

## LACOMBE PICKLEBALL CLUB DISCIPLINE POLICY AND PROCEDURES

The Mission of the Lacombe Pickleball Club is to promote and develop the sport of pickleball for all ages.

Policy: The Lacombe Pickleball Club(LPC) has a Discipline Policy which all members are subject to.

Purpose: To create and maintain a positive atmosphere so that all members and visitors can fully enjoy the benefits of LPC events.

### DISCIPLINE POLICY:

If an incident or event has occurred with an individual member or a group of members, the LPC Executive will gather all applicable evidence to ensure a fair and honest approach to mitigating the situation.

The LPC Executive will collectively decide appropriate process and action should this be needed in the following circumstances.

- The member(s) has/have failed to abide by the LPC Code of Conduct.
- The member(s) have purposely disrupted meetings or functions in a way that is not appropriate.
- The member(s) has/have caused harm to LPC member(s) or the Association itself.

### DISCIPLINARY PROCEDURES:

The identified member(s) shall be subject to the following disciplinary action:

- First Action: Verbal warning shall be given to the member(s) by the LPC President or his/her Alternate and one other LPC Executive member.
- Second Action if unresolved: The LPC Executive will forward a letter to the identified member(s) warning of suspension or termination should the issue not be resolved in a reasonable period of time as outlined by the Executive.

- Third and Last Action: If the outstanding and/or recurring issue has not been resolved in the time frame as outlined by the LPC Executive, the LPC Executive has the right to terminate that member(s)' membership immediately for whatever time period they deem appropriate. This action will be in the form of an immediate verbal communication by the LPC President or Alternate. This action will be supported by documentation which the member(s) shall receive' and the Executive will file' which outlines the reason for the discipline. Any funds contributed to the LPC by the terminated member(s) will be forfeited by the member(s) upon notification by the LPC Executive of their membership termination.

If the issue or situation is such that the LPC Executive believes the member(s) committed a serious unsportsmanlike or other act towards an LPC member or the Association, then the following procedure will be instituted:

- The LPC Executive has the right to terminate that member(s) membership immediately for whatever time priod they consider appropriate. This action will be in the form of an immediate verbal communication by the LPC President/Alternate and supported by follow-up documentation. The Executive will ensure the member(s) receive the documentation and will keep on file an outline of the disciplinary actions taken and the cause for them. Any funds, contributed to the LPC by the terminated member(s), will be forfeited by that member upon notification from the LPC Executive of the termination of their membership.

The decision of the LPC Executive is final.

All copies of the supporting documentation will be filed electronically and manually to ensure precise and accurate reporting in situations involving disciplinary action.