



Minor Football Incident Reporting and Discipline Procedures

Applicability

The following guidelines for Minor Football Incident Reporting and Discipline Procedures is applicable to the following parties:

- All Coaches, athletes, support staff, volunteers, officials, and spectators of all age levels

Roles and Responsibilities

- Case Manager – President of Football New Brunswick. Responsible for management of each case as per the Discipline and Complaints Policy.
- Local Discipline Chair – appointed by the Case Manager under Process #1 (section 23) of the Discipline and Complaints Policy. In most cases the Local Discipline Chair will be appointed by the minor association president in which the incident applies to. The minor association president may strike an ad hoc minor association discipline committee if it chooses.
- Discipline Panel (provincial) – responsible to review and assess any incidents under Process #2 (section 32) of the Discipline and Complaints Policy if deemed necessary by the Case Manger . The Discipline Panel members are the Presidents of each minor association and the President of Football New Brunswick. Should there be a conflict of interest, the President in conflict would abstain from the review.
- Minor Associations – responsible to adhere to these incident reporting and discipline procedures with an unbiased approach in respect to the Safe Sport Policies and Code of Conduct.
- Officials – responsible to adhere to the incident reporting and discipline procedures, provide the appropriate parties outlined in this document with the necessary documentation to execute reviews as required.
- Athletes, Coaches, support staff, volunteers and spectators – responsible to adhere to the procedures in place and participate in reviews should there be an incident involving them or their team.

NBIAA and FNB Alignment

- The NBIAA and FNB will follow their respective suspension guidelines.
- Should an associate player, coach, bench personnel or official receive a suspension, they will be required to follow the minimum suspensions for the league with which the suspension occurred.
- All persons receiving a suspension under the jurisdiction of Football New Brunswick or the NBIAA shall be deemed ineligible from participating at any level of football in any capacity under the jurisdiction of Football New Brunswick or the NBIAA until the suspension has been served or length of suspension has elapsed from within the league it was given.

Section 1: Game Ejections and Unnecessary Roughness Penalties

1.1 Athletes, Coaches and Support Staff



1. Officials will send all penalty cards for all games to the Executive Director of Football New Brunswick within 48 hours. If an ejection occurs they must also submit an Incident Report, within 48 hours to the association president(s) involved in the game and to the Football New Brunswick (FNB) Executive Director and President.
 - a. Reports must include names of the athlete (numbers are ok), coach or support staff involved. The UR calls will also be indicated on the penalty card at the end of the game and sent to the Football New Brunswick Executive Director.
2. An athlete receives a UR (which violates FC article 7, 8 or 16) during the game and it's recorded by the official, the athlete is given a warning by the official. If an athletes gets a second UR in the same game they are sent off the field for 3 plays and we recommend the coach speak to the player about the incident. If the athlete gets a 3rd UR in the same game they are removed for the remainder of the game, but not necessarily the next game – unless determined by officials that it was a flagrant foul with the intent to injure.
 - a. The standards outlined in section 1.1.2 may not apply to U12 as they are still learning the game and rules. It is up to the official to determine if the UR be counted towards a possible ejection from the game.
3. A player receiving their 4th UR in the season for the violation of rules involving article 7 (spearing), article 8 (head leading block or tackle) and article 16 (player in defenseless posture) will receive a 1 game suspension; 5th UR and they will receive a 2 game suspension, 6th UR and they will be suspended for the balance of the season.
4. No player shall target and make forcible contact to the head or neck area of an opponent with the helmet, forearm, hand, fist, elbow or shoulder. This foul requires that there be at least one indicator of targeting (See FC Rules). When in question, it is a foul and the player will be ejected from the game and a loss of 25 yards.
5. Ejections: All names of players (numbers are ok), coaches and support staff ejected must be reported to the minor association president(s) involved and FNB President and Executive Director. Players, coaches and support staff ejected from a game shall be suspended from the remainder of the game with the possibility of further disciplinary action. If the ejection takes place during a league/provincial semi-final or final, the player(s), coach(es) or support staff may be subject to suspension carrying over into the next scheduled game the following year, excluding exhibition games. This would include Spring and High Performance programming as well.
6. If the coach/player refuses to leave or continues to disrespect the Code of Conduct the game will be paused until they comply. To respect the athletes participating, if the game is paused officials will direct teams to return to their locker rooms until the game can resume. If a coach continues to view the game from outside the field area and/or continues to disrespect the Code of Conduct the police may be called. Actions such as these will be taken into consideration when determining length of suspension (if necessary).

