

DISCIPLINE PROCEDURES AND CODES OF CONDUCT

REPRINT 2014



New Zealand Inline Hockey

www.inlinehockeynz.org.nz

New Zealand Inline Hockey Association

Disciplinary Procedures

Valid from 2014

The New Zealand Inline Hockey Association is committed to ensuring the conduct of all members on and off the rink during all sanctioned events is orderly and disciplined and consistent with the rules of play, safety and good sportsmanship.

Disciplinary action may be taken against any NZIHA member for supplementary disciplinary action in relation to infringement of the playing rules and alleged breaches of the relevant code of conduct and/or if it is alleged the member has been involved in acts of vandalism, or in a violent, abusive, dishonest, offensive or any other such behaviours they may bring the sport into disrepute.

1. The Disciplinary Panel

The NZIHA will establish Regional Disciplinary Panels, Event/Tournament Disciplinary Panels and other Panels as deemed necessary.

a. **Object:** The Object of Disciplinary Panels is to properly conduct disciplinary procedures in accordance with these procedures, and consistent with the laws of natural justice.

b. **Purpose:** The purposes of Disciplinary Panels shall be to;

- i. Determine any further penalties on any Player or Team Official who has received a Game Misconduct Penalty or Match Penalty in accordance with Rule 404 or Rule 405.
- ii. Consider any incident brought to the Disciplinary Panel in accordance with Rule 410, (this includes any supplementary action that may be result from a hearing under 404 or rule 405) and decide whether any offence has been committed and, when it decides that an offence has been committed, to determine any penalty.
- iii. Consider any alleged breach of the relevant code of Conduct of Conduct, and if the allegations are proven, to determine any penalty.
- iv. Consider any alleged involvement in acts of vandalism, or in a violent, abusive, dishonest, offensive or any other such behaviours they may bring the sport into disrepute, and if it the allegations are proven, to determine any penalty.

c Complaints

All allegations must be in writing. No verbal complaint will be accepted

d Powers: Disciplinary Panels are empowered to impose penalties on any Member, Player, Team Official, and/or associated Teams. Such penalties may include disqualification, suspension, fines, and/or other penalties or measures as the Disciplinary Panel deems appropriate.

- e **Decisions:** The decision of the Disciplinary Panel shall be final, in accordance with the procedures herein described. Further penalties may be imposed at the discretion of the NZIHA and particularly in respect of multiple offences.

2. Establishing Disciplinary Panels

Disciplinary Panels will be established in accordance with these provisions and the circumstances of the incident.

- The Regional Disciplinary Panels shall be appointed annually and the chairperson must be approved by the NZIHA
- An Event/Tournament Disciplinary Panel shall be appointed for each event/tournament as necessary.
- The NZIHA Executive may appoint a Disciplinary Panel for specific situations/incidents as it considers necessary

3. Composition

Disciplinary Panel shall comprise of the following:

a. Chairperson:

- The Chairperson of the Regional Disciplinary Panel shall be appointed by the Regional Committee and approved by the NZIHA Executive. The Chairperson appointed for an Event/Tournament will usually be the Tournament Director or their nominee.
- The Chairperson for the NZIHA Executive will usually be the President or their nominee
- **Role of the Chairperson:**
 - i. Shall normally Chair all Disciplinary Panels held, except that the Chairperson shall not sit on any Disciplinary Panels involving members of his/her own Club or where he/she has a close personal interest unless the charged party agrees. The Chairperson may, at the request of the Vice Chairperson, assist the Disciplinary Panel on procedural matters.
 - ii. Shall rule on points of order or matters of procedure and his or her ruling shall be final.
 - iii. Shall ensure a copy of all documentation is forwarded to the NZIHA and a copy of the decision is forwarded to the charged person/s, their club and their Regional Chairperson.

b. Members:

- A minimum of two additional approved members are required for each panel, one of whom must be an experienced Referee and approved by the Chairperson of the Discipline Panel. No member (including the Chairperson) shall be from the same club,
- Members of the Disciplinary Panel shall not participate in any hearing where they have a close personal interest in the outcome. (such as family member, relative, employee etc...)

c Disciplinary Panel Secretary:

- A Disciplinary Panel Secretary shall be present to record the panel, attendees, evidence and the outcome.. A Disciplinary Panel Secretary shall not have a vote in determining the outcome of any particular report/charge. All documentation is forwarded to the NZIHA and a copy of the decision is forwarded to the charged person/s, their club and their Regional Chairperson.

d. Disciplinary Panel Quorum

- In any proceedings the Disciplinary Panel shall have a minimum of three (3) persons including the Chairperson.
- If a properly constituted Disciplinary Panel cannot be convened to hear a report/charge within 30 days following the initiation of the disciplinary process relating to the alleged offence the charged player(s) may resume playing. However the disciplinary process relating to alleged offence will still take place and any resulting suspensions shall apply from the date of the hearing.

