

ST. MARY'S GAELIC FOOTBALL CLUB

**DISCIPLINARY GUIDLINES
FEBRUARY 2007**



St. MARY'S GFC

DISCIPLINARY GUIDELINES

The Purpose of these Guidelines is to deal speedily with misconduct, reduce the number of offences by illustrating to the membership the seriousness with which disciplinary matters are viewed and to reduce the administration work involved.

Notes: These guidelines are intended to essentially deal with serious cases of misconduct, whether one-off dismissals or serial offenders collecting multiple cautions. The club has a Code of Conduct and we need to have published guidelines for our own purposes to deal satisfactorily with serious cases of misconduct. Whilst the more serious disciplinary measures and suspensions may seem severe, bear in mind they are for the most serious forms of misconduct.

Complaints and Investigation Procedure

Any member who believes the conduct of another member is contrary to the Constitution of the Club, or the Code of Conduct, or whose conduct is likely to bring the Club into disrepute, must inform any member of the Disciplinary Committee in writing.

A meeting of the Disciplinary Committee will be held within fourteen days of the complaint being received. All parties involved will be invited to attend individually to speak to the Disciplinary Committee.

The Disciplinary Committee will inform in writing both the member who made the complaint and the member(s) who is/are subject to their decision within seven days of a decision being made.

Notification of the complaint will be forwarded to the Executive Committee.

Members are referred to the Code of Conduct to govern their behaviour on club grounds at all times. Any complaints received about members' behaviour when on the club grounds or when fulfilling any league or away fixtures will be treated as a complaint and the due investigation process will take place.

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Disciplinary Procedure

Where a complaint is deemed of appropriate severity by the Disciplinary Committee, the Disciplinary Committee have the right to invoke the Disciplinary Procedure.

The Disciplinary Committee will have the following options at its disposal under the Disciplinary Procedure:

- i. Call any member to a meeting of the Disciplinary Committee and issue a verbal warning to them concerning their future conduct.
- ii. Impose a period of suspension for a defined length of time.
- iii. Impose restrictions on or withdraw certain privileges.
- iv. Terminate the membership of the person as seen fit.

During the period of suspension, the member is suspended from all activities at, or on behalf of St. Mary's Gaelic Football Club and therefore will be ineligible to participate as a member, in the affairs of the Club.

The member will be informed in writing of the reasons for the suspension and the date from which the suspension will commence. The member may invoke the Appeals Procedure.

The Disciplinary Committee has the power to re-instate the suspended member if the appeal finds in favour of the member and, the Disciplinary Committee will inform the member in writing of the date when he/she is re-instated.

When participating in representative matches the nominated Team Mentor is responsible for the maintenance of good team discipline and adherence to the Code of Conduct by all members of his/her team.

Notification of the disciplinary action taken and the outcome of any appeal will be forwarded to the Executive Committee.

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Appeals Procedure

The Executive Committee, (excluding members of the Disciplinary Committee) will act as the Appeals Committee. A member may appeal a decision to the Executive Committee in respect of a disciplinary matter or a complaint. The appeal must be made in writing to the Executive Committee within fourteen days of the member being notified about the outcome of a complaint or disciplinary procedure. The appeal will be heard by the Executive Committee at a mutually convenient date not later than fourteen days after the Appeals Procedure being invoked. Notification of the outcome of an appeal will be forwarded to the Disciplinary Committee.

Termination of Membership

The Disciplinary Committee has the power to recommend to the Executive Committee, the termination of the membership of an individual member where it has been demonstrated that a serious breach of the Club Code of Conduct has taken place. The individual member has the right to be heard by the Disciplinary Committee before the final decision is made. The Disciplinary Committee will inform the member in writing of any decision to terminate their membership. There will be a right of appeal to the Executive Committee (acting as the Appeals Committee), subject to their procedures. Notification of the termination of a membership will be forwarded to the Disciplinary Committee.

Suspension of Membership

The late or non payment of Membership fees before a specified date will automatically lead to a suspension of the member by the Disciplinary Committee. Team Mentors will not select such members for club teams.

Disciplinary Committee: Chairman, Vice-Chairman, Secretary, Assistance Secretary, Treasurer, Vice-Treasurer.