Revised 2023: Shannon Kozie

Lacombe and Area Minor football By Laws

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**Lacombe and Area Minor Football**

**Rev: 2023**

**Approved: May 2,2023**

**By-Laws**

**Article I. Name - Lacombe and Area Minor Football (LAMF) Association**

# Article II. Responsibilities of the Board

Th**e Board** **of Directors** will have responsibilities in the following areas:

A. Coordinate a Planning Meeting each year in April to discuss fundraising, apparel, and other subcommittees.

B. Collect the rosters (with names and numbers) from participating players by the Tuesday prior to the first week of league play and vet them against the rosters submitted for insurance. The discovery of any players missing on the insurance submission should be dealt with prior to game day (i.e. get them signed up and paid on the insurance roster) or the players will be ruled ineligible to participate.

C. Communicate through the Communication Coordinator to the Team Manager and coaches of any meeting times and locations, meeting minutes, and any other events that will be occurring within the year. x Deal with any issues as detailed in Incident Reports submitted by the Team Manager.

# Article III. Board of Directors: (descriptions and terms)

The Directors of the LAMF are the members of the Board and shall consist of the following:

A. **Chair** – shall retain the position for a two-year term for a max of two terms.

1. **Vice Chair** – shall retain the position for a two-year term for a max of two terms.
2. **Secretary -** shall retain the position for a two-year term for a max of three terms.
3. **Treasurer -** shall retain the position for a two-year term for a max of three terms.
4. **Registrar-** shall retain the position for a two-year term for a max of three terms.
5. **Communication** - shall retain the position for a two-year term for a max of three terms.
6. **Apparel/Sponsorships, Donations and Fundraising -** shall retain the position for a two-year term for a max of three terms.
7. **Equipment –** shall retain the position for a two-year term for a max of three terms.
8. **Team Manager (3) Atom, Pee Wee and Bantam** shall retain the position for a one year term. Each year these positions will be appointed on a year-to-year basis by the team in a volunteer role.

# Article IV. Duties of Directors

## A. Chair

The Chair is key to ensuring that all board members participate, all issues are covered, and that a general understanding of the outcome is understood and respected. In addition to facilitating meetings, the Chair also:

1. Adheres to agenda by accepting discussion only on the topic
2. Is aware of priority items on the agenda
3. Maintains order and keeps the discussion flowing
4. Starts and adjourns meetings
5. Knows meeting procedure according to **Robert’s Rule of Order for**

## Meetings

1. The Chair cannot vote except in tie-breaking situations
2. Is prepared to summarize the meeting
3. Delegates responsibility and authority
4. Is prepared to represent the organization

## B. Vice Chair

1. Learns the duties of the Chairperson and fulfills that role when the

Chairperson is absent

1. Assists the Chairperson whenever possible
2. Acts as Coaching liaison and provides junior coaches with opportunities to learn and advance
3. Provides support where required to vacant or demanding board seats

### C. Secretary

1. Records minutes, distributes them, keeps a record of them, and has them approved at the next meeting
2. Provides the *Communication Director* with complete information on any and all upcoming Board, special, or AGM meetings

### D. Treasurer

1. Receives all money due and issues receipts
2. Prepares financial reporting to Board (balance sheets, monthly statements)
3. Reports and makes available all the financial reports available to the Board, managers, coaches, and parents
4. May assist with audit and other financial transactions
5. Collects and pays all bills and invoices for the LAMF and all three teams in a timely matter

## E. Registrar

1. Coordinates both spring and fall registration for LAMF, as well as creating deadlines and requirements as decided by the club
2. Ensures that all players provide proper documentation (e.g. birth certificates) as required, and that all team officials and other club volunteers have up-to-date criminal record checks in place.
3. Monitors player payment status to ensure collection of all registration fees x Works closely with Treasurer around registration payments
4. Supports other Club directors and volunteers as needed to make our club run smoothly and efficiently to ensure a successful club for our community

