



# CORONA PONY YOUTH BASEBALL CODE OF CONDUCT & DISCIPLINARY POLICY

This Code of Conduct and Disciplinary Policy has been adopted by the Corona PONY Youth Baseball League (CPYB or League) in order to provide to each individual a better understanding of their responsibility and required conduct.

One measure of a successful non-profit organization is the ability to police itself. It is for this reason that Corona PONY Youth Baseball, Inc. has established the following *Code of Conduct* and *Disciplinary Policy* in which all violations will be reviewed and/or enforced by the Conduct/Disciplinary Committee (CDC).

**This Code of Conduct and Disciplinary Policy applies to all members of Corona Pony Youth Baseball, including, but not limited to, managers, coaches, assistant coaches, team moms, players, parents, Division Directors, CPYB Board of Directors, CDC Committee members, umpires and spectators.**

## CODE OF CONDUCT

It is the responsibility of CPYB officials, managers, coaches, assistant coaches, team moms, parents and players to:

1. Notify CPYB officials of injuries sustained by a player within 24 hours of such incident.
2. Properly protect all League equipment and promptly return same when asked to. Teach protection of League owned equipment.
3. Exemplify the highest moral character.
4. Recognize the individual worth and reinforce the self-image of each team member.
5. Provide a safe environment for practice and competition.
6. Respect the integrity and judgment of game official.
7. Be modest in victory and gracious in defeat.
8. Before the game, introduce yourself to the opposing coach and umpire.
9. Encourage players through positive feedback and do not humiliate, taunt or degrade your own team players or opposing team players.
10. Teach and abide by the rules of the game in letter and spirit.
11. Managers must review the Corona Pony Baseball *Code of Conduct* and *Disciplinary Policy* with their coaches, assistant coaches, team moms, players and player's parents. The CDC *may* hold managers accountable for the conduct of their coaches, assistant coaches, team moms, players and player's parents.

## DISCIPLINARY POLICY – GENERAL

**Recognizing the difficulty of establishing specific penalties for all violations of acceptable conduct, the following penalties or disciplinary action may be taken:**

- a) **WARNING** - The offending person is to be advised, in writing, of the offense, and further advised that repetition of the offense shall result in more severe penalty.
- b) **SUSPENSIONS** - The offending person is to be advised in writing that he or she has been suspended from all league activity for a specific number of games. Level 1, Level 2 or Level 3 disciplinary actions may be applied (see below).
- c) **DISMISSAL OR EXPELLED** - The offending person is to be advised in writing that he or she has been dismissed or expelled from the league for the remainder of that current year.
- d) **BARRED OR EXPELLED FROM CPYB** - The offending person is to be advised in writing that he or she has been dismissed or expelled from present and future participation in the league, permanently, or for a specific number of years.

## DISCIPLINARY POLICY - SPECIFIC

The following list of violations is ***not all-inclusive*** and the Conduct/Disciplinary Committee (CDC) reserves the right to amend the violations and disciplinary actions as necessary. The CDC reserves the right to enforce the appropriate disciplinary action as deemed necessary and may include any of the above listed general actions. The CDC also reserves the right to enforce the following disciplinary actions on individuals/members for specific violations listed below:

### LEVEL 1 DISCIPLINARY ACTION

Level 1 action, which may lead to the suspension of the manager, coach, assistant coach, team mom, player, parent, spectator or any member of CPYB from participation in CPYB activities, are listed below including length of suspension. The *Specific Division Director* may enforce these suspensions without approval from the Conduct/Disciplinary Committee; however, may consult the CDC if necessary. However, the CDC must notify the violator in writing of disciplinary action. There is no appeal of Level 1 Suspensions.

