

SPORTS & FAIR PLAY POLICY

GATEWAY RECREATION CENTRE

POLICY AND PROTOCOL FOR VOLUNTEERS AND SPORTS PROGRAMS

The GRC Policy and Protocols for Volunteers and sports Programs, is a ready reference of participants at GRC in any capacity, i.e. volunteers, coaches, executive members, parents, players, spectators, or any interested and concerned individual.

The main purpose of this manual is to ensure our most valuable asset, our children, are protected and have a published and measurable curriculum where they can develop, as participants, socially, morally and athletically.

The policies in this manual may be updated at any time by a simple majority vote at a monthly Board meeting.

GATEWAY RECREATION CENTRE INC.

The purpose of this document is to define the goals and objectives of the Community Centre, and define clearly the Sports Policy and the policies relative to the Sportsplex. It does not replace the Constitution, but compliments it, by providing a clear process for administering the practices and activities with the GRC.

AIM AND OBJECTIVES

- 1) To be a focal point for the community by providing an environment for recreation, athletic, cultural and social activities, for all the constituents regardless of race, color, creed, sex, or age.
- 2) To develop the youth by providing a fair play sports curriculum, which develops social and athletic skills. The sports program will promote and sculpt leadership, teamwork, self-discipline, and camaraderie.
- 3) To develop programs that will attract constituents, of all ages and although our youth are the primary focus, curriculum will be provided to attract the adults of the community, including seniors.

MEMBERSHIP

Members shall be those persons and their families who reside within the boundaries of the Gateway Recreation Center as defined in the Constitutions and as determined by the City of Winnipeg.

STRUCTURE

Gateway Recreation Centre will be administered by an Executive as defined in the Constitution and the Director, will be directed by an Executive Committee, consisting of the Past President, President, Vice President Administration, Vice President Programs, Vice President Auxiliary, Secretary Treasurer and General Manager.

SPORTS POLICY – GATEWAY RECREATION CENTRE

There will be no exceptions to the Sports Policy, for any Sport administered by Gateway Recreation Centre except as modified in extenuating circumstance, and approved by the Executive Committee.

Sports Programs will be administered principally by the VP Programming and Sports Convenors.

The VP Programming and Sport Convenors will be responsible for the selection of coaches for all sports, and all age groups hosted by the Centre. The Executive Committee will arbitrate all issues in question relative to the Sports Policy and will be the Board that convenes over disciplinary hearings, for violators of the Policy.

MEMBER PARTICPATION AND FEES – All members living within the boundaries of the GRC catchment area are entitled to participate in any organized activity sponsored by the GRC, provided they are a member in good standing as outlined in the constitution.

The registration fees are finalized each year by the Executive Committee and such fees take into account such items as: league registration fees, equipment replacement costs, uniform costs, administrative costs, umpire/referee costs, and facility costs. There may be other costs as identified by the Executive Committee.

REGISTRATION – No player may participate in a practice or a game, in any sport, before having completed registering. The appropriate registration fee as determined by GRC must accompany the registration. Any player that tries out for a

District Team, in any sport, cannot do so until the registration fee is paid in full. Should a GRC player be successful in their bid for a District Team, GRC will refund the registration fee, less an administration fee of \$20.00

PENALTIES FOR LATE REGISTRATION – Normally, sports registrations for summer programs occur in March, and for winter programs in September. Exceptions to this practice must be approved by the Executive Committee. Registrations after the published registration dates, but before the final cutoff date will be assessed a late registration fee, and such fee will be determined annually by the executive (currently the fee is \$50.00). If a family late registers more than one child, the assessment will only be paid once provided such children are registered at the same time. If children of the same family do not late register at the same time, the late registration fee will be assessed for each late registration. Volunteer time is not available, therefore the volunteer surcharge will be applied as well.

Children that are late registered for the sport of their choice are not guaranteed a spot on a Gateway roster nor will they:

- a) displace children that have been selected on teams,
- b) will not be added to a roster after the “transfer outs” have taken place.

If the teams are filled to capacity and a late registration occurs, such child may be required to transfer to a team at another community club for the opportunity to play. If such child is transferred to another community club, the GRC registration fee, less club and late fees will be transferred or refunded as arranged between the Centres.

Players returning from AA and AAA provided the return is in keeping with the rules of WMHA will be guaranteed a position on a GRC team as will players trying out for district baseball, soccer, etc.

REFUND POLICY – Registration fees will be refunded to any player who has registered and then subsequently decided not to play or was unable to play. These fees will be refunded on the following basis.

