

# IFC SOCCER POLICIES

---

Last Approval Date: December 2021

## International Football Club

7601 Martin Grove Road  
Woodbridge, ON L4L 9E4

Phone: 905-856-4322  
Email: [info@intlfc.com](mailto:info@intlfc.com)



## Contents

International Football Club .....	1
Operations / Policies Alignment Policy .....	4
Canada Soccer Association - Child Protection Policy .....	4
Registration Policy .....	6
Collections Policy .....	6
Player Releases/Transfer Policy .....	7
Player Management Pathway .....	7
Fines - Players, Coaches, Teams .....	9
COVID-19 and Related Diseases Policy .....	9
Refund Policy .....	10
Travel Policy.....	10
Rule of Two Policy.....	11
Weather Policy .....	11
Uniform Policy .....	12
Code of Conduct & Ethics .....	12
Screening Policy .....	13
Screening / Selection Process Measures: .....	13
Discipline & Complaints Policy.....	13
Discipline Policies in Detail .....	14
Discipline by Review (DBR).....	14
Discipline by Hearing (DBH) .....	14
Penalties and Notifications .....	14
Appeal Policy .....	15
Privacy Policy.....	15
Social Media Policy .....	16
Sponsorship Policy.....	17
Healthy Snack Policy .....	18
Emergency Action Plan .....	18
Tobacco/Alcohol Free Policy.....	19

Anti-Doping Policy .....	20
Concussion Policy .....	20
Abuse & Harassment Policy .....	21
Zero Tolerance Policy .....	24
Hazing Policy .....	26

## Operations / Policies Alignment Policy

International Football Club, an Ontario Recognized Academy (ORA), will comply with Ontario Soccer Policies, Operational Procedures and is prohibited from making any policies, operational procedures, rules, regulations or decisions which conflict with Ontario Soccer Policies or Operational Procedures.

[SEE ONTARIO SOCCER GOVERNING DOCUMENTS](#)

## Canada Soccer Association – Child Protection Policy

The International Football Club acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all of its members.

A child or young person is anyone under the age of 18 engaged in any club activity. We subscribe to the Canadian Soccer Association's Child Protection Policy and Procedures, Safeguarding Children and Young People in soccer and endorse and adopt the Policy Statement contained in the document.

The key principles of the CSA Child Protection Policy are that:

- The child's welfare is, and must always be, the paramount consideration.
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Working in partnership with other organizations, children and young people and their parents or caregivers is essential.
- We acknowledge that every child or young person who plays or participates in soccer should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. International Football Club recognizes that this is the responsibility of every adult involved in our club.

Our soccer club has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that the Canadian Soccer Association applies to everyone in soccer whether in a paid or voluntary capacity. This means whether you are a volunteer, game official, helper on club tours, coach, club official or medical staff.

We endorse and adopt the Canadian Soccer Association's Child Protection and Best Practice Guidelines for recruiting volunteers and will:

- Develop a role profile
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible conduct interviews before appointing
- Request and follow up with two references before appointing

All current Club members with direct access to children and young people will be required to complete a CPIC and or CAR disclosure.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of the Club, guidance will be sought from the Canadian Soccer Association.

It is noted and accepted that the Canadian Soccer Association will consider the relevance and significance of the information obtained via CPIC and / or CAR and that all decisions will be made in the best interests of children and young people.

It is accepted that the Canadian Soccer Association aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children or young people and to minimize the risk of 'grooming' within soccer.

We acknowledge and endorse the Canadian Soccer Association's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. If bullying does occur, all players or parents and caregivers should be able to come forward and know that incidents will be dealt with promptly.

Incidents of abuse, and or suspicion of child abuse should be reported at once to: (1) IFC Athletic Director; (2) law enforcement; and (3) child welfare office.

Codes of conduct for players, parents and caregivers, officials and coaches have been implemented by the Club. In order to validate these codes of conduct the Club has clear sanctions to deal with any misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by leagues.

**Applicable Reference Documentation:**[Canada Soccer Code of Conduct and Ethics](#)[Canada Soccer Guide to Safety](#)

## Registration Policy

1. IFC Soccer directs membership to the online registration and payment system managed by Gotsoccer.
2. Academy Roster players are to review and complete enrollment contract within 5 days of acceptance.
3. Academy Re-Enrollment is required for current student-athletes annually in November, for the following year (January-December).
4. Students will be considered Enrolled/Re-Enrolled once the Online Gotsoccer Registration has been completed by a parent/guardian and the payment plan has been authorized for the season.
5. IFC Soccer reserves the right to refuse Re-Enrollment for any student-athlete whose account for the current year is not up to date.
6. Only once a player registers with IFC will they be registered as an official player with the governing body. If this has occurred after the start of the season, it may affect their ability to be registered and play on time, depending on league rules and regulations (this situation is most applicable to academy soccer).
7. IFC typically offers early-bird, full-payment, and sibling discounts at the beginning of each program calendar season.
8. IFC offers program waitlists only for grassroots development and camp programs. Academy does not apply as it is a selection-based program.

## Collections Policy

9. A player will NOT be registered until administration has been completed and their fees have been paid and therefore, they are not eligible to play or train.
10. For players on a pre-authorized payment plan, should they discontinue or fail to complete payments, they will be contacted by a club official. Failure to communicate with the club to find a solution and ensure that all fees are paid in a timely manner will result in a disruption to program services.
11. A player will NOT be registered for their subsequent season if outstanding fines or fees have not been paid.
12. All returned cheques are subject to NSF bank charge(s).

