



# Respect



## St Francis Youth Football Club Complaints Procedure

In the event that any member feels that he or she has suffered discrimination in any way or that the Club Policies, Rules or Code of Conduct have been broken, they should follow the procedures below

They should report the matter to the Club Secretary or another member of the Committee

The report should include:

- Details of what, when and where the occurrence took place
- Any witness statement and names
- Names of any others who have been treated in a similar way
- Details of any former complaints made about the incident, date, when and to whom made
- A preference for a solution to the incident

The Club's Management Committee will sit for any hearings that are requested.

### Statement of Intent

We are committed to providing a caring, friendly and safe environment for all of our members so they can participate in football in a relaxed and secure atmosphere. Complaints brought to the attention of the Club Committee will always be investigated and all parties informed as to the outcome.

The Club's Management Committee will have the power to:

- Warn as to future conduct
- Suspend from membership
- Remove from membership any person found to have broken the Club's Policies or Codes of Conduct.