1. An administration fee will be deducted (minimum of \$20.00) from the refund amount.
2. Any costs incurred by the player will be deducted. These costs include fees for tryouts or clinics.
3. A pro-rated amount will be deducted for any games the player has played. This pro-rated amount is based on the registration fee minus the above items.
4. The refund amount must also take into consideration any discounted rates paid.
5. Once three regular-season scheduled games have been played by the team **no refund will be issued**.

UNIFORMS AND EQUIPMENT – All uniforms provided by GRC will remain the exclusive property of the club. Teams may purchase uniforms exclusive to their teams, however such uniforms must comply with the appropriate Gateway colors and style. The style must be approved by the GRC Executive Committee. Personally purchased sweaters obviously, will remain the property of the purchaser. There will be a retainer assessed to players, for the use of equipment or uniforms, as deemed necessary by the executive. Such retainer will be returned to the player when the equipment or uniform is returned in a clean and undamaged condition. Coaches will be responsible for the distribution and collection of GRC equipment assigned to their teams. GRC uniforms must be used for sanctioned practices and games only. GRC equipment or uniforms **MUST NOT** be used for other than official GRC activities and **NEVER** to be used for street hockey or shinny. Equipment must be returned in good condition and if repairs are required, they should be brought to the attention of the equipment manager.

The proper protective equipment, as specified by the governing bodies, of the respective sports, must be worn at all times. Children 13 years of age and younger **MUST** wear an approved helmet when using the pleasure rinks.

TEAM ROSTERS – The VP of Programming is responsible for facilitating the sports curriculum. The VP Programming will be represented at each sport, by a Sport Director. The Sport Director and the VP Programming will work closely to determine the number of teams, the number of players on each team, and the competitive level of each team. In most cases the number of teams, the number of players on each team, and the level the team is registered at, will be determined by the number of children in a particular age group and criteria administered by the governing body of the sport.

If numbers or curriculum policy dictate more than one team at an age group, teams will be chosen as fair and equitably as possible. Evaluations will be necessary and such evaluations will be administered by the appropriate Sports Director. The Sports Director will be assisted by impartial, non-parent evaluators, as determined by the Executive Committee.

When players have been assessed, they will be directed to the appropriate level of team. If more than one team is to be established at the same level, i.e. 2 teams at the 10A2 level, a fair and impartial draft will be held. The draft will be conducted by the respective coaches and facilitated by the Sports Director and the VP Programming. Teams will be drafted equal as possible.

A maximum of 3 players can be protected in a draft subject to the outcome of evaluations conducted and there will be no exceptions to the rule, regardless of the number of coaches or managers aligned to a particular team. The number of protected players will be adjusted downward if in the opinion of the VP Programming and Sport Director that protecting 3 players provides an unfair advantage to one team. Children will not be assigned to particular coaches, or teams where “friends” are playing before the draft. Coaches may, upon request by a parent, or another coach, exchange players after the draft subject to the approval of the Sports Committee and it is expected that the players exchanged will be of approximate equal caliber. It is the intent of the GRC not to “stack” teams.

The Executive Committee will arbitrate any controversy associated with the Sports Policy, or Team Rosters if requested by the VP Programming and Sports Convenors or a group of concerned parents.

EVALUATIONS – All children registered will be notified by the appropriate coach, of the dates, time and location of evaluations. When evaluations are necessary, such evaluations will be administered by the appropriate Sports Director. Evaluations will be established with published standards and all players will be measured by the same criteria. The Sports Director will be assisted by impartial, non-parent evaluators, as determined by the Sports Committee.

When players have been assessed, they will be directed to the appropriate level of team. Registered children **MUST NEVER** be omitted from an evaluation because of a predetermined assessment of ability. Children may choose not to be evaluated. Children that have been evaluated may chose to play at a lower level within the same sport. Children must not be placed on a team at a higher level without an evaluation except players returning from AA, or AAA, may be placed on teams as determined by the Sport Director and approved by the Sports Committee.

AGE ADVANCEMENTS – Age advancements will not be permitted except as approved by the Executive Committee. The only exception for age advancements will be that an age advancement might be considered to form a team, where a team may not be formed due to a lack of players at a specific age group. Age advancement will be for one sports season only. Age advancements will no be allowed for parents or coach’s convenience. Age advancements will not be allowed for superior ability, except in extremely isolated situations and only as determined by the Executive Committee.

TRANSFER POLICY – All transfer requests must be directed to the Vice Presidents of Programming and be accompanied by a supporting explanation by the Sports Director. All transfers must comply with criteria set by the East Kildonan – Transcona Parks and Recreation Sub Committee. If a transfer is contested or challenged by any party within the GRC, the Executive Committee will arbitrate such a grievance.