[SEE 2021 IFC CODE OF CONDUCT AS IT PERTAINS TO IFC SOCCER PROGRAMMING](#)



## Player Releases/Transfer Policy

1. IFC Academy or competitive players will not be released or transferred until ALL outstanding club fees & teams fees have been paid in full.
2. IFC can at times exchange programs for a credit, if they deem it to have no impact on the team they are on and have good merit, such as a long-term injury, or changing internal programs that are a better fit for the participant. If this scenario occurs, you should contact our Academy Coordinator and/or Technical Director.
3. A player will not be registered for their respective league if outstanding fines or fees have not been paid.

## Player Management Pathway

The purpose of this policy is to ensure that IFC determines the processes and supports in place to support players in moving through the Club pathway in a manner that is fair and conducive in continuing the development of the player.

Our goal is to place the player in the best environment for their continued and proper individual development. This shall be done at the sole discretion of the Technical Director with guidance from Grassroots/Academy coaching staff, and in regulation with Ontario Soccer.

### GRASSROOTS - ACADEMY PLAYER MOVEMENT

#### **Trial Opportunity**

Under the direction of the Technical Lead, a Grassroots player may be asked to participate in a trial assessment with the Pre-Academy (Select) or Academy for a period that goes from three (3) sessions to six (6) weeks as per the IFC code of conduct. The trial period will be determined by IFC Coaching staff only.

#### **Training & Competition**

Under the direction of the Technical Lead, a Grassroots player may be 'called up' for festivals or league games in their respective age category. They can be 'called up' up to a maximum of six (6) games per season, not inclusive of exhibition and or tournament competition. At any time, should a Grassroots player be selected as a full-time Pre-Academy or Academy member, tuition costs will be prorated at that specific time.

#### **Festival Integration**

IFC Pre-Academy select players (up to Under 8) will be required to participate within Grassroots Indoor/Outdoor Festivals. This will allow players to participate

in more festivals/matches within the season and contribute to overall player development and growth within IFC Grassroots program.

## **PRE-ACADEMY OR ACADEMY PLAYER MOVEMENT**

### **Inter-Academy Playing Up/Down**

Players are permitted to ‘play up or down’ into a year younger or older than their age group at the discretion of Ontario Soccer’s Director of Soccer Operations. Permission for a player to ‘play up/down’ must be requested in writing by IFC’s Technical Director to Ontario Soccer’s Director of Soccer Operations. All approvals in this regard must be in writing and are only approved for the current playing season. A maximum of two (2) approved overage players will be permitted on a team per game.

### **Provincial/National Pathway**

IFC Academy agree to full LTPD compliance, including adhering to Provincial and National Team Projects. Technical recommendations will be made by IFC Technical Director in collaboration with Academy’s coaching staff.

Provincial/National Projects oversight will be conducted by Ontario Soccer and Canada Soccer’s High-Performance staff. Provincial/National team duties are outlined in IFC Code of Conduct.

### **Semi-Pro and Pro Club Pathway**

As part of the IFC Soccer Pathway, the showcase stream (U13 to U21)—led by our affiliation with Frosinone Calcio, and in collaboration with our domestic and international pro club and collegiate partners—will ensure more of IFC’s exceptional young players find their way into the best competitive environments at a semi-pro and pro club level. Permission for a player to participate in ID Camps, Pro Club Academy (youth) and or Pro Club (senior) trial stages must be requested in writing and approved by IFC’s Technical Director. Showcase and trial sanction process is further outlined in IFC Code of Conduct, in accordance with Ontario Soccer’s Operational Procedures.

### **Applicable Reference Documentation:**

[2021 IFC CODE OF CONDUCT - FULL VERSION](#)

[ONTARIO SOCCER PLAYER EVALUATION FORM](#)

[PLAYER MOVEMENT AGREEMENT FORM - GRASSROOTS](#)



## Fines – Players, Coaches, Teams

Fines incurred by a player, coach or team must be paid to IFC within 10 days of the fine being issued. IFC will not be responsible for payment of fines, received by players, coaches and teams.

## COVID-19 and Related Diseases Policy

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization and COVID-19 is extremely contagious. As IFC makes its player safety an utmost priority, IFC has used its best efforts to put in place sufficient preventative measures to reduce the spread of COVID-19 and any other bacterial, viral or communicable diseases including viruses of all kinds, bacteria, parasites or other organisms or any mutation thereof (the “**Disease**”) among its staff, players and the coaches. IFC has and will continue to follow the instructions, recommendations and cautions from public health officials, the province and the country to ensure the player’s safety. As such, all programs, activities and events provided by IFC, including all training, practices, games, travel, meetings, the Academy or otherwise (collectively the “**Activities**”) are subject to such instructions, recommendations and cautions, which may or may not affect the availability, scheduling and operation of such Activities. IFC reserves the right, subject to the Refund Policy, to reschedule, modify, cancel or discontinue any of the Activities, in whole or in part, if recommended or required to do so by public health officials, the province, the country or at the sole discretion of IFC acting reasonably.

Before participating in any of the Activities, each player is responsible to ensure they: (a) are in good health, in proper physical condition, and do not have any medical or other conditions that would impair my ability to participate in the Activities; (b) are not experiencing symptoms of the Disease (such as cough, shortness of breath, or fever), do not have a confirmed or suspected case of the Disease, and have not come in contact in the last fourteen (14) days with a person who has been confirmed or suspected of having the Disease; (c) have complied and will continue to comply with all federal, provincial, and local laws, orders, directives, and guidelines related to the Disease, including, without limitation, requirements related to hand sanitation, social and physical distancing, and use of face coverings and safety equipment, and other guidance on the Disease from local health officials. Each parent/guardian of a player must also strictly follow

Sections (b) and (c) above. The player agrees that they will also follow all instructions, recommendations, and cautions of the IFC at all times during the Activities and if the player begins experiencing symptoms of the Disease, the player will immediately discontinue further participation in the Activities, isolate and will promptly notify IFC. If the player fails to follow any of the above, IFC shall have the right to remove the player from the Activities for as long as IFC determines appropriate and if the actions of the player warrant, expel the player from IFC without refund.

