



South Fraser District Association Complaint Form

Submit to: SFDAYouthsoccer@gmail.com

Complete the form below to submit a formal complaint to be reviewed by the Discipline Chair of South Fraser Soccer Association information about South Fraser District Association judicial processes, please refer to the Judicial Code and Policies of BC Soccer <https://bcsoccer.net/bylaws>. South Fraser District Association encourages all members and individuals involved in soccer to speak out and feel supported in the act of filing a complaint when you feel there has been misconduct or inappropriate behavior.

South Fraser District Association Safe Sport Position Statement:

South Fraser District Association believes that everyone involved in soccer has the right to participate in safe and inclusive environments free of abuse, harassment, discrimination, and to enjoy the sport at whatever level or capacity they participate in. The welfare of everyone involved in soccer is the foremost consideration and in particular, the protection of children in the sport is the responsibility of everyone involved.

Note: unless otherwise stated as optional, all fields must be completed.

Name: _____ **Email address:** _____

Your role (e.g. player, team official, parent, association official, etc.): _____

Check this box to acknowledge that you are aware that your complaint may be shared:

In accordance with the principles of procedural fairness, South Fraser District Association may share some or all of the information in your complaint with the party against whom the complaint has been lodged. If the box is not checked, South Fraser District Association will be unable to move forward with a review of your complaint.

[OPTIONAL] Check this box if you wish for your identity to be kept confidential:

Please note that while every effort will be made to keep your identity confidential, your identity may become apparent in the course of further review or investigation of the complaint.

Nature of the complaint – what rules were broken?

In the box below please provide the relevant (and specific) rule(s), regulation(s), policy (or policies), directive(s), etc. that has been contravened. This may include a clause(s) from BC Soccer’s Rules & Regulations, the Judicial Code and Policies of BC Soccer, or other BC Soccer policy (these documents can be found here: <https://bcsoccer.net/bylaws>); or this may be from the governing documents of the association to which the accused party belongs (e.g. league rules, Youth District constitution & bylaws, club code of conduct, etc.).



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What South Fraser District Association Needs to Know

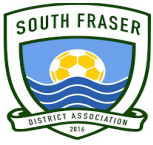
- The names and roles of the parties involved
- The nature of the complaint – specific rule(s), regulation(s), policy (or policies), etc. allegedly broken.
- A detailed description of the incident(s) (what happened, why it happened, where you were when it happened, your role, etc.)

What You Need to Know

- You don't need to pay a fee to file a complaint
- South Fraser District Association is impartial and it does not take one party's side over the other
- Updates about the status of your complaint will be provided via email from SFDAYouthsoccer@gmail.com if and when appropriate and possible
- In some cases, it may be appropriate for another organization within the soccer structure (Club, Youth District, or Adult League) to handle your complaint which may result in your complaint being referred to a organization to handle. As such it may be appropriate to consult with your Club, District and/or League before submitting a complaint to. South Fraser District Association
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- To confirm, the following types of misconduct shall be reviewed by: South Fraser District Association
 - Intimidating and/or threatening behavior
 - Misconduct involving racist or sexist comments
 - Complaints or inquiries referred to it by another Provincial Association
 - Misconduct by an Association Official within Members or Affiliated Organizations (even if participating in another capacity)
- South Fraser District Association may share some or all of the information you provide in the process of resolving your complaint. For example, if your complaint is determined to have merit, then the information you submitted will be provided to the accused party so that they may have a reasonable opportunity to defend themselves at a discipline hearing.

What Happens When You Submit Your Complaint (Form)?

