



South Muskoka Breakers Basketball Club

Board, Administrative and Program Policy Manual

Table of Contents

BOARD POLICIES	4
Mission Statement	4
Vision.....	4
Board of Directors Roles and Responsibilities.....	4
Executive Director – 3-year term	4
ADMINISTRATIVE POLICIES.....	4
Directors	5
Administrator – Paid-Part Time (non-voting member).....	5
Technical Director.....	5
Rec. Program Director.....	5
Fundraising Coordinator	5
Director of Finance.....	6
Director of Equipment.....	6
Media Liaison.....	6
Members at Large.....	6
Financial Management	7
Fees.....	7
Accessibility –Jump Start and Muskoka Children’s Foundation	7
Team Budgets	7
Use of Funds.....	8
Accounting System.....	8
Audit	8
Fund Raising.....	8
Sponsorships	8
PROGRAM POLICIES	9
Recreational Basketball (Jr. NBA Youth Basketball, Breakers 3 on 3).....	9
Competitive Rep Basketball (South Muskoka Breakers).....	9
Player Eligibility.....	9
Playing Up.....	10
Team Competition and Practices.....	10
Registration-Recreational Programs.....	10
Registration-Rep Programs.....	10
Try outs.....	10

Player and Coach Transfer Policy	11
Playing Time.....	11
U15/16/U17/U19	11
Equal and Fair	11
Fair and Situational	11
Situational.....	12
Player Development Strategy	12
COACHES.....	13
Selection of Coaches-Rep.....	13
Guiding Principles	13
BREAKERS Expectations of Coaches.....	13
Honorarium and Coach Expenses.....	14
TEAM VOLUNTEERS.....	15
Managers	15
Manager's Roles and Responsibilities	15
Trainers.....	15
Other Volunteers.....	16
Uniforms & Equipment	16
Guidelines for Behaviour	17
PARENT/GUARDIAN CONDUCT	17
CONFLICT RESOLUTION.....	19
Appendix I	20
ONTARIO BASKETBALL ASSOCIATION.....	20
CODE OF CONDUCT	20
Purpose	20
Application of this Code.....	20
Responsibilities.....	20
OBA Conduct Policy for Member Clubs.....	21
Conduct Policy for Coaches	22
Conduct Policy for Athletes	23
Conduct Policy for Spectators	24
Conduct Policy for Officials.....	25
OBA Zero Tolerance Policy	26
Abuse of Referees, Minor Officials and OBA Officials/Site Supervisors	26

Appendix II	29
ONTARIO BASKETBALL COACH AND PLAYER TRANSFER POLICY	29
Appendix III.....	33
OBA CONCUSSION PREVENTION AND MANAGEMENT POLICY	33

BOARD POLICIES

Mission Statement

The South Muskoka Breakers Basketball Club (Breakers) is a not-for-profit Corporation that provides recreational and rep basketball to South Muskoka (Bracebridge, Gravenhurst and the Township of Muskoka Lakes). This manual shall reflect the meaning and intent of the Breakers Board of Directors By Laws. Our programs provide opportunities for youth to learn citizenship, emphasize fair play, and foster and promote respect for all players, officials and parents.

The Breakers Basketball Club is guided by its mission statement and is governed by a volunteer Board of Directors.

Vision

To develop our youth into responsible citizens through sport.

ADMINISTRATIVE POLICIES

Board of Directors Roles and Responsibilities

Executive Director – 3-year term

- Lead the development of a 5-year plan for Breakers
- Create club policies and procedures as per OBA Guidelines
- Establishing meeting dates on an annual cycle
- Developing meeting agendas
- Chairing meetings
- Liaison with Ontario basketball
- Establishing committees as needed
- Determine Administrative and Program Policies

Directors

Administrator – Contract Position (non-voting member)

- Gym Booking
- Fee Collection
- Tournament Fees and registration
- Player Registration
- Club Registration
- Data entry
- Referee bookings
- Minor official recruitment and bookings
- Facilitate Police Checks for Coaches and Volunteers as required
- Other administrative tasks as needed

Technical Director

- Establishing OBA rep team compliment for the season
- Recruiting coaches and assistant coaches
- Developing coaching training programs
- Advising on NCCP training certification opportunities
- Establishing policies around player recruitment, placement, and playing time

Rec. Program Director

- Develop Jr. NBA Youth Basketball program
- Develop Breakers 3 on 3 Program
- Recruiting coaches and student assistant coaches
- Developing curriculum

Fundraising Coordinator

- Establish fundraising goals
- Coordinate search for corporate sponsorship
- Establish guidelines for team sponsorship

Director of Finance

- Oversee Budgeting Process
- Support coaches with the development of team budgets
- Prepare financial statements
- Ensure required documents are files with the Canada Revenue Agency

Director of Equipment

- Uniforms
- Basketballs
- First Aid Kits
- Pinnies and pylons
- Coordinate Storage

Media Liaison

- Website and Facebook maintenance and general online presence
- Newspaper and radio liaison

Members at Large

- Advise the Board
- Other duties as required

Financial Management

The BREAKERS is a not-for-profit organization that will adhere to all Provincial and Federal rules and regulations that govern not-for profit-organizations.