## F. Communication

1. Notifies team managers and coaches of any upcoming board meeting times, dates and locations
2. Maintains website with most current information including, but not limited to, meeting dates and locations, approved board meeting minutes, upcoming camps, registration information, and or upcoming events/fund-raising
3. Manages and provides local media (radio and/or newspaper) with accurate and current information on upcoming events, games, and any other LAMF media relations
4. Collects and distributes any and all “Incident Reports” *Appendix “A”* to the Chair, who will present it to the Board executives, consisting of the Chair,

Vice, Secretary, and Treasurer, for action if needed

1. Acts as the main contact with the website provider (except for technical aspects of the system)
2. Updates and responds to social media requests i.e Facebook

## G. Apparel/Sponsorships, Donations and Fundraising

* 1. Secures local supplier with cost efficient and quality product
  2. Communicates with all coaches regarding colour, logos and product for their (hoodies, toques, and or hand warmers)
  3. Schedules, plans and organizes the volunteers needed to coordinate apparel sales night, same night for all teams
  4. Collects all fund and invoices for apparel, provide to the *Treasurer* for deposit and payment
  5. Distributes all paid apparel to coaches, parents and player
  6. Acts as main contact for team manager, coaches and parents with regards to apparel
  7. Provides the *Communication Director* with all information regarding apparel

1. Sponsorships, Donations and Fundraising
   1. Identifies and pursues sponsorship opportunities for LAMF including in kind donations, special events fundraising, corporate donations, etc.
   2. Organizes the volunteers and resources necessary to participate in the identified LAMF fundraising campaign or event iii. Assists team managers with team-specific fundraising events

iv. Provides the *Communication Director* with all information regarding LAMF or team campaigns or events

## H. Equipment

1. Develops, plans, and organizes programs for maintaining and purchasing football equipment
2. Responsible for preparing and monitoring the players’ equipment budget
3. Monitors issuance of uniforms to teams, coaches, or individual players; maintains accurate records and files regarding equipment check-out
4. Monitors daily maintenance of equipment, repair, and general upkeep of equipment
5. Purchases player equipment; orders equipment; checks-in equipment upon delivery to verify receipt
6. Orders and maintains record of each team’s jersey inventory. **NO** team may change team jersey colour(s) without the approval of the Executive Board and all current Coaches
7. Prepares equipment for distribution in order to track it
8. Assists with fitting athletic equipment to individual players
9. Stores and packs sporting equipment appropriately when not in use

### I. Team Manager (3 positions) Atom, Pee Wee, and Bantam

1. Represents their team and attends all board meetings when possible
2. Prepares roster from the list provided by *Registrar Director*; arranges team volunteers- timers, stick crew, concession; prepares and accounts for equipment; represents team at LAMF meetings; prepares and presents invoices and payments with treasurer; coordinates post game meals; prepares game day programs; helps with registration; ensures all players are eligible on the roster; helps recruit; helps with final banquet
3. Coordinates team fundraising with assistance from the *Fundraising Director*

# Article V. Elections

A. Candidates for the Board shall be nominated from the floor at the Annual General

Meeting and shall be voted upon at that meeting. Chair, Secretary, Registrar, and Apparel/Sponsorships, Donations and Fundraising will be up for nomination every other year. Vice Chair, Treasure, and Communication will be up for nomination alternating years.

# Article VI. Audit

1. All books must be submitted to an auditor appointed by the Board and not serving on the Committee. The auditor shall prepare an audited financial statement to be presented annually at the Annual Planning Meeting.
2. The books of the Association may be inspected by any member of the Association at any time, giving reasonable notice and arranging a time satisfactory to the Treasurer.
3. The fiscal year of the Association shall be March 1 - February 28 (29).

# Article VII. Meeting Information

1. General Meetings

General meetings of the Association may be called at any time by the Chair, at the direction of the Board, in writing to the last known email address of each board member, emailed eight days prior to the date of such a meeting.

