

Broad Oak & Horam JFC

CLUB COMPLAINTS PROCEDURE

In the event that any member feels that he or she has suffered discrimination in any way, or that the Club Policies, Rules or Code of Conduct have been broken, should follow the procedures below.

1. They should report the matter to the Club Secretary using the Club Incident Report Form
2. 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 treated in a similar way.
 - 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.
3. The Club's Conduct Committee will sit for any hearings that are requested.
4. The Club's Conduct Committee will have the 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