4. Initiating the Disciplinary Process

4.1 Actions arising from the game referee

- 4.1.1. Referees making reports against Clubs, Teams, Team Officials or Players arising out of a game at which they have officiated, must do so on the Officials Report Form **immediately after the game. The officiating referees must independently complete their reports and send to or give it to the relevant Disciplinary Panel Chairperson immediately or within ten (10) days of the incident if the incident occurred during a regional league game.** Ideally the reports will be received earlier. The ten day period is to allow time for postage and should not be used to delay the process.
- 4.1.2. Initial notification that a report has been made by the Referee/s should be made on the Official Score Sheet. This should be done immediately at the end of the game in which the alleged offence occurred. The regional/event statistician shall advise the Disciplinary Chairperson that an incident has occurred. The Disciplinary Chairperson should follow up to ensure the referee reports have been completed and sent
- 4.1.3 Once a report has been lodged by the game referee/s it cannot be withdrawn and the report and any matter pertaining to the report must be heard by the Disciplinary Panel.

4.2 Supplementary action following a hearing

4.2.1 The Disciplinary Panel may initiate Disciplinary action against a member/s if information provided at a Disciplinary Hearing indicates more members should have been charged.

4.2.2 Once a charge has been lodged by the disciplinary Panel it cannot be withdrawn and the report and any matter pertaining to the report must be heard by the Disciplinary Panel.

4.3 Action arising from RULE 410

4.3.1 In addition to the suspensions assessed under these rules, the NZIHA or its approved authorities (Disciplinary Panel) may, at the conclusion of the game, at their discretion, investigate any incident that occurs in connection with any game and may assess additional suspensions for any offense committed before, during or after any game by a player or Team Official, whether or not such offense had been witnessed or penalised by the Referees.

4.3.2 Any club, Team Official or Game Official wishing to make a charge under Rule 410 against any Club, Team Official, Team, Player or Players or wishing to report any alleged infringement of the rules of the game shall lodge all particulars in writing with the relevant Disciplinary Chairperson within (5) days of the alleged offence taking place.

4.3.3 Any member referring a complaint or charge against any member or official of the Association must do so through the Executive of his/her club in accordance with the above.

4.3.4 Any such report or charge must identify the rule or rules allegedly infringed.

4.3.5 A complaint or charge made under Rule 410 must be accompanied by a \$200 fee. The fee shall be refunded if the complaint or charge is upheld and may be waived at the discretion of the Disciplinary Panel Chairperson.

4.3.6 A charge laid under 4.3 may be withdrawn up to 12 hours prior to the Disciplinary Panel hearing the charge. The Dispute Registration Fee of \$200 will not be refunded if the charge is withdrawn.

4.4 An alleged breach of the relevant code of Conduct

4.4.1 Any member wishing to report any alleged breach of the relevant Code of Conduct shall lodge all particulars in writing with the Executive Officer of the NZIHA within (5) days of the alleged offence taking place.

4.4.2 Any such allegations may be sent directly to the Executive Officer and need not go through the Executive of his/her club.

4.4.3 Any such allegations must give specific information on the allegations, and preferably be from the person affected by the alleged breach.

4.5 Alleged acts of vandalism, violence, abuse, dishonest, offensive or any other such behaviours they may bring the sport into disrepute that occurred before, during or after an inline event.

- 4.5.1 Any member wishing to report any such allegation shall lodge all particulars in writing with the Executive Officer of the NZIHA within (5) days of the alleged offence taking place.
- 4.5.2 Any such allegations may be sent directly to the Executive Officer and need not go through the Executive of his/her club.
- 4.5.3 Any such allegations must give specific information on the allegations, and preferably be from the person affected by the alleged breach

5. Notification of All Report/Charges/Allegations

- 5.1 The Disciplinary Panel Chairperson shall by the most immediate practical means, lay full details of any report/charge in the hands of the reported/charged person(s) and/or a responsible officer of the Club or team of which the accused is a member (e.g. Team Manager). This report/charge, notified on the "Notice to Attend a Disciplinary Panel" must also include details of the date, time and venue of the Disciplinary Panel hearing. A "Notice to Admit" may be provided at the discretion of the Disciplinary Panel Chairperson. The notification shall be received by the charged person at least 48 hours prior to the pending hearing, or within one hour of the pending hearing in the case of all other Disciplinary Hearings if the incident occurred at an event.
- 5.2 If the Notice to Admit is provided to the reported/charged person(s) they may choose to admit the report/charge and accept the decision of the Disciplinary Panel in regards to the penalty. "Notice to Admit" should be forwarded to the Disciplinary Panel Chairperson signed and dated by the reported/charged person and witnessed by an official of his/her club or an official of the Association, in the case of a Regional Disciplinary hearing this must be received by the Disciplinary Panel Chairperson, 24 hours prior to the time and date set down for the Disciplinary Panel hearing. In the case of an all other Disciplinary Hearing this must be received by the Disciplinary Chairperson half an hour prior to the time set down for the hearing. If the reported/charged person is under the age of 18yrs, he/she must have the form signed by his/her parent, guardian or caregiver.
- 5.3 The Disciplinary Panel Chairperson shall by the most immediate practical means, lay full details of any report/charge in the hands of the reported/charged person(s) and/or a responsible officer(s) of the Club or team of which the accused is a member (e.g. Team Manager). This report/charge, notified on the "Notice to Attend a Disciplinary Panel", must also include details of the date, time and venue of the Disciplinary Panel hearing. The notification shall be received by the charged person at least 48 hours prior to the pending hearing, or within one hour of the pending hearing in the case of an Event Disciplinary Hearing if the incident occurred at an event.
- 5.4 For a game misconduct penalty an individual who is the subject of a report/charge cannot participate in any games or practices until such time as the Disciplinary Panel makes its finding.