1. The Annual General Meeting will occur during the **first week in May.** The Annual Planning Meeting will occur during the **first week** in **April**. Time and location to be set by the Board.
2. The Directors of the LAMF shall be elected at the Annual General Meeting.
3. A quorum will consist of at least five (5) voting member from the Board of Directors at any general, special or annual meeting of the LAMF.
4. The order of business at general meetings shall be as follows:
   1. Approval of Minutes
   2. Business Arising Out of Minutes
   3. Financial Report
   4. Notices of Motion
   5. Reports of Committees
   6. Unfinished Business
   7. New Business
   8. Discussion of Topics
   9. Election of Board Members (Annual General Meeting)
   10. Other Business
   11. Adjournment

# Article VIII. Dissolution

A. The LAMF may be dissolved only with authorization by its Board of Directors and Coaches given at a special meeting called for that purpose and with subsequent approval by a two-thirds (2/3) vote of the Voting Members and will include any and all coaching staff to vote for this purpose only. The meeting is to be advertised with local newspaper(s), radio stations, and website for a minimum of two (2) weeks prior to the meeting. It will be open to the public to provide feedback and recommendations to where the final funds are to be distributed to. Upon dissolution or other termination of LAMF, all remaining assets, after payment in full of all its debts, obligations, and necessary final expenses, or after the making of adequate provision therefore, shall be distributed to *(Local charity).*

# Article IX. Amendments to Policy and Procedures

1. In the future, the policies and procedures can only be changed by a special resolution of the Board. Amendments to these Policy and Procedures may be made by a 75 per cent majority vote of the Board in attendance at a duly constituted meeting.
2. Amendments to Policy and Procedures may be submitted the Executive Board and or Coaches.
3. All items under Policy may be amended by a majority vote of the Board. Proposed amendments must be submitted, in writing, to the *Communication Director* by April 15. The amendments to be considered will be posted on the LAMF website and available to all Board members, coaches, and parents at least **three weeks** prior to the Annual General Meeting.
4. Notices of motion to amend the Policy and Procedures may be waived where such an amendment is clearly of a housekeeping nature and does not change the intent of the Policy and Procedures.

**Article X. Policy and Procedures**

# A. Mission and Vision Statement

## a.Vision Statement

Lacombe and Area Minor Football:

Coaching youth

Cultivating character

Building community

## b.Mission Statement

Lacombe and Area Minor Football exists to provide each registered player a positive athletic experience. A positive athletic experience is one in which every player:

x is coached by a qualified team of coaches;

x has the opportunity to grow in character, responsibility and empathy, while learning the skills necessary to play the game;

x is shown the value of hard work, teamwork and fair play; and x is encouraged to have fun.

# B. Code of Ethics

a.**Players**

The following Rules will govern the conduct of each and every player in the Lacombe and Area Minor Football Association. The Player Code of Conduct is as follows:  
  
Our policy can be summed up in one word; RESPECT.  
  
A Player will, at all times conduct him or herself in a manner that shows respect for teammates, opponents, referees, coaches, fans, property and the game of football.  
  
A Player who:

* Utilizes tobacco in any form whatsoever;
* Consumes alcoholic beverages
* Utilizes profane or abusive language;
* Bullies or intimidates others verbally, by physical force or by electronic or other means of communication;
* Destroys or pilfers property belonging to another person;
* Utilizes narcotics or abuses other drugs; or
* Commits any other act which the LMF Executive deems detrimental to the Society or its objectives;

May be suspended or expelled from the Lacombe and Area Minor Football Association, with or without warning by the Board and at the sole discretion of the Board. There is no appeal process for the player that is the subject of the suspension / expulsion or by the player's family. The decision of the Board is final. The offending player and the team manager will be advised by email as to the decision of the Board.  
  
The player/ family are not entitled to any form of refund.  
  
If expelled from the LAMFA, the player/family is obligated to return all LAMFA property immediately upon dismissal.

**b.Coaches**

The following Rules will govern the conduct of each and every coach and team personnel in the Lacombe and Area Minor Football Association.

The Code of Conduct is as follows:

Our policy can be summed up in one word; RESPECT.

Coaches and Team Personnel will, at all times conduct him or herself in a manner that demonstrates respect for players, referees, fellow and opposing coaches, fans, property and the game of football.

