



SGFC Disciplinary Policy and Procedures

Purpose

These Disciplinary Policy & Procedures are to be considered in conjunction with the South Gawler Football Club Inc (SGFC) Codes of Behaviour Policy. The purpose of this Disciplinary Policy & Procedures document is to provide a uniform approach for the SGFC to deal with any on or off the field breaches or behavior by any:

- Player that receives either an official caution or dismissal by a match official.
- Player that acts inappropriately in relation to expectations of his/her coach.
- Club Official, Parent or Supporter that causes gross offence to either any other Member, player, parent or supporter in the SGFC or an Official, Parent or Supporter from any other club.
- An incident on and off the field that will bring the club into disrepute
- Misuse of Social Media that provokes bullying, harassment or intimidation of members, players, parents or supporters.
- Any Violent Acts, either Actual or Threatened

These procedures will be published on the SGFC website and Social Media and issued to existing club Members/Players on request. They will also be included in welcome packs for new Players, Officials, Parents and Supporters as to be fully aware of its contents.

Application:

This Policy applies to all SGFC Stakeholders including Members, Players, Parents, Officials, Volunteers, Supporters, or any other person who is involved with the Club.

Disciplinary Panel:

The SGFC Disciplinary Panel (SGFC DP) is established to hear and determine all allegations of a serious breach of the SGFC Code of Behavior or others incidents, referred to it by the SGFC Executive Committee.

The SGFC DP will be constructed of four (4) or five (5) members made up of;

- At least two (2) designated Life Members (selected on the basis of impartiality)
- The SGFC President and/or Vice President
- The Junior or Senior Player Club Registrar (according to the playing grade involvement of the subject of the complaint).

General Process:

- Where an allegation of a breach of the SGFC Code of Behaviour Policy has been made the complainant is to submit that allegation in writing to the SGFC Secretary within 72 hours of the incident.
- The SGFC Secretary is to forward the allegation to the Junior or Senior Registrar (whichever is relevant to the person subject of the complaint) for investigation.
- The Registrar is required to investigate the allegation and speak to the complainant, any witnesses and the person being complained about.

- Natural justice must apply and the subject of the complaint must be given opportunity to respond to all known allegations.
- The investigation must be completed within 7 days of receiving the complaint.
- The Registrar will then forward a report detailing the allegation, and the results of the investigation to the Secretary, for discussion and determination by the Executive Committee.
- The Executive Committee will consider all information provided, and decide on an outcome and sanction (where appropriate).
- Where the Executive Committee agree that the allegation is serious, they may refer the matter to the SGFC Disciplinary Panel.

Note that if person is in no way affiliated with members, players or supporters and is in breach of this policy and procedures, SAPOL are to be duly notified.

Disciplinary Panel Process:

- Where a matter is referred to the Disciplinary Panel, the Panel chair will coordinate the meeting. Minutes must be taken.
- Where the DP agree there is insufficient information in the Registrar's report to come to an agreed finding, the DP may call a hearing of any or all of the interested parties.
- Where a hearing is called, Natural Justice must always apply and the subject of the complaint must be permitted to be heard on any fresh allegations arising from the hearing before any decision or sanction is applied.
- Once all matters are considered, the DP will advise the Executive Committee of their decision on the matter and the recommended sanction (if applicable)

Available Sanctions:

The actions/sanctions available to the Executive Committee and Disciplinary Panel include:

- No further action
- Verbal or written warning
- To provide written letters of apology to all concerned
- Internal suspension from attending matches, training, functions and/or any other Club activity.
- Restriction of the consumption of alcohol whilst engaged in Club activity
- Permanent exclusion from SGFC
- Any combination of the above as deemed necessary or appropriate

Notification and appeal procedure:

The person subject to the complaint must be informed of the outcome and sanction (if determined) within three (3) days of the decision.

If the person subject to the complaint wishes to appeal the decision or the sanction, the person must notify the SGFC in writing within seven (7) days of receipt of the sanction, detailing the grounds on which they dispute the decision or sanction.

The SGFC Executive will consider the appeal, and decide whether sufficient grounds exist to provide the appellant a verbal hearing on the matter. Where it is agreed that a verbal hearing is required, such matter will be referred to the Disciplinary Panel.

No appeal shall be allowed for those who have already had a verbal hearing with the DP.

The decision made by the Executive Committee or the Disciplinary Panel with respect to the appeal application is final and binding.

The person subject to the complaint must be informed of the outcome of the appeal and sanction (if determined) within three (3) days of the decision.