

WHITTLE HALL JUNIOR F.C.

COMPLAINTS PROCEDURE

In the event that any member feels that he or she has suffered discrimination in any way or that the Club policies or Code(s) of Conduct have been broken should follow the practice defined below.

- (1) They should report the matter to the Club Chairperson, Secretary or other member of the Committee.

Your report should include:

- (i) Details of what, when, and where the occurrence took place.
- (ii) Any witness statement and names.
- (iii) Names of any others who have been similarly treated.
- (iv) Details of any former complaints made about the incident, date, when and to whom made.
- (v) A preference for a solution to the incident.

- (2) The Club Management Committee will sit for any hearings requested.

- (3) The Club Management Committee will have power to:

- (i) Warn as to future conduct;
- (ii) Suspend from membership;
- (iii) Remove from membership;

any person found to have broken the Club's Policies or Codes of Conduct.