

## Pride Park FC – Complaints Procedure

<p>The Committee will be responsible for disciplinary hearings of members who infringe the Club Rules, Constitution, Policies or Codes.</p>	2	<p>The Club’s Management Committee will sit for any hearings that are requested</p>
<p>The Committee will be responsible for taking any action of suspension or discipline following such hearings.</p>	3	<p>The Club’s Management Committee will have the power to:</p>
<p>In the event that any member feels he or she has suffered discrimination in any way, or that Club Rules, Constitution, Policies or Codes of Conduct have been broken, they should follow the procedures below;</p>	i	<p>Warn as to future conduct</p>
	ii	<p>Suspend from membership</p>
<p>1 They should report the matter in writing to the Club Secretary or another member of the Committee. The report should include:</p>	iii	<p>Remove from membership any person found to have broken the Club’s Policies or Codes of Conduct</p>
<p>i Details of what, when and where the occurrence took place</p>	4	<p>The outcome of a disciplinary hearing shall be notified in writing to the person who lodged the complaint and the member against whom the complaint was made, within 7 days of the hearing.</p>
<p>ii Any witness statement(s) and names</p>	5	<p>There will be the right of appeal to the Committee following disciplinary action being announced (within 14 days). The Committee should consider the appeal within 14 days of its receipt.</p>
<p>iii Names of any others who have been treated in a similar way</p>	<p>iv Details of any former complaints made about the incident, date, when and to whom made</p>	<p>v A preference for a solution to the incident</p>