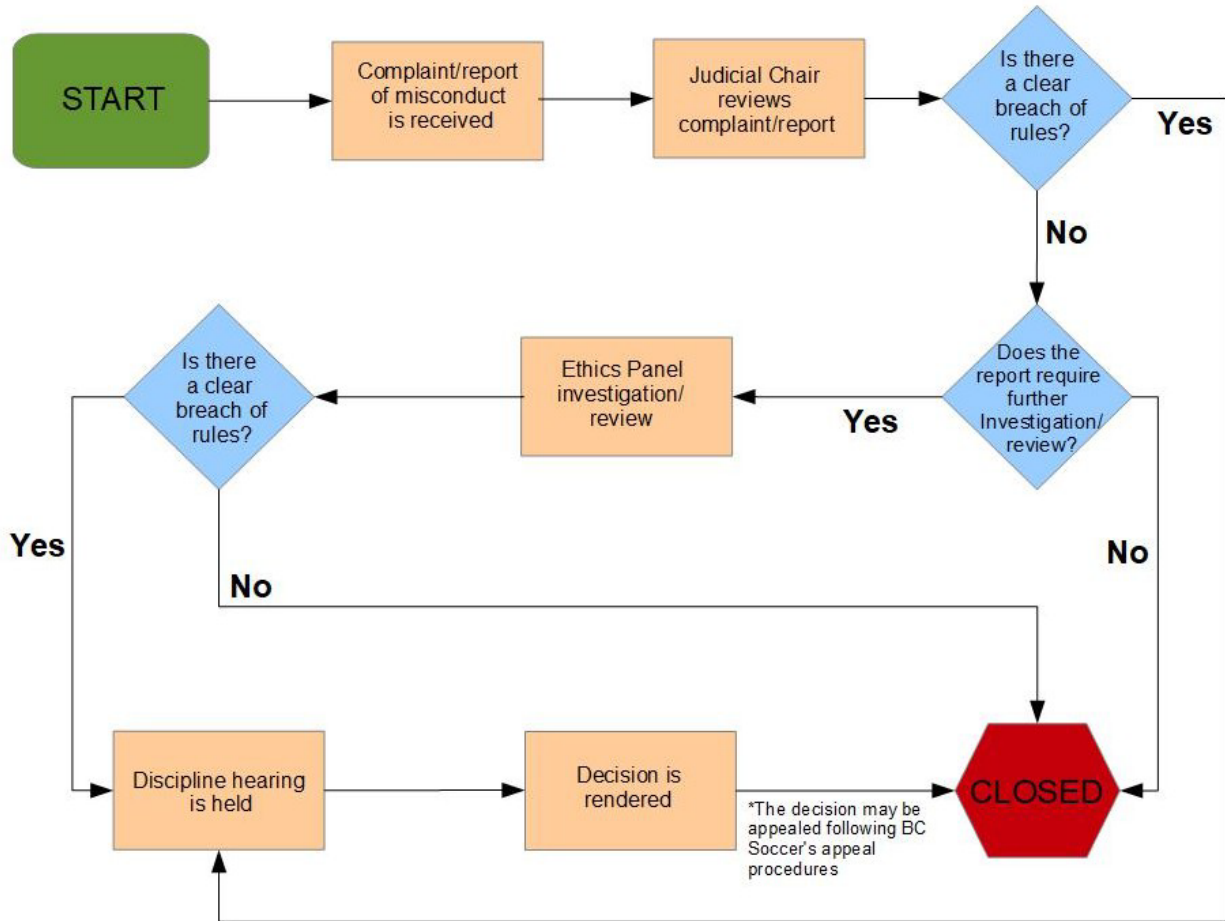
- The, South Fraser District Association board, will review your complaint and determine if it has merit.
- The South Fraser Di South Fraser District may: Appoint a person to:
 1. Investigate your complaint further (meaning you may be asked for further information).
 2. Refer your complaint to a BC Soccer Member or affiliated organization (e.g. club, district, league, etc.) for review.
 3. Constitute the appropriate judicial panel to commence further review and/or action. The two panel options available are:
 - a) An Ethics Panel, constituted to review and/or further investigate complaints and ethics-based submissions to determine if a breach of specific rule(s), regulation(s), policy (or policies), directive(s), etc. has occurred. Should an Ethics Panel find that the complaint has merit, b) will commence.
 - b) A Discipline Panel, constituted to conduct a discipline hearing as the Judicial Chair of BC Soccer or Ethics Panel has determined that the complaint has merit.
 4. Determine the complaint does not have merit



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Judicial Process Flow Chart



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