Fees

Fees will be set and reviewed annually by the Board and will be based on the current financial situation and needs of the BREAKERS.

Accessibility –Jump Start and Muskoka Children’s Foundation

Ensuring accessibility to all athletes who want to play basketball is an important value of the BREAKERS. The Treasurer and or Registrar will assist families in applying for the Canadian Tire Corporation Jump Start program, Muskoka Children’s Foundation, or other programs that will contribute to cost of registration for families who require it.

Team Budgets

Each Head Coach, with the help of the Technical Director, is required to establish a budget to cover the cost of proposed tournaments, games, mini-tournaments, uniforms (U14 and older), and balls (U14 and older). The Administrator will provide the required budget to cover Breakers administration costs, insurance, gym rental and Ontario Basketball Association fees. When the team roster is finalized, the per-player cost will be calculated by combining the season costs and the administration costs. The per-player fee will be due to Breakers before the first game. Any team costs over and above those known at the beginning of the season are the equal responsibility of the team parents. Coaches bear a responsibility to ensure that team funds are fully utilized as intended in the budget. Monies will not be refunded at end of season.

Use of Funds

The funds managed by the BREAKERS shall be used solely for BREAKERS purposes. All expenses incurred by Executive members shall be submitted and itemized on a BREAKERS expense account form with receipts and approved by the Executive Director and the Director of Finance. Expenses incurred by the Executive Director shall be approved by the Board and the Director of Finance.

Accounting System

The Director of Finance, and the Administrator shall manage all BREAKERS funds through approved and accepted practices and accounting principles.

Audit

A year-end financial statement shall be delivered to the Board by the Director of Finance at the AGM and posted on the BREAKERS website. An income tax return for a not-for-profit organization shall be completed by an accountant and submitted to the Canada Revenue Agency on behalf of the BREAKERS.

Fund Raising

Fund raising may occur periodically for the benefit of the BREAKERS and its athletes. The Board of Directors shall approve all fundraising activities.

Sponsorships

Sponsors names and or logos can be displayed on the BREAKERS website. Each Rep team may have a team sponsor. The Board shall approve warm-up shirt logos, and any other advertising benefit afforded to team sponsors. No one may use the Breakers logo without written consent from the Board.

PROGRAM POLICIES

The BREAKERS provides recreational instruction and fields competitive teams.

Recreational Basketball (Jr. NBA Youth Basketball, Breakers 3 on 3)

Breakers provides recreational basketball programs for children from the year they turn 5 years old through the year they turn 13 years old. Currently this includes programming from Canada Basketball's Jr. NBA Youth Basketball for children up to U12, and Breakers 3 on 3 program for youth to U14. Additional 3 on 3 programs are being considered for older youth.

Competitive Rep Basketball (South Muskoka Breakers)

The BREAKERS will endeavour to field competitive boys and girls basketball teams in the U10, U12, U14, U16/17 and U19 age levels. Registration will occur at the major age level. The fielding of any team (including extra teams at any minor or major age level) is dependent upon enough dedicated and appropriately skilled athletes, a qualified/ certified coach and the availability of appropriate gymnasium space for practices and games. The Technical Director, in consultation with the Board and with input from affected coaches, will decide upon the number of teams and division of play during or after tryouts. At the U10 and U12 levels, teams should endeavour to have 15 players after tryouts. At all other levels, teams should have a minimum of 12 players if possible.

Player Eligibility

Athletes are eligible if they live within the boundaries of the Town of Bracebridge, the Town of Gravenhurst, the Township of Muskoka Lakes, or if they attend school in one of those areas. Players may be eligible when they live in a community outside of these boundaries and have no available OBA registered basketball team to play for in that community. Coaches are limited to 2 out-of-boundary players and must notify the Technical Director for approval prior to final selection. Any exceptions to this policy will be at the discretion of the Board.

Playing Up

It is the policy of the BREAKERS that players play at age appropriate levels. Players will be allowed to “play up” only if it is in the best interest of a team, the player, and the BREAKERS. The involved player and parent/guardian must also be in agreement. Decisions regarding “playing up” must be made by the Technical Director and the Board, with input from the affected coaches.

Team Competition and Practices

All teams will compete in Ontario Basketball Association (OBA) games and sanctioned tournaments. Each team will complete a minimum 20-game season, and play a maximum of 35 games, which will include at least 1 OBA sanctioned tournament. Gym time permitting, teams will normally have 2 – 1.5 hour practice sessions per week. Each team is encouraged to play in the OBA Provincial Championships (Ontario Cup).

Registration-Recreational Programs

For recreational programs, registration occurs online on the Breakers website commencing in September. Registration will be advertised in the local media and on the BREAKERS website and Facebook page.

Registration-Rep Programs

Rep program registration occurs when try-outs are complete and the teams are selected. Payment for the season is due in full prior to the first game.

