



INCIDENT SUBMISSION

Prince George Minor Hockey Association

pgmha.com 250-563-0303

Physical address: 2181 Ospika Boulevard S, Prince George, BC

Mailing address: PO Box 2242, Prince George, BC V2N 2J8

Please note the following:

- All incidents must be submitted using this PGMHA "Incident Submission" form prior to review. Incomplete forms will not be accepted.
- Incidents will be addressed according to severity, resources and safety for participants.
- PGMHA cannot guarantee complete confidentiality. The contents of this document may be shared in an effort to resolve the incident here within. By completing the form, you agree that PGMHA may share some or all of this information in the process of resolving the incident. The BC Hockey Privacy Policy will be followed and every attempt to ensure confidentiality will be conducted by PGMHA.
- Email completed form to vicepresident@pgmha.com or any Officer or Director
- Upon completion of discussions, the applicant will be informed if the incident will or will not proceed to a Conduct Committee.

Please complete the following:

- By checking this box I acknowledge I have reviewed the BC Hockey Code of Conduct that I signed when I registered my player and/or registered as a Team Staff member.
- By checking this box I acknowledge I have discussed my incident with my team, coach and manager who then may have involved my Division Supervisor as a first attempt to resolve my incident.

Date of Incident Submission: _____

1. **Person making the incident** Player Parent Volunteer Official Employee

Name: _____

Mailing Address: _____

Street/Box Number

City

Postal Code

Phone Number: _____ Email: _____

Rec. or Rep. My Division My Team Number & Name: _____

2. **Person on whose behalf this incident report is being made:** (to be completed if different from above)

Name: _____ Birth Date: _____

3. **Name of person(s) against whom you are reporting:**

Name: _____

Title/Role: _____ Division & Team: _____

Name: _____

Title/Role: _____ Division & Team: _____



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4. When did the incident occur? (Date):

5. Please check the ground(s) that best describes your incident:

A. Harassment (refer to Appendix A)

Type of behaviour:

Conduct

Gestures

Comments

Based on:

Race

Ethnicity

Disability

Colour

Religion

Age

Sexual orientation

Sex

Marital status

Family status

Pardoned conviction

B. Abuse (refer to Appendix A)

Type of behaviour:

Physical

Emotional

Sexual

Neglect

Please note:

PGMHA will not investigate reports of abuse that do not meet the definitions provided. This information will be provided to the appropriate authorities for follow up.

C. Bullying (refer to Appendix A)

Type of behaviour:

Physical

Verbal

Social

Racial

Religious

Sexual

Disability

Cyberbullying



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Particulars: Provide a clear and concise summary of the incidents you are grieving in the space provided. Your summary must answer all the following questions and be numbered accordingly.

You may also submit attachments such as emails, pictures, screen shots, etc. in support of your incident.

1. Date incident(s) happened?
2. Where did the incident(s) happen?
3. Who was involved (Name and title / role)?
4. What happened?
5. How were you treated differently from others (if at all)?
6. How do the incident(s) relate to the ground(s) you selected?
7. Remedy / Resolutions you are seeking?



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I am attaching additional information that is clearly labelled and organized

No attachments



APPENDIX A

The following are definitions that will be used to determine the grounds on which the incident is made and the process to address it. PGMHA acknowledges and supports the Hockey Canada definitions of bullying and harassment and abuse.

Harassment

Harassment is offensive behavior – emotional, physical, and or sexual – that involves discrimination against a person because of their race, national or ethnic origin, age, colour, religion, family status, sexual orientation, sex or gender, disability, marital status, or pardoned conviction. Harassment occurs when someone attempts to negatively control, influence or embarrass another person based on a prohibited ground of discrimination.

Abuse

Child abuse is any form of physical, emotional and / or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and / or breach of trust.

Abuse is an issue of child protection. Protection refers to provincial, territorial or Aboriginal band-appointed child protective services. A child may be in need of protection from harm if abuse or neglect is suspected. Information about one's legal duty to report and circumstances under which reporting must occur according to child protection legislation is available at Hockey Canada

Emotional Abuse

Emotional abuse is a chronic attack on a child or youth's self-esteem; it is psychologically destructive behavior by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child or youth's needs.

Physical Abuse

Physical abuse is when a person in a position of power or trust purposefully injures or threatens to injure a child or youth. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.

Neglect

A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air. Neglect may apply in a hockey setting where there is a chronic inattention in the hockey context (ie, when a player is made to play with injuries).

Sexual Abuse

Sexual abuse is when a child or youth is used by a child or youth with more power or an adult for his or her own sexual stimulation or gratification. There are two categories of sexual abuse: contact and non-contact.

Bullying

Bullying describes behaviors that are similar to harassment, but occur between children under the age of twelve or behaviors between youth or between adults that are not addressed under human rights laws. Bullying is intentionally hurting someone in order to insult, humiliate, degrade or exclude him or her. Bullying can include physical, verbal, social, racial, religious, sexual, disability or cyberbullying. Definitions can be found at Hockey Canada.