



SIDMOUTH & OTTERY HOCKEY CLUB



DISCIPLINE POLICY

Introduction

Sidmouth & Ottery Hockey Club (the Club) is fully committed to upholding the highest standards of personal behaviour and conduct. To promote fair play, respect for others and, as a consequence, our reputation, we apply a Code of Ethics and Behaviour that makes clear our expectations. The Code and all related discipline policies and procedures are available on, or through, the Club website (www.sidmouthandotteryhc.co.uk).

Scope

This policy applies to all Club members (young people and adults), coaches, managers, adult volunteers, parents, spectators, umpires and Club officials. It includes, but is not limited to: match day conduct, safeguarding and protecting young people, anti-doping and disrepute offences. The policy underpins the Club's Code of Ethics and Behaviour and, in doing so, addresses matters that may fall outside the Leagues' disciplinary system.

Aim

The aim of this policy is to set out the Club's arrangements in order to administer the conduct and behaviour of its members that falls below expected standards.

Policy

All members joining the Club are required to adhere to the Club's Code of Conduct and Behaviour and the Club's Discipline policy (this policy).

We deal with breaches of discipline within the clear framework of the rules, regulations and procedures of the Federation of International Hockey (FIH) (the rules of the game), England Hockey Board (EHB) (hockey's governing body) and those of our respective

Men's¹ and Women's hockey leagues² and, our junior hockey leagues and tournaments.

The Club aims to resolve straightforward disciplinary matters locally and informally. This will usually involve the player and the captain and/or coach speaking before, or after, the game or on the field of play.

We support all actions taken by the FIH, EHB and/or respective League to uphold the rules and "spirit" of the game. In most instances these arrangements will administer the disciplinary actions necessary to uphold our Code, without the Club's intervention.

We, however, recognise that some disciplinary incidents fall outside these arrangements. Hence, an important function of this policy is to ensure that the way we deal with these matters is clear and consistent.

Disciplinary Procedures

The Club's discipline system relies on match officials, Club members and those associated with the Club understanding the relevant rules, procedures and codes relating to conduct, behaviour and discipline and knowing how and when to report a concern or incident. These procedures refer to incidents that occur on and/or off, the field of play.

Technical Infringements. The Club is tolerant of green and yellow cards received for technical infringements as a natural consequence of playing competitive hockey. However, where yellow cards are received for repeated technical offences, the player, with the support of their team captain, should seek and receive advice and/or coaching to minimise reoccurrence.

Incidents where a player receives a red card (two yellow cards) for a repeat technical offence will be administered through the League disciplinary procedures. In addition, the Club Disciplinary Committee ("The Disciplinary Committee"), on the advice of the team captain, will check the umpires' report and satisfy itself that the red card was given for a technical infringement and not for dissent, verbal abuse, violent conduct or other offence that would otherwise bring the Club into disrepute.

Dissent and Verbal Abuse. The Club wishes to make clear that irrespective of whom the intended target is, whether alleged offence occurs on or off the field of play and, whether or not it leads to a yellow or red card being awarded by an umpire, dissent and verbal abuse contravenes our Code of Conduct and Behaviour and will not be tolerated.

¹ The Davis Wood Hockey League.

² West Women's Clubs' League.

Match officials should apply FIH and League rules for dissent and verbal abuse. Such offences will be administered under the relevant procedures. In addition, the Club requires such incidents to be referred to the Club Disciplinary Committee by the Team Captain.

Violent conduct and Threat of Violence. Incidents of this most serious type will be referred to the League by the match official in accordance with the League's rules. The respective Team Captain shall also refer the matter to the Club Disciplinary Committee.

For all disciplinary issues, the Disciplinary Committee shall ensure that the player and his/her captain are aware of the League/Club Disciplinary Committee(s) penalty and advise if and/or when the player can train with the Club and/or return to play their next competitive game.

Reporting Alleged Disciplinary Issues

Match officials are the lead for reporting red card incidents in accordance with league rules and procedures. Serious matters involving anti-doping and other disrepute offences shall be reported in accordance with FIH, EHB rules and/or League rules and procedures.

Team captains, Club Members or other individuals wishing to report a breach of the Club Code of Conduct and Behaviour shall do so in writing, using the form at the Annex. Send it to the Club Secretary by email (see [Club website](#) for contact details) or in hardcopy, within 2 days, or as soon as possible thereafter, of the alleged incident.

