

## **Code of Conduct**

### **Okanagan Hockey Colorado: Discipline Policy & Code of Conduct**

In order to create an atmosphere that is conducive to education and athletics, standards must be upheld so that Student Athletes have an opportunity to mature intellectually, socially and emotionally. Student Athletes are responsible for their own actions, and at no time should these actions interfere with the rights and privileges of others. Student Athletes have the responsibility of obeying the Code of Conduct. These apply as long as a Student Athlete is enrolled in the Academy including on and off the ice, at school, in the community and in the billet home. The Code of Conduct also applies to any Student Athletes who are living at home with their parents or guardians. Okanagan Hockey Colorado (OHC) reserves the right to override parent rules. Student Athlete discipline is the sole prerogative of the Okanagan Hockey Colorado. Standards of behaviour acceptable to the Academy and procedures to assure that the standards are observed are essential to an effective Academy climate.

The Managing Director may initiate a disciplinary proceeding by conducting, or directing staff members to conduct an informal hearing with the Student Athlete accused of misconduct. This informal disciplinary hearing may be nothing more than a face-to-face meeting between the staff person and the Student Athlete, and no special notice of the meeting is required. The purpose of this informal disciplinary hearing is to provide an opportunity for the Student Athlete to respond to allegations of misconduct before disciplinary action is taken.

**Based on the findings of an informal hearing, the staff member shall enter in writing one of the following orders:**

- An order exonerating the Student Athlete or dismissing the disciplinary proceeding if it appears that there has been no misconduct;
- An initial order imposing disciplinary action based on the infraction;
- An order referring the matter to the Disciplinary Committee

The Managing Director will be notified and convene the Disciplinary Committee. Parents will be notified when a Student Athlete receives a written warning.

**Verbal Warning:** If a Student Athlete has contravened a Level 1 infraction the Student Athlete will receive a verbal warning. A second violation will then result in a written Incident Report.

**Written Warning:** If a Student Athlete's behaviour results in a written Incident Report the Discipline Committee will convene to discuss the sanctions that will be imposed on the Student Athlete.

**Discipline Committee:** Made up of the Vice President, Coaching staff, Managing Director and any other staff deemed appropriate, will review all of the infractions before any disciplinary action is taken.

**Disciplinary Probation:** A Student Athlete may be placed on disciplinary probation with a behaviour contract (meaning formal conditions are imposed on a Student Athlete's continued attendance) for violation of OHC rules and Code of Conduct. Disciplinary probation serves as a warning to a Student Athlete that further misconduct will raise the question of suspension or dismissal from OHC. Some sanctions for disciplinary probation may include and are not limited to house arrest, game/trip suspensions, restitution, restorative justice and/or community service

**Suspension:** A Student Athlete may be suspended from the OHC for violation of the rules and Code of Conduct. The time period and conditions, if any, for the suspension shall be specified. Suspension serves as a warning to a Student Athlete that further misconduct will raise the question of dismissal from OHC. Only the President or the President's delegate may issue a suspension order

**Dismissal:** Dismissal from the program is the most severe form of discipline the Academy may invoke. Upon dismissal an appeal may be lodged within twenty-one days from the day the Student Athlete is dismissed. If a Student Athlete does not appeal to the appropriate body within twenty-one days of the initial order (or within twenty-five calendar days of the date when Okanagan Hockey Colorado mailed the initial order to the Student Athlete), the right to appeal is waived and the order becomes final. If an appeal is accepted Okanagan Hockey Colorado will review the appeal within 10 working days. Only the President or the President's delegate may issue a final order of dismissal.

**CODE OF CONDUCT:** The list of infractions and actions presented here is not to be considered as all-inclusive. No guideline or action can be applied strictly in all situations. A Student Athlete's past performance during the current year, the Student Athlete's age and specific circumstances surrounding the offence may influence the choice of disciplinary action.

#### **Level 1 Infraction: Verbal Warning**

- Lack of effort on and off ice
- Personal appearance and hygiene
- Tardiness for team schedule
- Missed van pick up
- Dress Code violations

#### **Level 2 Infraction: Written Incident Report**

- Skipping School
- Below standard academic levels/Cheating
- Unexcused absences for team events (including weekly practices and gym)
- Dishonesty
- Disrespectful Behaviour on and off ice, at school and in billet home
- Late or Missed Curfew
- Sleep-overs without permission
- Failure to wear seatbelt in vehicle
- Being a passenger in a car with a driver under the age of 19 years (Grade 12 Student Athletes may be granted special waivers)

