

Sunbury Cricket Club

Code of Conduct and Disciplinary Procedure

GUIDANCE

Senior Cricket – Captains should read:

- a. Code of Conduct – Paragraph 1.2 and 1.5.
- b. Regulations – Paragraph 2.1 and 2.2.
- c. Disciplinary Procedure – When appropriate, Paragraph 3.

Junior Cricket – Managers should read:

- a. Code of Conduct – Paragraph 1.3 and 1.5.
- b. Regulations – Paragraph 2.1 and 2.7.
- c. Disciplinary Procedure – When appropriate, Paragraph 4.

1.1 CODE OF CONDUCT

1.1.1 Sunbury Cricket Club (SCC) is fully committed to safeguarding and promoting the wellbeing of all its members while maintaining the highest standards of behaviour and conduct. This Code of Conduct incorporates the Spirit of Cricket (Appendix A). Any player representing SCC will be deemed as agreeing to abide by the ECB and the Club's code of conduct and disciplinary rules.

1.1.2 SCC believes that it is important that members, coaches, administrators and parents/carers or guardians associated with the club should, at all times, show respect and understanding for the safety and welfare of others.

1.2 Senior Cricket

1.2.1 The captains are responsible at all times for ensuring that play is conducted within the Spirit of Cricket as well as within the Laws.

1.2.2 All players must respect the rights, dignity and worth of all participants regardless of gender, ability, cultural background or religion.

1.2.3 Playing Members must at all times accept the umpire's decision. They must also not show dissent at the umpire's decision or react in a provocative or disapproving manner towards another player or a spectator.

1.2.4 Playing Members shall not intimidate assault or attempt to intimidate or assault an umpire, another player or a spectator.

1.2.5 Playing Members shall not use crude and/or abusive language (known as "sledging") nor make offensive gestures or hand signals nor deliberately distract an opponent.

1.2.6 Playing Members shall not make racially abusive comments nor indulge in racially abusive actions against fellow players, officials, members and supporters. SCC operates an active open door membership policy whilst respecting player qualification regulations and welcome players/members irrespective of ethnic origin.

1.2.7 Playing Members shall not use or in any way be concerned in the possession or distribution of illegal drugs.

1.2.8 Playing Members will respect the property and possessions of all stakeholders including fellow members, club officers and members of staff, match officials, opposition players together with opposition grounds and facilities.

1.3 Junior Cricket

- 1.3.1 Team Managers are responsible at all times for ensuring the above Code of Conduct and Spirit of Cricket (Appendix A) applies to all junior members (all age groups from U17 and below).
- 1.3.2 In addition, all junior members are expected to abide by the following:
 - a. The agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
 - b. Members must wear suitable kit for training and match sessions, as directed and agreed with the coach/team manager.
 - c. Members must pay any fees for training or events promptly.
 - d. Young Players are not allowed to smoke on club premises or whilst representing the club at competitions.
 - e. Young Players are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.

1.4 Non-Playing Members

- 1.4.1 Non-Playing Members are also expected to have due regard to the Code of Conduct.

1.5 Compliance

- 1.5.1 Any member, playing and non-playing, failing to comply with the provisions of this section (paragraphs 1.1 to 1.4), regardless of whether on the field of play, may lead to disciplinary action.

2.1 REGULATIONS

- 2.1.1 These regulations shall apply to any club member of any age.
- 2.1.2 Any member in breach of the Club's rules and code of conduct may, at the discretion of the Management Committee, be subject to the Disciplinary Procedure.
- 2.1.2 Any junior player under the age of 18 in breach of Section 1 will follow the procedure from paragraph **2.7**.

2.2 Senior Players

- 2.2.1 Any adult player of 18 years of age or over, in breach of Section 1 should in the first instance be dealt with by the Cricket Sub-Committee who shall notify the Chairman of the Management Committee of the result of any action taken against the player.
- 2.2.2 The Management Committee may then take action detailed in either Paragraph 2.3 **OR** 2.4.
- 2.3.1 Endorse the action taken by the Cricket Sub-Committee.
- 2.3.2 The Chairman of the Cricket Sub-Committee shall put in writing to the player whom breached Section 1, the decision taken within seven days following the decision.
- 2.3.3 There shall be a right of appeal to the decision taken by the Cricket Sub-Committee against either the finding or the sanction imposed or both. The appeal should be addressed to the Secretary within seven days of being notified of the outcome of the hearing.

