

## Appendix B - Hiatus

The purpose of this policy is to provide a method by which TYFA can provide the organizations with some protection from disgruntled volunteers leaving one organization and convincing parents of athletes to follow them to another. While it is a parent's right to take their child anywhere, they wish, even to the point of following their favorite coach to wherever they go, it is not right for a disgruntled volunteer to persuade parents to leave an organization for their own agenda. While not all volunteers that leave an organization do so with bad intentions, a standardized policy must be in place to address those that do.

**For the purpose of this policy, the word organization refers to the TYFA Classic Organization and the TYFA Open Team.**

### Policy

Once a volunteer certifies with an organization during a fall season, a volunteer is required to sit out one **CALENDAR** year if they **CHOOSE** to leave that TYFA organization to go to another TYFA organization the next fall. After the one year 'Hiatus' the volunteer is free to join any TYFA organization who will have them if they do not have any outstanding Money/Equipment or Disciplinary Holds.

The definition of certified is "entered into the TYFA Web App and has no holds of any type."

There are six exceptions to this policy. Except for one of them, the rest require a release to be requested by the individual to TYFA. **ONLY TYFA CAN RELEASE A VOLUNTEER.** A Request for Release form must be emailed to [Compliance@tyfa.com](mailto:Compliance@tyfa.com) for review. If a request is not done properly, it will not be reviewed. [This form can be found in the individuals Web App profile under Documents or the TYFA Website under the Press Box.](#)

### COVID

This section supersedes the rest of the policy where applicable. If an organization has chosen to sit out a season as a whole or in part because of COVID:

- Volunteers will be allowed to join another participating organization for the 2020 Fall Season.
- The Money and Equipment Hold policy will be in effect.
- A Request for Release form must be submitted to TYFA. Compliance will review and rule.
- Volunteers who are approved to leave an organization for COVID reasons must return to their prior organization in 2021.
- The Money and Equipment Hold policy will be in effect for the new organization joined.
- A volunteer who does not wish to return to their prior organization must submit a Request for Release form.
- Volunteers who sit out the 2020 season will be free to join any organization in Fall 2021.

### Exceptions

Except for Exception 1, all other exceptions are void if the volunteer has any outstanding Money/Equipment or Disciplinary holds.

#### Exception 1

If a volunteer's previous TYFA organization is no longer an **Active TYFA Member** (an organization that has a valid annual agreement, is in good standing and will participate in TYFA for the current year), volunteers will be free to go to a TYFA organization of their choosing. Volunteers WILL NOT be held for owing money/equipment. This is automatic and requires no release.

#### Exception 2

Since the TYFA Spring season is not mandatory, volunteers may participate with another TYFA organization **for the spring season only** if their organization does not participate or does not carry a specific age bracket or cheerleaders. This is automatic and requires no release. After spring season, volunteers must return to their prior organizations.

#### Exception 3

If a volunteer moves from one city to another city (E.g. Killeen to San Antonio) the volunteer will be free to go to a TYFA organization of their choosing in the new area. Compliance will decide the appropriate distance between cities (on a case by case basis) for requests using moving as a reason for a release.

#### Exception 4

If an organization informs a volunteer, they are no longer welcome within the organization as a volunteer. Compliance will speak with the prior organization to determine if there was in fact a termination, and if so, the volunteer will be free to go to a TYFA organization of their choosing. Board members of an organization cannot terminate themselves. E.g. a President cannot terminate himself so they could go elsewhere.

#### Exception 5

A volunteer may leave to go to another TYFA organization if their current organization will not carry an age bracket the volunteer wishes to participate with in the fall. Another part of this exception would be an organization not having a Cheer program or the Cheer squads are not going to compete in the fall. Compliance will investigate all situations before making a ruling.