6. Time and Place of Disciplinary Panel Hearing

- 6.1. **Normal Time of Hearing:** Hearings shall normally take place within seven days following the alleged offence unless under exceptional circumstances as deemed by the Chairperson, when the hearing will take place at such a time and place and manner as the Chairperson shall decide.
- 6.2 Should the Chairperson of the Disciplinary Panel deem that the circumstances are not exceptional then the Disciplinary Panel will sit irrespective of the reported player, players parent/support person and witnesses attendance.
- 6.3 **Application for Adjournment** If the accused person/s is/are, for a reason which appears exceptional, unable to attend/appear before the Disciplinary Panel, the Chairperson may arrange another date for the hearing.
- 6.4 Where a witness is unable to attend the Disciplinary Panel hearing then the Disciplinary Panel may proceed to hear the report/charge and make an interim finding, subject to final decision once the outstanding evidence has been heard. The intent of this section is to prevent a reported/charged player/official/referee from being unnecessarily prevented from participating in the competition because of the inability of a witness to attend the Disciplinary Panel at the appointed time.

7. Representation of the Parties

- 7.1 All charged persons may bring one support person. In the case of a player under the age of 18yrs he/she shall nominate in addition a parent, guardian or caregiver to attend the hearing.
- 7.2 The persons laying the report/charge should present all evidence and material in support of the report/charge. In the case of a person under the age of 18yrs he/she may have a support person attend the hearing.

8. Witnesses

- 8.1 It shall be the responsibility of the reported/charged person to advise his/her respective witnesses as to the time, date and place of the Disciplinary Panel hearing.
- 8.2 Where there are reasonable grounds for a witness being unable to attend the hearing then the Disciplinary Panel may proceed to hear the report/charge and make an interim finding, pending hearing of the absent witness's evidence, whence a final determination shall be made. (Refer to clause 6.4)
- 8.3 The Disciplinary Panel shall not grant more than one adjournment unless it is satisfied that special and extraordinary circumstances exist which warrant a further adjournment.
- 8.4 The Disciplinary Panel may call any person to appear at a Disciplinary Panel hearing.
- 8.5 At the discretion of the chairperson a witness's evidence may be given in person or in writing or by telephone.
- 8.6 Any witness under the age of 18yrs may have a support person present.

9 Procedures at Hearings

- 9.1 Prior to the commencement of the hearing, the Disciplinary Panel Chairperson shall provide to the members of the Disciplinary Panel:

Under Rule 404 and Rule 405

- a) a copy of the Referee's report for the incident concerned, and
- b) a copy of the Official Score Sheet, and
- c) details of other proven charges that the individual has incurred in the preceding two years.

All other **Report/Charges/Allegations**

- a) a copy of the report/ allegation/charge relating to the incident concerned, and
- b) a copy of any relevant information and
- c) details of other proven charges that the individual has incurred in the preceding two years.

- 9.2. If Notice to Admit has been submitted, then the procedure at the hearing shall commence with Section 10 - Decision of the Disciplinary Panel.
- 9.3 The person reported, together with his/her respective parent/support person shall remain present throughout any hearing of the report/charge unless excused by the Chairperson of the Disciplinary Panel.
- 9.4 Once a witness has been called to give evidence he/she shall remain present until the hearing has finished unless excused by the Disciplinary Panel Chairperson.
- 9.5 No other person shall be allowed to be present unless with the express permission of the Chairperson, given at the time of the hearing.
- 9.6 Upon the Disciplinary Panel being satisfied that the person reported has had due notice, as described herein, of the charge against him/her, the hearing shall proceed.
- 9.7 The evidence shall be placed before the Disciplinary Panel.
 - a) The Referee's report /report/allegation and any evidence shall be read.
 - b) The reported person shall be given an opportunity to respond to the report and call witnesses (one at a time).
 - c) Witnesses are called subject to the Disciplinary Panel being satisfied that each such witness can give relevant information.

10 Decision of the Disciplinary Panel

The Disciplinary Panel reaches its decision in private and the Chairperson shall announce the decision to the main parties. The decision of the Disciplinary Panel is final.

10.1 Hearings relating to Rules 404 and 405

The Disciplinary Panel may make the following findings:-

- i. In the circumstances no further penalty imposed and the charge will not be recorded in NZIHA Disciplinary records, or
- ii. In the circumstances no further penalty imposed but the charge will be recorded in NZIHA Disciplinary records, or
- iii. A suspension imposed for a period of time as deemed appropriate by the Disciplinary Panel, or
- iv. A penalty imposed according to the Schedule of NZIHA Suspensions, or
- v. Some other measure deemed appropriate by the Disciplinary Panel.

- vi. In addition to other suspensions, a recommendation to the NZIHA Executive Committee that the guilty person be expelled from membership of the NZIHA.