- 2.3.4 The Management Committee shall appoint a Disciplinary Sub-Committee to hear the case from first instance in accordance with Section 3.
- 2.4 Appoint a Disciplinary Sub-Committee in accordance with Section 3.
- 2.5 Should a complaint be addressed to the Secretary, and relate to a playing member, the complaint will be handled in accordance with Paragraph 2.2.1 to 2.4. A complaint relating to a non-playing member will be handled in accordance with Section 3.
- 2.6 Should any breach of Club rules or Section 1, be subject to criminal proceedings, the Club's disciplinary procedures will only commence once the criminal proceeding have concluded.

2.7 Junior Players

- 2.7.1 The Club's Child Welfare Officer should be immediately informed where any junior player under the age of 18 years, is in breach of Section 1. During the disciplinary process, the Child Welfare Officer must be kept fully informed.
- 2.7.2 Disciplinary procedures that follow should be in accordance with the ECB Safeguarding Policy (Appendix B).
- 2.7.3 Any junior player in breach of Section 1 should in the first instance be dealt with by the Colts Cricket Sub-Committee who shall notify the Chairman of the Management Committee of the result of any action taken against the player.
- 2.7.4 The Management Committee may then take action detailed in either Paragraph 2.8 **OR** 2.9.
- 2.8.1 Endorse the action taken by the Colts Cricket Sub-Committee.
- 2.8.2 The Honorary Colts Manager shall put in writing to the parent/guardian of the player whom breached Section 1, the decision taken within seven days following the decision.
- 2.8.3 There shall be a right of appeal to the decision taken by the Colts Cricket Sub-Committee against either the finding or the sanction imposed or both. The appeal should be addressed to the Secretary within seven days of being notified of the outcome of the hearing.
- 2.8.4 The Management Committee shall appoint a Disciplinary Sub-Committee to hear the case from first instance in accordance with Section 4.
- 2.9 Appoint a Disciplinary Sub-Committee in accordance with Section 4.
- 2.10 Should any breach of Club rules or Section 1, be subject to criminal proceedings, the Club's disciplinary procedures will only commence once the criminal proceeding have concluded.

3. DISCIPLINARY PROCEDURE - Adults

- 3.1 All complaints regarding the behaviour of members should be lodged in writing or in person, with the Secretary.
- 3.2 The Management Committee, on a case by case basis, may suspend an individual's membership, without inference of guilt, until the disciplinary procedure has been completed.
- 3.3 In ALL cases, the Management Committee shall appoint a Disciplinary Sub-Committee of at least three members who will meet to hear complaints within **ten** days of a complaint being lodged.
- 3.4 Within **three** days of the decision to appoint a Disciplinary Sub-Committee, the member is requested to attend hearing and must be informed in writing, together with a copy of this Appendix.
- 3.5 The Disciplinary Sub-Committee will consist of at least three members, one of which must be an Officer of the Club.
- 3.6 Any member requested to attend a Disciplinary Sub-Committee hearing shall be entitled to be accompanied by another person of their choice and to call witnesses.
- 3.7 The Management Committee (or its sub-committee) has the power to take appropriate disciplinary action, as detailed in Section 5.
- 3.8 The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made, within **seven** days following the hearing.
- 3.9 There shall be a right of appeal to the Management Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The appeal should be addressed to the Secretary within **seven** days of being notified of the outcome of the hearing.
- 3.10 An appeal may only be lodged by the member against whom the complaint was originally made.
- 3.11 The Management Committee shall appoint an Appeals Committee (a maximum of three) which shall not include members involved with the initial disciplinary hearing. The Appeals Committee shall consider the appeal within **ten** days of the Secretary receiving the appeal.
- 3.12 Any disciplinary action imposed at the conclusion of the disciplinary hearing will be suspended until the appeal hearing has concluded however Paragraph 3.2 will still apply during the appeals procedure.
- 3.13 The individual submitting the appeal shall be entitled to be accompanied by another person of their choice and to call witnesses.
- 3.14 The decision of the Appeals Committee shall be final and binding on all parties.