Try outs

Try outs will commence no earlier than September 1st, and will be comprised of a minimum of 3 sessions prior to athletes being released or signed. The tryout process will be provided to all athletes at the beginning of the first tryout. Breakers will provide at least one independent evaluator for one of the try-out sessions to give the coach additional objective feedback to help in selecting their team. Should a player be injured and unable to complete tryouts, the Technical Director, in consultation with the coaches and the Board, shall determine his or her eligibility

to play.

Player and Coach Transfer Policy

The BREAKERS will adhere to the Ontario Basketball Association Player Transfer Policy and the Ontario Basketball Coach Transfer Policy as outlined in the [OBA Policies and Procedures](#). All requests to waive the transfer fee will be reviewed by the BREAKERS Board. The transfer fee will only be waived in exceptional circumstances, keeping in mind the spirit of the OBA policies.

Playing Time

Players will be assessed at practices during the previous weeks to determine what situations they are capable of handling and whether or not they start a game. Attending all practices, attendance at team meetings, and successful completion of on-court assignments will be contributing factors to the amount of playing time a player receives. Practice attitude and demonstrated effort will also play a major factor in determination of playing time.

U10 /12: Teams will play by the equal playing time format as provided for by the OBA. Coaches for U13 through U19 teams shall have a playing format as provided for below.

U13/14: First third of the season- Equal and Fair
Second third of season- Fair and Situational
Last third of season – Situational

U15/16/U17/U19: First half of season – Fair and Situational
Second half of season - Situational

Equal and Fair: Every attempt will be made to ensure all players receive equal and fair playing time during a game no matter what the situation. Players will receive equal opportunity to start and finish games no matter what the score or opponent.

Fair and Situational: Means that every attempt will be made to give each player an opportunity to receive fair playing time. Coaches will attempt to maximize

each player's playing time in situations that provide significant opportunity for both challenge and success. It is expected that each player will have, and have knowledge of, a significant and defined on court role. Some roles may involve more playing time than others. Players will receive a minimum of 7 minutes playing time per game.

Situational: Means the game situation will play the most significant role in determining playing time. Coaches will attempt to play the players who are best prepared for success in each game situation. Some players may play a significant amount of the game. Other players may see a minimum amount of floor time.

Notes to Coaches:

- Coaches are reminded that playing time allotted in non-competitive situations (ie. dying minutes of a half where the team is winning or losing by a wide margin) may not be meaningful for development.
- Players need game experience to improve. There are certain things that practice or scrimmages just will not improve upon. Excessive playing time allocated to "starters" naturally affects the minutes otherwise available across the board, and thus overall player development.

Player Development Strategy

The BREAKERS's number one priority will be player development by building a progressive foundation for athletes from the U10 through to the U19 level based on Basketball Canada's Long Term Athlete Development model. Rep Coaches will follow this progressive development strategy under the direction of the Technical Director.

COACHES

Selection of Coaches-Rep

The Technical Director, with input from the Board, will have final say on selection of coaches. Should a conflict exist, a majority Board vote will either confirm or reject a potential coach.

Where a potential coach has a child who is trying out for the same team, that child must make the team based on his or her skills, work ethic and attitude as demonstrated in the try-outs. The Technical Director, with input from the independent evaluators, will ensure that any coach's child has made a team fairly.

Guiding Principles

- Coaches will be strong ambassadors for the association and the rep program
- Will contribute to the development of the players on and off the court
- Will conform to association systems and philosophies
- Will adhere to and promote [Basketball Canada's Long Term Athlete Development](#) model.

BREAKERS Expectations of Coaches

- Focus on all your players; make sure they enjoy the game, each other and the team experience.
- Teach basketball skills and the fundamentals of basketball at all levels and at the appropriate level to help your players improve on their level of play.
- Teach the concepts of teamwork, fair play and leadership.
- Teach through your actions, and demonstrate respect for teammates, coaches, other players, officials and fans.
- Hold a parent and player meeting at the beginning of the season to outline the goals for the season, outline expectations and facilitate communication.

- Take the leadership role of being responsible for your actions and those of your assistant coaches, manager, players and parents. You represent Breakers at all times.
- Promote fair play at all times.
- Prepare an agenda for the season with your teaching goals and rough time lines and submit these to the Technical Director.
- Prepare a practice plan for every practice (you will have two 1.5 hour practices a week).
- Ensure you have the OBA required coach training for the age group you are coaching.
- Obtain Ontario Provincial Police Vulnerable Sector check
- Understand [OBA/OBL policies](#) and procedures that apply to your team
- The Technical Director, Board member or the Executive Director will monitor practices and games occasionally throughout the season.

Honorarium and Coach Expenses

All coaches will receive a \$100 honorarium as a token of the Club's appreciation for their efforts at season end.

Coaches who do not have children playing on the team being coached are eligible to receive up to \$300.00 per year toward travel expenses for tournaments. The process for reimbursement shall be established by the Director of Finance and facilitated by the Administrator.

TEAM VOLUNTEERS (Other)

All team volunteers shall not be selected until try outs are completed and the team is selected.

