

The following policy is to help protect the participants, parents, volunteer coaches, officials, staff, and other volunteers of our youth sports programs. In an effort to make our programs better, the following will be implemented for basketball, baseball/softball, soccer, flag football and any other future youth related sports leagues/events.

I. Suspension Policy for all Youth Sports Leagues:

1. All volunteer coaches must abide by Volunteer Services' policies and procedures for volunteers, specifically in the area of conduct. Volunteer coaches are an extension of the Park and Recreation department which adheres to a 'zero tolerance' policy regarding conduct.
2. Any volunteer coaches, participants or spectators who are suspended from league play by an official or staff person will be ineligible to coach, participate and/or spectate for the duration of their suspension term. This includes any and all program related activities and events;
3. Any violation while under suspension will be treated as a 2nd offense and all penalties will apply, including extending the existing suspension;
4. Any suspension occurring with less than two games remaining in the regular season will result in suspension from all remaining regular season games, as well as any and all upcoming post-season tournament games;
5. Any ejection/suspension that occurs during the post-season tournament will result in suspension during the next sports season for which the individual participates;
6. Any suspension for a term of 6 months or more will require a written request for reinstatement to be submitted following the suspension term. The request may be emailed to YouthSports@MecklenburgCountyNC.gov or mailed to Youth Sports & Fitness (YSF), 1225 Remount Rd., Charlotte, NC 28208. The Mecklenburg County Park and Recreation Department reserves the right to deny reinstatement and/or extend any and all suspensions. Reinstated participants, parents or coaches must complete the relevant re-training and/or education program prior to reinstatement.

II. Ejection/Suspension Procedures:

Once an ejection/incident happens: (Day of Games)

1. Ejected individual must leave facility and premises immediately, or police will be called.
2. Staff on Site – Must complete an ejection/incident report completely. Noting items such as:
 - a) Individual(s) involved
 - b) Team/Recreation Center affiliation
 - c) Purpose of Ejection/Incident
 - d) Facts, not opinions/description of incident
3. Site Supervisor – Once Report is completed by staff the site supervisor (Full Time Staff) should review the report and send directly to YSF Staff.

Once ejection/incident report is received by YSF Staff:

1. YSF Staff will contact official booking agent to retrieve reports from the officials that officiated the game when the ejection/incident occurred.
2. YSF Staff will contact Recreation Center Staff associated with the individual(s) in the ejection/incident report and request statements from all parties involved and/or witnesses.
3. All Statements will be given specific timelines as to when they are due, i.e. 5:00pm on Tuesday following the regular season game on Saturday.

4. All Statements will be compiled and any suspensions/warnings for parents and participants will be delivered to that Recreation Center Staff by the YSF staff to distribute to individual(s) involved in the ejection/incident by Wednesday at 5:00 pm following the regular season game that the ejection/incident occurred. Should a volunteer coach violate Volunteer Services' policy, they will be informed by Volunteer Services of their suspension/ejection from the program.

III. **When Youth Sports & Fitness receives a complaint/ejection report pertaining to a coach/player/parent that is requiring additional investigation, YSF Staff will:**

1. Gather information and/or eye-witness accounts of the event that took place from all parties involved. This may include the individual in question, other coaches/parents, site supervisor, game officials, and/or other staff present;
2. If warranted, the individual will be contacted by phone and/or email by facility staff or YSF staff, and will be asked to submit a written statement of events;
3. The YSF staff has the authority to determine the severity of the situation and to enforce the appropriate range of disciplinary actions for parents and participants. YSF staff will report in brief, the nature of the complaint, the findings of the investigation and the sanction applied to the individual. YSF staff will report the same information to Volunteer Services when the situation involves a volunteer coach for Volunteer Services to apply any sanction. This information will be recorded in the suspension log located on SharePoint and, in the case of a volunteer coach, documentation will be added to the coach's volunteer file held with Volunteer Services.

IV. **Factors Considered in All Disciplinary Actions:**

When reviewing an ejection/incident and deciding what action is most appropriate in a given situation, YSF/Volunteer Services will take into consideration a variety of circumstances including, but not limited to the following factors (in no particular order):

- Violation of Volunteer Services policy (for volunteer coaches only)
- Violation of code of conduct (for parents and participants)
- Number of offenses on file
- Remorse or acknowledgement of behavior
- Child endangerment
- Violation of the law
- Prior complaints / review action
- Blatant disregard for the rules and policies

V. **Definitions of Possible Disciplinary Actions:**

1. **Verbal Warning** – YSF Staff will verbally discuss undesirable conduct with the individual(s). This meeting will outline the expectations of the department and reinforce to the individual(s) that conduct detrimental to the program will not be tolerated and could result in further disciplinary action. Verbal warning will be documented on file.
2. **One or Multiple Game Suspension** – YSF Staff will suspend individual(s) one or more games. Any individual(s) that has been suspended will lose the privilege of attending or participating in any practices or games during the suspension period. If a volunteer coach or parent is suspended, the individual(s) must complete the appropriate

training, NYSCA/PAYS, and re-read/sign the appropriate code of conduct, before being allowed to participate in activities following the suspension period. Suspensions will be documented on file.

