

Purpose

This policy is designed to promote a safe and enjoyable environment for all members of the American Sidesaddle Association and its affiliate chapters. At the same time, we also wish to provide members with the opportunity to learn from their mistakes and improve their behavior.

Scope

This policy applies to all members of the Association and its volunteers, including junior members.

Policy

Members of ASA are expected to follow all club rules and regulations, and to behave in a respectful and safe manner. Members who violate ASA's Code of Ethics/rules or engage in disruptive or unsafe behavior will be subject to disciplinary action under this policy. If any behavior is deemed to be extremely dangerous or life-threatening, or if any member is put at physical or extreme mental risk by another club member, the three warnings rule may be waived by the Board of Directors and grounds for immediate dismissal. The affiliate club reserves the right for immediate suspension, and must report the incident to the Board of Directors. The suspension will last until the complaint is addressed by the Board of Directors for their final decision. An affiliate club may remove a club member if they have enacted the 3-warnings below and have reported and provided all documentation to the Board of Directors. The Board will review the complaints and make determinations if the membership should be revoked nationally, or if the member will be allowed to change clubs.

First Warning

If a member violates a club rule or engages in disruptive or unsafe behavior, the member will receive a first warning. The member will be informed of the violation, and the consequences of further violations will be explained. The member may also be required to apologize to any person(s) who were affected by their behavior.

Behaviors that constitute a first warning- any behavior that violates the ASA code of ethics, examples include horse safety issues to self or others and unbecoming behaviors such as bullying.

Second Warning

If a member receives a second warning for repeated actions, or any action that is in addition to any previous warnings, the member will be suspended from the club for a period of time determined by the club management, a recommendation is the next three mounted activities and/or the next 3 social activities. The suspension period may include a requirement to complete a safety class or other educational program before being allowed to return to the club.

Third Warning

If a member receives a third warning, the member will be immediately suspended and dismissed from the affiliate club. The actions will go to the Board of Directors for review and dismissal from ASA nationally.

Appeals Process

Members who believe that they have been unfairly disciplined under this policy may appeal the decision to the club management. The appeal must be submitted in writing within five days of the disciplinary action. The club management will review the appeal and make a final decision.

Implementation

This policy will be implemented by the club management. The club management will be responsible for investigating and addressing behavioral concerns with members, and for imposing disciplinary action under this policy.

Communication

This policy will be communicated to all members of ASA and affiliate clubs in writing. The policy will also be posted on ASA's website for review.

Evaluation

This policy will be reviewed and evaluated annually by the Board of Directors and club management. The BOD may make changes to the policy as needed.

Additional Information for Assistance

In addition to the above policy, the chapters may also want to consider the following information to assist in its implementation:

- The club should disseminate ASA's code of ethics that are clearly communicated to all members in writing.
- The club should have a process for reporting behavioral concerns by all club members. The reporting process should be confidential and should allow members to report concerns without fear of retaliation.
- The club should have a team of trusted individuals (typically the club's officers) who are responsible for investigating and addressing behavioral concerns.
- The club should have a clear and consistent disciplinary and documentation process in place. The disciplinary process should be fair and should provide members with an opportunity to be heard.
- The club should provide members with resources to help them improve their behavior. This may include safety classes, educational programs, and one-on-one coaching.

ASA Clubs should also consider the following factors when implementing this policy:

- The age and maturity level of the members.
- The severity of the violation.
- The member's past disciplinary record.
- The impact of the violation on other members of the club.

The Club Affiliates should also keep in mind that the goal of this policy is to promote a safe and enjoyable environment for all members. The club should be willing to work with members to help them improve their behavior and avoid being dismissed from the club.