4. DISCIPLINARY PROCEDURE - Juniors

- 4.1 All complaints regarding the behaviour of junior members should be lodged in writing or in person, with the appropriate Age Group Manager of the Secretary.
- 4.2 The Management Committee, on a case by case basis, may suspend a Family Membership, without inference of guilt, until the disciplinary procedure has been completed.
- 4.3 In ALL cases, the Management Committee shall appoint a Disciplinary Sub-Committee who will meet to hear complaints within **ten** days of a complaint being lodged.
 - 4.4.1 Within **three** days of the decision to appoint a Disciplinary Sub-Committee, the member's parent/guardian will be requested to attend a hearing and must be informed in writing, together with a copy of this Appendix.
 - 4.4.2 The player will be encourage to attend the hearing but that decision is solely at the discretion of the parent/guardian.
 - 4.4.3 The appropriate Age Group manager will also be required to attend the hearing.
- 4.5 The Disciplinary Sub-Committee will consist of at least three members, which must consist of: a). Child Welfare Officer; b). Officer of the Club; c). An age group manager but not the one mentioned in Paragraph 4.4.3.
- 4.6 Any parent/guardian requested to attend a Disciplinary Sub-Committee hearing shall be entitled to be accompanied by another person of their choice and to call witnesses.
- 4.7 The Management Committee (or its sub-committee) has the power to take appropriate disciplinary action, as detailed in Section 5.
- 4.8 The Age Group Manager is ultimately responsibility for the behaviour of a junior player. The Disciplinary Sub-Committee has the power to take appropriate disciplinary action, as detailed in Section 5, in respect of the manager's actions disclosed in the hearing. ONLY the Disciplinary Sub-Committee can impose a sanction on a manager.
- 4.9 The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made, within **seven** days following the hearing.
- 4.10 There shall be a right of appeal to the Management Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The appeal should be addressed to the Secretary within **seven** days of being notified of the outcome of the hearing.
- 4.11 An appeal may only be lodged by the parent/guardian of the player against whom the complaint was originally made.
- 4.12 The Management Committee shall appoint an Appeals Committee (a maximum of three) which shall not include members involved with the initial disciplinary hearing with the exception of the Child Welfare Officer. The Appeals Committee shall consider the appeal within **ten** days of the Secretary receiving the appeal.
- 4.13 Any disciplinary action imposed at the conclusion of the disciplinary hearing will be suspended until the appeal hearing has concluded however Paragraph 4.2 will still apply during the appeals procedure.

- 4.14 The individual submitting the appeal shall be entitled to be accompanied by another person of their choice and to call witnesses.
- 4.15 The decision of the Appeals Committee shall be final and binding on all parties.
- 4.16 Following the conclusion of the disciplinary process, the Club's Child Welfare Officer must maintain constant contact with the parent/guardian of the player to ensure correct safeguarding policies are adhered to.

5. PENALTIES

- 5.1 If at the hearing the Disciplinary Sub-Committee finds the alleged offence proved it shall have the power to impose one or more of the following penalties:
- 5.2 In the case of a player:
 - 5.2.1 To require the player to submit appropriate letter(s) of apology within a specified time.
 - 5.2.2 To record a reprimand and to give a warning as to future conduct.
 - 5.2.3 To suspend the player for one or more matches, or for a stated period of time.
 - 5.2.4 To remove the player from the membership.
- 5.3 In the case of a non-playing member:
 - 5.3.1 To require the member to submit appropriate letter(s) of apology within a specified time.
 - 5.3.2 To record a reprimand and to give a warning as to future conduct.
 - 5.3.3 To remove the individual from the membership.
- 5.4 Any alleged offence proved involving illegal drugs will result in the removal of the player or non-player from the membership.

