

DISCIPLINE POLICY

The Club is responsible for operating a disciplinary process to deal with contraventions of RFU Regulations, and to investigate and take action on disciplinary matters and conduct and to generally maintain discipline with the club. This policy is appended to, and part of, the club's rules.

None the following shall affect the overriding principles contained in The Laws of the Game of Rugby Union, the Guidance provided by England Rugby (RFU Regulation 19) or the rules of Eastern Counties County RFU.

Discipline Code

- Club members should uphold rugby's core values, and not bring the club into disrepute,
- Match officials should be shown the utmost respect both on and off the field of play.
- Decisions made by the referee are final and should not be questioned.
- Only the captain, vice-captain or pack leader should refer to the referee during play.
- Players should not engage in arguments with spectators.
- Club Members are responsible for their guests at all times.
- Spectators must not encroach on the field of play, and should not engage in arguments with players.
- Bullying of any kind is not acceptable in any form within Haverhill Rugby Football Club. Any instances will be taken seriously, responded to promptly, and procedures followed to deal with the situation. Rugby is a 'telling' culture and anyone who knows that bullying is happening is expected to report it to the Club Safeguarding Officer. He or she will follow the guidelines as outlined in the RFU Anti Bullying Policy. It is the responsibility of every adult working in rugby union to ensure that everyone, adults and all young people, can enjoy the sport in a safe, enjoyable environment.

Discipline Procedure

Seniors [inc. youth players playing in a senior match]

1. Captains or coaches must supply to the Chairman of Selection, the name of any player who is sent from the field of play (Red Carded) as soon as possible and within 24 hours of the dismissal.
2. Any player sent from the field of play, is automatically banned until he is dealt with by the Eastern Counties RFU Disciplinary panel, and will be required to appear before the Club Disciplinary Committee (see below)
3. Any player sent from the field of play will be required to attend an Eastern Counties RFU Disciplinary hearing. It should be noted that any costs imposed by the Eastern Counties RFU Disciplinary hearing will be to the players account and not Haverhill RFC.

Youth and Junior

4. For all incidents involving youth players, playing in club matches at any age group below and including U18, the referee (Society or Club) should send the report form to the Club Secretary and the relevant Youth Chairman within 24 hours of the incident. The team coach should also inform the Youth Chairman within 24 hours.
5. On receipt of the match official's report the Youth Chairman will report the matter to the CBYDS within 48 hours. The player is provisionally suspended until his/her hearing takes place.
6. The investigation and hearing will follow the RFU's guidance on Age grade Disciplinary process, subject to any advice from the Eastern Counties RFU Youth Disciplinary Secretary.

Minis

- The player's coach / manager are in the best position to understand the circumstances and deal with the matter providing the most effective child-centric solution. They will be supported by the Chair of Mini rugby and the Club Safeguarding Officer. The primary aim at this level should be teaching young players about the RFU's Core Values and the high standards expected of them. Coaches should work closely with the player's parents sharing concerns they have about the player and agreeing how these can best be addressed.

The Discipline Sub-Committee

The Discipline Sub-Committee will be responsible for investigating and taking action against any Haverhill player (senior or youth) who has been sent off, or any incident of foul play or bad behaviour by a Haverhill player not detected by the Match Officials.

The Discipline Sub-Committee will also investigate and take action on any instance of indiscipline or bad behaviour by any Haverhill member, supporter or spectator.

The Discipline Sub-Committee shall consist of the Discipline Secretary (or his nominated deputy) and at least 2 members of the Executive Committee.

The reported player, member, supporter or spectator **MUST** attend the discipline hearing. He or she may, if they wish, be accompanied by one person of his or her choice.

The Discipline committee will meet at a time and place relevant and convenient to the particulars of the offence and in the case of a 'Sending Off', a short time after the conclusion of the Eastern Counties RFU Discipline hearing and/or proceedings.

A member who has been sanctioned by the Disciplinary Committee may appeal to the Executive Committee against that sanction or finding. Notice of such an appeal must be in writing to the Club Chairman. It must set out the reasons for the appeal and be received within fourteen days of the original finding.

Any finding recommending dismissal from the club must be ratified by the Executive Committee.

Disciplinary Officer

Chairman

David Halsey

Vice Chairman

Mitch Cleary

Hon Secretary

Pauline Cleary

Issues & Complaint Procedure

1. Issue/Complaint taken-up with team manger.

STAGE 1 Issue / Complaint either resolved at the team level or escalated.

If no solution forthcoming, issue/complaint goes to formal process.

STAGE 2 Issue / Complaint enters formal review by a Complaints Team.

Formal Issue / Complaint Procedure

2. Introduction

This procedure covers dealing with all issues or complaints that are not Child Protection (Minis) or Disciplinary (Men) in nature.

3. Issue/Complaints Team

The complaints team will comprise a panel of three members two of these three members will be elected officers of the club:

	Men	Minis	Notes
1	Club Chairman	Club Chairman or Club Secretary	
2	Club Secretary	Minis Committee representative	
3	Club Captain or nominee	Parent or nominee	Parent or nominee from another team.

4. Issue/Complaint Meeting

A meeting of the complaints team and the complainer will take place on an on-the-record basis. There will be written notice of time and venue for the meeting, and written record of the issue / complaint and any agreed actions.

5. Agenda

The agenda for the Issue / Complaint meeting will be as follows:

- The complainer to outline their complaint.
- This should be followed by a discussion on how best to resolve the problem between the complaints team and the complainer.
- Agreement and documentation of solution or action.

6. Unresolved Issue /Complaint

In the exceptional circumstance that an issue/complaint is not resolved, the complainer