

New Horizon Senior's Curling League
Complaint/ Disciplinary Policy/Procedure

New Horizons Senior's Curling League (herein referred to as New Horizons) provides a safe and welcoming environment for all. We believe in fairness, honesty and integrity. Members are responsible and accountable to each other. We inspire positive attitude while acknowledging the accomplishments of others. All members of New Horizons are expected to follow these values not only in our League, but also when attending events at other Curling Clubs.

Any member can initiate a complaint/disciplinary process against another member of the New Horizons. Should a situation occur at another Curling Club (including The McIntyre Curling Club), the outside organization can initiate a complaint/disciplinary process against a New Horizons Member with a written letter outlining the issue(s) addressed to the President.

COMPLAINTS THAT COULD RESULT IN A VERBAL WARNING

Member(s) approach the President with their complaint. For minor issues the President will have a conversation with the offending individual and hopefully the issue can be resolved. If the issue cannot be resolved, the President will bring the issue before the Executive and a course of action will be determined. This could result in establishing a Sub Committee of the Executive which will investigate the complaint and provide the Executive with a recommendation. The Sub Committee will be composed of three members. All recommendations of the Sub Committee must be a majority vote. Should a Sub Committee be established then the review process should be completed within 14 days.

The following list, but not limited to, may result in a verbal warning:

- Minor on-ice conduct (i.e. distracting members when throwing a rock)
- Minor off ice conduct (i.e. disagreement between two members)
- Receipt of a letter from an outside organization (pending infraction)

COMPLAINTS THAT COULD RESULT IN A SUSPENSION

The Complainant must provide the President with written documentation outlining the nature of the infraction. The President will bring the issue forward to the Executive. A Sub Committee of the Executive may be established which will investigate the complaint and provide the Executive with a recommendation. The Sub Committee will be composed of three members. All recommendations of the Sub Committee must be a majority vote. The recommendation will identify the length of the suspension. This process should be completed within 14 days of receipt of the written complaint.

Suspensions could range from one day up to two (2) weeks.

The following list, but not limited to, could result in a suspension:

- Disrespectful, abusive, discriminatory or sexist comments
- Bullying (humiliating and/or insulting and/or offensive behavior towards another member)
- Receipt of a letter from an outside organization (documenting an infraction)
- Acts of violence, but not limited to:
 - Pushing
 - Swing of broom
 - Tripping
 - Punching/elbowing
 - Other physical altercations
 - Pranks/Jokes or other activity that endangers the safety of members
- Committing the same minor infraction on previous occasions within the current curling season for which they had already received a verbal warning.

COMPLAINTS THAT COULD RESULT IN AN EXPULSION

The Complainant must provide the President with written documentation outlining the nature of the infraction. The President will bring the issue forward to the Executive. A Sub Committee of the Executive will be established which will investigate the complaint and provide the Executive with a recommendation. The Sub Committee will be composed of three members. All recommendations of the

Sub Committee must be a majority vote. The recommendation will detail the reasoning for the expulsion. If the Executive disagrees with the recommendation, the Executive must justify their decision and document the reasoning why they disagree. The Executive has the final say. This process should be completed within 14 days of receipt of the written complaint.

The following list, but not limited, could result in grounds for expulsion:

- Excessive use of alcohol during a New Horizon curling event resulting in physical injury to self or others.
- Sale or distribution of illicit drugs and or narcotics
- Conduct that results in significant damages to the McIntyre Curling Club
- Participation in any Criminal Code offense on McIntyre property directed towards members, Club, or property.
- Committing the same infraction that led to a 2-week suspension within the current curling season.
- Receipt of a letter from an outside organization (proven and convicted of an infraction) that would put the Club or membership at risk.

MEMBER APPEAL

The offending member(s) can initiate an appeal within four days of receiving their sanction by submitting a written request. The written request must:

- Indicate why the sanction is inappropriate
- Provide any evidence that supports their position
- Identify what penalty/sanction would be more appropriate and why.

The Executive will review the written submission, as soon as practicable, upon receipt and make a final determination as to whether:

- The initial decision stands
OR
- Make the appropriate changes immediately.