| <u>VIOLATION</u>                                                                                                                            | <u>DISCIPLINARY ACTION</u> |
|---------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 1. Use of swearing or profanity of any nature                                                                                               | Next two league games      |
| 2. Use of abusive or vilifying language toward anyone on the ball field                                                                     | Next two league games      |
| 3. Verbal abuse/heckle any opposing players or umpires directly or indirectly                                                               | Next two league games      |
| 4. Continuing any dispute after three minutes                                                                                               | Next two league games      |
| 5. Willful disregard for City ordinances by parent, player, coaches, managers, assistant coaches, team mom, spectator or any member of CPYB | Next two league games      |

## LEVEL 2 DISCIPLINARY ACTIONS

Level 2 actions, which may lead to the suspension of manager, coach, assistant coach, team mom, player, parent, spectator or any member of CPYB from participation in CPYB activities, are listed below including length of suspension. **These complaints must be received in written form to the Conduct/Disciplinary Committee within 48 hours after the occurrence of the incident in question. Level 2 Suspensions are reviewed by the CDC and can be appealed to the Executive Board.** The CDC must notify the violator in writing of disciplinary action and the violator should be afforded a review hearing with the CDC if the CDC or violator requests such hearing.

| <u>VIOLATION</u>                                                                                         | <u>DISCIPLINARY ACTION</u> |
|----------------------------------------------------------------------------------------------------------|----------------------------|
| 6. Persistent misconduct after a caution                                                                 | Next four league games     |
| 7. Dangerous play/intent to harm another player                                                          | Next four league games     |
| 8. <i>Second Offense</i> – Use of abusive or vilifying language toward anyone on ball field              | Next four league games     |
| 9. <i>Second Offense</i> – Verbal abuse/heckle of any opposing players or umpires directly or indirectly | Next four league games     |

## LEVEL 3 DISCIPLINARY ACTIONS

“Major” Actions which may lead to the **suspension** of manager, coach, assistant coach, team mom, player, parent, spectator or any member of CPYB from participation in CPYB activities for the **remainder of the season** or expulsion from CPYB are listed below. The CDC reviews Level 3 suspensions and approval from the Executive Board is needed for any expulsion. A review hearing is mandatory for this level of disciplinary action and should be conducted within a reasonable amount of time after the offense has occurred.

| <u>VIOLATION</u>                                                                                                                                                                                                                                                | <u>DISCIPLINARY ACTION</u>        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| 10. Any <b>attempt</b> to physically harm an umpire, coach, manager or player                                                                                                                                                                                   | EXPULSION FROM CPYB               |
| 11. Any manager, coach, assistant coach, parent, guardian, player or other member <b>willfully striking, or fighting</b> with any other manager, coach, assistant coach, team mom, parent, guardian, player or other member at any League game or CPYB function | EXPULSION FROM CPYB               |
| 12. Causing physical harm to an opponent due to any act of violence                                                                                                                                                                                             | EXPULSION FROM CPYB               |
| 13. <i>Second Offense</i> – Persistent misconduct after a caution                                                                                                                                                                                               | EXPULSION FOR REMAINDER OF SEASON |
| 14. <i>Second Offense</i> – Dangerous play/intent to harm another player                                                                                                                                                                                        | EXPULSION FOR REMAINDER OF SEASON |
| 15. Any acts of vandalism to the ball field facilities or equipment                                                                                                                                                                                             | EXPULSION FOR REMAINDER OF SEASON |
| 16. Any willful disregard for City ordinances that <i>causes harm</i> to any individual at the ball field.                                                                                                                                                      | EXPULSION FOR REMAINDER OF SEASON |

## **SERVING LEVEL 1 OR LEVEL 2 DISCIPLINARY ACTIONS**

1. Players must serve their suspensions in uniform on the bench. If the player does not come to the next league game in uniform and sit on bench, then the suspension has not been served.
2. Managers, coaches, assistant coaches, team moms, parents, guardians or any other member must serve their suspension at home. They are not allowed to serve their suspensions at the ballpark.

## **CONDUCT/DISCIPLINARY COMMITTEE (CDC)**

The CDC shall have the authority to suspend, discharge, or otherwise discipline any player, manager, coach, assistant coach, team mom, umpire, Division Director, CDC member, Board of Directors or other member whose conduct is in violation of the Rule and Regulations of Baseball, PONY Baseball, the CPYB Code of Conduct, or is considered detrimental to the best interests of the League.