Managers

Manager's Roles and Responsibilities

The team Managers role and responsibility should be decided upon and agreed to by the Coach and the Manager prior to the commencement of the season. An assistant coach may also perform these duties. Duties may include:

- Have a health information sheet completed by all players and signed by parent.
- Obtain a copy of all players birth certificates to and be able to produce them at all OBA sanctioned games and tournaments.
- Record parent contact information and emergency contact.
- Coordinate team order of uniforms with Director of Equipment..
- Schedule volunteer minor officials (scorekeeper/timer), referees and gym times for exhibition games with Administrator
- Contact tournament sites -advise each that you are interested in attending and once accepted send in the required registration forms.
- Have a system where parents sign if any funds or equipment exchange hands.
- Keep your team and parents informed.
- Advise players/parents to notify the coach /manager if they will be absent or late to a practice or game.
- Have obtained an Ontario Provincial Police Vulnerable Sector Check

Trainers

Coaches should have a person designated as a trainer on a team. This person should have medical experience and or First aid accreditation.

Other Volunteers

The Coach may ask for parent volunteers for other duties at his/her discretion, including acting as minor officials for games, establishing a tournament committee, submitting photos to the Media Liaison etc.

Uniforms & Equipment

The Director of Equipment manages and inventories all of the BREAKERS assets (equipment). Prior to try outs the Director of Equipment will meet with Coaches and distribute the required equipment to all teams. The Coach will sign for all assigned equipment/uniforms and must ensure their complete return at the end of the season. When the equipment is returned both the coach and Director of equipment must sign off that all of the equipment/uniforms have been returned in proper condition. Equipment should be returned within two weeks of the completion of the team's OBA Provincials unless otherwise arranged with the Director of Equipment.

Guidelines for Behaviour

The South Muskoka Breakers Guidelines for Behaviour include Parent/Guardian Conduct, Conflict Resolution procedures and the OBA Code of Conduct Policies

PARENT/GUARDIAN CONDUCT (Adopted from Manitoba Basketball)

Spectators should play a positive role in the game of basketball and positively support the participating athletes, officials and coaches.

With a supportive attitude and a fundamental understanding of the "basics" of Basketball by a parent or guardian, everyone will come away from their youth sports experience with a positive feeling.

In The Stands

Parents will take the fun out of basketball by continually yelling or screaming from the stands. Instead, parents should enjoy the game and applaud good plays. Do not coach from the stands. The stands are not a place from which parents should try to personally coach their children as this could conflict with the Coach's instruction. Kids often mirror the actions of their parents. The players will reflect any negativity displayed in the stands in the way they play on the court. Please refer to OBA parent/spectator code of conduct below.

At Practice

If a child wants to improve, they must practice -- not just play. Practice stresses the importance of teamwork, establishing goals, discipline and learning to control your emotions, all of which are important lessons children can use both in and away from sports. Please ensure your child attends all practices. If your child cannot attend a practice please notify the Coach.

Support Your Child

There are many benefits from playing youth basketball. Athletes learn good sportsmanship and self-discipline. They learn to work together, how to sacrifice for the good of the team, how to enjoy winning and how to handle defeat. In the process, they also learn important lessons about physical fitness and personal health. The degree to which your child benefits from their basketball experience is

as much your responsibility as it is theirs. For your child to get the most out of a youth basketball it is important for you to show support and offer encouragement while maintaining a genuine interest in the team.

Always Be Positive

Parents serve as role models for their children, who often look to adults for advice, direction and approval. Never lose sight of the fact that you are a role model, and strive to be a positive role model. As a parent, one of the most important things you can do is show good sportsmanship at all times to coaches, referees, opponents and team mates. Remember that your children are PLAYING basketball. It is important to allow them to establish their own goals and play the game for themselves. Be careful not to impose your own standards or objectives.

Let the Coach “Coach”

Parents are responsible for supporting and respecting the coach's decisions and abilities. It is unfair to put children in a position of having to decide who to listen to -- their parents or the coach. Should a conflict arise, please follow the Conflict Resolution Policy as outlined below.

Positive Reinforcement

Avoid placing an exaggerated emphasis on winning. The most important aspect of your child's youth basketball experience is for them to have fun while developing physical and emotional skills that will serve them in life. A healthy, risk-free environment that emphasizes the importance of fair play, sportsmanship, discipline and, most importantly, fun will be invaluable for your child as he or she continues to develop a positive self image. The best way to help children achieve goals and reduce any fear of failure is through positive reinforcement. After all, no one likes to make mistakes. If your child does make a mistake -- and they will (remember, they're just kids) -- keep in mind that mistakes are an important part of the overall learning process. Strive to be supportive and point out the things they do well. Make your child feel like a winner.

CONFLICT RESOLUTION

This conflict resolution policy lays out requirements of the BREAKERS to address conflicts. The right to communicate issues without concern of reprisal by coaches, other parents or other participants is a priority and is mandated by this program. All parties involved must treat all such issues in a professional manner with complete confidentiality at all times.