The Team Captain is the lead for referring alleged incidents to the Club Disciplinary Committee. Where the matter involves the Team Captain, the captain shall self-refer the matter. Where an incident of this type escapes the attention of the match official but it is formally reported to the Club in accordance with this policy, the Disciplinary Committee will consider it as a matter of priority.

Club members may choose to seek "in confidence" advice and/or guidance on an alleged disciplinary incident from the Chair of the Club Disciplinary Committee (See [Club website](#) for contact details).

Incidents Involving an Under 18 year Old. In the case of an incident that involves a person Under 18 years of age, the player, a parent/guardian, a member or an individual with concerns should contact the Club's Welfare Officer, or Chair of the Club Disciplinary Committee (See [Club website](#) for contact details). The Club Welfare Officer shall be involved in any incident involving any player Under 18 years of age.

All matters reported in this way will be treated in accordance with the Club's Safeguarding and Protecting policy and procedures, which may require referral in accordance with EHB procedures.

Disciplinary Committee

All reported alleged misconduct and behaviour incidents shall be reviewed by the Club Disciplinary Committee. The Committee will be chaired by the Club Chair with the Men's and Ladies' 1st team Captains as members. The Disciplinary Committee shall meet within 4 days of any incident that warrants a disciplinary decision or 7 days of other incidents having been reported to them.

In addition to any penalty imposed on the member by the League, the Club Disciplinary Committee is entitled to issue and enforce, single or combined, additional sanctions up to, and including:

- a written warning
- an invitation to make a voluntary contribution to support the Club, including, for example, making a commitment to take on umpiring or coaching duties or, taking on a functional Club appointment
- a fine
- suspension from Club hockey activities for up to a maximum of 6 months, including attending home and/or away matches
- withdrawal of Club membership (without refund of the un-used membership period). The Club Executive Committee must ratify this sanction.

The Disciplinary Committee shall inform the relevant member of its decision in writing within 5 days.

When one of the Disciplinary Committee members has been cited for a disciplinary matter, their Committee place shall be taken by the Vice Chair (in lieu of the Chair) or the 2nd XI captain (in lieu of the respective 1st XI captain).

Appeals

For a Club Disciplinary Committee decision, the individual against whom the sanction has been issued may appeal the decision in writing to the Club Chair within 5 days of the decision having been received. The appeal shall be heard by the Club's Disciplinary Appeals Committee. The Appeals Committee shall be made up of the Club President and two other independent Officers of the Club who have not previously been involved in the decision against which the appeal is made. It should meet within 7 days of the appeal having been received.

The Appeals Committee will judge only the issues presented within the appeal and will look to accept or reject the Appeal. The decision of the Appeals Committee is final. The Appeals Committee shall inform the appellant of its decision in writing within 3 days.

For appeals to League imposed disciplinary decisions, the Club Disciplinary Committee shall determine the level of support it provides to the player through the appeals process – subject to the nature of the incident.

A handwritten signature in black ink, appearing to read 'I Mackie', written in a cursive style.

Ian Mackie

Chair

Dated: 17 September 2013

CODE OF ETHICS & BEHAVIOUR DISREPUTE INCIDENT FORM

Please complete the form below and send to the Club Secretary by email or hardcopy.

1. Your name:		2. E-mail address:	
3. Address: Post Code:		4. Preferred Telephone contact number:	
5. Which part(s) of the Code of Ethics and Behaviour do you consider has been breached?	6. On what date(s) and time did the alleged incident(s) occur?	7. Is any young person (under the age of 18) involved in this incident? <input type="checkbox"/> Yes <input type="checkbox"/> No	
8. Please provide the details of the alleged incident, giving as much information as possible including venue, names of any other people involved, witnesses (where appropriate) etc. <i>Please continue on a separate sheet if necessary.</i>			

9. Please set out any action you have already taken as a result of this incident, including names of any other people you may have spoken to or to whom this form has been copied and date/time when this was done. (Please continue on a separate sheet if necessary).

10. Declaration by Complainant:

a. the contents of this form are correct to the best of my knowledge and belief, and

b. I understand that a copy of this form will be sent to the individual(s)/organisation(s) against whom the complaint is being made (unless The Chair of the Disciplinary Committee determines that this is inappropriate in the circumstances).

Signature:

Position held (in organisation, if relevant):

Date: