

**COMMUNITY EDUCATION & RECREATION TEAM SPORTS
POLICY ON PROBATION SUSPENSION AND HEARING PROCEDURES
(Revised September, 2015)**

A. ACTS OF DISQUALIFICATION AND PENALTIES

1. Any manager, coach, captain, or player may be placed on probation or suspended by a Rec & Ed Supervisor or Specialist after a fair and thorough investigation of a complaint for any of the following acts:

- a. Unsportsmanlike or disparaging conduct, verbal or non-verbal, towards opponents, referees or Department staff.

PENALTY - A minimum suspension of one game/match.

- b. Physical violence, such as an attack on an umpire or department staff immediately preceding, during, or immediately following a game.

PENALTY - A minimum suspension of one year.

- c. Use of ineligible player(s) by a team manager, coach, or captain.

PENALTY - A minimum of four games/matches.

- d. Commission of fraud, such as playing under an assumed name, falsifying an affidavit or roster, giving false information to Department staff, or participating while know he she does not meet the eligibility requirements of the Rec & Ed.

PENALTY - A minimum suspension of five games/matches.

- e. Consuming alcoholic beverages or using illicit drugs during a game.

PENALTY - A minimum suspension of three games/matches.

- f. Not meeting the financial responsibility related to participation (writing "bad checks", not paying the appropriate fees, etc.).

PENALTY - Full restitution must be made before participating in league activities.

2. In Youth and High School sports programs, a coach or manager may be placed on probation or suspended by the Supervisor for abuse, either physical or emotional, of participants on either his own team or an opposing team.

PENALTY - A minimum suspension of one game.

B. FORMAL COMPLAINT PROCEDURES

Complaints about decisions made by a Rec & Ed Supervisor shall be handled in the spirit of the Fair Treatment Policies of the Ann Arbor Public School District. During the formal complaint procedures, the probation or suspension will remain in effect.

1. The written complaint must include:
 - a. A description of the event in question and the dates of occurrence.
 - b. The names of the individuals involved.
 - c. The negative effects that the Specialist's/Supervisor's action may have caused the complainant, related to his or her ability to participate in the Team Sports program or carry out his job responsibility.
 - d. The desired solution.
2. The complaint shall be considered confidential upon request of one of the parties.
3. The complaint shall be filed with the Team Sports Manager.
4. The Team Sports Manager shall interview the complainant, persons complained against and any other parties involved. The interview with the parties, either together or separately, will occur within fourteen calendar days of the Manager receiving the complaint.
5. The Manager shall advise parties of their right to an advisor.
6. The purpose of the interview is for the administrator to review the complaint with the parties and offer the accused the opportunity to explain their version of the events. The administrator will attempt to negotiate a settlement between the parties.
7. If either party is not satisfied with the result of the interview, they may file an appeal with the Executive Director of Community Services and School Wellness.