



Airdrie Little League- Evaluator Conflict of Interest Policy & Procedure

Purpose:

To uphold the integrity, fairness, and credibility of the player evaluation process, this policy outlines the expectations and required steps for evaluators who have a potential conflict of interest due to a relationship with a player.

Policy Statement:

Evaluators must maintain impartiality and avoid any real or perceived bias in the evaluation process. If an evaluator has a direct relationship (such as parent, guardian, or sibling) or any close personal connection with a player, they must not be involved in the evaluation or ranking of that specific player.

Procedure:

1. **Disclosure of Conflict:**

Evaluators are required to review the evaluation roster prior to the event. If an evaluator identifies a conflict—such as a family or close personal connection—they must **notify the Evaluation Coordinator and the Player Agent** as early as possible, ideally at least 48 hours before the evaluation. Early disclosure ensures adjustments can be made to evaluation assignments without disruption.

2. **Reassignment Where Possible:**

If staffing levels and logistics allow, evaluators with a conflict will be reassigned to a different skill station or field group where they will not observe or evaluate the player in question. This may include reassigning them to timekeeping, data recording, or observing a different age division if needed.

3. **Non-Evaluation Requirement if Reassignment Not Possible:**

In the event reassignment is not feasible (due to limited evaluator numbers, weather restrictions, or station setup), the evaluator must **completely abstain** from participating in any part of the evaluation process for the conflicted player. This includes not scoring, and not offering verbal or written feedback. A neutral evaluator must be designated to cover the assessment for that player.

4. **Exclusion from Ranking and Team Placement Discussions:**

Evaluators with a conflict must recuse themselves from any formal or informal discussions involving the final scoring, ranking, or team placement decisions of the conflicted player. This ensures that team placement decisions are made solely by impartial evaluators.

5. **Documentation of Conflicts:**

All identified conflicts and the actions taken to manage them must be documented by the Evaluation Coordinator. This record will be reviewed by the **Player Agent** and maintained as part of the evaluation file to ensure transparency and accountability. The documentation should include the name of the evaluator, the name of the player, the nature of the conflict, and how it was addressed.



Enforcement:

Evaluators who fail to disclose a conflict or do not follow the procedures outlined above may be removed from the evaluation team. Repeated or willful violations may result in exclusion from future evaluation or coaching opportunities within Airdrie Little League.

Additionally, evaluators may be subject to disciplinary action in accordance with **Airdrie Little League Charter, Article III, Section 5 – Suspension or Termination**, which outlines grounds and procedures for the suspension or termination of members who violate league policies or act in a manner detrimental to the objectives of the league.

Approved by: Airdrie Little League Board

Effective Date: February 22, 2026