
Club Complaints Procedure

If 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 in writing.

The 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 who made
- V. A preference for a solution to the incident.

2. The Club's Disciplinary Committee will sit for any hearings that are requested.

3. The Club's Management 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