The BREAKERS has adopted the following Conflict Resolution Principles for Parents and Coaches:

1. Gather the facts prior to discussing the issue with the coach. Keep the issue between yourself and the coach. The gymnasium or the facility during an event is not the time for discussion. Wait 48 hours to cool off and to keep the issue in perspective.
2. Arrange to meet with the coach face to face. Ensure the conversation is private and no children are present. Seek to understand each other's position regarding the conflict issue. Be honest, supportive and civil. If the behaviour is within generally accepted BREAKERS policies let the conflict end with a minimum of strife. You may have to agree to disagree.
3. If no resolution can be reached, an incident report should be filed and brought to the Technical Director and/or the Executive Director for discussion. This should be done within 2 weeks after the initial discussion. The Technical Director will resolve the problem and advise the BREAKERS Board.
4. You may submit a request to the Technical Director for an appeal to the Board. The Board will reach a conclusion on the issue within two weeks of the issue being brought to the Board.

Appendix I

ONTARIO BASKETBALL ASSOCIATION

CODE OF CONDUCT

Purpose

The purpose of this Code of Conduct is to ensure a safe and positive environment by instituting a Zero Tolerance Policy. Ontario Basketball (OBA) is committed to providing a sport environment in which all individuals are treated with respect and dignity. All Individuals will be aware that there is an expectation, at all times, of appropriate behaviour consistent with the values of the OBA. Conduct that violates this Code may be subject to disciplinary action enforced by the OBA's Discipline and Fair Play committees.

Application of this Code

This Code of Conduct applies to conduct that may arise during the course of OBA business, activities and events. This includes but is not limited to its office environment, competitions, practices, training camps, tryouts, travel and any meetings of the OBA.

Responsibilities

All Individuals have a responsibility to:

- a) Maintain and enhance the dignity and self-esteem of OBA members and other Individuals by:
 - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, political belief, disability or economic status.
 - ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees and members.

- iii. Consistently demonstrating the spirit of sportsmanship, sport leadership and ethical conduct.
- iv. Consistently treating individuals fairly and respectfully.
- b) Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious.
- c) Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature.
- d) Comply at all times with the bylaws, policies, procedures, rules and regulations of Ontario Basketball.

OBA Conduct Policy for Member Clubs

Definition

A member club is a registered organization with OBA running basketball programming for youth or adults. It is a requirement of all member clubs with OBA to assume responsibility for the conduct of all athletes, coaches and spectators under their jurisdiction.

Goal Statement

Any member club participating within OBA will be expected to adhere to OBA principles of Fair Play and this Code of Conduct Policy.

Actions

In addition to the responsibilities of the OBA Code of Conduct, member clubs of OBA will:

- Conduct organization as an ambassador of Ontario Basketball.

- Follow all Ontario Basketball [policies and procedures](#).
- Refrain from negative communications with or against any other member club.
- Support the game of basketball.
- Ensure that all athletes and coaches participating in sanctioned competitions are registered members in good standing with Ontario Basketball.
- Avoid spectator-imposed pressures to win.
- Be supportive of the athlete, team, coach, opponents and officials.
- Maintain a supportive, constructive environment for all participants.
- Be a Leader, a positive influence and role model.

Individuals who are witness to any actions contrary to the Conduct Policy for Member Clubs should contact Ontario Basketball's Commissioner of Fair Play and Resolution.

Conduct Policy for Coaches

Definition

Anyone who participates as a teacher, leader or instructor to train, educate or motivate athletes to compete in an athletic activity.

Goal Statement

Any coach participating in Ontario Basketball sanctioned events will be expected to adhere to Ontario Basketball's principles of Fair Play and the Conduct Policy for Coaches.

Actions

In addition to the responsibilities of the OBA Code of Conduct, Coaches have added accountability. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete and must not abuse this relationship. Coaches of Ontario Basketball will:

- Be a Leader, a positive influence and a role model.
- Meet all requirements set out by OBA in order to be a certified coach.
- Reward effort, Fair Play and commitment.
- Recognize and respect the differences in all athletes.
- Demonstrate respect for all individuals involved in the game.

- Always consider the physical and emotional well being of the athletes.
- Communicate in a positive and rational manner, and use inoffensive language.
- Respect and coach within the spirit of the game.
- Always attempt to contribute to the betterment of the game of basketball.

Individuals who are witness to any actions contrary to the Conduct Policy for Coaches should contact Ontario Basketball's Commissioner of Fair Play and Resolution.

Conduct Policy for Athletes

Definition

Anyone who participates in an activity, including but not limited to practices, games and tournaments, is considered an athlete.

Goal Statement

Any athlete participating in Ontario Basketball sanctioned events will be expected to adhere to Ontario Basketball principles of Fair Play and the Conduct Policy for Athletes.