#### Exception 6

If a volunteer wishes to leave a TYFA organization to start a new TYFA organization, they are free to do so if ALL the following are true:

1. The volunteer must be clear of any outstanding Money/Equipment or Disciplinary holds; AND
2. Must be listed as a board member on the original application into TYFA for the new organization; AND
3. Must be only one of a maximum combination of three volunteers leaving other TYFA organizations to join the new organization. There will not be exceptions for spouses or relatives.

**This exception will not apply for a volunteer leaving a Classic Organization to start an Open Team. It will apply though for a volunteer wishing to leave an Open Team to create a Classic Organization.**

## **Review, Ruling and Notification**

Volunteer Release requests will be reviewed and ruled on by Compliance and notification of the ruling will be emailed to the individual and both organizations (the gaining and the losing).

Compliance will research the request before giving a ruling

- If TYFA sides with the volunteer, then they are given a release. They will be cleared on the TYFA Web App of any Hiatus hold.
- If TYFA sides with the volunteer but there is an outstanding Money/Equipment hold, the volunteer will be placed on an indefinite hold in the TYFA Web App until the money is paid, equipment is returned or paid for, the organization pulls its request for a hold or the organization ceases to be an Active TYFA Member.
- If TYFA sides with the volunteer but there is an outstanding Disciplinary hold, the volunteer will be placed on a hold until the disciplinary hold expires. If the disciplinary hold requires a request by the individual to come back to TYFA, then they stay on hold until they request to be reinstated by sending an email to [Compliance@tyfa.com](mailto:Compliance@tyfa.com) and Compliance approves it.
- If a volunteer is released by TYFA because of exceptions #3, #5 or #6, that volunteer must end up with the organization they asked to go to, the age bracket or reside in the city they specified on their request for a release or the volunteer will be charge with a **Level IV** violation and be placed back on "Hiatus".
- If a release is not granted by Compliance, the one calendar year 'Hiatus' pertains to the upcoming year unless exceptions #1 and #2 come into play.

If either the volunteer or the (receiving or losing) organization does not agree with the ruling, they should review the Appeal policy and determine if they have a right to Appeal. The appeal must be properly submitted to [Appeal@tyfa.com](mailto:Appeal@tyfa.com) or it will not be reviewed.

## **What if something changes?**

If a volunteer is released by TYFA because of exceptions #3, #5 or #6 and something happens and the exceptions no longer apply, the release given by TYFA becomes null and void and the volunteer is defaulted back to being required to be on a one calendar year

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“Hiatus”. If the volunteer wishes a release to move elsewhere, they would need to submit a new request. A volunteer who has put in a request to be released may always go back to their previous organization if welcomed.

### What can a Volunteer do while on Hiatus?

If a volunteer is on a ‘Hiatus’ hold, that volunteer cannot participate in any way with any TYFA organization except as a spectator.

### Enforcement of the Hiatus Hold

Organizations have access to review their volunteer staff in the Web App. If there is a Hiatus hold, they need to work with the staff member to either get a release from TYFA or remove the volunteer from their staff. Just because the Web App does not show a Hiatus hold pending, it is an organization’s responsibility to know where their volunteer staff is coming from. If they are coming from an Active TYFA Member, they need to get the volunteer a release or they need to remove them.

If an organization is found allowing a ‘Hiatus’ volunteer to participate in any way (other than as a spectator), the organization and volunteer will be charge with a **Level IV** violation.

### Clarification

If an individual comes to TYFA from a non-TYFA league, they will be considered free and clear as TYFA does not recognize any non-TYFA policies, rules or jurisdiction.

A TYFA individual who has an outstanding Money/Equipment hold is placed on an indefinite hold by policy. Therefore, if an individual changes leagues for a year or longer to satisfy the “Hiatus” hold and then tries to return, they will find themselves **STILL** on an indefinite Money/Equipment hold.

If an organization loses or gives up its membership, all athletes and volunteers will be released and will not be put on hold for anything. If the organization returns, even within the same calendar year, the Hiatus and Money/Equipment holds do not apply.

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