10.2 Hearings relating to Rule 410 and all other incidents/allegations

The Disciplinary Panel may make the following findings:-

- i. Charge not Proven - Dismissed, or
- ii. Charge Proven, but in the circumstances, not to be recorded in NZIHA Disciplinary records, or
- iii. Charge proven, but in the circumstances no penalty imposed and a reprimand may be given, or
- iv. Charge proven, and a suspension imposed for a period of time as deemed appropriate by the Disciplinary Panel, or
- v. Charge proven, and a penalty can be imposed according to the Schedule of NZIHA Suspensions as deemed appropriate by the Disciplinary Panel, or
- vi. Some other measure deemed appropriate by the Disciplinary Panel.
- vii. In addition to other suspensions, a recommendation to the NZIHA Executive Committee that the guilty person be expelled from membership of the NZIHA.

10.3 Suspensions/Penalties

- i. Any person who receives a penalty must serve that penalty while registered with the NZIHA. In the case of an unregistered person who has not completely served the penalty, then the penalty shall continue at the resumption of the registration until fully served.
- ii. Any penalty not fully served at the conclusion of one competition/season shall carry forward to the next competition/season of that player and shall continue until fully served. For the purpose of this clause a player must be a registered player member for the current season.
- iii. It is the responsibility of the Manager of the suspended player's team to give to the Scorekeeper a note to be added to the bottom of the scoresheet indicating that (suspended player's name) is serving a suspension in this game and to check that this is properly noted before initialling the scoresheet.
- iv. In the event of a defaulted, if the team defaulting is the team of the suspended player, then the game will not count as a game missed.
- v. In the case of a player serving a suspension of more than five games, he/she must apply to the Chairperson of the Disciplinary Panel in the Region in which he/she is registered asking for release to enable him/her to play in NZIHA games. The application must be accompanied by evidence of having fulfilled the suspension. The player **MUST** not play until a release is granted.
- vi. The Disciplinary Panel shall have the power to charge, as a result of evidence presented to it, individuals, players and/or team officials and require those persons to appear before it to answer those charges.
- vii. **Third Time Offenders:** Any person who is found guilty on THREE occasions within a TWO YEAR period, irrespective of the type of offence, shall when found guilty on

the THIRD occasion receive the MAXIMUM penalty (for the third infraction) PLUS an ADDITIONAL 5 games penalty.

- viii. Where the penalty imposed by the Disciplinary Panel uses the term "game" this is defined as a game sanctioned by NZIHA or by other inline hockey associations associated with NZIHA (e.g. international associations and Federations)

11. Recording of Decision

- a. The Disciplinary Panel shall make a written record of its decision in respect of each report/charge. Such records shall be kept by the Disciplinary Panel Chairperson and findings shall be made available to the clubs involved, the Regional Secretary and the NZIHA Secretary. A national database of all penalties imposed shall be kept and be made available to all Disciplinary Panel chairpersons.
- b. The reported/charged person will be advised verbally and in writing of the Disciplinary Panel decision.
- c. The written notification must include Clauses 10.3 i, ii, iii, iv and v
- d. Special note **MUST** be included in all written hearing result notifications advising:
"Any person who is found guilty on THREE occasions within a TWO YEAR period, irrespective of the type of offence, shall when found guilty on the THIRD occasion receive the MAXIMUM penalty (for the third infraction) PLUS an ADDITIONAL 5 games penalty."

Attachments

- 1. Schedule of NZIHA Suspensions**
- 2. Officials Incident Report**
- 3. Non-Game Incident Report**
- 4. Notice to Attend**
- 5. Notice to Admit**
- 6. Template for hearing outcome**
- 7. Codes of Conduct**

SCHEDULE OF NZIHA SUSPENSIONS

The Game Referee is provided wide latitude in the penalties he or she may impose during a game. This is done to enable the referee to differentiate between the varying degrees of intent. This discretion should be exercised realistically. Some penalties listed below may attract a major or Game Misconduct, or match penalty only. The Schedule of NZIHA Suspensions listed below is to be used only if the infraction or misconduct is deemed by the Disciplinary Panel to be of a serious and/or dangerous nature..

The Disciplinary Panel may make findings in accordance with Clause 10 - Decision of the Disciplinary Panel

If the Disciplinary Panel deems that the offence is of a serious and/or dangerous nature, the following Schedule guidelines should be used:

Minimum Suspensions* for Injury caused by			
Penalty action/injury	Attempted ¹	Deliberated ²	Non-Deliberate ³
Boarding	1	2	1
Body Checking	1	2	1
Butt Ending	1	2	N/A
Charging	1	2	N/A
Checking from behind	1	2	1
Cross Checking - front/side	1	2	1
Cross Checking - behind	1	3	1
Cross Checking - head/neck	1	4	1
Elbowing	1	2	1
Eye gouging	1 year	4 years	N/A
Head butting	1	2	N/A
High Sticking	1	2	1
Hooking	1	2	1
Holding the face mask	1	2	N/A
Kicking	1	2	N/A
Kneeing	1	2	N/A
Slashing	1	2	1
Spearing	1	2	1
Tripping (by any means)	1	2	1
Unnecessary roughness	1	2	1

*All suspension minimums are in numbers of games unless state otherwise

1. penalised individual attempted to cause injury to another person by fouling them
2. penalised individual deliberately caused injury to another person by fouling them
3. penalised individual inadvertently caused injury to another person as a result of a foul that they committed