1.2 Spectators

1. Officials and host association board members reserve the right to eject any spectators who violate the FNB Code of Conduct.
2. Game officials and host association board members should make every attempt to mitigate the situation when a spectator is not respecting the FNB Code of Conduct. Depending on the



severity of the violations, this may include a verbal warning. If the spectator continues to violate the Code of Conduct an ejection will be issued.

3. If a spectator is ejected, they must leave the premises and cannot view the game from outside the field area. If the spectator refuses to leave or continues to disrespect the Code of Conduct the game will be paused until the spectator complies. To respect the athletes participating, if the game is paused officials will direct teams to return to their locker rooms until the game can resume. If the spectator continues to view the game from outside the field area and/or continues to disrespect the Code of Conduct the police may be called. Actions such as these will be taken into consideration when determining length of suspension (if necessary).
4. The official or minor association board member who ejected the spectator is responsible for providing a detailed incident report within 24 hours to the association president(s) involved in the game and to the Football New Brunswick (FNB) Executive Director and President. The report must include names and contact information of the spectators involved.

1.3 Officials

1. Officials are expected to always treat both teams, coaches, support staff, volunteers and spectators with respect.
2. Any complaints regarding officials conduct during a game may be submitted to the Case Manager of Football New Brunswick as per the FNB Discipline and Complaints Policy.

Section 2: Suspension Guidelines

Suspensions apply to anyone outlined in Section 1.

2.1 Athletes, Coaches and Support Staff

1. The officials must follow Section 1.1 and submit an incident report of any athlete, coach or support staff who was ejected from a game. This must include a detailed description of the incident and actions taken by both parties as well as the name of the person ejected. The Case Manager will then be responsible for obtaining contact information from the respective minor association.
2. Upon receipt of the incident report, the Case Manager will determine the appropriate action based on the severity of the incident (appoint Local Discipline Chair or bring to Provincial Discipline Panel).
3. Based on the findings of the incident report and further investigations (if required) the following suspension guidelines will be used by either the Local Discipline Chair or Provincial Discipline Panel (suspensions apply to all FNB games including exhibition, regular season, playoff or provincial):
 - a. Return to play the next game if the ejection occurred in the first half of the game. Severity of the incident and history will be considered.
 - b. Any conduct including, but not limited to deliberate intent to injure, fighting, verbal abuse, tobacco, drugs and alcohol use, that results in dishonor to the athlete, the team, the association or FNB will not be tolerated. Anyone listed in Section 1.1 guilty of the following conduct will serve the appropriate minimum suspensions (pending review) listed below:



- i. Attempt to Injure – indefinite suspension until further review by FNB. The maximum suspension could be up to 12 months.
 - ii. Fighting - indefinite suspension until further review by FNB. The maximum suspension could be up to 12 months. (Our minimum for the first fight is 2 games)
 - iii. Verbal Abuse – 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.
 - iv. Unsportsmanlike Conduct - 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.
 - c. The head coach, as a representative of the association, is responsible for the safety and conduct of all personnel composing of the associations team (players, assistant coaches and other support staff).
 - i. Any coach who removes their team from the field of play prior to the conclusion of a game may be suspended and the incident will be reviewed by FNB.
 - ii. Any team receiving 3 or more major infractions in the same game or repeat offences within the same season, the head coach will receive a 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.
 - d. Anyone listed in Section 1.1 who physically abuses an official shall be suspended from FNB for a minimum of 10 games. Such suspensions will come directly from FNB.
 - e. Any further disciplinary action should come from FNB. Any team personnel who incurs a suspension cannot participate in any FNB activities (league, playoff, exhibition or high performance games) in any capacity (i.e. coaching, officiating, playing, etc.) until such suspension has been served. Athletes and coaches can remain practicing until that suspension has been served. No additional competitions may be added to a team's schedule until after the suspension has been served. Team personnel may not participate/communicate with their team before a game, between quarters, at half-time or after a game while serving a suspension. Such action will result in another infraction and subject to the penalties associated. If a coach is ejected from a contest and an assistant coach is not available to continue as coach, the event is terminated and forfeited to the opponent. If the suspension /ejection takes place during a league/provincial semi-final or final, they will be suspended from the next scheduled game excluding exhibition games.
4. If the remainder of the season is finished, FNB will determine the appropriate suspension. Team personnel guilty of misconduct before, during or immediately after a game shall be reported to FNB as per the "Reporting a Complaint" process in the Safe Sport Policy as soon as possible after the misconduct occurs. (Any penalty for inappropriate behaviour that are outlined in the Safe Sport Policy will be acted upon as per the policy) Upon further review of the incident, FNB reserves the right to impose further sanctions as per the Safe Sport Policy.



