



LOUGHBOROUGH EMMANUEL FOOTBALL CLUB

DISCIPLINARY PROCEDURE

Disciplinary Action

The principal reasons for this procedure are not only to ensure that the standards established by The Clubs rules and Codes of Conduct are adhered to, but also to provide fair methods of dealing with alleged failure to observe such rules.

At least three members of the Club Management Committee not previously involved in the investigation or incident must attend the meeting.

All cases of complaints and disciplinary action, in accordance with this procedure will be recorded and placed in The Clubs records.

The disciplinary procedure is concerned with the following:

- Misdemeanour
- Misconduct
- Gross Misconduct
- Incompetence
- Unsuitability

In normal circumstances the procedure will be followed in full however The Club reserves the right to omit any stages dependent upon the seriousness of the alleged offence(s).

The club has four levels at which a disciplinary action may be invoked, they are:

- Verbal Warning (for minor offences).
- First Written Warning (repeated minor offences)
- Final Written Warning (should the verbal and/or the first written warnings have no effect)
- Membership removal (the Club Member or Official will be informed and will receive a written notice of this decision, together with the reason for removal)

If the removal of membership involves a either a Club Official or Player registered with a league the Club will contact the League or the County FA.

Fines

There will be occasions in accordance with FA and League disciplinary procedures where the Club will have fines imposed upon it for inappropriate actions of its members, Officials, Parents, Guardians or Spectators.

The Club retains the right to pass on such fines to the offending person(s) where it deems necessary in accordance with the Clubs constitution and codes of conduct. Notice in writing will be given to the offending person(s) of the fine imposed.

Appeals

There is no appeal procedure and the Club Management Committee decision will be final.

Suspension

At any stage the Club may, by written notice, suspend a Member or Club Official for a specific period during which time any investigation may be undertaken.

Where a Club member or Official is suspended they will not be entitled to use any Club equipment or property, participate in matches or training without prior consent of The Club.