



Pickleball Brantford Club – Code of Conduct and Breach Policy

Purpose

This policy sets out how Pickleball Brantford Club will handle breaches of our Code of Conduct. It ensures that all concerns are managed fairly, consistently, and in the best interests of our members and the club.

Code of Conduct

- I will always exhibit good sportsmanship and encourage others to do the same.
- I will always conduct myself in a manner that promotes the health, safety, and well-being of others.
- I will always use language and actions that are positive, encouraging, and supportive.
- I will exhibit fairness and honesty in all dealings with others.
- I will be a positive role model for others learning the game.
- I will take an active role as an ambassador for Pickleball Brantford in promoting the game as a fun activity for all.

Examples of Misconduct

- Unsporting behavior (e.g., swearing, aggression)
- Breach of safety practices
- Disrespect to members, facilitators and volunteers
- Harassment, bullying, or discrimination
- Serious damage to the club's reputation

Breach Policy Principles

- Fairness – everyone has the right to be heard.
- Transparency – the process is clear and consistent.
- Confidentiality – matters are handled discreetly.
- Proportionality – sanctions match the seriousness of the issue.
- Right of Appeal – members can appeal decisions.

Process

1. Report

- Concerns are raised with a board member.
- Minor issues may be resolved informally (e.g., quiet word, mediation).

2. Review

- The Chairperson of the board considers the matter.
- If serious, it proceeds to a formal process.

3. Investigation

- Information is gathered (statements from those involved and witnesses).
- The member is informed of the concern and given a chance to respond.

4. Hearing

- A small panel of 3 committee members (not directly involved) meets. We will strive to have 1 board member and two non-board members.
- The member is invited to attend and may bring a supporter.
- Both sides are heard before a decision is made.

5. Outcome

- For first-time minor infractions, a verbal warning will be issued to the offending member, stating the concern and reminding them of their obligations as a member. All verbal warnings will be recorded in the member's file. (First Level Warning)
- For a second minor infraction or matters requiring additional attention, a Letter of Intention outlining the incident and the club's expectations will be issued. (Second Level Warning)
- For a third infraction or a serious violation, a Letter of Intention outlining the incident and a summons to a meeting (or video call) with the investigating committee will be issued. (Third Level Warning)
- At any time after a Second Level Warning, the committee may determine that a suspension is warranted.
- At any time after a Third Level Warning, the committee may consider suspension or termination of membership without refund, per Pickleball Brantford Club constitution section 2.2 and 5.6.

6. Appeal

- A written appeal must be submitted within 7 days.
- A separate committee panel will review.
- A separate panel of the board has the right to make the final decision from the appeal process.

Record Keeping

- The Secretary records complaints, actions, and decisions.
- Records are kept securely and reviewed annually by the committee.

This policy applies to all members and volunteers. By joining Pickleball Brantford Club, you agree to follow the Code of Conduct and this Breach process.