Minimum Suspensions* for	
Altercation - related penalties	
Fighting	1
Swinging a stick during an altercation	2

3rd Man Into a fight	1
Leaving Bench/Penalty Bench during an altercation	1
Spectator - related penalties	
Interfering with a spectator	5
Throwing a stick at a spectator	5
Drugs - related penalties	
Taking of performance enhancing drugs/illegal substances	1 year
Bad behaviour - related penalties	
abusive/offensive language or gestures	1
Behaving in a manner critically detrimental to the conducting of a game	1

*All suspension minimums are in numbers of games unless state otherwise

Rule No.	Description	Maximum Penalty
Where actual injury results from the offence, the following additional penalties may apply, depending on the degree of culpability of the charged person and on the degree of injury that results:		
	a. Drawing Blood	Extra Three Games
	b. Stitches Required	Extra Five Games
	c. Admitted to Hospital	Extra Ten Games
410	Supplementary Discipline	To be determined on a Case by Case Basis
601	<u>ABUSE OF AN OFFICIAL BY A PLAYER</u>	
601.e.2	uses obscene or abusive language, gestures	5 games
601.f.1	deliberately inflicts physical harm	5 YEARS
601.f.1	attempts to inflict physical harm to Game Official	10 games
	to a Team Official	8 games
601.f.2	behaves in a manner critically detrimental to a game	5 games
	<u>BY A TEAM OFFICIAL</u>	
601.h.2	uses obscene or abusive language, gestures	5 games
601.i.1	deliberately inflicts physical harm	5 YEARS
601.i.1	attempts to inflict physical harm to a Game Official	10 games
	to a Team Official	8 games
601.i.2	behaves in a manner critically detrimental to the game	5 games

ATTEMPT TO INJURE

603	another Player	8 games
604 d	BOARDING	5 games
604 d	BODY CHECKING	5 games
607 b, c	BUTT ENDING	8 games
606 d	CHARGING	5 games
606 d	CHECKING FROM BEHIND	8 games
607 c	CROSS CHECKING	8 games
608 a	DELIBERATE INJURY	8 games
	a. Butt - Ending	5 games
	b. Eye Gouging	10 games
	c. Spearing	5 games
	d. Tripping	5 games
610 b	ELBOWING	5 games
613	FIGHTING	3 games
613c	3 rd Man In (1 st person joining an altercation) Fighting during handshake	5 games 5 games
613d	Additional persons joining an altercation	5 games
608 c	HEAD BUTTING	8 games
617 e	HIGH STICKING	5 games
619 b	HOOKING	5 games
618 c	HOLDING THE FACE MASK	5 games
622 b	INTERFERENCE WITH A SPECTATOR	10 games
623	KICKING	8 games
610 b	KNEEING	8 games
625 a	LEAVING THE PLAYERS OR PENALTY BENCH (Player or Official) DURING AN ALTERCATION	10 games
633 b	SLASHING	8 games
634 a, b	SPEARING	8 games
633 c	SWINGING THE STICK DURING AN ALTERCATION	8 games
636 c	THROWING STICK AT SPECTATOR	10 games
639 a	TRIPPING (If player injured) WITH ANY OF THE FOLLOWING: Arm, Elbow, Head, Knee, Skate, Stick See Attempt to Injure or Deliberate Injury	8 games
640	UNNECESSARY ROUGHNESS (ROUGHING) See Attempt to Injure or Deliberate Injury.	5 games

DRUG POLICY **TAKING OF PERFORMANCE ENHANCING DRUGS/ILLEGAL SUBSTANCES **Life BAN****

(Reports/Charges of Drug abuse or use of any illegal/banned substances shall be determined by the NZIHA Executive instead of the Disciplinary Panel.)

Trial Invitations

Invitations to players to trial for representative teams may be affected when a player is serving a suspension.

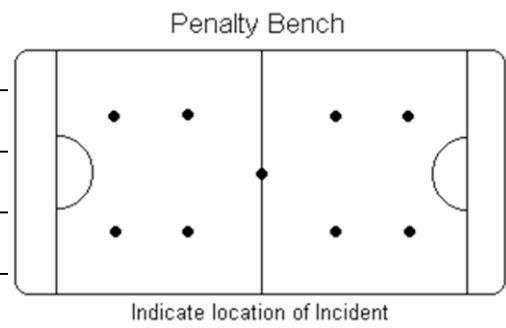
Officials Incident Report



Date of Game:	Time of Game;	Game Number:
Venue:	Age Classification:	
Home Team:	Away Team:	
Referee Name:		Qual Level:
Referee Name:		Qual Level:

Offense committed: _____

Incident description in detail: (use other side of page if necessary)



Players Involved and Penalty Assessed

Name	Team and Number	Rule Number & Penalty Assesses

Observations leading up to this reported incident: _____

Referee's Signature: _____ Date of Report: _____

This Officials Incident Report along with any relevant documents is to be sent by email, post or fax immediately Contact Details are: nz.inline@gmail.com or Box 18001, Merrilands, New Plymouth or Fax (06) 759-8445 and forwarded the regional Discipline Chairperson and League Authorities. A copy of all relevant documentation INCLUDING the scoresheet must be sent with the referee report(s).