## Refund Policy

IFC Academy players on a year-round program are responsible for full payment of Tuition Fees. Outstanding registration fees are due upon withdrawal/release from the program. NO REFUNDS will be issued if a player leaves after he/she has accepted a spot on an IFC Academy competitive team.

- Refunds will be reviewed where a player trying out for an Academy team is not selected and IFC is unable to provide a suitable alternative within the grassroots program
- Refunds will not be processed for IFC Academy competitive players withdrawing after they have been offered and have accepted a team roster assignment, NO EXCEPTIONS
- Refunds will not be processed whereby a player has been disciplined by one of the governing soccer organizations, the Academy or has outstanding debts to the club
- Refunds will not be processed for games/training cancelled due to weather
- Refunds will not be processed for rescheduling, modifying, cancelling or discontinuing the Activities in accordance with the COVID-19 and Other Diseases Policy or in the event that a player cannot participate or is removed from the Activities due to exposure to or contracting the Disease. In such case, IFC may consider issuing credits at its sole discretion on terms and conditions set by IFC at such time.
- All other refund requests will be assessed on merit as it pertains to IFC Code of Conduct
- Each refund issued is subject to a \$50 administration fee

### PARTIAL CREDITS FOR GRASSROOTS PROGRAMS AND CAMPS:

- Where a player suffers a season ending injury, attested to by a physician.
- Refunds will not be processed for modifying or discontinuing the Activities in accordance with the COVID-19 and Other Diseases Policy or in the event that a player cannot participate or is removed from the Activities due to being exposed to or contracting the Disease. In such case, IFC may consider issuing credits at its sole discretion on terms and conditions set by IFC at such time.
- Apply to grassroots players who transfer into an IFC Academy competitive team.
- Each refund issued is subject to a \$50 administration fee.

## Travel Policy

1. On an annual basis, IFC has many teams travelling domestically and internationally for competition. Included in these travels are athletes, team officials and family members. It is important that as individuals participating in these events, to make yourself fully aware of all border entry and exit requirements when competing and travelling in another country.

2. These travel requirements may vary depending on the destination and may require the individual to provide documented evidence of travel plans in the form of specific government issued and/or non-government issued documentation (i.e. travel consent form, medical release, tournament name, location and verification of invitation) when crossing international borders.
3. IFC requests of all families before travelling abroad, that participants familiarize themselves with contents, warnings and directives as outlined in The Government of Canada's Travel resources and travel framework as found in <https://travel.gc.ca>.
4. Hundreds of IFC players and their families have enjoyed the benefits of tournament participation abroad over the years. Familiarizing yourself with international travel requirements is a critical part of preparing for cross-border travel.

## Rule of Two Policy

The Rule of Two states that there will always be two screened and NCCP trained or certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. This means that any one-on-one interaction between a coach and an athlete must take place within earshot and view of the second coach, with the exception of medical emergencies. One of the coaches must also be of the same gender as the athlete. Should there be a circumstance where a second screened and NCCP trained or certified coach is not available, a screened volunteer, parent, or adult can be recruited. This rule serves to protect minor athletes in potentially vulnerable situations by ensuring that more than one adult is present. Vulnerable situations can include closed doors meetings, travel, and training environments amongst others.

## Weather Policy

1. The safety of players, coaches, management and spectators is the primary concern in any weather event that occurs during all training/matches sanctioned by Canada Soccer. Ultimately, the referee has the final say over delaying or restarting a match due to weather. Waiting to stop play or not waiting to start play may result in a serious injury or loss of life. Referees (and coaches in training) are expected to act responsibly when dealing with such events during matches they are controlling.
2. If you can hear thunder, you can get hit by lightning. As soon as you hear thunder, quickly get to a safe location. More people are struck before and

after a thunderstorm than during one. Stay inside for 30 minutes after the last rumble of thunder.

3. For additional information on lightning safety / severe weather policy, [click here](#).

## Uniform Policy

The Uniform policy fosters a sense of confidence and unity within the Club by demonstrating greater respect for the uniform and a “club” look at practices, games and tournaments.

All IFC Academy players in age categories U8-U21 are responsible for maintaining their own team uniforms (home and away jerseys, home and away shorts, socks, tracksuit and player bag).

### GAMES, TOURNAMENTS AND TRAVEL

1. Each player shall wear IFC uniforms at each game. Player will have socks pulled up and shirts tucked in at all times from warm up to the end of the game.
2. Players will train in their IFC practice kits. Mandatory for U8-U21 Academy players.
3. Each player will wear official IFC track suit to and from the game and when traveling. This applies to all members of the team.

All competitive uniforms are to be same across the Club, no exceptions.

In the event players do not conform to these policies, it is up to the coach and team manager to enforce the policy using best judgment. In the event coaches do not enforce the policy, the Club will use its best judgment to develop appropriate sanctions.

Any requests to add sponsors must be approved by the IFC Athletic Director.

**NO EXCEPTIONS**

Uniform Numbers - if a conflict occurs between two players that wish the same uniform number the player that was already part of the team has the first option for the particular number.

## Code of Conduct & Ethics

The IFC Code of Conduct was established to ensure a safe and positive environment within the IFC Academy and Club related programs / activities, by making individuals aware of the constant appropriate behavioral expectations. IFC Soccer supports equal opportunity, prohibits discriminatory practices,

demands respect and fairness, and is committed to preserving the time and space of every individual's development.