It is contrary to the Lacombe and Area Minor Football Association 's Code of Conduct for a Coach or Team Personnel to utilize the following while acting in their position as a Coach, Manager etc.:

- Utilize tobacco;  
 - Consume alcoholic beverages;

          - Utilize profane or abusive language;

-Bullies or intimidates verbally, by physical force or by electronic or other means of communication;

           -Destroys or pilfers property belonging to another person;

           -Utilizes narcotics or abuses other drugs; or

           -Commits any other act which the LAMFA Executive deems detrimental to the Lacombe and Area Minor Football Association or its objectives.

Any Coach or Team Personnel that contravenes the Code of Conduct may be suspended or expelled from the Lacombe and Area Minor Football Association, with or without warning by the Board and in the sole discretion of the Board.  There is no appeal process for the coach or team personnel that are the subject of the suspension / expulsion.  The decision of the Board is final.  The offending Coach or Team Personnel and the team Manager will be advised by email as to the decision of the Board.

There is a zero tolerance policy for any coach that in the opinion of the Lacombe and Area Minor Football Association Executive has acted in such a manner and has contravened the Code of Conduct in such a way as to set a poor example for the players in the Association and undermines the goals and objectives of the Association.

c.**Bench / Sideline**

Any person that is listed on a game sheet OR the Football Alberta registration and insurance form as being a member of the team OR is acting as a representative for a team must refrain from the use of any form of tobacco, narcotics and alcohol while in the presence of the players of the Lacombe and Area Minor Football Association. Using or consuming such items before, during or immediately after an Association event in the presence of the Lacombe and Area Minor Football Association players is strictly prohibited.  
  
Likewise, the use of foul or vulgar language while acting in the responsibility of a coach and in the presence of the players will not be tolerated.  
  
Violations of the Bench Conduct Policy will be addressed immediately by the Board with the result of the violation being suspension or expulsion from the person's position with the team and the Lacombe and Area Minor Football Association. The Association is not obligated to issue any warnings to coach's or team personnel.  
  
\*\*It is the responsibility of each coach and team personnel to be educated as to the LAMFA Bench Conduct Policy and to adhere to LAMFA rules and regulations.  
  
NOTE: **All** forms of tobacco are prohibited in the proximity of the players of the Lacombe Minor Football Association. This includes on the sidelines of a game, at practice, in or near the change rooms and on the football field. A coach that contravenes this policy is subject to immediate suspension or expulsion from the Lacombe and Area Minor Football Association without warning.

d.**Parents**

Our policy can be summed up in one word; RESPECT.  
  
All Parents and Guardians of the Lacombe and Area Minor Football Association players are expected to conduct themselves in a manner that demonstrates respect for players, referees, coaches, fans, property and the game of football.  
  
There will be zero tolerance on the part of the Lacombe and Area Minor Football Association in regard to parent conduct. Any behaviour or actions that constitute what the Lacombe and Area Minor Football Association Executive deems as abuse of players, coaches, referees, opposing fans or property will not be condoned in any form.  
  
The Board at their discretion may take whatever action appropriate on a case by case basis. Discipline may include suspending the offending parent and the parent's player(s) for a duration that the Board deems appropriate. The Board at their discretion may also suspend the offending parent from the Association. The parent or guardian is NOT entitled to a warning or first offence. In the event that the incident results in an expulsion, no refund of registration fees will be issued by the Lacombe and Area Minor Football Association. There will be no appeal process for the offending parent in such case.  
  
The offending parent must return his/her players equipment within 7 days of being notified of their expulsion from the Association. All Association equipment must be returned in good condition. In the event that the Association equipment is not returned within the 7 days, the Association will cash the equipment bond cheque that was submitted to LAMFA and issue an invoice in the amount of $300.00 to the offending parent/family.  
  
Unless registered with Football Alberta and having obtained permission from the Head Coach, a parent is NOT permitted on the practice or playing field or player's bench area.  
  
Parents are to have no contact with coaches during game time except for cases of emergency.  
  
Should a parent have a concern with regard to a coach, that concern must be brought to the attention of a Lacombe and Area Minor Football Association Board member. If the concern is valid, the President will bring the matter before the coach directly. Parents will not bring concerns directly to the coach unless permission has been granted in writing (email) by the President.  
  
Fundraising is a critical part of delivering and maintaining a minor football program. Therefore, the parent / family of each player in the Association agree to participate fully in any and all fundraising activities of the. Each parent / family acknowledges and agrees that failure to do so will result in the Association cashing the player / family fundraising bond cheque. Lacombe and Area Minor Football Association retains the right to suspend any player from activities of LAMFA until such time as that player / family submits the required amount of fundraising required to LAMFA.  
  
LAMFA is a grassroots program supported by the generous donation of time by our volunteers. If your player participates in the LAMFA program, you are expected to support the program by giving of your time and talents. Your team manager will be asking you for your help. Please volunteer. You will find that you enjoy your football experience much more by getting involved.

**C.Playing Time**

Each player and each player's parent (s) / guardian (s) agree to the following policy regarding a player's playing time:

**a. Regular Season**

Coaching staff will make every effort to ensure that each player receives equitable field time in their assigned position during each league game.  
  
It will be the sole discretion of the coaching staff what position a player plays based on their evaluation of the players overall ability.  
  
Player safety will be paramount when deciding what position a player will play, as well as their play time.  
  
If a player attends every practice, with effort and intention, during the week immediately preceding a game, the coaching staff must play that player at the league game on that weekend and give that player equitable position specific playing time to the best of the coaching staffs ability.  
  
If a player misses one practice during a week of practice immediately preceding a game, the player may see reduced playing time at that weekend's game. It will be the decision of the coaching staff if the player will miss any playing time based on the players reason for being absent from practice.  
  
If a player misses more than one practice during the week, it will be coach's discretion whether that player will receive playing time at the league game that weekend.  
  
During the regular season, coaches will focus on positional fair play, player development, team play and rules of the game.  
  
A coach may discipline a player if deemed necessary by the coaching staff by reducing that players playing time at that week's game even if the player has attended all weekday practices.

**b.Play-off / Provincial Play**

Coaches will have complete latitude and discretion how much playing time each player receives during a play-off or provincial game.  
  
Unlike the regular season that is considered a fair-play season, Play-offs will be approached as a competitive season. LMF does NOT guarantee that your player will see field time in the play-offs.

## D. Eligibility

### a.Bantam

x The Lacombe Bantam Raiders is a full contact football team for youth ages 13 to 15. x The season starts with a conditioning camp in the May, with regular season to follow.

x Each player is required to provide their own cleats and mouth guard. The rest of the equipment will be provided.

*General Information* x Age: 13-15 years old (as of December 31, Not in grade 10) x Practices: 4/week x Games: 1/week

x Season: Mid-August to mid-November

### b.Pee Wee

x The Lacombe Explosion is for youth ages 11-12 interested in learning and developing their football skills.

x The regular season will include a conditioning camp in June

x The season begins with a mini-camp in mid-August with regular season to follow.

x Each player is required to provide their own cleats. The rest of the equipment will be provided.

*General Information* x Age: 11, 12 years old (as of December 31) x Practices: 3/week xGames: 1/week

x Season: Mid-August to end of October

### c.Atom

x The Lacombe Atom Chargers is for youth ages 8-10 interested in learning and developing their football skills.

x The Chargers begin the season with a mini-camp in mid-August, with regular season to follow. x Each player is required to provide their own cleats. The rest of the equipment will be provided.

*General Information* x Age: 8, 9 & 10 years old (as of December 31) x Practices: 2/week x Games:1/week

x Season: Mid-August to end of October

## E. Fees

Fees to be set by Board Executive Members in January at planning meeting of the season calendar year.