Incident details continued

Officials Report Guidelines

1. The purpose of the report is to give an accurate account of what occurred.
2. It is important to describe the incident in detail as though the readers of the report did not see the incident, which may be the case.
3. Referees must complete his/her own report stating what they saw, not an account of what they saw plus what they heard from others. As both referees are positioned on opposite sides of the rink and looking at different players, then each referees view will be different.
4. Referees MUST ensure the report is completed as soon as practicable and in all cases within 24 hours after the completion of the game in which the incident took place to ensure that details are recorded accurately.
- 5. Referees MUST submit their reports individually without consultation with the other game referee of the game where the incident occurred.**

Areas to include in report are: -

- ³⁵/₁₇ Sequence of events leading up to the incident, ie. Boarding, tripping, face-off, protecting goalie, swearing etc.
- ³⁵/₁₇ How many involved initially and their numbers,
 - ³⁵/₁₇ #5 Blue tripped #23 Red, or
 - ³⁵/₁₇ #5 Blue fell on Red goalie.
- ³⁵/₁₇ Who was the third player in?
 - ³⁵/₁₇ #28 Red crossed checked #5 Blue, or
 - ³⁵/₁₇ #23 Red pulled #5 Blue from his goalie
- ³⁵/₁₇ Who swung the first punch?
 - ³⁵/₁₇ #3 blue punched #28 Red for cross-checking team mate
 - ³⁵/₁₇ #5 Blue started fighting with #23 Red.
- ³⁵/₁₇ Did any goalies leave their crease
- ³⁵/₁₇ Did any player leave their player bench
- ³⁵/₁₇ Did any player leave the penalty bench
- ³⁵/₁₇ Score Sheet completed correctly ie. Match penalty for fighting



New Zealand Inline Hockey Association

Reporting Form for all Allegations of breach/s of the relevant Code of Conduct and acts of vandalism, violence, abuse, dishonest, offensive or any other such behaviours they may bring the sport into disrepute that occurred before, during or after an inline event.

(Attach all relevant information to this form)

INCIDENT LOCATION: _____ INCIDENT DATE: _____

Did this incident occur in: Competition Hotel or Public Accommodation Club Location Elsewhere
 (Please indicate and provide details below)

DETAILS OF THOSE INVOLVED:

Name: _____ Club (if known) _____

SUMMARY OF INCIDENT Please give specific details (attach sheets if necessary)

--

WITNESSES OR DOCUMENTED VERIFICATION.

(Provide names and addresses OR copies of printed materials)

TO WHOM WAS THIS INCIDENT REPORTED AND AT WHAT TIME?

Identify Person (if possible)	NAME	PHONE/MOBILE/ADDRESS?
NZIHA Official (identify)		
Club Officer (identify)		
Police (identify)		
Other (identify)		

If this was reported what was the resolution and who may we contact for verification?

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I certify that the above information is accurate, truthful, and complete to the best of my knowledge. (Parent/Guardian to co-sign if under 18 years)

Signature:		Date:
Print Name:		Phone Numbers:
Email:		
Address:		

NOTICE TO ATTEND A DISCIPLINARY PANEL

TO: _____

Take NOTICE that you are required to attend a Disciplinary Panel hearing:

On _____ at _____
(date) (place)

OR

By a teleconference on _____ at _____
(date) (time)

To participate in the teleconference you will need to dial _____ and then enter, when asked by the operator, the following pin number _____.

On behalf of _____ (Referee or Accused Person)

In respect of a report/charge against

(A copy of the Report is attached)

The Report/Charges are as follows:

Rule No: _____

Rule No: _____

Rule No: _____

Further, take notice that if you fail to appear before the Disciplinary Panel, the Disciplinary Panel is empowered to assess an additional suspension from playing or officiating in games.

Signed: _____ (Disciplinary Panel Chairperson)

If there are any questions regarding this notice please contact me on Tel: _____

NOTICE TO ADMIT

Report/Charge

Rule No: _____

Rule No: _____

Rule No: _____

I, _____ admit the report/charge as per the incident which occurred on _____ (date) at _____ (venue) and accept the decision of the Disciplinary Panel. In respect of the incident I make the following

(Continue on separate page if required)

Signed: _____ (Reported Person) Dated: _____

Witness: _____ Dated: _____

(Officer of the Club or NZIHA Official OR Parent/Guardian/Caregiver)

This form must be forwarded to the Disciplinary Panel Chairperson by _____ (not later than 24 hours prior to the time set for the Regional Disciplinary Panel hearing or half an hour in the case of an Event Disciplinary Panel Hearing).

I, _____ the reported/charged person having admitted the report/charge will / will not elect to attend the Disciplinary Panel. (Please strike out whichever is NOT applicable)

The Disciplinary Panel Chairperson reserves the right to require that the reported/charged person attend the Disciplinary Panel to have his/her case heard, even after submitting a "Notice to Admit".

Details of Player: _____ (Address)
_____ (Telephone/Fax Numbers)

Discipline Panel Hearing Outcome Template

To be completed by the Disciplinary Chair/Secretary and forwarded to NZIHA the charged person.

