



## DISCIPLINARY/COMPLAINT PROCESS

### Preamble – The Spirit of Cricket

Cricket is a game that owes much of its unique appeal to the fact that it is to be played not only within its Laws, but also within the spirit of the game. Any action seen as abusing this spirit causes injury to the game itself.

Embracing the spirit of the game means participating, either as a player, official or spectator, fairly and exhibiting respect for other players, officials and spectators, as well as the games traditional values such as graciousness in defeat and humility in victory.

Cricket has a distinct place in Australian society and history. As an element in Australia's national identity, cricket plays a significant role. This status brings with it particular responsibilities for players, officials and spectators to conform to the high standards of fair play and personal behaviour on and off the field.

### What We Will Do

The Club Committee shall appoint a Disciplinary Committee with clearly defined procedures to resolve problems relating to the conduct of its members (including any allegation of bullying or abuse). The Disciplinary Committee shall consist of a representative from the Club Committee (acting as chair of the Committee) and two ordinary registered members of the Club.

### Disciplinary & Complaints Procedure

Golden Grove Cricket Club wishes to ensure that it has adequate disciplinary and complaints procedures in place.

As a quality club operating on the basis of good practice the following procedures will be put in place to deal with internal and external disciplinary complaints.

- A Code of Behaviour has been drawn-up and adopted by the Club and applied to all members within the Club.
- The Disciplinary Committee shall initiate an investigation following a complaint into any incident of suspected misconduct that does not relate to a criminal matter. It shall, as soon as possible, inform the Club Committee of the progress of the disciplinary process.
- Written confidential records of all complaints shall be safely and confidentially kept and procedures shall be defined for the possession of such records in the event of election of new officers.
- The Disciplinary Committee shall furnish the Club member concerned with details of the complaint being made against him/her and afford him/her the opportunity of providing a response either verbally or in writing.
- Where it is established that an incident of misconduct has taken place, the Disciplinary Committee shall notify the Club member concerned of any sanction being imposed. The

notification shall be made in writing, setting out the reasons for the sanction.

- If the Club member concerned is under 18 years of age, all correspondence, at all times, shall be addressed to his/her parents/guardian. At no stage under any circumstances will such Club member be interviewed or spoken to pursuant to the investigation of a complaint except in the presence of his/her parents/guardian.

## Terms of Reference

The disciplinary procedures of the Club may be invoked in regard to:

- The breach of any Club rule or regulation.
- Failure to observe local or association codes of practice.
- Riotous or disorderly behaviour (either singly or collectively).
- Wilful or negligent damage of Club property or the property of others or refusal to make good any wilful or negligent damage.

## Procedure

1. Any allegation of an offence regarding a breach of discipline shall be notified in writing to the Chairman of the Disciplinary Committee.
2. Upon receipt of such complaint, and as soon as reasonably practicable, the Disciplinary Committee shall consider the complaint and resolve either:
  - a. To take no action except to record the complaint; or
  - b. To refer the matter for a Disciplinary Hearing, which shall be convened by the Disciplinary Committee as soon as practicable
3. The Committee Chair will invite the Club Member to a meeting or hearing convened

under this procedure. It is expected that the hearing will be convened in the shortest possible time, but allow the member reasonable time to arrange representation and all parties to assemble any evidence or witnesses.

4. The member may be accompanied at the hearing by a representative or friend.
5. Should the member choose not to attend with or without a bona fide reason the meeting or hearing may proceed at the discretion of the Committee Chair.
6. A full investigation into the circumstances of misconduct will be conducted by the Committee.
7. Witnesses may be called to attend the hearing and written statements may be submitted by any party involved.
8. The Committee Chair will explain the purposes of the hearing and consider with the Committee statements from all parties.
9. The outcome and findings of the Committee will be communicated at the earliest opportunity to the Member(s) and confirmed in writing with a report to be presented to the Club's Committee of Management at its next meeting. The outcome will also be published on the Club's Web site.

## Sanctions

- If at the hearing the Disciplinary Committee finds the alleged offence proved it shall have the power to impose one or more of the following penalties, together with such order as to costs as it deems appropriate:
  - To record a reprimand to give a warning as to future conduct and to require the player to submit appropriate letter(s) of apology within a specified time.
  - A severe reprimand to give a last warning as to future conduct and to require the player to

submit appropriate letter(s) of apology within a specified time.

- An order for compensation to meet any damage to property.
  - To suspend the player for one or more matches, or for a stated period of time.
  - Exclusion from access to any Club premises or facilities for a specified time.
  - Suspension of membership for a specified period.
  - Expulsion from the Club.
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- The Disciplinary Committee shall have the power to suspend the operation of any part, or all, of the penalty it imposes for such period and subject to such terms and conditions it deems appropriate.
  - Decisions of the Disciplinary Committee (a finding that a complaint is proved or not proved or a decision on penalty) shall be by majority vote, where necessary the Disciplinary Committee Chairman shall have a casting vote.
  - Any member of the Club suspected of the abuse of a child (in any form) will immediately be suspended from the Club until the outcome of any police enquiry is known. Any person convicted of the abuse of a child will be expelled from the Club in perpetuity.

## Appeal

- There will be NO right of appeal against the outcome of this procedure.