



Guelph Minor Football Association
100 Crimea St., Guelph, ON N1H 2Y6
E: info@guelphminorfootball.net
Website: guelphminorfootball.net

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Investigative Process for Code of Conduct Violations

Purpose:

The purpose of this policy is to establish a consistent and fair process for investigating violations of GMFA's Code of Conduct policies. This policy is designed to protect the safety and well-being of all participants, ensure compliance with applicable laws and regulations, and promote a positive environment for youth football that is inclusive for all.

Investigation Process:

1. **Reporting:** Any individual who witnesses or becomes aware of a potential violation of a code of conduct policy must report the incident to GMFA's [Safe Sport Contact](#) person. This may include coaches, parents, volunteers, players or other individuals involved in the organization.
2. **Initial Review:** The Safe Sport person will conduct an initial review of the incident report to determine whether there is sufficient evidence of a code of conduct policy violation to proceed with an investigation. If there is insufficient evidence to proceed, the investigation will be closed, and no further action will be taken.
3. **Investigation:** If there is sufficient evidence to proceed, the Safe Contact person will initiate a full investigation. The investigation will be conducted by three neutral investigators who are not affiliated with GMFA or any of the parties involved in the investigation. The investigators will be selected by the Safe Contact person based on their expertise, objectivity, and experience in conducting investigations.
4. **Determination:** Upon completion of the investigation, the three neutral investigators will determine whether a violation of the code of conduct policy has occurred. If a violation has occurred, the investigative committee will determine the appropriate sanctions or disciplinary action, in accordance with GMFA's Disciplinary Policy.
5. **Appeal:** Any person who is the subject of a disciplinary action may appeal the decision to the committee responsible for handling appeals. The appeal must be made in writing within 10 calendar days of receiving the disciplinary action. The committee responsible for handling appeals will review the appeal and make a final determination.

Confidentiality:

All information related to an investigation of a potential violation of the code of conduct policy will be kept confidential to the extent possible while ensuring a thorough investigation. Information will only be shared on a need-to-know basis with individuals involved in the investigation or as required by law.

Training:

All individuals involved in the investigation and handling of code of conduct violations will receive training on this policy and their roles and responsibilities under this policy.



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Conclusion:

Adherence to this policy is critical to ensure a safe and positive environment for Guelph Minor Football and all its stakeholders. All individuals involved in GMFA events must take responsibility for upholding the Code of Conduct policies and reporting any potential violations. The use of three neutral investigators will ensure a fair and thorough investigation while protecting the confidentiality of all parties involved.