



Wortley Football Club

CLUB COMPLAINTS PROCEDURE



CHARTER STANDARD

The aim of this policy is to ensure that everyone is treated fairly and with respect.

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, they should follow the procedures below:

1. They should report the matter to the Club Secretary or another member of the Committee. Contact details of all the Club's Management Committee members can be located in the Contacts section on the club's website www.wortleyfc.org

The report should include:

- Details of what, when and where the occurrence took place.
 - Any witness statement and names.
 - Names of any others who have been treated in a similar way.
 - Details of any former complaints made about the incident, date, when and to whom made.
 - A preference for a solution to the incident.
2. The Club's Management Committee will sit for any hearings that are requested.
 3. The Club's Management Committee will have the power to:
 - Warn as to future conduct.
 - Suspend from membership.
 - Remove from membership any person found to have broken the Club's Policies or Codes of Conduct.

THIS POLICY

Is fully supported by the Club Officials who are responsible for the implementation of this policy.