Actions

Athletes will always model mature behaviour consistent with that of Ontario Basketball guidelines. In addition to the responsibilities of the Code of Conduct, athletes of OBA will:

- Adhere to all Fair Play principles.
- Participate to one's best abilities in all competitions, practices, training sessions, events, or activities.
- Properly represent oneself and not attempt to enter a competition for which one is not eligible, by reason of age, classification, or other reason.
- Participate for the love and enjoyment of the game.
- Respect the efforts and accomplishments of teammates and opponents.

- Respect officials, coaches, spectators and event organizers.
- Respect the facility where the competition is held.
- Respect the rules of the game.

Individuals who are witness to any actions contrary to the Conduct Policy for Athletes should contact Ontario Basketball's Commissioner of Fair Play and Resolution.

Conduct Policy for Spectators

Definition

Anyone watching a particular athletic activity or event whether sitting or standing is considered a spectator. A spectator may be a parent, a relative, friend, teammate, athlete from opposing team, administrator or coach not directly involved in the game. Spectators are an important part of any athletic activity; however, they are not essential. Spectators should never influence the outcome of an event and must never pose a distraction to athletes, other spectators, timers, score keepers and referees.

Goal Statement

Any spectator watching an OBA sanctioned event will be expected to respect and adhere to the Spectator Conduct Policy.

Actions

In addition to the responsibilities of this OBA Code of Conduct, spectators of athletes and spectators at events will:

- Support the game of basketball.
- Encourage athletes to play by the rules and resolve conflicts without resorting to hostility or violence.
- Stress the importance of participation.
- Avoid spectator-imposed pressures to win.
- Be supportive of the athlete, team, coach, opponents and officials.

- Respect the decisions and judgments of officials and encourage athletes to do the same.
- Maintain a supportive, constructive atmosphere conducive to the athletes' personal development.
- Refrain from negative communications with athletes, coaches, the scorers' table or game officials.
- At no time should spectators go on to the basketball court or approach the team bench area. This includes the time when teams enter for warm up until the time when teams leave the court at the end of the game.

Individuals who are witness to any actions contrary to the Conduct Policy for Spectators should contact Ontario Basketball's Commissioner of Fair Play and Resolution.

Conduct Policy for Officials

Definition

While governed by a separate entity (Ontario Association of Basketball Officials), officials at Ontario Basketball events are participants in enriching the experience of athletes and coaches competing in the game. As such, it is expected they shall exercise a high level of self-discipline, independence and responsibility.

Goal Statement

The purpose of this Code of Conduct is to establish guidelines for standards of conduct for officials who are refereeing OBA events.

Actions

In addition to the responsibilities of this Ontario Basketball Code of Conduct, officials will:

- Be fully aware of both the rules of the game and the mechanics necessary to enforce the rules, and shall exercise authority in an impartial, firm and controlled manner.

- Work with each other and Ontario Basketball in a constructive and cooperative manner.
- Uphold the dignity of the profession in all interactions with athletes, coaches, team managers, scorekeepers, timekeepers, conveners, tournament personnel and spectators.
- Be punctual and professional.
- Conduct all events according to the rules of Ontario Basketball.

Individuals who are witness to any actions contrary to the Conduct Policy for Officials should contact the Executive of the local officiating board.

Note: All [OBA Policies and Procedures](#) are available online, including Fair Play Policy and Procedures – Schedules A & B.

Reviewed March 5, 2018 by Ontario Basketball Board of Directors

Approved November 6, 2014 by Ontario Basketball Board of Directors

OBA Zero Tolerance Policy

Abuse of Referees, Minor Officials and OBA Officials/Site Supervisors

The most important aspect of Ontario Basketball (OBA) is fair play, not competition. OBA is looking to promote sportsmanship through courtesy between players, coaches, referees, parents and fans. Wins and losses and gold medals are secondary outcomes. It is important that participants not lose sight of this in the heat of the games. We have many well-conceived and elegantly written policies, all readily available in the [OBA Rules and Regulations Manual](#). These policies instruct all parties to show mutual respect and cheer for players from both teams. However, some people seem to forget these expectations once the game begins and a referee makes an unfavourable call (in some people's opinion).

As a result of this, OBA implemented a Zero Tolerance Policy in 2014-15, regulating the conduct of coaches, players and parents toward game officials. Players, coaches or spectators are not allowed to disrespect an official's decision, nor are they allowed to make abusive comments. This includes comments and complaints from the stands.

- 1. Prior to each game the Site Supervisor will remind coaches, by having them sign the OBA score-sheet and provide reminder of the Zero Tolerance Policy on challenging the decisions of game officials or making abusive comments.**

Coaches are reminded that they may ask for clarification on rules at stoppages in play, but under no circumstances are they to yell, call out, or question officials during the game. Coaches are to be courteous when making requests for clarification, while sarcasm or angry tones are not acceptable. Coaches are to advise their players of the Zero Tolerance Policy. Coaches are also required to remind spectators supporting them of the team's responsibility to adhering to the rules of Ontario Basketball and not to disrespect or criticize officials, for any reason.