[SEE 2021 IFC CODE OF CONDUCT - FULL VERSION](#)

## Screening Policy

International FC enforces a safe and healthy soccer experience for its members. The main purpose of IFC is to provide its players with the best possible conditions for the individual to excel within his/her sport. Consequently, all IFC participants are expected to comply with the following:

*Screening / Selection Process Measures:*

- Application Form (with references).
- Appropriate Coaching Certification (Minimum LTPD or Ontario Soccer Community Levels).
- Interview by Athletic Director and/or Technical Director.
- References Checked.
- Police Records Check.
- Evaluation during 3-month probation period.

## Discipline & Complaints Policy

The following policies apply to activities under the jurisdiction of the Club. Policies may vary for leagues, tournaments and other activities outside the jurisdiction of the Club.

The Board of International Football Club will meet to investigate reported incidents via [Special Incident Form](#). All matters brought to the Board are confidential and will be reviewed or heard as appropriate at the meeting held to investigate the incident. The Board will determine when and how to proceed.

All members of the International Football Club (players, coaches, parents, etc.) are responsible for ensuring they are familiar with the Club's Code of Conduct and Discipline Policies.

No player, parent or coach should serve any penalty until the Board and or Discipline Committee has rendered a decision. Only the Board / Discipline Committee can determine the extent of a penalty. Please contact the IFC office by email at [info@intlfc.com](mailto:info@intlfc.com) for any further information regarding discipline matters in which you may be involved in, or for further clarification on the policies provided below.

### *Discipline Policies in Detail*

[International Football Club Code of Conduct](#)

[International Football Club Zero Tolerance Policy](#)

[Ontario Soccer Discipline Policy](#)

#### *Discipline by Review (DBR)*

- Many routine disciplinary matters impose standard or mandated penalties, thus they can be dealt with under a DBR system;
- DBR does not require attendance by the parties involved;
- The Board will review the case and make a determination; if a more serious charge is warranted, the matter will be referred to a hearing (DBH);
- There are NO APPEALS of DBR decisions.

#### *Discipline by Hearing (DBH)*

- Some disciplinary matters MUST be conducted under DBH (per OS rules);
- DBH requires the attendance of the parties involved; 15 days' notice to be provided to the parties by the Club
- An accused may be accompanied by an advisor; an accused under the age of 18 MUST be accompanied by another adult;
- DBH may be held for matters of misconduct involving players, coaching staff, parents, spectators or any other person reported for misconduct;
- DBH decisions can be appealed to the next highest level.

#### *Penalties and Notifications*

Penalties are applied in accordance with IFC and Ontario Soccer guidelines. Decisions of the Board and or Discipline Committee for all matters will be communicated via email and are effective immediately.

## **SUSPENSION**

Immediate suspension from ALL soccer related activities result from the following offences:

- Game Official assault
- Physical or attempted physical assault of a youth player by a team official or administrator (reported by a Game Official)
- Offences of moral turpitude

## **RED CARDS & DISMISSALS**

### *What happens when a player or coach is dismissed from the field?*

1. The Game Official report is forwarded to the Discipline Committee and they decide if charges will be laid;
2. In most instances, the misconduct can be dealt with using the DBR system with the Panel relying on the game official report;
3. A decision is reached and the player/coach is advised of the penalty.

### *Hearings - Can they be requested? How? When?*

1. Everyone is entitled to a hearing; it must be requested within 3 days of receiving a dismissal or the DBR system is used;
2. Requests must be in writing; they can be dropped off at the club, or emailed to [info@intlfc.com](mailto:info@intlfc.com); if relying on email, always request a "receipt confirmation";
3. You will receive confirmation when your hearing will take place.

### *Hearings -What if I can't (or don't) attend the hearing?*

1. You may request one postponement of a hearing by submitting a request to the Club no later than four days prior to the date of the hearing;



2. You must provide reasons for your requested postponement;
3. If you don't attend a scheduled hearing, you will be suspended from all soccer related activities until a hearing is held;
4. You must then request a new hearing, in writing.

### *Appeals - Can I appeal if I don't like the decision of the review or hearing?*

- There are NO APPEALS from a DBR, but DBH decisions can be appealed to the next highest jurisdiction.

## Appeal Policy

Any Registered Party, the Accused or Victim of the accused who wishes to appeal a decision of the Club or of anybody or individual, who has been delegated authority to make decisions on behalf of the Club, must obtain permission, or Leave to Appeal, from the Club. In cases, wherein a Leave to Appeal is not required, you will have the right to appeal that decision to the next higher Governing Organization, provided there are enough grounds for the appeal as set out in the IFC Code of Conduct and Operational Policies.

## Privacy Policy

The privacy of personal information is governed by the Personal Information Protection and Electronic Documents Act (PIPEDA). IFC Soccer has created this privacy policy based on the standards required by PIPEDA as interpreted by the Club.

### INFORMATION COLLECTION AND USE

When you decide to register a player, to register for a camp, tryout, tournament, or any other club event - the Club will use your information to process your order. We will also send you emails to confirm your order, and we may need to contact you via phone, postal mail or email if we have other questions regarding your application. In addition, you will be automatically signed up to receive email updates about Club events.

### LINKS

Our website contains links to other sites. The Club does not screen our recommended links, however, please be aware that the Club is not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every website that collects identifiable information. This privacy statement applies solely to information collected by our website.

## E-NEWSLETTER

Registration information is used to allow the Club to communicate better with our customers. The information collected during registration enables us to give email subscribers current information updates regarding Club activities.

## CONFIDENTIALITY

The Club may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. Your personal information (e-mail, name, address, telephone number) is not transferred to the third party. The Club will not use personally identifiable information of children. Your information will never be sold, rented, loaned or made available in any manner to any third party.

If you provide us with your postal address, you may receive periodic brochures from us with information on upcoming events. If you provide us with your telephone number, you may receive telephone contact from us with the information regarding upcoming events.

We will not share any information you give us with anyone outside of the Club except when required by Ontario Soccer or the Canadian Soccer Association.

