinary process described below, short of expulsion, is corrective, to encourage members or athletes to improve their conduct or performance so that they may continue their membership in the Club.

NYAC coaches will take the following actions in applying discipline:

1. Verbal warning
 - i) A verbal warning is an interaction between the coach and athlete and may be noted in the coaches' log.
2. Written warning
 - i) A written warning is an interaction between the athlete, coach and parents (notice must be sent to parents under the age of 18).
 - ii) Consultation must occur between the NYAC coach and

Head Coach and the draft must be approved by the Head Coach.

- iii) If a member/athlete is issued a written warning, the Head Coach will meet with the athlete and the athlete's parents (up to the age of 18) to discuss the disciplinary action and the member/athlete will be asked to sign the warning. The member/athlete's signature is only an acknowledgement that the member/athlete has been informed of the warning; it does not indicate agreement with the warning.
 - iv) All written warnings are retained in the member/athlete's file.
3. Final written warning
- i) A final written warning is an interaction between the athlete, coach and parents (notice must be sent to parents under the age of 18) which could lead to disciplinary action.
 - ii) All written warnings are retained in the member/athlete's file.
4. Probation
- i) A member/athlete may be placed on disciplinary probation for unsatisfactory behavior.
 - ii) A written notice of probation will be provided by the NYAC coach. This generally provides an explanation of the reason for the action, the length of the probationary period and a recommended plan of corrective action to be successfully completed during the period.
 - iii) All notices of probation are retained in the member/athlete's file.
 - iv) At the conclusion of the probationary period, and from time to time during the period as appropriate, the coach and/or the Head Coach will meet with the member/athlete to review his or her progress.
 - v) A member/athlete on disciplinary probation who does not show satisfactory improvement is subject to further disciplinary action at any time, up to and including expulsion from the club.
5. Suspension
- i) A disciplinary suspension from the club includes practice, dry-land training, competitive, social events, travel and any other applicable components of our program for a repeated

or serious infraction of the club's rules, policies, or Code of Conduct.

- ii) A record of the suspension is retained in the member/athlete's file.
6. Expulsion - Termination of membership
- i) Expulsion of a member/athlete will involve consultation of the athlete's coach, team manager, and chaperone (if applicable) in a report by the Head Coach to the Club President.
 - ii) Expulsion must be approved by NYAC's Board of Directors.
 - iii) In the case of expulsion, an appeal may be submitted in writing within 2 weeks and the decision will then be reviewed by the Dispute Resolution Committee as per the club's Complaints and Appeals Procedure.

5. Application of the Disciplinary Process

1. Discipline will be applied in a fair, constructive and progressive manner using our Code of Conduct as the document to determine transgressions.
2. Disciplinary steps may be omitted or repeated, as the club determines appropriate.
3. The corrective disciplinary measures of verbal and written warnings will not apply to any offense that the club determines to warrant immediate expulsion or in other circumstances when the club determines that corrective measures would be ineffectual or otherwise inappropriate.
4. The nature of the offense and the particular circumstances determine whether or not all or any of the steps in the above described Disciplinary Process are followed.
5. In cases of suspected bullying or criminal conduct, the club reserves the right to immediately suspend or expel an athlete or member.
6. Any decisions and recommendations beyond a verbal warning will always be made by a coach in consultation with the Head Coach.