APPENDIX A

1.2 **Spirit of Cricket**

- 1.2.1 Cricket is a game that owes much of its unique appeal to the fact that it should be played not only within its Laws, but also within the Spirit of the Game. Any action which is seen to abuse this spirit causes injury to the game itself. The major responsibility for ensuring the spirit of fair play rests with the captains.
- 1.2.2 There are two Laws which place the responsibility for the team's conduct firmly on the captain.
- a). Responsibility of Captains
The captains are responsible at all times for ensuring that play is conducted within the Spirit of the Game as well as within the Laws including the welfare of U18 players, e.g. recognising bowling/fielding limitations laid down by the ECB.
- b). Player's Conduct
In the event of any player failing to comply with the instructions of an umpire, criticising his decision by word or action, showing dissent, or generally behaving in a manner which might bring the game into disrepute, the umpire concerned shall in the first place report the matter to the other umpire and to the player's captain, requesting the latter to take action.
- 1.2.3 Fair and Unfair Play
According to the Laws the umpires are the sole judges of fair and unfair play. The umpires may intervene at any time, and it is the responsibility of the captain to take action where required.
- 1.2.4 The Spirit of the Game involves RESPECT for:
- Your opponents
 - Your own captain and team
 - The role of the umpires
 - The game's traditional values.
- 1.2.5 It is against the Spirit of the Game:
- To dispute an umpire's decision by word, action or gesture.
 - To direct abusive language towards an opponent or umpire.
 - To indulge in cheating or any sharp practice, for instance:
 1. appeal knowing the batsman is not out;
 2. advance towards an umpire in an aggressive manner when appealing;
 3. seek to distract an opponent either verbally or by harassment with persistent clapping or unnecessary noise under the guise of enthusiasm and motivation of one's own side.
- 1.2.6 Violence
There is no place for any act of violence on the field of play.
- 1.2.7 Players
Captains and umpires together set the tone for the conduct of a cricket match. Every player is expected to make an important contribution to this.

ECB "Safe Hands" Safeguarding and Protecting Children Policy Statement

The "Safe Hands" Safeguarding and Protecting Children Policy Statement

- | The ECB is committed to ensuring all children who take part in cricket, have a safe positive and fun experience, whatever their level of involvement
- The welfare of all children is paramount
- All children within cricket, regardless of age, gender, race, religion, sexual orientation, ability or disability, have the right to enjoy the game in an environment safe from abuse of any kind
- The ECB recognises the importance of safeguarding children within the game and is committed to developing, and implementing, policies and procedures which ensure that everyone knows, and accepts, their responsibility in relation to a duty of care for children
- The ECB is committed to ensuring there are correct and comprehensive procedures for responding to, recording and reporting child safeguarding concerns
- The ECB will endeavour to ensure all suspicions and allegations will be taken seriously, managed and dealt with swiftly and appropriately in line with ECB policy and procedures
- The ECB recognises that appropriate safeguarding is not just about preventing abuse but providing the best environment for children to enjoy themselves and the game of cricket
- The ECB is committed to ensuring that safeguarding and protecting children is central to its development of the game and as such requires all clubs and other bodies who wish to seek ECB support, whether financial or otherwise, for developing facilities and/or opportunities to play the game of cricket, to have adopted and implemented this "Safe Hands" Safeguarding Policy
- It is a mandatory requirement that all County Boards, affiliated leagues and clubs must adopt and implement the ECB "Safe Hands" Policy and they will be supported to do so through education and training
- All affiliated clubs must appoint a Club Welfare Officer to ensure that appropriate procedures are followed
- The ECB recognises the responsibility of the statutory agencies and is committed to working with Local Safeguarding Children Boards and Local Authority Designated Officers and complying with their procedures and the statutory guidance "Working Together to Safeguard Children 2018"
- The ECB is committed to promoting sound recruitment procedures and good practice for all individuals working within cricket whether in a paid or voluntary capacity
- The ECB will ensure that individuals will receive support through education and training, to be aware of, and understand, best practice and how to manage any safeguarding issues which may come to light
- The ECB recognises that it is not the responsibility of those individuals working in cricket to determine if abuse has taken place, but it is their responsibility to act upon and report any concerns