## CONTACTING THE WEBSITE

If you have any questions about this privacy statement, please [contact us](#).

# Social Media Policy

IFC Soccer recognizes the importance of using social media services to improve communications with our community and club members. This policy governs the publication of and commentary on social media by International Football Club volunteers, employees and members. For the purposes of this policy, social media means any facility for online publication and commentary, including but not limited to:

Social networking sites (Twitter, Instagram, Facebook, YouTube).

Team communications sites (Gotsoccer, TeamSnap).

To ensure that these social media services are used in a positive matter, IFC Soccer has developed the following guidelines to consider:

**BE SMART**

Think first. Before you post anything be aware that once you post, it is available to anyone, anytime, anywhere in the world. Use good judgement when posting comments. If you are unsure whether a comment is appropriate to post, either do not post it or obtain prior approval from the IFC Board.

**BE RESPECTFUL**

Be positive and respectful, and always take the high road in. When disagreeing with others' opinions, remain appropriate and polite. If you find yourself in a situation online that is becoming antagonistic, disengage from the dialogue in a polite and respectful manner.

**BE HONEST**

Transparency is extremely important. If you post incorrect information, try to be the first to correct it and never intentionally omit information or cover up an issue.

## Sponsorship Policy

It is the Member's responsibility to co-ordinate with the club vis-à-vis available sponsorship placements, and to complete the Sponsor Form (together with cash or cheque) to be forwarded to IFC Administration, with an IFC Revenue Form (available in the office) prior to sponsorship deadline.

**SPONSOR ADVERTISING:**

The amounts outlined are the minimum a Sponsor can give to advertise on the given item. Minimums and sponsorship locations are to be followed. Any exceptions **MUST** have Club approval. Sponsored items may consist of:

- Game/Training Jerseys
- Shorts
- Player Bag
- Track Suit
- IFC Website

**SPONSORSHIP FINDER'S BENEFIT:**

Players shall receive 30% of the sponsorship they collect, to be credited towards their registration payment owing. For example, for every \$1,000.00 a player raises in sponsorship for the club, \$300.00 goes towards that player's outstanding registration payment.

The remaining funds, minus the costs for uniform screening or printing, an appreciation plaque, logo conversion, etc., shall go towards the IFC Financial Aid Request Program, as of the sponsorship cut-off date. This date shall be determined based on uniform printing and distribution needs on a biennial basis.

[SEE 2021 IFC CODE OF CONDUCT AS IT PERTAINS TO IFC TEAM SPONSORSHIP & FUNDRAISING](#)

## Healthy Snack Policy

International FC embraces the promotion and modeling of healthy eating habits and balanced lifestyles. Whether as Players, Team Officials, Match Officials or as Supporters we all have a part to play in each other's health and wellness. We are committed to helping improve the wellbeing of our community and in doing so have implemented a Healthy Snack Policy since October 2009.

Children learn about healthy eating at school, at home and during extracurricular activities. International FC will help put those lessons into action with a positive and supportive environment. Coaches, managers, parents and officials are role models for healthy eating and lifestyles. Please take the time to consider appropriate half-time snacks, pre- and post-game meals as well as treats. International FC's Healthy Snack Policy is maintained regardless of:

Playing Level (Competitive or Recreational)  
Location (Home or Away) or  
Purpose (Match or Training).

A Healthy Snack Policy empowers participants to nourish their bodies appropriately and limit ingredients that will impede performance or wellness.

For further information on providing proper nutrition and maintaining a balanced lifestyle, please contact Coach Richard (Soccer Fitness) at [richard@soccerfitness.ca](mailto:richard@soccerfitness.ca).

## Emergency Action Plan

Although serious injuries or accidents are rare, IFC staff / team managers / representatives must be ready to deal with them when they occur. One of the most important steps is to establish an emergency action plan ("EAP") and the

persons responsible for implementing it. Injuries happen at training sessions and games. As such, it is imperative that EAPs are developed and in place for both settings.

Where a serious injury occurs to a player, the EAP should be immediately implemented and following evacuation of the injured player the incident should be immediately reported to the Academy Technical Director and Administrator. An [“International FC \(IFC”\) Accident/Injury Form”](#) must be completed and submitted, within 24 hours. Blank forms shall be kept on hand with first aid kit and Player Medical Information Cards.

## Tobacco/Alcohol Free Policy

International FC recognizes the health hazards caused by the use of tobacco / alcohol products, and we understand our responsibility to the participants of our program to model and promote tobacco/alcohol-free lifestyles.

We stress to leaders, teachers, coaches, officials, parents, spectators, and all others involved, the importance of maintaining a tobacco/alcohol-free environment while working with young people.

### POLICY

All games, activities, tournaments, competitions, sponsored events, and other performances sanctioned by our organization will be tobacco/alcohol free. Tobacco/alcohol free means no smoking, snuffing, dipping or chewing tobacco, and or drinking alcoholic beverages of any kind by players/participants, coaches/leaders, parents, spectators, and officials.

### **We will promote the tobacco/alcohol-free policy at all our activities by:**

- Having coaches/leaders explain the policy to players/members and ask them to explain the policy to their parents and others who may come to their game/activity/performance.
- Including the policy in the first schedules/notices about the sport or recreation group so all new and returning participants, their parents/guardians, coaches/leaders and officials/managers know about the policy from the start.
- Making the policy visible throughout the year/season using various messages, including logos on uniforms, banners at events and encouraging coaches and older players/members to promote active, healthy, tobacco/alcohol-free lifestyles.
- Encouraging all coaches/leaders, players/members, and parents to respectfully remind someone using tobacco/alcohol about the tobacco/alcohol-free policy - being able to point to a tobacco/alcohol-free logo on a uniform or banner makes this easier.