### **Responsibility and Role of the Conduct/Disciplinary Committee (CDC):**

1. The Conduct/Disciplinary Committee will consist of three Board members and two parents/non-board members. One Board member will serve as the chairperson.
2. The CDC shall hear and judge matters resulting from a written complaint regarding the actions of any member of the CPYB organization.
3. The CDC shall meet as required to hear and discuss incidents that may require disciplinary action.
4. Meetings will be called by the chairperson as needed. The chairperson will conduct the CDC in a manner such that parties are accorded:
  - a) A hearing before a disinterested and impartial body of fact finders.
  - b) Notice of specific charges or alleged violations in writing and the possible consequences if the charges are found to be true.
  - c) Reasonable time, between receipt of the notice of charges and hearing date, to have time to prepare a defense (limited to seven calendar days)
  - d) The right to have the hearing conducted at a time and place so as to make it practical for the person being charged to attend.
  - e) The right to be assisted in the presentation of one's case at the hearing;
  - f) The right to call witnesses and present oral and written evidence and argument;
  - g) A written decision, with reasons for decision, based solely on the evidence of record, issued in a timely manner, but not to exceed seven calendar days after the hearing.
  - h) In the event that such a hearing involves a player, or other person under the age of 18, that person's parents shall be invited to attend the hearing.

## **Responsibility and Role of the Conduct/Disciplinary Committee (CDC) Continued:**

5. As part of the investigation, the CDC as well as Division Directors will assemble evidence from all sides and review the evidence and make a determination as to the charges. If credible evidence is NOT found, then the complaint will be dismissed. The alleged party will be notified in writing of the dismissal.
6. If, during the CDC investigation, compelling information is found that allowing the violator to continue participation in the league could be damaging to the League, then the violator may be suspended pending the completion of the investigation.
7. Once all relevant information regarding complaint is assembled and reviewed by the CDC, it will make its final decision and notify the violator within 7 calendar days from date of hearing or 14 days from date of incident.
8. **Decisions of this committee are final and do not require the Executive Board vote with the exception of permanent expulsion. If offending person is suspended for four games or more, the offending person may appeal to the Executive Board.**
9. A database of complaints will be kept and a status report of pending complaints presented at each Board meeting.
10. All records are kept in secure and confidential files.
11. In some cases, CDC, deliberation is not needed. This occurs when a court of law finds a person guilty of a felony or a crime of moral turpitude.

## **DEFINITIONS**

1. BALLPARK: Intended to be all encompassing and includes bleacher areas, the parking lot and street immediately adjacent to park. Violations will be brought to the immediate attention of the Division Director and the Conduct/Disciplinary Committee for review and possible additional disciplinary action.
2. VILIFYING LANGUAGE: To speak in an abusively disparaging manner
3. HECKLE: Interrupt with derisive or aggressive comments or abuse
4. TAUNT: A remark made in order to anger, wound, or provoke someone.

## REPORTING AN INCIDENT TO THE CDC

1. While people can call in with complaints of alleged violations, those investigated must be received in writing and **within 48 hours** after the incident occurred.
2. Anyone, including members, the public and League members, may make a written complaint.
3. If the complaint provides credible evidence of a violation, the violator of the complaint is notified and given an opportunity to respond within 7 calendar days or have a hearing before the CDC. In the event the allegation involves a player, or other person under the age of 18, that person's parents shall be invited to attend any hearing.
4. Once the CDC receives the complaint, it will have 7 calendar days to investigate and respond in writing to alleged violator regarding knowledge and receipt of complaint. The CDC shall have a minimum of 14 calendar days to investigate and forward a finding to alleged violator. During that time or within 7 calendar days of reporting findings, alleged violator may request a hearing before the CDC. The CDC must complete their investigation and report to alleged violator within 7 days of hearing date.