2.2 Spectators

1. The officials or minor association board member responsible for the spectator ejection must follow Section 1.2 and submit an incident report of any spectator who was ejected from a game. This must include a detailed description of the incident and actions taken by both parties as well as the name and contact information of the spectator.
2. Upon receipt of the incident report, the Case Manager will determine the appropriate action based on the severity of the incident (appoint Local Discipline Chair or bring to Provincial Discipline Panel).
3. Based on the findings of the incident report and further investigations (if required) the following suspension guidelines will be used by either the Local Discipline Chair or Provincial Discipline Panel (suspensions apply to all FNB games including exhibition, regular season, playoff, provincial and high performance games):
 - a. Spectator may return the next game if the ejection occurred in the first half of the game. Severity of the incident and history will be considered.
 - b. Any conduct including, but not limited to deliberate physical or verbal abuse, fighting, tobacco, drugs and alcohol use, that results in dishonor to the spectator, the team, the association or FNB will not be tolerated. Any spectator guilty of the following conduct will serve the appropriate minimum suspensions (pending review) listed below:
 - i. Physical abuse – indefinite suspension until further review by FNB. The maximum suspension could be up to 12 months.
 - i. Verbal Abuse - 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.
 - ii. Fighting - indefinite suspension until further review by FNB. The maximum suspension could be up to 12 months. (Our minimum for the first fight is 2 games)
 - iii. Tobacco, drugs and alcohol use - 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.
 - iv. Any spectator who physically abuses an official shall be suspended from FNB for a minimum of 10 games. Such suspensions will come directly from FNB.
4. If a spectator is suspended it is up to the association they are associated with to ensure the suspension is upheld. The officials should also be notified that there is a spectator who is suspended from being at the game.

2.3 Officials

1. As outlined in Section 1.3 any complaints regarding officials conduct during a game may be submitted to the Case Manager of Football New Brunswick as per the FNB Discipline and Complaints Policy. Any conduct including, but not limited to deliberate physical or verbal abuse, fighting, tobacco, drugs and alcohol use, that results in dishonor to the official, the association or FNB will not be tolerated. Any official guilty of the following conduct will serve the appropriate minimum suspensions (pending review) listed below:



- i. Physical abuse – indefinite suspension until further review by FNB. The maximum suspension could be up to 12 months.
- ii. Verbal Abuse - 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.
- ii. Fighting - indefinite suspension until further review by FNB. The maximum suspension could be up to 12 months. (Our minimum for the first fight is 2 games)
- iii. Tobacco, drugs and alcohol use - 1 game suspension for their 1st offence; 2 game suspension for their 2nd offence; 4 game suspension for their 3rd offence; 8 game suspension for their 4th offence.

Section 3: Requests for Reconsideration and Appeals

3.1 Applicability of Requests and Appeals

1. Requests for Reconsideration as it applies to this discipline procedure document will not be accepted for any suspensions of 2 or less games
2. Requests for reconsideration may be submitted for suspensions of 3 games or more following the process outlined in Section 27 “Request for Reconsideration” of the Discipline and Complaints Policy
3. As per Section 44 of the Discipline and Complaints Policy, the decision by the Discipline Panel may be appealed in accordance with the Appeal Policy.

Section 4: Tracking, Database and Reporting

4.1 Responsibility of Tracking, Database and Reporting

1. All incident reports and penalty cards are to be submitted to the minor association President(s) involved and the FNB Executive Director and President.
2. The actions taken based on the incident report will be managed by the Case Manager (FNB President).
3. The tracking, database and reporting of all incidents and outcomes will be completed by the Executive Director of FNB and shared with the minor association Presidents
4. All adult data will be kept on file indefinitely
5. All data regarding minors will be kept until they are an adult (18 years of age)
 - a. This only applies to in game incidents. Any suspensions regarding a minor for off field related issues will not be put in this database for privacy reasons.

Section 5: Determining Game Outcomes

In the event a game is called by the officials the following rules will apply to determine the outcome:

1. The game will result in a tie if the game is called during the 1st or 2nd quarter regardless of score.
2. If the game is in the 3rd or 4th quarter and the difference in score is 17 points or more, the team with the lead will be named the winner.



3. If the game is in the 3rd or 4th quarter and the difference in score is 16 points or less the game will be called a tie.
4. Outcomes in scenarios 1, 2 and 3 can be overruled by Football New Brunswick pending a review as to why the game is called by the officials (example: if a team displayed actions contrary to the code of conduct severe enough to warrant a forfeit).
 - a. This would also apply to any playoff or provincial games where a winner is needed to be declared