- Consistently applying consequences with people who repeatedly break the policy - repeated violations by players/members or their parent/guardian may result in a verbal and written warning from the coach/leader, or the association executive in the case of a repeat coach/leader violation. Following a written warning the individual violating the policy again may be asked to leave the activity or game.

## Anti-Doping Policy

IFC Soccer supports Canada Soccer's Integrity in Sport Anti-doping policy, and specific to soccer in Ontario:

1. All athletes abstain from the non-medical use of drugs or the use of performance enhancing drugs/supplements or methods and adhere to the requirements of the Canadian Anti-Doping Program;
2. Respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by Canada Soccer or any other sport organization;
3. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has violated an anti-doping rule and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code;
4. Refrain from consuming alcohol in excess and/or the use of drugs that can impair performance or judgement while participating in Ontario Soccer and/or Canada Soccer programs, activities, competitions, or events;

[SEE APPENDIX "G" IN ONTARIO SOCCER POLICIES AS IT PERTAINS TO ONTARIO SOCCER PROGRAMMING](#)

## Concussion Policy

This policy is intended for those managing concussions in soccer at all levels.

1. A concussion is a brain injury.
2. All concussions should be regarded as potentially serious.
3. Most concussions recover completely with correct management.
4. Incorrect management of a concussion can lead to further injury.
5. Concussions should be managed according to current guidelines.
6. Anyone with a suspected concussion following an injury must be immediately removed from playing or training and receive a prompt assessment by a medical doctor or nurse practitioner.
7. Concussions are managed by licensed health care professionals working within their scope of practice and expertise.
8. Concussions are managed by a limited period of rest followed by avoiding physical and brain activities that make concussive symptoms worse, and once concussion related symptoms have resolved, a step-wise return to school, work and sports-related activities.
9. Return to education or work must take priority over return to playing soccer.
10. Concussion symptoms must have completely resolved and documented medical clearance completed by a medical doctor or nurse practitioner must be received before resuming full contact practice or game play.
11. The recurrence of concussion symptoms subsequent to the return to full contact practice or game play requires removal from training or playing and reassessment.

[SEE FULL CONCUSSION POLICY DOCUMENT PROVIDED BY CANADA SOCCER SPORTS MEDICINE COMMITTEE](#)

SEE IFC CONCUSSION CODE OF CONDUCT FOR ATHLETES & PARENTS/GUARDIANS



# Abuse & Harassment Policy

International FC enforces a safe and healthy soccer experience for its members. The purpose of IFC is to provide its players with the best possible conditions for the individual to excel within his/her sport. Consequently, all IFC participants are expected to comply with the following:

## COACH/MANAGER BOUNDARIES/ LIMITATIONS:

1. Shall never be alone with a player.
2. Shall not be responsible for transportation to/from practices/games/tournaments.
3. Shall not be responsible for water or snacks.
4. Shall be a role model - no drugs/alcohol/smoking or abusive language at practices/games/tournaments.
5. Shall comply with the Dress Code as defined by International FC.
6. Shall ADHERE to Ontario Soccer and Academy policies.
7. Shall embrace IFC values, principles, and Club policies.
8. Shall demonstrate the ability to set and maintain standards for players (i.e. respect, self-discipline, fair play).

As a coach / team official, you must also be aware and keep all requirements as part of Ontario Soccer up to date. Please reference these links for more information:

[Respect in Soccer Program](#)

[Protecting Children & Youth in Sport](#)

## HARASSMENT AND BULLYING POLICY

It is the policy of International FC that harassment and bullying in all its forms will not be tolerated during the course of any IFC Soccer activity or program. Accordingly, all IFC personnel (staff, volunteers, officials) and partners (parents, guardians) are responsible for making every reasonable effort to uphold this commitment. Specifically, this includes refraining from harassing or bullying behavior, responding promptly and informally to minor incidents of harassment or bullying and following local or national policy guidelines for reporting or responding to more serious complaints of harassment or bullying. Players and other participants are expected to refrain from harassing or bullying behavior and are encouraged to report incidents of harassment or bullying.

## 1. DEFINITION OF HARASSMENT

Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals, and which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work conditions. Any of the different forms of harassment must be based on the grounds prohibited in human rights legislation, such as race, ethnicity, colour, religion, age, sex, marital status, family status, disability, pardoned conviction and sexual orientation. Harassment may occur among anyone between peers (e.g.: player to player of the same age group, parent to official, coach to coach) or between someone in a position of power or authority and an adult in a subordinate position (e.g.: coach to player, sports administrator to employee).

The following is a non-exhaustive list of examples of harassment:

1. unwelcome jokes, innuendo or teasing about a person's body, looks, race, sexual orientation etc.
2. condescending, patronizing, threatening or punishing actions which undermine self-esteem
3. practical jokes which cause awkwardness or embarrassment, or may endanger a person's safety
4. degrading or inappropriate hazing rituals
5. unwanted or unnecessary physical contact including touching, patting, pinching
6. unwanted conduct, comments, gestures or invitations of a sexual nature which are likely to cause offence or humiliation, or which might on reasonable grounds be perceived as placing a condition of a sexual nature on employment or on any opportunity for training or advancement
7. sexual assault or physical assault

It is important to note that the behaviors described in items 5 to 7, when directed towards a child or youth, constitute abuse under child protection legislation. This may also be true of other behaviors, for example, certain hazing practices. In such cases, the duty to report provisions of the Recognition and Prevention of Abuse Policy are applicable.