Note: If a coach or player receives two (2) direct technical fouls (contrary to the Zero Tolerance Policy) during a game, the penalties are as follows:

- Learn to Train (U10 to U12): If a coach receives two (2) direct technical fouls, they are ejected from the game and duration of the Ontario Basketball sanctioned event.**
- Train to Train (U13 to U19): If a coach receives two (2) direct technical fouls, they are ejected from the game and one (1) more game.
-

**The concept here is that coaches should not be receiving two (2) direct technical fouls during a game for any reason. Any type of behaviour that is displayed before our younger and most impressionable athletes should not be rewarded by returning during that tournament.

- 2. When a player or coach disrespects an official's decision, a direct technical foul will be called.**

The site convenor will be asked by game officials to eject a player or coach whose actions warrant this penalty. If a team is assessed a third direct technical foul for abuse, the game will played to its conclusion but the team that has been assessed the three direct technical fouls will forfeit the game.

Note: The aforementioned does not limit the official's right to forfeit the game during playing time if the conditions warrant it.

Indirect technical fouls that are called but do not involve the abuse of an official (ex: too many players on the court, uniform violation, score-sheet infraction) will not count toward the Zero Tolerance Policy and the official's decision to call the game.

3. If a spectator disrespects or harasses an official, a technical foul may be called on the team that they support.

The site convenor will be asked by game officials to eject a spectator whose actions warrant this penalty. If the offending spectator refuses to leave, the site convenor will advise the coach of the team of which the spectator is supporting that his/her team will forfeit the game if the spectator does not leave. Coaches are asked to remind parents that any further outbursts from that team's spectators may result in the team forfeiting the game.

4. Officials shall write-up an incident report of any forfeited game.

The Ontario Basketball Disciplinary Committee will review this report and may decide on any additional action that might be required.

5. If a spectator, coach or player harasses an OBA Official/Site Supervisor, the incident will be reported to the OBA Executive Director and OBA Fair Play Committee.

If the harassment occurs before, during or after a game, the OBA Official/Site Supervisor has the discretion to immediately eject the spectator, player or coach. If the person delays or refuses to leave, the OBA Official/Site Supervisor will advise the coach that his or her team will forfeit if they cannot get the person to leave. Coaches are asked to remind parents and spectators that any further outbursts will result in their team forfeiting the game.

Note: All [OBA Policies and Procedures](#) are available online, including the Harassment Policy.

Reviewed March 5, 2018 by Ontario Basketball Board of Directors

Approved November 6, 2014 by Ontario Basketball Board of Directors

Appendix II

ONTARIO BASKETBALL COACH AND PLAYER TRANSFER POLICY

Purpose

This Policy encourages coaches and players and their families to make informed choices about their selection of Ontario Basketball (OBA) teams and member clubs. It promotes commitment and respect among players, coaches and teams. This policy also enables OBA, as a sport governing body, to promote fair competition among its member teams and to uphold the values of equity, opportunity and accountability for its members.

Policy

As outlined by Ontario Basketball, an OBA coach or player participating in a competitive rep program must complete a transfer should he/she want to join another OBA member club. Ontario Basketball will process the transfer and all parties will be notified upon completion.

Application

This Policy applies to all coaches and players in the OBA system participating with OBA member club competitive rep (travel) teams from the U10 to U19 age categories. This policy does not apply to coaches/players who have never previously registered with an OBA member club, or coaches/players who are changing teams within the same OBA member club.

Timing

Once a coach/player has signed to a particular OBA member club, he/she is committed to that OBA member club for the competitive season, within their respective age category.

Joining an OBA Member Club Team

The following are the steps to join an OBA member club team:

1. Coach/player signs Ontario Basketball membership application (held by OBA

member club) 2. Club completes online registration and pays membership fee on their behalf

Transfer Fee

The fee to transfer a coach/player within the terms of this policy is \$50 payable to Ontario Basketball. The fee is administrative and will be split between OBA and the member club the player is leaving. The \$25 received by OBA will be invested in grassroots, community-based basketball programming.

Summer Season

Each OBA member club must inform its coaches and players of its intention to field a summer team in the applicable age category no later than May 1 each calendar year. Should an OBA member club team not participate in summer basketball programming (e.g., TIDP, AAU events), a coach/player will be eligible to coach/play for another club during the summer without completing the transfer process.

1

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Responsibility of Players

During the season, a player must play for the OBA member club team he/she has joined and may not join another OBA member club team. After the season, a player can choose to play for a different OBA member club, but must complete the transfer process and pay the transfer fee in order to do so.

Note: A player who has been removed from a roster for disciplinary reasons may not join another OBA member club team without approval from Ontario Basketball.

Responsibility of Coaches

During the season, coaches must coach the OBA member club team he/she has joined and may not leave the club to coach another OBA member club team. After

the season, a coach can choose to coach for a different OBA member club, but must complete the transfer process in order to do so.

Coaching Teams for Multiple OBA Member Clubs

Coaches are permitted to coach teams for more than one OBA member club provided that none of the relevant teams compete on the same Ontario Cup weekend. No exceptions or changes will be made to tournament draws, league games or Ontario Cup draws to accommodate coaches who have schedule conflicts between his/her teams. Coaches are not permitted to be listed on more than one roster (either as head coach or assistant coach) in any single age group.

