



Grievance and Disciplinary Policy

Complaints and Disputes

1. All concerns, allegations or reports of malpractice or abuse relating to the welfare of any vulnerable person will be recorded and responded to swiftly and appropriately in accordance with the Club's and England Athletics' safeguarding policy and procedures. The Welfare Officer shall be the lead Officer for all Members in the event of any safeguarding concerns.
2. Any complaints of misconduct (improper or unprofessional conduct) regarding the behaviour of Members or Officers shall be dealt with by the Club in accordance with its discipline and appeals process* and must be presented in writing to the Secretary (and where the matter relates to the Secretary, the complaint must be submitted to the Welfare Officer). Unless exceptional circumstances apply, the Secretary will hear complaints within fourteen days of receiving a complaint. Subject to rule 3 below, a decision of the disciplinary panel shall be final and conclusive.
3. Any appeals must be received by the Secretary within 7 (seven) days of receiving the written decision and, if appropriate, the appeals process will be followed.
4. Any complaints of serious misconduct (including, without limitation, theft, doping violations, fraud, physical violence, safeguarding policy breaches, serious breach of applicable health and safety, gambling and/or ticketing regulations or any act or omission of the Member or Officer which in the opinion of England Athletics, acting reasonably, brings or is likely to bring the sport of athletics into disrepute) regarding the behaviour of Members or Officers shall be reported and dealt with by England Athletics in accordance with its Disciplinary Procedures.
5. If a dispute arises between any Members or Officers of the Club about the validity or propriety of anything done by any Member or Officer under these Rules and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

*** Dealing with misconduct**

Any member whose behaviour brings discredit to the Club or the sport may be disciplined by the Management Committee. Should any Member's conduct

render it necessary, he or she may be expelled from the Club membership with a vote of no less than six members of the club committee and/or welfare officers at a Management Committee meeting of which all members of the Management Committee must be officially notified by the Secretary with details of any such intention, in accordance with UKA rules.