## 2. DEFINITION OF BULLYING

Bullying involves a person expressing their power through the humiliation of another person. Bullying occurs between people at any age and is not addressed under human rights legislation. It is inappropriate behaviors that are typically cruel, demeaning and hostile toward the bullying targets. (Most commonly occurs between children under the age of twelve but may also constitute behaviors between youth or between adults. Bullying is similar to harassment, but the behaviors are not addressed under human rights laws. Bullies are typically cruel, demeaning and hostile towards the targets of their bullying.) The actual issue of bullying is not addressed by the law, except when

the behavior does become a criminal issue - e.g. extortion, physical assault etc. Bullying can be broken down into four types; physical (hit or kick victims; take/damage personal property), verbal (name calling; insults; constant teasing), relational (try to cut off victims from social connection by convincing peers to exclude or reject a certain person), and cyber bullying. The following is a non-exhaustive list of tactics used by bullies to control their targets:

- unwarranted yelling and screaming directed at the target
- continually criticizing the target's abilities
- blaming the target of the bullying for mistakes
- making unreasonable demands related to performance
- repeated insults or put downs of the target
- repeated threats to remove or restrict opportunities or privileges
- denying or discounting the targets accomplishment
- threats of and actual physical violence

### 3. RESPONSE AND REMEDIES

It is the position of IFC Soccer that harassment and bullying cannot and should not be tolerated in any environment, including soccer. Both harassment and bullying are unacceptable and harmful. IFC Soccer recognizes the serious negative impact of all types of harassment and bullying on personal dignity, individual and group development and performance, enjoyment of the game and in some cases, personal safety.

At the same time, IFC Soccer recognizes that not all incidents of harassment and bullying are equally serious in their consequences. Both harassment and bullying cover a wide spectrum of behaviors, and the response to both must be equally broad in range, appropriate to the behavior in question and capable of providing a constructive remedy. There must be no summary justice or hasty punishment. The process of investigation and settlement of any complaint of harassment or bullying must be fair to all parties, allowing adequate opportunity for the presentation of a response to the allegations.

Minor incidents of harassment or bullying should be corrected promptly and informally, taking a constructive approach and with the goal of bringing about a change in negative attitudes and behavior.

More serious incidents should be dealt with according to the relevant association, branch or national policy guidelines. Complaints should be handled in a timely, sensitive, responsible and confidential manner. There should be no tolerance of reprisals taken against any party to a complaint. The names of

parties and the circumstances of the complaint should be kept confidential except where disclosure is necessary for the purposes of investigation or taking disciplinary measures.

Anyone making a complaint, which is found to be clearly unfounded, false, malicious or frivolous may be subject to discipline.

## Zero Tolerance Policy

International Football Club is a strong supporter of making sport safe for our youth; the Club supports zero tolerance as it relates to all forms of abuse: verbal, physical, emotional, and sexual.

All relationships within the Club context - whether involving members of the Board of Directors, Club staff, coaches/managers, volunteers, players, parents/family members, supporters or referees - must be based on mutual trust and respect. Any act of abuse is a betrayal of that trust.

The Club will investigate and act upon all complaints or reports of inappropriate behavior.

This Zero Tolerance Policy attempts to respect diverse individual and cultural viewpoints while protecting individuals from real or perceived abuse.

### DEFINITIONS OF ABUSE:

1. **Verbal Abuse** - Verbal abuse includes remarks that are rude or threatening in nature and that tend to demoralize or demean another person. Words that degrade another person constitute a form of verbal abuse.
  - a. Verbal abuse includes racial or ethnic insults. All complaints of verbal abuse will be investigated by the Club and *may* be reported to police with the consent of the victim or, in the case of a minor, a parent.
2. **Physical Abuse** - Physical abuse refers to inappropriate behaviour such as punching, pushing, slapping, kicking, spitting or pinching another individual. All complaints of physical abuse will be investigated by the Club and *may* be reported to police with the consent of the victim or, in the case of a minor, a parent.
3. **Emotional Abuse** - Emotional abuse signifies the lack of sensitivity on the part of anyone associated with the Club towards another individual. In particular, Club officials (Board members, coaches, and managers) should be aware of the power that is inherent in such positions and strive for sensitivity in dealing with individuals in positions of supervision (players, Club staff, volunteers) and with parents. Emotional abuse includes racial, physical or ethnic insults. All complaints of emotional abuse will be investigated by the Club.
4. **Sexual Abuse** - Sexual shall be defined as:
  - a. sexual intercourse or other forms of physical sexual relations between at least one individual associated with the Club and another person where the activity is not consensual

- b. any and all sexual intercourse or other forms of sexual relations with a minor
- c. touching of a sexual nature and
- d. non-contact offences, such as making sexually explicit remarks, voyeurism or exposing a child to pornography.

The Club will immediately report all complaints of sexual abuse to the police.

