LSB Legacy Wickenheiser Centre Disciplinary Policy

Town of Shaunavon
Resolution #: 2026-245
Adopted: June 16, 2026
The following policy outlines the expectations and disciplinary actions regarding behavior at the LSB Legacy Wickenheiser Centre. This policy ensures a safe, respectful, and family-friendly environment for all community members and visitors.

Policy Guidelines

If an individual is causing a disturbance, using foul language, defacing/damaging property, or engaging in any other type of disruptive behavior (including smoking, vaping and chewing tobacco use), a warning may be given by a Town of Shaunavon Employee, Contract Workers or Lessee's and their staff at the time of the incident.
If this warning does not alleviate the individual's behavior, he/she may be asked to leave the premises. Responsibility and escalation procedures based on the individual's age are as follows:

- **Minors:** If the individual refuses to leave and is a minor, it will be the responsibility of the Town of Shaunavon Employee, Contract Workers or Lessee's and their staff to contact the parents or legal guardians of the individual to have them removed from the premises. If the parents are not available, or if they refuse to pick up the individual, the RCMP will be contacted to have the person removed from the premises.
- **Adults:** If the individual is of legal age and refuses to leave, the RCMP will be contacted immediately to have the individual removed from the premises.

Subsequent Offenses & Suspension Timeline

If subsequent offenses occur within a one-year time frame, the individual will be banned from the premises for the specific time limits detailed in the table below:

Offense Number	Disciplinary Action/Suspension Period
1st Offence	3 Days Suspension
2nd Offense	1 Week Suspension
3rd Offense	1 Year Suspension

Reporting and Documentation

When disciplinary action is taken against an individual, an Arena Disciplinary Report Form must be completed by the Town of Shaunavon Employee, Contract Worker or Lessee's and their staff. Procedures for report distribution include:

- A copy of the report will be securely kept on file at the Wellness & Leisure Office.
- A copy of the report will be sent via formal mail to the parents or legal guardians of the individual, where applicable.

Town of Shaunavon

Arena Disciplinary Report Form

Date: _____	**Time:** _____
Location: LSB Legacy Wickenheiser Centre	
Name of Individual Involved: _____	
Parent's/Guardian's Name (if applicable): _____	
Nature of Event / Incident Details:	
Action Taken:	
Witness(es)?: _____	**Phone:** _____
Town of Shaunavon Employee/Contract/Lessee Staff Signature: _____	