

**Bracebridge Soccer Club**  
**Screening, Harassment, Discipline & Dispute Resolution (SHDDR)**

The Bracebridge Soccer Club (BSC) accepts its responsibility to children, young adults, parents, volunteers and staff involved in its programs and is committed to ensuring we provide a sound, safe, and healthy soccer experience in our community.

BSC has developed policies and procedures that deal with a proactive approach to the Screening of Volunteers, and reactive policies that define how issues relating to harassment, discipline and dispute resolution will be handled.

The Club has appointed a Director of Screening, Harassment, Discipline and Dispute Resolution, and a three person SHDDR Committee, who will take responsibility for handling issues that may arise in this area.

**All of these Policies are available upon request, or on the Club's website, along with contact information for the Director of SHDDR, at [www.bracebridgesoccer.net](http://www.bracebridgesoccer.net).**

**Screening of Volunteers**

Due to the positions of trust that are inherent in the provision of active, high quality sport activities, volunteers and employees shall be required to undergo a screening process based on the duties assigned by the BSC. The BSC Screening Policies have been adapted from the direction and guidelines provided by the Ontario Soccer Association. As part of the Club Volunteer Screening Program (separate document), the Club has adopted the OSA Policies on Harassment (Policies 1 to 9) as the Club's guiding principles on Screening and Harassment.

**Harassment**

**Defining Harassment**

BSC has adopted the definition of Harassment as defined by the Ontario Soccer Association:

Harassment is defined as a comment, conduct or gesture directed toward an individual or group of individuals that is insulting, intimidating, humiliating, malicious, degrading or offensive. This policy will deal with harassment that fits the definition "to disturb persistently; torment, bother continually; persecute; to trouble by repeated attacks or hostilities".

Harassment is generally the result of an ongoing pattern of unwanted or unacceptable behaviour however it can also result from a single isolated act such as:

- Physical assault
- Sexual touching or sexual assault
- Unwanted comments about a person's race religion or sexual orientation.

Harassment is defined as any unwelcome advances, for sexual favours, or other verbal or physical conduct when:

1. Submitting to or rejecting this conduct is used as the basis for making decisions that affect the individual, or
2. Such conduct has the purpose or effect of interfering with an individual's performance, or
3. Such conduct creates an intimidating, hostile or offensive environment, or
4. It ought to be reasonably known to be unwelcome.

Sexual harassment most commonly occurs in the form of behaviour by males towards females; however, sexual harassment can also occur between males, between females, or as behaviour by females toward males.

## **Dealing with Complaints about Harassment**

1. Concerns may be raised initially through the Club's structure, as follows:
  - a. Raise concern with Rep Team Manager, or House League Director.
  - b. Raise concern with Club's Vice-President, Programs
  - c. Take concern directly to Club's Director – SHDDR
2. Concerns and questions can be taken directly to the Harassment Prevention/Volunteer Screening Officers of the Huronia District Soccer Association – [www.hdsa.info](http://www.hdsa.info)
3. Formal complaints must be made within 60 days of the incident(s), except for assault and sexual offenses, to the Ontario Soccer Association, and issues will be investigated by Provincial Harassment Officers. - [www.soccer.on.ca](http://www.soccer.on.ca)

## **Discipline and Dispute Resolution**

### **Defining Discipline Issues**

These are issues related to the **actions and behaviours** of players, parents, club officials, etc., that are not dealt with by game officials and leagues, which deal with issues arising from game situations. Club Discipline issues could relate to things such as player behaviour at a training session, parent actions at a game, etc. Verbal abuse of game officials will not be tolerated.

### **Defining Dispute Resolution Issues**

These are issues relating to disagreements about Club **policies and guidelines**, including what they are or are not, as well as concerns about how they are being implemented.

## **Dealing with Concerns about Discipline and Dispute Resolution**

These procedures should be followed by any parties with concerns:

1. Allow a 24-hour cooling off period before taking any action.
2. First approach is to Club's program manager with direct responsibility for the program in which concern has arisen, i.e. Rep Team Manager, Director of House League programs.
3. If manager has not satisfied concerns, concerns should be put in writing to the Club's Vice-President, Programs
4. If concerns have not been appropriately, contact the Club's Director – Screening, Harassment, Discipline and Dispute Resolution, who will prescribe the further/final actions that will be undertaken.

## **Zero Tolerance Policy on Verbal Abuse of Referees**

The Bracebridge Soccer Club is a strong supporter of making sport safe for all participants. In recent years, there has been an increase in the verbal abuse directed toward referees, and particularly for young referees, this can be a problem as they strive to learn the skills of being a good referee. Accordingly, the Club has set up the following program to help ensure the safety and enjoyment of all, and to provide directions for all of our referees on how they should properly deal with any verbal abuse.

## Discipline Policies on Verbal Abuse of Referees

Any team officials, family members or spectators that engage in any form of abusive conduct toward a game official during a Club's game will be dealt with based on a set of policies developed by the Club. The Club will take appropriate action in any incidents, ranging from minor to major in scale, including assisting referees in submitting specific reports to the Ontario Soccer Association. Initially, any incidents will be dealt with by the Club Head Referee, and in appropriate circumstances, the Club's Director of Screening, Harassment, Discipline and Dispute Resolution (SHDDR) may become involved. Major incidents will be referred to the District and Provincial Associations.

The following table identifies the actions that will be taken to deal with any incidents of verbal abuse of referees. The Club Head Referee will make the initial determination of the level of severity of the incident. *This process only applies in instances where the game officials have not filed a Special Incident Report with the Ontario Soccer Association.*

<b>Disciplinary Action Chart Referee Abuse</b>		
	<b>Event</b>	<b>Action</b>
	<b>Minor Incident (First Offence)</b>	Verbal Request from <b>Club Referee In Chief</b> to refrain from unsatisfactory behaviour.
	<b>Minor Incident (Second Offence)</b>	Written Warning from <b>Club Referee In Chief</b> that the unsatisfactory behaviour must cease or further disciplinary action will be taken in accordance with club bylaws and policies.
	<b>Minor Incident (Third Offence)</b>	Disciplinary Action as decided by the <b>Screening, Harassment, Discipline and Dispute Resolution Committee.</b>
	<b>More Significant Incident (First Offence)</b>	Written Warning from <b>Club Referee In Chief</b> that the unsatisfactory behaviour must cease or further disciplinary action will be taken in accordance with club bylaws and policies.
	<b>More Significant Incident (Second Offence)</b>	Disciplinary Action as decided by the <b>Screening, Harassment, Discipline and Dispute Resolution Committee.</b>
	<b>More Significant Incident (Third Offence)</b>	The <b>Screening, Harassment, Discipline and Dispute Resolution Committee</b> will refer the matter to the <b>OSA</b> for resolution and/or disciplinary action.
	<b>Major Incident</b>	The <b>Screening, Harassment, Discipline and Dispute Resolution Committee</b> will refer the matter to the <b>OSA</b> for resolution and/or disciplinary action.