

PURPOSE

To define general guidelines to determine whether members of the TBAYS League act within acceptable limits of ethical conduct at TBAYS events which includes practices, matches tournaments, tryouts and team social events. In addition it will continually develop and purchase materials to help educate parents, coaches, referees and players on how to work together to provide the best possible soccer experience for children.

PLAYER CODE OF CONDUCT

- Concentrate first and foremost on setting a good example for my team by adhering to the highest personal behavior standards.
- Not strike, insult, demean or embarrass in any way my teammates, opposing players, referees, coaches, parents or other spectators. I will also not encourage or tolerate this type of behavior from my fellow teammates.
- Always remember that a worthy opponent challenges me to play to my highest potential.
- Treat officials with respect even though I may disagree with a call.
- Not use drugs, alcohol or tobacco. I will accomplish this by adhering to a zero tolerance policy of these substances.
- Adhere to and respect the letter and spirit of the rules of the game and the league.
- Be a positive role model which will be shown by my actions and manners at all games whether played in town or out of town. I realize I am representing the TBAYS League and Northern Michigan Soccer.
- Commit myself to expanding my knowledge of the game and the skills necessary to play to my highest potential, regardless of what others may do.
- Recognize that practice plays an important role of improving my skills. I will commit myself to being on time and will actively participate.
- Understand that any disciplinary actions that will be taken will be done with respect, in the spirit of the team, and with the goal of rectifying the issue.
- Remember to have fun and to let others have fun playing the game of soccer.

PARENT CODE OF CONDUCT

- Realize and remember that my child is not playing to satisfy my ambitions and is involved for his/her enjoyment, not mine.
- Set a good example for the players by holding myself to the highest of personal behavior standards.
- Support the higher values and life lessons that the coaches are trying to teach. Concepts such as discipline, teamwork, respect, work ethic, commitment to excellence, and *having fun* far outweigh soccer skills and won/lost records.
- Not strike, insult or demean in any way players, referees, coaches or parents. I will not model this behavior in front of my child, nor will I tolerate that behavior from my child or others.
- Be not only accountable for my comments, behavior and actions, but to also be proactive in curtailing inappropriate actions of other teammates parents as well.
- Recognize that practice plays an important role of improving my child's skills. I will commit myself to having my child there on time and will encourage him/her to actively participate.
- Acknowledge any feedback regarding my behavior is in the spirit and best interest of the team and league. I will make all necessary corrections immediately.

- Learn the game. Develop my knowledge of soccer through books, videos, and helping my child practice the skills he/she has learned.

COACH CODE OF CONDUCT

- Develop the player's knowledge, understanding and ability of soccer through fun, relevant and well-delivered practices and games.
- Actively encourage and support fair play and sportsmanship within the game.
- Learn the game. Develop my knowledge of soccer through coaching clinics, books, videos and playing soccer.
- Respect the game, my opponents, the rules and the officials. Never question a referee's decisions or intentions.
- Be prepared with team handouts, team rosters, phone numbers, snack information, travel arrangements, and any other relevant information for the team. "If I fail to prepare, I prepare to fail".
- Make the playing and practice environment safe and manageable, and to help with the upkeep and maintenance of the facilities and equipment at all times.
- Communicate any problems or questions to the Director of Coaching and Development.
- Focus on the development of players and not on personal glories through the winning of games. I will not live my glory through the players.
- Keep regular contact with the parents and keep them well informed throughout the season.
- Accept defeat as graciously as winning and always give positive feedback to players. 100% effort is invaluable.
- Never to interact with players under the influence of alcohol or drugs. To refrain from physically or verbally abusing any player, coach or parent.
- Love the game of soccer.