Name		Date:	
Jersey #		Event/grade:	
Game #		Club:	
Charge			
Referees:			
Discipline Panel			
Report/ Comment			
Hearing Decision	<p>It was the decision of the hearing that (insert outcome)</p> <p>If any further offence occurs in this period, the suspended games will be served in addition to any other suspensions given by a Discipline Panel.</p> <p>NOTE</p> <p>10.1 Suspensions/Penalties</p> <ul style="list-style-type: none"> i. Any person who receives a penalty must serve that penalty while registered with the NZIHA. In the case of an unregistered person who has not completely served the penalty, then the penalty shall continue at the resumption of the registration until fully served. ii. Any penalty not fully served at the conclusion of one competition/season shall carry forward to the next competition/season of that player and shall continue until fully served. For the purpose of this clause a player must be a registered player member for the current season. iii. It is the responsibility of the Manager of the suspended player's team to give to the (Scorekeeper a note to be added to the bottom of the scoresheet indicating that (suspended player's name) is serving a suspension in this game and to check that this is properly noted before initialling the scoresheet. iv. In the event of a defaulted game, if the team defaulting is the team of the suspended player, then the game will not count as a game missed. v. In the case of a player serving a suspension of more than five games, he/she must apply to the Chairperson of the Disciplinary Panel in the Region in which he/she is registered asking for release to enable him/her to play in NZIHA games. The application must be accompanied by evidence of having fulfilled the suspension. The player MUST not play until a release is granted. vi. <u>Third Time Offenders:</u> Any person who is found guilty on THREE occasions within a TWO YEAR period, irrespective of the type of offence, shall when found guilty on the THIRD occasion receive the MAXIMUM penalty (for the third infraction) PLUS an ADDITIONAL 5 games penalty. vii. Where the penalty imposed by the Panel uses the term "game" this is defined as a game sanctioned by NZIHA or by other inline hockey associations associated with NZIHA (e.g. international associations and Federations) 		

New Zealand Inline Hockey Association

CODES OF CONDUCT

Explanatory Foreword

The purpose of New Zealand Inline Hockey Association Code of Conduct is to encourage fair, ethical treatment of all persons and clubs that come under the umbrella of New Zealand Inline Hockey Association. Obviously some sections of the Code will be more applicable to some persons and groups than others.

All persons will agree to abide by the NZIHA Code of Conduct and acknowledge that any breach of the Code of Conduct, or any part of it, may result in disciplinary action under the NZIHA Constitution, By-Laws and Policies.

The following Code of Conduct applies to all NZIHA members and persons participating in NZIHA activities.

As a NZIHA member and/or participant you should meet the following requirements with regard to your conduct during any NZIHA sanctioned activity:

Respect the rights, dignity and worth of others.

Be fair, considerate and honest in all dealings with others.

Be professional in, and accept responsibility for, your actions.

Make a commitment to providing quality service and performance.

Be aware of, and maintain, an uncompromising adherence to, standards, rules, By-Laws and policies.

Operate within the Constitution, By-Laws, Policies and Procedures of NZIHA

Understand the possible consequences of breaching the NZIHA Code of Conduct.

Immediately report any breaches by NZIHA members to the appropriate authority.

Comply with any and all applicable national or local legislation.

Refrain from any form of abuse towards others.

Refrain from using any obscene language.

Refrain from any form of harassment towards others.

Refrain from any form of discrimination towards others.

Refrain from any form of victimisation towards others.

Reject corruption, drugs, racism, violence and other dangers to our sport.

Promote the interests of inline hockey.

Provide a safe environment for the conduct of activity in accordance with relevant NZIHA policy.

Show concern and caution towards others who may be sick or injured.

Be a positive role model.

Do not provide comment to any media, or publish any comment (including on any website), on behalf of New Zealand Inline Hockey Association or any of its member without the express permission of the NZIHA.

Do not speak to any media in a negative way, or publish any negative comment (including on any website) regarding New Zealand Inline Hockey Association or any of its members..

Never act in any way that may bring disrepute or disgrace to NZIHA , its members, its stakeholders and/or its sponsors, potential sponsors and/or partners.

New Zealand Inline Hockey expects all members, supporters, advisors, and associates of NZIHA to abide by a Code of Conduct that upholds the principles and values of the organisation and the NZIHA Member Protection Policy. Members should recognise that at all times, they have a duty of care to all NZIHA members.

In addition a

Team Manager will:

Be responsible for the overall welfare and well being of team members and officials when travelling with a team.

Maintain a 'duty of care' towards team members and be accountable for the management of the team.

Have a sound working knowledge of NZIHA Constitution, By-Laws and Policies, and ensure that the conduct of the affairs of the team is in accordance with these and or any other policies and guidelines determined by NZIHA.

Foster a collaborative approach to the management of the team.

Set team protocols and agreements with team when appointed to a NZ team management position and follow guidelines set out in NZ Team Management Role Description.

Referee will:

Officiate matches in a fair, safe manner that ensures spectator enjoyment and player safety.

Know the Rules of the Game and their interpretations thoroughly.

Condemn unsporting behaviour and promote respect for all opponents.

Be a good sport.

Keep up to date with the latest trends in officiating.

