

LOUGHREA RFC

DISCIPLINARY PROCEDURE



LOUGHREA RFC aims to offer the highest standards of service to its players, members, supporters and those it serves. It is committed to the continuous improvement of these standards and services. Feedback and constructive criticism is welcomed at all times by phone, e-mail, letter, or on a one-to-one basis. Please be aware that the club is run entirely by volunteers and any disciplinary procedure should reflect the context in which the club is organised.

DISCIPLINARY PROCEDURE

The aim of this procedure is to ensure that the club properly controls its player(s) and/or member(s) along with ensuring that the Club acts in a manner designed to protect the good name of the Club and of the game of rugby in general.

This procedure is intended to be used in situations where, but not limited to;

- issues cannot be or have not been resolved at local level
- the outcome of a complaint warrants further or disciplinary action
- player(s) and/or member(s) having breached the Club's Code of Conduct
- an incident or serious matter that brought the Club's Name or the game of rugby into disrepute

Accusations leading to charges under the "Disciplinary Procedure" should, in the first instance, be brought to the attention of the Honorary Secretary. The Honorary Secretary, in consultation with the President and the Honorary Treasurer will then decide if there is, *prima facie*, a case to be considered. If it is so decided, a disciplinary hearing will be scheduled and all parties concerned will be notified in writing of the hearing date and the alleged offenses/charges.

The purpose of the Disciplinary Hearing shall be to establish the facts and evidence. The player(s) and/or member(s) shall be entitled to attend the hearing, state their case, be informed of the evidence provided by others and shall be given the opportunity to refute charges against him or her. The player(s) and/or member(s) shall be entitled to be supported by one or more colleagues, friends or parents and to call witnesses.

The committee having considered all the facts and evidence as presented shall make a decision on the matter. The decision of the Disciplinary Committee will be communicated in writing to all parties concerned within seven days of the hearing.

IMPORTANT:

Where an Age Grade Player(s) and/or an Age Grade Member(s) is being investigated and called before a disciplinary hearing they must be represented by a parent (or guardian) and the Club Welfare Officer. In such instances, any hearing will be conducted as per the adopted IRFU Safeguarding Disciplinary Process.

Loughrea RFC shall regulate and apply its own procedures in accordance with the principles of natural justice. In cases where it is satisfied that the charges brought have been proved, it may impose such penalties as it considers appropriate, including;

- To require the player(s) and/or members(s) to write letter(s) of apology within a specified time.
- To record a reprimand and to give a warning as to future conduct.

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- To suspend the player(s) right to be considered for selection by the club to play in one or more matches.
- To suspend the player(s) and/or member(s) membership of the club for a period.
- For the same offence the hearing may, if it is thought fit due to the seriousness of the offence, impose more than one of the above penalties.
- Where the conduct constitutes gross misconduct the hearing shall have the power to terminate the player(s) and/or members(s) membership forthwith.

The Disciplinary Committee shall have the power to suspend the operation of any part, or all, of the penalty it imposes for such period and subject to such terms and conditions it deems appropriate.

DISCIPLINARY COMMITTEE

The Disciplinary Committee shall consist of not less than three persons, none of whom shall be connected with the player(s) and/or member(s) at the time of the alleged breach. In the first instance, and where possible, the Disciplinary Committee will comprise of the officers of the club (President, Honorary Secretary and Honorary Treasurer). In the event that one or more of the Club Officers are not available, the Club President shall appoint committee members to the Disciplinary Committee as they see fit.

NOTES:

- Loughrea RFC cannot internally investigate or sanction any disciplinary actions in the event of an allegation of child abuse against any minor. This is the sole remit of the named Club Welfare Officer, Carolyn Moore. In the event of an allegation the Club Welfare Officer will be immediately notified by the person of first contact regardless of their position within the club. The protection of children is every member of the clubs explicit obligation.
- Any player under 18 years of age being investigated and called before a disciplinary committee must be represented by both their parent (or guardian) and the Club Welfare Officer.
- Where an Age Grade Player(s) and/or an Age Grade Member(s) is being investigated and called before a disciplinary hearing, the hearing will be conducted as per the adopted IRFU Safeguarding Disciplinary Process.
- The Club Secretary is responsible for informing the I.R.F.U. of the outcome of any proceedings
- Loughrea RFC does not discriminate against anybody on the grounds of gender, civil status, family status, age, disability, race, sexual orientation or religious belief.