REFEREE CODE OF CONDUCT

- Always maintain the utmost respect for the game of soccer.
- Conduct myself honorably at all times and maintain the dignity of my position.
- Always honor an assignment or any other contractual obligation.
- Attend training meetings and clinics so as to know the Laws of the Game, their proper interpretation and their application.
- Always strive to achieve maximum team work with my fellow officials.
- Be loyal to my fellow officials and never knowingly promote criticism of them.
- In good physical condition.
- Control the players effectively by being courteous and considerate without sacrificing fairness.
- My utmost to assist my fellow officials to better themselves and their work.
- Not make statements about any games except to clarify an interpretation of the Laws of the Game.
- Not discriminate against nor take undue advantage of my individual group on the basis of race, color, religion, sex or national origin.
- Consider it a privilege to be part of the United States Soccer Federation and my actions will reflect credit upon that organization and its affiliates.

PENALTIES

The severity of the penalty imposed upon an individual shall be determined by the decision making body having jurisdiction. Penalties may be among the following: (1) letter of reprimand; (2) suspension from all active participation in League for a fixed period time; (3) any combination of the above; (4) dismissal from the League.

In no event may penalties be less than stated in the MSYSA bylaws.

MISCONDUCT

Assault

Any player, coach, parent, or referee who commits an intentional act of physical violence at or upon another person will be banned from at least six matches. The suspension will commence with the first match after which the individual has been found to have committed the act. The party committing the act may also be banned immediately from the game, field or event at the discretion of the decision making body at hand.

Assault shall include, but is not limited to striking, kicking, choking, grabbing, or kicking or throwing objects that could inflict injury or damaging any personal property of the individual.

Abuse

Any player, coach, parent, or referee who threatens through a physical act or verbal statement, either explicitly or implicitly shall be suspended for at least three consecutive matches. The suspension will commence with the first match after which the individual has been found to have committed the act. The party committing the act may also be banned immediately from the game, field or event at the discretion of the decision making body at hand.

Abuse shall include, but not limited to verbal and nonverbal communication which contains foul or abusive language and which implies or directly threatens physical harm.

Non Threatening Abuse

Any player, coach, parent, or referee who threatens through a non physical act, rude gestures or verbal statement, either explicitly or implicitly shall be suspended for at least two matches. The suspension will commence with the first match after which the individual has been found to have committed the act. The party committing the act may also be banned immediately from the game, field or event at the discretion of the decision making body at hand.

Non threatening Abuse shall include, but not limited to verbal and nonverbal communication which contains foul or abusive language and which implies or demeans the character of another individual.

Drugs, Alcohol or Tobacco

Any player, coach, parent, or referee who uses drugs, alcohol or tobacco shall be banned from at least six consecutive matches. The first suspension will commence with the first match after which the individual has been found to have committed the act. The party committing the act may also be banned immediately from the game, field or event at the discretion of the decision making body at hand.

Abuse of drugs, alcohol or tobacco shall include, but will not be limited to open containers of alcohol on the premises, illegal use of prescription and non-prescription drugs, and illegal use of tobacco.

Sexual Harassment

Harassment can be verbal, non-verbal and/or physical and is any unwanted attention of a sexual nature, which a reasonable person would perceive as creating a severe and hostile environment. Not only is sexual harassment against an individual improper, but it may also violate the law. The party committing the act may be banned immediately from the game, field or event at the discretion of the decision making body at hand. Also the act would be referred immediately to the Divisional Director and the Discipline and Appeals Committee for review.

Sexual harassment often involves feelings of helplessness, an inability to stop someone from hurting you or feeling like you're signaled out for no reason. Sexual harassment can be very frightening to a player, particularly if it is an adult who does the harassing.

GRIEVANCE PROCEDURE

Any parent, player, coach or referee within the TBAYS League, who witnesses a violation of the TBAYS Code of Conduct, has the right and responsibility to address that concern. As with any effective problem solving process, it is vital that the concern be raised in a timely manner, and with the appropriate person. If for example a player questions the behavior of another player, the first step in rectifying that problem is through a discussion between those directly involved. It is also expected that such discussions will adhere to the guidelines laid out in the Code of Conduct which state that any actions will be taken with respect, in the spirit of the team, and with the goal of rectifying the issue.