Give all people a 'fair go' regardless of their gender, ability, cultural background or religion.

Maintain physical fitness for peak performance.

Keep all appointments assigned to and accepted by them.

Conduct themselves in a way that is ethically and morally beyond reproach.

Support fellow officials.

Grant players and coaches dignity and self respect.

Member¹, Administrator², Associate³ will:

¹A Member shall include a club member, whether active or social, or life member of any affiliated club.

²An Administrator shall include any person who is in an elected or appointed administrative capacity, whether paid or a volunteer, at an affiliated inline hockey club.

³An Associate shall include any person so determined by the Executive of NZIHA.

Encourage their members and spectators (as appropriate) to abide by the Code of Conduct and take reasonable steps to ensure such compliance.

Be fair, considerate and honest with others.

Be professional in all actions.

Ensure language, presentation, manner and punctuality reflect high standards.

Resolve conflicts fairly and promptly through established procedures.

Maintain strict impartiality.

Maintain a safe environment for others.

Coach will:

Respect the rights, dignity and worth of every individual player as a human being and:

Treat everyone equally regardless of gender, disability, ethnicity or religion.

Respect the talent, developmental stage and goals of each player in order to help each player reach their full potential.

Maintain high standards of integrity.

Operate within the rules of inline hockey and in the spirit of fair play, while encouraging players to do the same.

Advocate a sporting environment free of drugs and other performance enhancing substances within the guidelines of the New Zealand Sports Drug Agency.

Not disclose any confidential information relating to their players without written prior consent.

Be a positive role model for the sport and the players and act in a way that projects a positive image of coaching ';;

Provide all players with the equal attention and opportunities they deserve.

Ensure the time spent with their player(s) is a positive experience.

Be fair, considerate and honest with players.

Encourage and promote a healthy lifestyle – refrain from smoking, drinking alcohol and engaging in poor lifestyle choices around players.

Show professional responsibility:

Display high standards in language, manner, punctuality, preparation and presentation.

Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of sport - this includes opponents, coaches, officials, administrators, the media, parents and spectators.

Encourage their players to demonstrate the same qualities.

Be professional and accept responsibility for their actions.

Refrain from initiating a relationship with a player and also discourage any attempt by a player to initiate a sexual relationship with them, explaining the ethical basis of the refusal.

Accurately represent personal coaching qualifications, experience, competence and affiliations.

Refrain from criticism of other coaches.

Make a commitment to providing a quality service to their players:

Seek continual improvement through ongoing coach education and other development opportunities.

Provide players with planned and structured training programmes appropriate to their needs and goals.

Seek advice and assistance from other more experienced coaches when additional expertise is required.

Maintain appropriate records.

Provide a safe environment for training and competition:

Adopt appropriate risk management strategies to ensure that the training and/or competition environment is safe.

Ensure equipment and facilities meet safety standards.

Ensure equipment, rules, training and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the players.

Show concern and caution toward sick and injured players.

Allow further participation in training and competition only when appropriate.

Encourage players to seek medical advice when required.

Provide a modified training programme where appropriate.

Maintain the same interest and support toward sick and injured players.

Protect players from any form of personal abuse:

Refrain from any form of verbal, physical and emotional abuse towards players.

Refrain from any form of sexual and racial harassment, racial vilification and harassment on the grounds of disability.

Ensure that any physical contact with players is appropriate to the situation and necessary for the player's skill development.

Be alert to any forms of abuse directed towards players from other sources while in their care.

Player will:

Play to win but play fair.

Never argue with or verbally abuse an official; observe the Rules of the Game.

Accept defeat with dignity.

Conduct themselves in a sportsman-like manner and respect fellow players, coaches, managers and referees and the achievement of opponents.

Not bully or take an unfair advantage of another competitor.

Cooperate with their coach, manager, team mates and opponents.

In addition, Players in NZIHA teams will:

Refrain from possessing and/or consuming prohibited substances while in NZIHA camps or on tours.

Not consume or purchase alcohol and tobacco while in NZIHA camps or on tours without the agreement of the Team Manager and Head Coach.

Comply with training, competition, curfew and behaviour requirements, directed by NZIHA, while in camp or on tours.

Parent/Guardian will:

Agree to abide by the Code of Conduct.

Remember that children participate in sport for their enjoyment, not the parents.

Encourage children to participate and not force them.

Focus on the child's efforts and performance rather than winning or losing.

Encourage children always to compete according to the rules and to settle disagreements without resorting to hostility or violence.

Never ridicule or yell at a child for making a mistake or losing a competition.

Remember that children learn best by example.

Support all efforts to remove verbal and physical abuse from sporting activities.

Respect officials' decisions and teach children to do likewise.

Show appreciation for coaches, officials and administrators.

New Zealand Inline Hockey Association expects all affiliated clubs, members, referees, administrators, associates, coaches, players, volunteers and parents or guardians to understand the possible consequences of breaching the Code of Conduct and ensure that they abide by the Code.

Any serious breaches of this Code of Conduct, or persistent violations of any aspect of the Code of Conduct, by any of the above may result in any of the following being imposed:

- *Suspension*
- *Good behaviour bond*
- *Fines*
- *Expulsion*

Acknowledgements:

SPARC