3. **Season Suspension** – YSF Staff will suspend individual(s) for the remainder of that sports season. Any individual(s) suspended for the season will be banned from the facilities, games, and practices for the remainder of the season.
4. **Year Suspension** – YSF Staff will suspend individual(s) for one calendar year, which will include all youth athletic events. After one calendar year, the individual(s) will then have to make a formal request to the Youth Sports and Fitness section to be re-instated into the program. The individual(s) will then have to meet with the YSF staff and Recreation Manager to determine if the individual(s) is/are capable of following the Youth Sports Code of Conduct.
5. **Indefinite Suspension** – YSF Staff will suspend individual(s) from further involvement in any youth athletic event indefinitely.

VI. Offense & Penalty:

a. Volunteer Coaches Suspension Guidelines

Level 1			
Offense	<ul style="list-style-type: none"> • Ejection from a game. • Failure to follow departmental established guidelines, rules, policies and procedures as applicable to related programming. • Failure to comply with YSF official's decision. • Attempt to delay, hinder, or prevent the start or completion of a game in protest. • Disgruntled expressions such as rude gestures or comments, screaming and loudly disagreeing with others; throwing/kicking/striking of bats, balls and other miscellaneous equipment. 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and a minimum two (2) game suspension.
Level 2			
Offense	<ul style="list-style-type: none"> • Engaging in discrimination or harassment in violation of the organization's policies on equal employment and/or harassment. • Refusal to perform volunteer assignment or refusal to perform an action reasonably requested by a supervisor. • Departure from job station, department, or campus premises without notifying supervisor. • Excessive absenteeism and/or tardiness. • Instances of discourtesy toward member of the public, family members, residents, volunteers and employees. 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and a minimum one (1) year suspension.
Level 3			
Offense	<ul style="list-style-type: none"> • Conduct or action which endangers the safety or well-being of any other person. • Unauthorized use of the organization's property for either personal or business purposes. 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and an indefinite suspension from all M CPRD youth sports programs.



	<ul style="list-style-type: none"> • Creating discord, using threatening or abusive language, or engaging in disorderly behavior which impedes operational activities or which may compromise the safety of employees. • Deliberate destruction, abuse or unauthorized removal of Mecklenburg County Park and Recreation property. 		
Level 4 - Unlawful			
Offense	<ul style="list-style-type: none"> • Reporting to volunteer assignment with drugs or alcohol in one’s system or selling, using, dispensing, or possessing alcohol, illegal drugs or other controlled substances. • Possessing a firearm or other weapon on the organization’s property or while engaged in organization business. • Conduct or action which endangers the safety or well-being of any other person. • Unauthorized disclosure of confidential information. • Any violation of North Carolina law. 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and an indefinite suspension from all M CPRD youth sports program.

b. Participants/Parents Suspension Guidelines

Level 1 - Standard			
Offense	<ul style="list-style-type: none"> • Failure to follow departmental established guidelines, rules, policies and procedures as applicable to related programming. • Failure to comply with YSF official’s decision. • Taunting/mocking/harassment of players. • Disgruntled expressions such as rude gestures or comments, screaming and loudly disagreeing with others or obscene/profane/vulgar language; throwing/kicking/striking of bats, balls and other miscellaneous equipment. • Unnecessary roughness among participants 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and a minimum two (2) game suspension.
Level 2 - Verbal			
Offense	<ul style="list-style-type: none"> • Malicious obscene/profane/vulgar verbal abuse directed towards another individual. • Verbal epithets related to race, color religion, creed, gender or sexual orientation. • Verbal communication of threats, physical violence or acts of insulting another with intention to offend, defame or embarrass. 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and a minimum one (1) year suspension.
Level 3 - Physical			
Offense	<ul style="list-style-type: none"> • Physical aggression towards another; pushing, shoving, striking or touching 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the



	another individual with the perceived intent to incite, inflict or cause harm. <ul style="list-style-type: none"> Invading another individual’s personal space during a dispute. 		premises and an indefinite suspension from all MCPRD youth sports programs.
Level 4 - Unlawful			
Offense	<ul style="list-style-type: none"> Any violation of North Carolina law. Possession of firearms, knives, explosive devices, weapons. Under the influence of alcohol, narcotics, controlled substances, chemical or paraphernalia. Assault with or without a weapon. 	Penalty	Not necessarily preceded by a warning... immediate ejection and removal from the premises and an indefinite suspension from all MCPRD youth sports program.

****NOTE: Suspensions will be tracked and monitored. Individuals who have been suspended will be immediately placed on a probationary status for a period of one (1) year from the date of the offense. A second offense by the same individual within one (1) year, regardless of nature, will result in a minimum of double the term of the penalty and possible indefinite suspension.*