# F. Incident Report Procedure

This section applies only to the receipt of an *Incident Report.*

1. Definition of Clear Days
   1. For the purposes of this policy, wherever there is a reference to clear days:
      1. the number of days shall be reckoned exclusively of the first day and exclusively of the last day and exclusively of Saturdays, Sundays and statutory holidays; and
      2. any action taken on a Saturday, Sunday or statutory holiday shall be deemed to have been taken on the next working day.
2. Incident Submission

Received by *Communication Director* (must be written)

* 1. Requests for review made to the *Communication Director* by the applicant member shall:
     1. be submitted in writing to the *Executive Board* within five clear days from the date the complaint was received;
     2. clearly set out as an issue or concern;
     3. clearly and concisely state the grounds upon which the applicant member filed the incident report;
     4. provide an address for service of the *Executive Board’s* decision upon the applicant member; and
     5. provide a telephone number, fax number or email address for the applicant member.
  2. Within 10 clear days of receipt of a properly documented application for review, the *Executive Board* shall render a written decision based on what actions will be taken and shall send a copy of that written decision to the applicant member by email at the address provided by the applicant member in the request for review. A copy of the *Executive Board’s* decision shall be retained as permanent record.

# Appendix “A”

# INCIDENT REPORT

The following shall be filed to the Lacombe Area and Minor Football Office no later than 8:00 a.m. on the Monday following the game in question should an incident (See list below) occur in a Lacombe Area Minor Football Game or practice.

**Incidents that Require Reporting on:** x Player or Coach Ejections from Game x Intent to injure situations

x Excessive verbal abuse of officials or opponents by ANYONE (i.e. coaches, players, fans) associated with the game

x Removal of Minor Officials due to lack of neutrality

x Post-Game verbal or physical exchanges

x Inappropriate violation of locker room areas by non-team personnel x Any other issue deemed not the best interests of the game by the Team Manager

GAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (i.e. Bantam vs Away, or Practice on)

PARTICATING TEAMS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LOCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INCIDENT DESCRIPTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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NAME(S) OF OFFENDING INDIVIDUAL(S): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RECOMMENDATION: No further action \_\_\_\_

Suspension/banning for next game (if applicable) \_\_\_\_\_\_

Suspension/banning for next season (if applicable) \_\_\_\_\_

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Communication Director Date of Receipt**

**Please email to the Communication Director at footballlacombe@gmail.com, if you have any questions.**

**Appendix “B”**

**Parent Code of Conduct**

Our policy can be summed up in one word; RESPECT.

All Parents and Guardians of the Lacombe and Area Minor Football Association (LAMFA) players are expected to conduct themselves in a manner that demonstrates respect for players, referees, coaches, fans, property and the game of football.

There will be zero tolerance on the part of the LAMFA in regard to parent conduct. Any behavior or actions that constitute what the LAAMFA Executive deems as abuse of players, coaches, referees, opposing fans or property will not be condoned in any form.

The Board of Directors at their sole discretion may take whatever action appropriate on a case by case basis. Discipline may include suspending the offending parent and the parent's player(s) for a duration that the Board deems appropriate. The Board at their sole discretion may also suspend the offending parent from the Society. The parent or guardian is NOT entitled to a warning or (first offence. In the event that the incident results in an expulsion, no refund of registration fees will be issued by the LAMFA. There will be no appeal process for the offending parent in such case.

The offending parent must return his/her players equipment within 7 days of being notified of their expulsion from the Society. All Society equipment must be returned in good condition..

Unless registered with Football Alberta and having obtained permission from the Head Coach, a parent is NOT permitted on the practice or playing field or player's bench area.

Parents are to have no contact with coaches during game time except for cases of emergency.

Should a parent have a concern in any regard, they must wait a minimum of 24 hours before notifying LAMFA. If the complaint is a general matter, the concern must be brought forth with the Head Coach. If the complaint is in regard to a coach, that concern must be brought to the attention of the LAMFA Division Coordinator (manager) or the President or Vice President. If the concern is valid, the (Vice) President will bring the matter before the coach directly.

Fundraising is a critical part of delivering and maintaining a minor football program. Therefore, the parent / family of each player in the Society agree to participate fully in any and all fundraising activities of the LAMFA.

LAMFA is a grassroots program supported by the generous donation of time by our volunteers. If your player participates in the LAMFA program, you are expected to support the program by giving of your time and talents. Your team manager or Division Coordinator will be asking you for your help. Please volunteer. You will find that you enjoy your football experience much more by getting involved.

Parent Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Player Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_