## REPORTING GUIDELINES AND PROCEDURES

1. Violations of the Zero Tolerance Policy should be reported immediately to the Club office by the victim(s) and/or by those close to them (a parent, a teammate, a coach etc.).
2. A complaint can be communicated verbally, initially, to a Club official or employee but must be followed up in writing (letter and/or email). If the complaint involves physical or sexual abuse, the Club official or employee will contact law enforcement or child welfare if the individual alleging abuse has not already done so and with the individual's consent.
3. All complaints of abuse will be immediately investigated by the Club.
4. All complaints to the Club must be in written form before a complaint is dealt with. However, the Club will immediately report criminal activities to the police (with the consent of the individual alleging abuse) without a written complaint.
5. Once a written complaint has been filed with the Club, a IFC Board of Directors consisting of two Board members will discuss the complaint with the individual alleging abuse (note: in the case of sexual abuse, the Club may designate a Club official of the same gender as the individual alleging abuse to contact the victim). *(Refer also to Club Discipline Policy)*
6. A Board member assigned to lead the investigation into the complaint will schedule a Discipline Hearing within ten (10) business days of notice in the individual(s) whom the complaints has been filed against. The individual(s) who are named on the complaint shall be contacted by registered mail and requested to appear at the Discipline Hearing.
7. In the case of Physical Abuse such as fighting, kicking, etc. the Discipline Committee will decide between either a Discipline by Review or Discipline by Hearing process to determine appropriate penalties and/or suspensions.
8. The Board shall hold a hearing and invite the individual(s) named on the complaint to be present at the hearing. Only individuals called by the Board shall be allowed to participate in a hearing.
9. The decision shall be communicated to the individual alleging abuse and the individual named in the complaint within ten (10) working day of the Hearing.
10. Penalties for contravening the Zero Tolerance Policy can range from a permanent suspension from the Club, suspension for a specified period of time, and a probationary period where the individual is allowed to continue with the Club. All board decisions are final.
11. Ontario Soccer guidelines for suspensions and penalties may be used as guidance in rendering suspensions for physical abuse issues such as Violent Conduct (fighting, kicking, etc.).
12. Individual(s) who are charged with a criminal offense involving Club related incidents shall be immediately suspended from the Club pending resolving of the charges. No Discipline Hearing shall take place when an individual is facing criminal charges for Club related incidents. Club members who are convicted of a Criminal Code of Canada offense are subject to suspension or removal.
13. Any individual who is convicted of a criminal offense resulting from sexual or physical abuse shall be banned for life from the Club.
14. Individual(s) who violate the Zero Tolerance Policy for non-criminal activities may apply for reinstatement to the Club in writing one month prior to the end of a time specified penalty.

## HANDLING INCIDENTS OF ABUSE DURING A LEAGUE GAME (PHYSICAL, VERBAL OR EMOTIONAL ABUSE)

1. The referee must **suspend** a game if an abuse incident involving a coach, player or parent/spectator occurs during a game.
2. If a coach is the source of the abuse, the referee will advise the coach that the game will be abandoned if the abuse continues.
3. If a parent/spectator is the source, the appropriate coach will be informed that the game will be abandoned unless the abuse ceases. If the source is a supporter, the appropriate coach will provide the referee with the name of the supporter and the coach must advise the fan that the next occurrence

of a similar nature will result in abandonment of the game. If the spectator is not associated with either team, both coaches will be asked to speak to the spectator and request them to leave the field area.

4. The game will be restarted by the referee only if the abuse ceases, with a dropped ball at the location where the play was stopped.
5. The incident shall be reported to the Club Head Referee by the referee in charge immediately following the game completion or abandonment.
6. If the abuse continues, the referee will abandon the game and clearly indicate on the game sheet that the game was abandoned due to abuse.
7. The senior game official must immediately report the incident to the Club and fill out a Special Incident Form within 24 hours.
8. In cases of physical abuse on a referee, a "Referee Assault Form" must be completed by the referee.
9. The Club will report all incidents of a criminal nature immediately to law enforcement.

#### **APPLICATION - THIS ZERO TOLERANCE POLICY APPLIES TO:**

1. All members of the Club Board of Directors
2. Club staff members
3. All coaches
4. All managers
5. All players
6. All parents/family members/guardians/caregivers
7. All referees
8. All volunteers

All elected Club officials, volunteers, Club staff, coaches, managers, and referees must sign a form acknowledging their understanding and acceptance of the Zero Tolerance Policy. This Zero Tolerance Policy shall be posted on the Club's website at all times and communicated to parents and players at the beginning of every program cycle. Ignorance of the Zero Tolerance Policy shall not be considered a valid defense against a complaint.

## **Hazing Policy**

IFC Soccer does not tolerate hazing of any kind. This applies to Academy teams, intramural participants, athletic and recreational activities and programs and all other forms of organized participation falling within the realm of International Football Club.

As a coach, student-athlete or participant, you are responsible for the behavior of your teammates at formal and informal, scheduled and unscheduled events. Regardless of whether the team meets on or off-grounds, you are still highly visible as representatives of International Football Club, and should behave accordingly.

Hazing is defined as any action that recklessly or intentionally endangers the physical and mental health or safety of students. No one, including current, former, or alumni members of any team shall harass, intimidate, mock, or



ridicule anyone else or commit any other similar act as a requisite for membership or participation on any such team.

The following activities are examples of violations of this standard:

1. Requiring the consumption of any food, liquor, drug, or other substance;
2. Requiring participation in physical activities, such as calisthenics, exercise, or other games or activities requiring physical exertion;
3. Exposing another to weather elements or other physically or emotionally uncomfortable situations;
4. Forcing excessive fatigue from sleep deprivation, physical activities, or exercise;
5. Requiring anything that would be illegal under any applicable law, including laws of the IFC Community Code, municipal, provincial or federal law;
6. Requiring anything that can be reasonably expected to be morally offensive to another;
7. Committing or requiring any act that demeans another based on race, gender, ability, sexual orientation, religion, or age;
8. Committing any act of physical brutality against another, including, but not limited to, paddling, striking with fists, open hands or objects, and branding;
9. Kidnapping or transporting another with the intent of stranding him or her;
10. Committing verbal abuse;
11. Forcing or requiring conduct that can be reasonably expected to embarrass or adversely affect the dignity of another, including the performance of public stunts and activities;
12. Intentionally creating work or labor for another;
13. Denying sufficient time for study or other academic activities; or
14. Committing or requiring another to commit any sexual act or engage in lewd behavior.

The International Football Club will not tolerate any form of the activities. All public behavior must be within the bounds of human dignity and should not cause any embarrassment to the individuals involved, the team, the Academy or the Club.

Hazing is an extremely serious issue. Strong and immediate action will be taken against those who do not follow the guidelines. Failure to comply may result in suspension or expulsion from your team or from the Academy. If you have any questions as to whether an activity is appropriate, please consult the Athletic Director of IFC Soccer.

PLEASE DO YOUR PART TO ENSURE THAT ALL IFC PARTICIPANTS UNDERSTAND THE SERIOUSNESS OF THIS POLICY.