

Peninsula and Districts Football and Sporting Club Incorporated

DISCIPLINARY COMMITTEE POLICY

1. Preamble:

This sub-committee is established as a support to Management and Sporting Committees. It is not meant to replace roles and responsibilities of these committees or individual club officials (i.e. coaches, team managers, ground officials, committee members, etc.).

Many issues can be best handled by ground officials/sporting committees etc.

However, if further disciplinary measures (other than reminding offenders of codes of behaviour/immediate mediation/etc) do not solve problem, referral to Disciplinary Committee with appropriate reports would be warranted.

It is preferable that all Club officials are competent in handling complaints and limit the need for referral to this committee.

It is not expected that complaints/issues relating to child protection will be referred to this committee. Club Child Protection Officer is the appropriate contact for such issues.

2. Committee Members:

The committee shall be appointed by the Management Committee and consist of five (5) members. A quorum of three (3) members is required for all meetings.

Make up of the committee will be Chairperson, Vice Chairperson and three general committee positions. It is preferable that one committee position be filled by a member of the existing Management Committee. All committee members are required to be familiar with all of the following:-

- Club constitution
- Club Codes of Behaviour
- Club Member Protection Policy
- Club Positive Behaviour Policy
- Football Brisbane Procedures for Complaints and/or Issues
- Play by the Rules Complaint Handling Processes (formal and informal)

Note! These can be found on www.playbytherules.net.au

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3. Committee Responsibilities and Powers:

- a. Committee must act within the policies and procedures listed above.
- b. The committee has the authority to investigate, hear, decide and impose disciplinary measures on all complaints/issues that have been referred to it. They do not have powers to terminate Club membership, but can recommend such action to Management Committee.
- c. The committee has the authority to summon any Club member, official or player to appear before this committee to show cause for any of the following reasons:-
 - Removal from grounds by any Club or Football Brisbane official
 - Football Brisbane breaches resulting in suspension of 2 or more matches
 - Accumulation of 2 or more Football Brisbane suspensions in one season
 - Bringing the name of our Club or our code into disrepute

Any party summoned to appear before the Disciplinary Committee shall receive at least three (3) working days notification prior to the Hearing.

Any party summoned to appear before the Disciplinary Committee shall attend, otherwise they may be sanctioned until they appear.

If there is a valid reason for not attending, a party can write to the Disciplinary Committee requesting a postponement of a maximum of one (1) week.

Any party may also request that they would like the charge(s) to be determined by the Disciplinary Committee in their absence. In this situation, the party must present their plea (guilty or not guilty) and detail their defence or mitigating circumstances to the charge (if pleading not guilty).

d. The committee is also expected to assist Management Committee develop, review and evaluate Club behavioural policies. It also has a role to play in communicating (by way of education and training) these policies to all members.

e. The committee has the authority to expend up to two hundred dollars (\$200) per season. Amounts in excess of this must be authorized by Management Committee.

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4. Committee Meetings:

Meetings will be held when the need arises and are expected to meet at least three (3) times each season.

Any committee member who fails to attend three (3) consecutive meetings without an acceptable explanation shall be deemed to have resigned their position.

Minutes of all meetings must be kept but, because of the possible confidential nature of these records, Management Committee need only to be provided with a general overview of the meetings and the outcomes.