



Caroline Springs Lakers Disciplinary Policy:

Purpose

The Caroline Springs Lakers Codes of Conduct and related policies describe the behaviours that exemplify the Laker Values contained in the (values document). The values and Codes of Conduct build on our principles of striving to meet continual high standards in community sport, as is expected from our governing bodies. They provide the foundation of the integrity and accountability framework for all players, officials and members. As we continue to adapt and evolve, it is essential that we retain the key attributes that have allowed to grow in our community over 20 years.

Caroline Springs Lakers takes seriously its responsibility in providing robust policy, guidelines and education for its members in relation to what is deemed acceptable and appropriate behaviours.

This Disciplinary Policy sets out the procedure for dealing with breaches of the Caroline Springs Lakers Codes of Conduct and related policies.

Breaches of any Code of Conduct

Where the Caroline Springs Lakers Executive Committee is advised or considers that a member of the Caroline Springs Lakers has allegedly:

- Breached, failed, refused or neglected to comply with a Code of Conduct or related policy;
- Acted in a manner unbecoming of a member of the Caroline Springs Lakers; or
- Brought the Caroline Springs Lakers into disrepute;

The Executive Committee may commence a disciplinary proceeding to review the alleged incident or conduct of that member in accordance with this Policy. If disciplinary proceedings are to be commenced, the Executive Committee will establish a representative Panel comprising of relevant club officials, including at least one Executive Committee member, to review the breach. The Executive Committee may see fit to appoint an external reviewer for the purpose of taking the steps outlined within this policy.

The Panel may take the steps it considers necessary to:

- Issue an official notification to the member with an opportunity to respond to the allegations subject to the disciplinary process;
- Obtain information about the alleged conduct subject to the disciplinary process, including, but not limited to, undertaking an investigation, reviewing relevant documentary material or interviewing relevant witnesses;
- Determine whether or not the alleged conduct subject to the disciplinary process occurred; and
- Determine what, if any, disciplinary action to take against the member.

The Panel will notify the member in writing:

- Setting out the alleged conduct of the member that has given rise to the disciplinary process;



- Stating that the member may address the Panel at a meeting to be held in relation to the matter;
- Stating the date, place and time of that meeting;
- Informing the member that he or she may do one or more of the following:
 - Attend that meeting
 - Provide the Panel, before the date of the meeting, a written statement regarding the alleged conduct.

At the meeting, the Panel shall give the member an opportunity to respond to the alleged conduct the subject of the disciplinary process. The member shall be entitled to invite a person to support them at the meeting. The details of the support person must be provided to the Panel in writing prior to the meeting occurring.

The meeting shall be conducted in accordance with the principles of natural justice.

Following the meeting, the Panel shall:

- Give consideration to the member's response and any written statement submitted by the member;
- Determine whether the alleged breach occurred;
- Make a recommendation to the Caroline Springs Lakers Executive Committee of the outcome of the disciplinary process.

If the member refuses or fails to respond to the allegations in writing and refuses or fails to attend the meeting, the Panel may proceed to determine whether the alleged breach occurred in the absence of the member's response.

Penalties

If the Panel considers that the alleged breach occurred, any one or more of the following penalties may be recommended and imposed by the Caroline Springs Lakers Executive Committee:

- A warning
- Suspend the member from playing, training, officiating or attending games, functions or the premises for a specified period
- Reprimand the member or direct that the member attend counselling or training to address the conduct;
- Terminate the member from membership of, or contract to, the Caroline Springs Lakers

As a general rule, a 'three strikes' methodology will be followed, where a first and minor breach is likely to result in counselling and a warning, with subsequent breaches incurring suspensions and terminations respectively. The Panel and the Executive Committee reserve the right and discretion to issue one or more penalty as they deem appropriate under the individual circumstances.

The member will have the right to appeal within 7 days of the written notification the outcome of disciplinary process, should they believe that process flaws occurred or new evidence comes to light. The Caroline Springs Lakers Executive Committee will have final determination to uphold or dismiss the appeal.