#### **Level 3 Infraction: Immediate Suspension (may be served at home)**

- Possession and/or use of any tobacco products (including smokeless tobacco/)/nicotine mints/spray)
- Possession and/or use of any vapour/electronic smoking device (e-cigarettes) including nontobacco products
- Possession and/or use of alcohol
- Possession and/or use of cannabis including edibles and vape
- Insubordination to coach, school, billet family, teammates
- Bullying and/or Hazing/Fighting off the ice
- Using technology and/or social media to post inappropriate messages, pictures, videos (includes cell phone, computers, webcams, internet)
- Property damage / Vandalism
- Driving a vehicle (Student Athletes living at home or Grade 12 Student Athletes may be granted special waivers)

**Level 4 Infraction: Immediate Dismissal – Immediate Suspension**

- Possession or use of illegal substances and performance enhancing drugs or drug paraphernalia
- Possession of illegal weapons
- Uttering threats or conveying a threat to cause death or bodily harm
- Physical injury to another person off the ice or intentionally on the ice
- Involvement in any illegal activity including violence, and theft
- Possession or use of another Student Athlete's personal electronic(s) without that person's consent and sharing any personal information gained from devices without that person's consent
- Sexual Misconduct including sexting (creating, possessing and distributing sexual images/videos of themselves or another Student Athlete or any person under the age of 19)
- Possession and/or involvement with pornography

*Any Student Athlete involved in a **Level 4 infraction will be immediately suspended** from the Academy and a decision regarding dismissal will be rendered while Student Athlete is on suspension. The Student Athlete will serve his suspension at home. Parents will be responsible for the travel expenses to and from home during the suspension. The Discipline Committee will convene and make recommendations to the President or the President's delegate. Only the President or the President's delegate may issue a dismissal order.*

***In order to provide a safe and healthy environment for student athletes to reach their full potential all Families of Student Athletes must create and maintain professional relationships between themselves and OHC personnel. Professional boundaries are parameters that describe the limits of a relationship around what is appropriate behaviour.***

In order to maintain these professional boundaries the Student Athlete's Family must adhere to the guidelines below:

1. The Student Athlete's Family will only communicate with OHC personnel through email, phone or in person during working hours (unless in an emergency)
2. The Student Athlete's Family will not use SMS (text messaging) to communicate with OHC personnel. Text messaging will only be permitted when a time sensitive logistical situation occurs involving OHC activities
3. The Student Athlete's Family will only communicate to OHC personnel about OHC and school programming
4. Only Student Athletes will be permitted to text OHC personnel regarding OHC and school programming
5. The Student Athlete's Family will not extend "friend" requests on social media platforms to OHC personnel
6. The Student Athlete's Family will not engage in recreational or non-professional activities with OHC personnel inside and outside of OHC programming unless it is an OHC organized group activity
7. Where pre-existing relationships may exist, the Student Athlete's Family will be diligent in developing and maintaining professional boundaries with OHC personnel
8. OHC personnel are bound by specific confidentiality policies which can limit what they are permitted to discuss with the Student Athlete's Family

#### **Statement of Personal Responsibility:**

In order to create an atmosphere that is conducive to education and athletics, standards must be upheld so that Student Athletes have an opportunity to mature intellectually, socially and emotionally. Student Athletes are responsible for their own actions, and at no time should these actions interfere with the rights and privileges of others. Student Athletes have the responsibility of obeying the Code of Conduct. These apply as long as a Student Athlete is enrolled in the Academy including on and off the ice, at school, in the community and in the billet home. The Code of Conduct also applies to any Student Athletes who are living at home with their parents or guardians. Okanagan Hockey Colorado reserves the right to override parent rules.

Parents are asked to **seriously** discuss the Discipline Policy/Code of Conduct with their son/daughter so that there are no misunderstandings if any misconduct occurs and OHC issues: a verbal or written warning; convenes a Discipline Committee meeting; imposes disciplinary action; and or dismisses a Student Athlete for a violation of the policy. Parents may be certain that incidents are not handled lightly but each individual case will be treated fairly. No guideline or actions can be strictly applied in all situations. A Student Athlete's past performance during the current year and the specific circumstances surrounding the offence may influence the choice of disciplinary action.

**PLEASE NOTE:** If a Student Athlete is dismissed for a violation of the Code of Conduct no refund will be issued.

\*  We/I have signed below to confirm I have read and understood the Discipline Policy/Code of Conduct. I promise to do my best to adhere to OHC's expectations, will be responsible for all of my actions and take full responsibility for any misconduct.

\* Denotes Required Field