Transfer In – Where players have the opportunity to play at their home club, transfer requests will not normally be considered, except as directed by the Area Sport Association. If a player is transferred into GRC, they will be assigned to a team suitable to their ability and age level.

Transfer Out – Players residing in the GRC area, that request a transfer to play a sport at another community club, will not normally be granted such a transfer, except that if GRC’s rosters are full and such a transfer is required to fill out a team at the neighboring club, that would not otherwise be filled, such transfer might be allowed, as approved by the Executive Committee. The aforementioned transfer will only be allowed, when the requirements of the Area Sports Association and the Parks and Recreation Sub Committee are met. Players will not be transferred because they are unhappy at CGR, or because they have friends at adjacent community clubs. Every effort will be made, when conditions of this Policy are met, to keep GRC players within our Community Club Sports Program.

Exception – Players that have moved into or out of the GRC area will normally be considered for a one-season sports transfer. There may be other unique, or mitigating reasons to allow a transfer, however such transfers must be approved by the Executive Committee.

PLAYERS DISCIPLINE POLICY – Coaches have the responsibility to maintain a level of discipline within teams under their tutelage. The discipline may come in the form of a team code, or individual standards as set by the coaching staff. Individual or team discipline may be assessed as an “appropriate response” for an action, or as a teaching technique, however individuals must be treated with respect and dignity, and such action should not be considered as punitive, but more as an attitude adjustment, if required.

Discipline may be considered for situations that involve poor sportsman like behavior, either as individuals or as a team, refusing to respond to reasonable coaching or teaching instructions, failure to attend games or practices without adequate notice or reason, jeopardizing safety of an individual or a team, damaging property before or after a practice or game, defacing public property, not wearing the GRC colors with the honor they deserve. Discipline will not be restricted to the aforementioned activities, but will be considered for actions within a similar context.

When disciplinary action is used by a coach, in every situation, players will be advised as to the reasons for such discipline. Failure to do so by the coaching staff, could result in a grievance being filed by the player or players, against the coaching staff. Such grievance will be arbitrated by the Executive Committee.

Some disciplinary action that may be considered, but not necessarily restricted to is; extra skill orientated drills, suspension from practices or games, dismissal from the team. In every case where a suspension or dismissal is required, the VP Programming and Sports Convenor must approve such action. In a case of dismissal from a team the Executive Committee and Sports Convenor must approve the action.

Players may be “benched” for a shift at a time as a form of disciplinary action and in each situation the player must be advised of the reasons.

Players that continue to be problems to the team, or coaching staff will be interviewed by the Sports Director, with the players parent(s) present. All such interviews will be positive in nature and all concerned are to be treated with respect and dignity.

FAIR PLAY – Players are to be played fairly and be given equal playing time, within reason, regardless of race, color, creed, religion, or ability. “Within reason” may be considered within a 5 inning ball game being played with surplus players, where it is not possible due to penalties or game circumstances to make the player “whole” in that specific game. In some instances player numbers on a roster will need to be considered, however, it will remain the intent to provide equal time over a reasonable period.

Coaches can “shorten the bench” in the last 5 minutes of a close game during tournament and play off games. In any game situation, when penalties occur, coaches will make up the time during the game in progress, for the players affected if at all possible.

PLAYER’S CODE

- Play for the fun of it, not just to please your parents or coach.
- Play by the rules.
- Never argue with official’s decisions. If you are a team Captain, ensure that your responsibility is met with respect of the position when dialoguing with game officials. You have the right to ask for an explanation of a decision, but you must not challenge the verdict.
- Control your temper.
- Your efforts as a player should always take into account the welfare of your team, not your personal recognition.
- Do not vandalize equipment or property regardless of how frustrated you are. Remember that you are a guest on the playing or in the building that you play or practice in.
- Recognize the value and importance of volunteer coaches and staff. You are not to treat coaches, on ice officials, grounds keepers, arena attendants, parents or spectators with anything less than respect at all times.

Note: Should a coach, coaching staff, GRC executive member, parent or league official conclude that a player is abusive, disrespectful, vandalizing, or a detriment to themselves, teammates or public, they must advise the GRC Sports Committee in writing so that an appropriate investigation and supporting action can be taken.

COACHING APPLICATIONS AND CRITERIA – Coach application forms are available at the registration table for all sports during that specific sport registration date. Coach application forms are also available at the Facility Coordinators office at Gateway , Monday to Friday, 8:00 am to 4:00 pm. All coaches are required to have entry level coaching certificates, for those sports that provide such a program. The certificate may be obtained after the candidate is chosen as coach and upon completion of the course, GRC will reimburse the candidate the cost of the mandatory courses, upon presentation of a receipt.