Player Recruitment

Coaches, or their representatives, may not engage in discussions with players or their families about recruiting players to play for his/her OBA member teams or clubs. For the purposes of this Policy, the term ‘discussions’ refers to verbal communication in-person or by telephone, as well as all forms of electronic discussions such as through e-mail or other social networking sites, during the Ontario Basketball competitive season within their respective age category.

Ontario Basketball High Performance Coaching

Ontario Basketball looks to continue to develop OBA member club coaches through the coaching pathway and for OBA member clubs to encourage its coaches to participate in OBA high performance activities, such as Team Ontario, Centre for Performance and Talent Identification and Development Programs. No coach participating in OBA high performance programs may recruit and coach any player for his/her OBA member club team for the following OBA club season.

Note: A player that has been on a roster prior to the start of the high performance season with a particular coach may continue playing for that coach for the following OBA club season.

Breaches and Penalties

Any person who is aware that a coach/player is in breach of this Policy may report such a breach by means of a written complaint to Ontario Basketball from the OBA member club president to the Commissioner of Fair Play.

Note: OBA member clubs are encouraged to investigate the complaint and contact the opposing member club's executive to resolve the matter directly, before a complaint is submitted to Ontario Basketball.

In the event an Ontario Basketball entity (i.e., player, coach or club) is found to have breached this Policy, by way of a club administrator, coach, player or family member, Schedules A & B of Ontario Basketball's Fair Play Policy and Procedures will apply to those responsible for violating the policy.

2

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Appendix III

OBA CONCUSSION PREVENTION AND MANAGEMENT POLICY

A concussion is a serious event, but you can recover fully from such an injury if the brain is given enough time to rest and recuperate. Returning to normal activities, including sport participation, is a step-wise process that requires patience, attention, and caution, (Source: Think First – Return to Play Guideline, 2012).

MEDICAL CLEARANCE IS REQUIRED BEFORE ATHLETE RETURNS TO PLAY

- If during a practice, competition, training, camp or clinic an athlete, sustains a direct or indirect force to the head and subsequently exhibits signs, symptoms (see below for list of possible symptoms) and/or functional changes consistent with a concussion, the athlete should be immediately removed from play and receive immediate medical assessment. Coaches are never to make a determination on their own.
- Following removal from play, any person suspected to have sustained a concussion is to be assessed by a medical doctor (or emergency physician) to determine the extent of the athlete's injury and to rule out further pathology.
- Individuals diagnosed with a concussion should rest until they are symptom-free and should then begin a step-wise symptom-limited program with stages of progression, only after they are without symptoms for a 24-hour period.
- As recommended by Think First Canada, there is a six (6) step process to evaluate readiness before an athlete can return to play. The steps are as follows:

Step 1: No activity, only complete rest.

Limit school, work and tasks requiring concentration. Refrain from physical activity until symptoms are gone. Once symptoms are gone, a physician,

preferably one with experience managing concussions, should be consulted before beginning a step-wise return to play process.

Step 2: Light aerobic exercise. Activities such as walking or stationary cycling. The player should be supervised by someone who can help monitor for symptoms and signs. No resistance training or weight lifting. The duration and intensity of the aerobic exercise can be gradually increased over time if no symptoms or signs return during the exercise or the next day.

Symptoms? Return to rest until symptoms have resolved. If symptoms persist, consult a physician.

No symptoms? Proceed to Step 3 the next day.

Step 3: Sport specific activities. Activities such as stationary passing, dribbling or shooting can begin at Step 3. There should be no body contact or other jarring motions such as high speed stops.

Symptoms? Return to rest until symptoms have resolved. If symptoms persist, consult a physician.

No symptoms? Proceed to Step 4 the next day.

Step 4: Begin drills without body contact.

Symptoms? Return to rest until symptoms have resolved. If symptoms persist, consult a physician.

No symptoms? The time needed to progress from non-contact exercise will vary with the severity of the concussion and with the player. Proceed to Step 5 **only after medical clearance.**

Step 5: Begin drills with body contact.

Symptoms? Return to rest until symptoms have resolved. If symptoms persist, consult a physician.

No symptoms? Proceed to Step 6 the next day.

Step 6: Game play.

Possible Symptoms (as per Sport Concussion Assessment Tool 2 – SCAT2)
Presence of any of the following signs & symptoms may suggest a concussion.

- Loss of consciousness
- Seizure or convulsion
- Amnesia
- Headache
- “Pressure in head”
- Neck Pain
- Nausea or vomiting
- Dizziness
- Blurred vision
- Balance problems
- Sensitivity to light
- Sensitivity to noise
- Feeling slowed down
- Feeling like “in a fog”
- “Don’t feel right”
- Difficulty concentrating
- Difficulty remembering
- Fatigue or low energy
- Confusion
- Drowsiness
- More emotional
- Irritability
- Sadness
- Nervous or anxious