Steps in Filing a Grievance

- (A) Violation is witnessed.
- (B) Person addresses situation; no solution could be obtained.
- (C) Person completes Code of Conduct Violation form.
 - (1) Only written and signed grievances will be accepted.
 - (2) Forms are accessible at the TBAYS website or TBAYS office. It is the coaches responsibility to inform players and parents of the form, how and when it should be used and how and where to file the complaint. The Director of Coaches would inform the coaches of the same and the Director of Referees would inform the Referees.
- (D) Form is mailed, emailed or faxed to TBAYS office
- (E) TBAYS staff logs grievance or violation. A copy of the grievance is filed under Discipline and Appeals.
- (F) Grievance form is forwarded to the proper Division.
- (G) Division Director addresses violation within 10 days.
- (H) The hearings process within the organization shall provide for adequate due process for the accused person including proper notice of charges, the right to bring witness in

defense and the right to confront the accusers.

- (I) If no solution is acceptable to the parties involved; the parties will have 10 days to forward the grievance to the Discipline and Appeals Committee for review.
- (J) Discipline and Appeals Committee will make a decision within 10 days.
- (K) If the Discipline and Appeals Committee's recommendation is to dismiss an individual from the League, it must be approved by the TBAYS Board of Directors.
- (L) If the accused disagrees with the Discipline and Appeals Committee's decision, an appeal can be made to MSYSA within 30 days.

**** Steps may be accelerated if the safety or well being of a child is at hand. This would include temporary suspension of the individual while the situation is under review. ****

Hearing Procedures

This policy provides the minimum rights that each party would have at a hearing. These minimum rights apply to hearings conducted by the League. A copy of these minimum rights should be delivered to the parties with the notice of the hearing.

- (A) Those parties directly involved in the grievance have the right to be present and heard. The League may provide, as part of its hearing rules and procedures that an individual may assist a person by being allowed to speak on behalf of the person or ask questions.
- (B) All present should understand that the hearing shall proceed in accordance with the Leagues hearing rules and procedures.
- (C) During the course of the hearing, the party may confer briefly with the individual who is assisting before making a statement or request or prior to responding to a question. The panel conducting the hearing may limit the frequency and duration of the conferences so as not to unduly interfere with the proceeding.
- (D) Any hearing will involve at least one member of Discipline and Appeals Committee and the Division Director.

Appeals Procedure

The appeals process shall be considered and determined by the Discipline and Appeals Committee. All information will be held in confidence. The committee may allow oral argument with all parties having the opportunity to participate. If the Committee decides that oral argument is not necessary, then the committee shall decide the matter based upon the written record presented.

- (A) The appealing party shall bear the burden of showing that the decision being appealed from is clearly in error.
- (B) No new evidence may be presented to the Discipline and Appeals Committee unless circumstances have materially changed, or new facts are discovered that was unavailable at the time of the hearing from which appeal is being taken.
- (C) The Committee shall issue a final written decision within ten days after it has considered and determined the appeal.
- (D) A record will be kept of all appeals for five years.

Appeals Record

The appeals record shall contain the following:

- (a) All documents, exhibits and other evidence in the case.
- (b) Copies of all rules, procedures, and bylaws used to support the charges and to conduct the hearing.
- (c) The notice of charges/hearing provided to the parties involved.
- (d) The decision of the hearing body and any appeals decisions.

Telephone Complaints

All telephone calls regarding a complaint will be logged by the TBAYS staff. Callers will be informed of the procedure to file a grievance.

Education

The Discipline and Appeals Committee will offer a variety of important materials and information to players, parents, coaches and referees that will help make everyone aware of their roles and responsibilities that will enhance League relationships that are critical to a positive, rewarding sports experience.