

STEVENAGE CRICKET CLUB



CLUB DISCIPLINARY PROCEDURE

The procedure is designed to ensure consistent and fair treatment of Club Members in any disciplinary matter.

Disciplinary action will not be taken against a member until the case has been fully and carefully investigated and the member has had a chance to explain his/her case.

The club committee will deal formally with minor breaches of club rules, according to the procedures below.

The procedure may be carried out at any stage if the members alleged misconduct calls for such action.

For more serious offences, the Hon secretary on receiving in writing, allegations against a club member of gross misconduct or more serious breach of club rules or failure to meet the required standards of conduct, will convene the clubs Disciplinary Committee.

At all stages the member has the right to representation, if he or she so wishes.

Stage 1

Informal verbal warning – For less serious offences, the member will in the first instance, the member will receive an informal verbal warning from the committee. A brief note of the verbal warning will be made, but discarded after six months subject to satisfactory conduct.

Stage 2

Formal Written Warning – A further breach or more serious offence will justify a formal warning in writing from the committee. The warning will state that the member may be subject to further disciplinary action if they fail to reach the required standards of conduct. The first written warning will be admissible in further disciplinary action for one year from the date of the letter.

Stage 3

Final written warning or Cancellation of Membership – In the event of a further breach after a formal warning or for extremely serious offences, the clubs Disciplinary Committee will convene and after a full investigation of the circumstances including a formal hearing of the Members case they will decide on the appropriate disciplinary action to be taken. In determining what action is appropriate the Disciplinary Committee will take into account the Members previous record and warnings as well as the gravity of the offence and the circumstances surrounding it.

Disciplinary action at this stage can take the form of a final written warning, or cancellation of club membership. This decision will be given in writing to the club member.

A final written warning will be admissible in future disciplinary action, indefinitely

Stage 4

Cancellation of membership – For future breaches of club code of conduct, following same procedure as **stage 3**, where a member fails to comply with required standards, cancellation of membership will normally result. This decision, outlining the reasons why, will be given to the member in writing.

Gross Misconduct – Suspension – Certain behaviour must be treated as being so serious as to render a member liable to be suspended from the club while the Clubs Disciplinary Committee investigate the alleged offence. If on completion of their enquiry the Disciplinary Committee are satisfied that gross misconduct has occurred, then the decision will normally be cancellation of membership.

The member will be provided with written reasons for cancellation of their membership.

Right of Appeal – A member who wishes to appeal has ten days from the letter being sent to appeal in writing, stating the reason(s) for the appeal.

Appeals – should only be based on fact or further evidence or that the member outlines how they were either harshly or unfairly treated. Whichever the reason the member must outline a satisfactory explanation before an appeal will be heard.