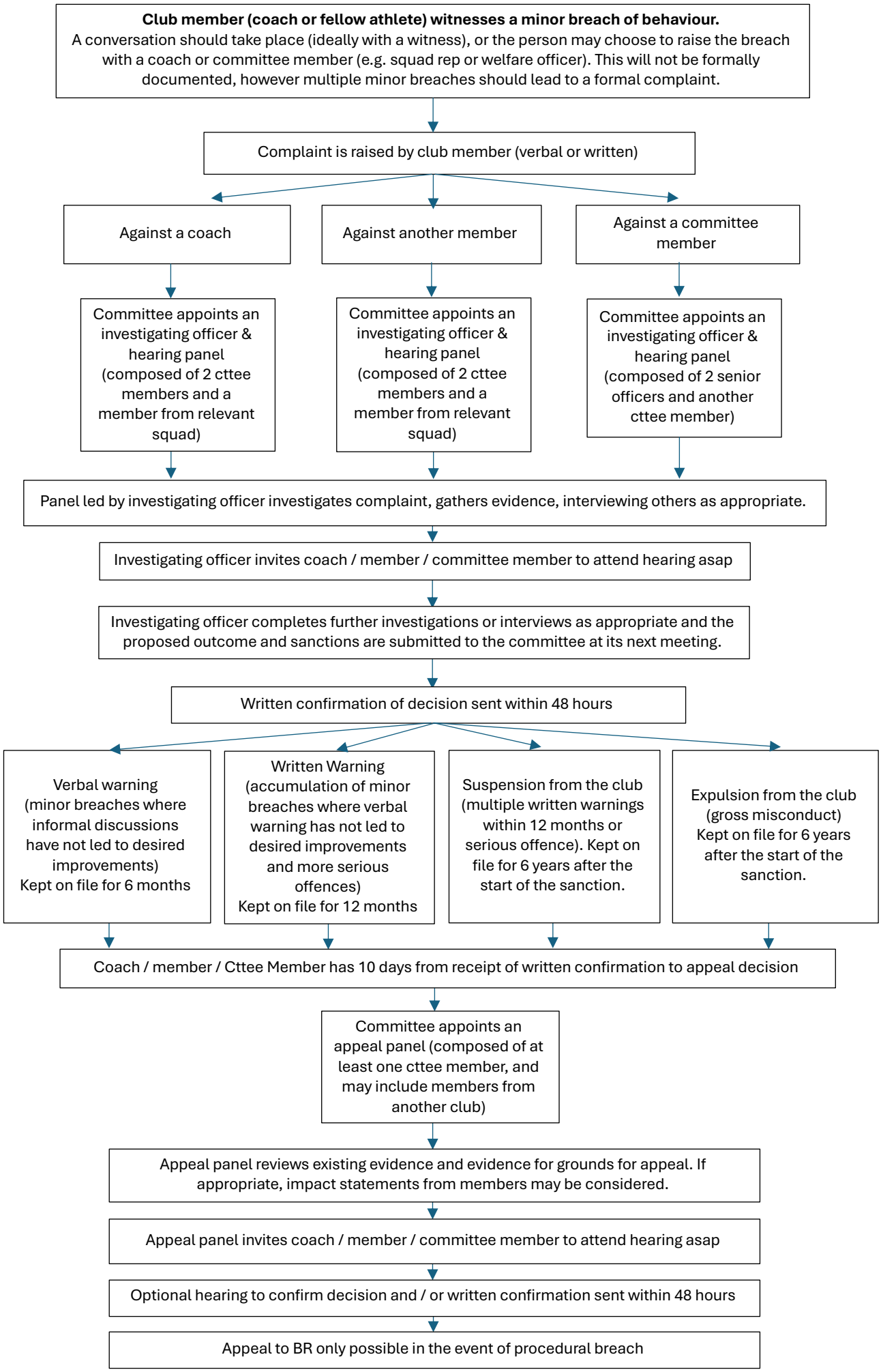
Club member (coach or fellow athlete) witnesses a minor breach of behaviour.
A conversation should take place (ideally with a witness), or the person may choose to raise the breach with a coach or committee member (e.g. squad rep or welfare officer). This will not be formally documented, however multiple minor breaches should lead to a formal complaint.
Complaint is raised by club member (verbal or written)
Against a coach
Against another member
Against a committee member
Committee appoints an investigating officer & hearing panel (composed of 2 cttee members and a member from relevant squad)
Committee appoints an investigating officer & hearing panel (composed of 2 cttee members and a member from relevant squad)
Committee appoints an investigating officer & hearing panel (composed of 2 senior officers and another cttee member)
Panel led by investigating officer investigates complaint, gathers evidence, interviewing others as appropriate.
Investigating officer invites coach / member / committee member to attend hearing asap
Investigating officer completes further investigations or interviews as appropriate and the proposed outcome and sanctions are submitted to the committee at its next meeting.
Written confirmation of decision sent within 48 hours
Verbal warning (minor breaches where informal discussions have not led to desired improvements) Kept on file for 6 months
Written Warning (accumulation of minor breaches where verbal warning has not led to desired improvements and more serious offences) Kept on file for 12 months
Suspension from the club (multiple written warnings within 12 months or serious offence). Kept on file for 6 years after the start of the sanction.
Expulsion from the club (gross misconduct) Kept on file for 6 years after the start of the sanction.
Coach / member / Cttee Member has 10 days from receipt of written confirmation to appeal decision
Committee appoints an appeal panel (composed of at least one cttee member, and may include members from another club)
Appeal panel reviews existing evidence and evidence for grounds for appeal. If appropriate, impact statements from members may be considered.
Appeal panel invites coach / member / committee member to attend hearing asap
Optional hearing to confirm decision and / or written confirmation sent within 48 hours
Appeal to BR only possible in the event of procedural breach