COACHES POLICY AND CODE

- Coaches treat each player with respect and dignity, regardless of race, color, creed, religion or ability.
- Coaches must not behave in a manner that displays poor sportsmanship
- Coaches must never abuse game officials.
- Coaches must never jeopardize the safety of a player, spectator or themselves.
- Coaches must follow the Fair Play Policy outline above.
- Coaches should display an example of leadership that players will strive to work for. Coaches must always remember that winning at all costs, is not a coaching technique that is accepted by GRC. Players determine the outcome of games, as influenced by good coaching, due regard given the GRC Fair Play Policy.

- Coaches must always be cognizant, that the children they teach will be influenced by the methods, styles and values displayed by the coach. Therefore coaches should always strive to be an example that children would look up to.

Some principals to value are:

- Develop the player's skills and abilities.
- Teach them the benefits of team play and the need to depend on each teammate to succeed as an individual.
- Be reasonable in demands upon the players; give regard to their time, energy and enthusiasm. Remember that they have other interests.
- Teach players that rules of the game are mutual agreements, which are not to be misused or abused.
- Play each player equally, as outlined in the Fair Play Policy. Remember that the children you are coaching play at the Community Club level. They are not "AA" or "AAA" level players, nor is the competition. Do not instill a "need to win" attitude beyond the level of the kids you coach. There is no room for "winning at all costs" at the Community Club level. That perspective is more important to the coach than the players and is more harmful to their social development, than it is good.
- Do not ridicule players, regardless of their ability, or behavior. Coaching, teaching and discipline can be accomplished with dignity and respect.
- Ensure that equipment and facilities are safe and in good condition. This will be the coach's responsibility to be a spokesperson and protector for the kids, if conditions or equipment is unsafe.
- Schedule practices and exhibition games at the level that the kids can find challenging, yet not unattainable. They should be fun, yet not so unchallenging that a child cannot develop. They should be intellectually challenging as well as physically and cooperatively challenging.
- Develop a respect for team play, with teammates as well as opponents. Ensure that game officials are respected, regardless of the mistakes they make. Do not allow "yelling" or arguing with team officials, opposing coaches or players.
- Remember that kids need a coach they can respect and look to for positive leadership. Be generous with your praise and set a good example. When there is a need to point out mistakes or challenge a player, do so with a positive approach.
- Make a commitment to your players by showing up at all practices and games. Be prepared for the practice and ensure the time is well spent.
- Remember that your influence as a coach on the kids you teach, will be remembered as they become adults and raise their own kids. So be responsible, ever remembering to place principals before personalities.

Coaches Discipline – If a player, parent or executive member has reason to believe that a coach or member of a coaching staff is in violation of any of the aforementioned values, or if a coach or a member of the coaching staff is deemed to be taking inappropriate measures or actions toward a player, such incidents will be thoroughly investigated and an appropriate action will be assessed. All such complaints against a coach or member of a coaching staff must be in writing. The complaint must be addressed to the Vice President of Programming, with a copy to the GRC President and Sport Convenor. The Executive Committee will convene a meeting within seven days of receiving an official complaint.

All evidence will be reviewed including the testimony of witnesses, if available. The decision rendered will be fair, impartial, objective and always taking into account the welfare of the children and the overall GRC sports program.

The binding decision of the Executive Committee will be in writing to those affected, and will not have further avenues of appeal.

PARENTS CODE

- Do not force a child to participate in a sport if they are not willing to play on their own volition. The sports curriculum at GRC is for the kids, not the parents.
- Encourage your child to play by the rules and to be a "team" player.
- Encourage and support respect for the coaching staff.
- Do not yell or be abusive at players on your team or the opponent's team.
- Do not yell or be abusive towards officials or coaching staff of any team.

- Let coach's coach and parents parent.
- Support the coach and if necessary ask the coach if you can play a role in supporting the coaching techniques or decisions at home.
- Support coaches discipline towards a player. Remember that if a coach takes inappropriate action towards a player, there is a grievance process. Do not involve your son or daughter in the conflict. If they see you angry towards an official, they will soon lose trust and respect for that position. You can initiate a grievance very professionally, without involving the kids, or your emotions.
- Teach your child that honest effort and hard work will, in the end, be rewarded.
- Be a role model for all kids to look toward.

Note: If a parent or spectator is abusive, uncontrollable or brings dishonor in any way to the players, the team or GRC, such parent will be removed from the GRC property. If the action persists, the Executive Committee could prohibit such parent from being a spectator any Sport ant GRC for a determined length of time.

The Executive – Gateway Recreation Centre

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