

GUERNSEY ROVERS ATHLETIC CLUB LBG
FOOTBALL SECTION
Supplemental to
CODES OF CONDUCT
Regarding Club Disciplinary Process

1. This Document supplements the Club's existing Codes of Conduct and is designed to enhance and confirm the Club's procedures for implementation and operation of the Internal Club Disciplinary Process as outlined (but not detailed as to procedure) in Section 8 of the Codes of Conduct – Club Complaints and Disciplinary Procedures.
2. This supplemental has been approved by the Club's Football Committee, and will take immediate effect. The procedures outlined in this document follow the guidelines set out in the FA Charter Standard Model Internal Club Disciplinary Process, and will be updated or amended from time to time following any changes to that Standard Model, or otherwise under advice or guidance from the FA (directly or via the Guernsey Football Association) at any time.
3. A Disciplinary Committee has been formed to review all matters which arise under the Codes of Conduct at any time. The Disciplinary Committee is comprised of the following members:
 - Football Chairman (who will act as Chairman of the Committee)
 - Club President (who will act as Deputy Chairman of the Committee)
 - Football Secretary
 - Sports Treasurer
 - Club Secretary
 - Club Welfare Officer
 - Any three of these members will form a quorum
 - When reviewing any matter requiring Disciplinary Committee review, input and advice may be taken from coaches, players or other parties concerned, but at all times the decision of the Committee will be binding.
4. The Football Secretary will handle all paperwork received from the GFA relating to disciplinary matters (player bookings, sending offs, etc), and will respond to the GFA in the appropriate timeframe as required.
 - 4.1. When responding to Standard Offences, the Football Secretary will copy the Football Chairman on the offence and the response. The Football Chairman will review the responses and action taken, and will determine whether any matters should be referred to the Disciplinary Committee for consideration of further action;

- 4.1.1. Reasons for referral could include number of offences in a season, recurring themes, eg dissent, disregard for the Codes of Conduct and Respect, etc.
 - 4.1.2. All matters of a more serious nature will be referred to the Football Chairman (in his absence the Deputy Chairman) immediately for consideration.
 - 4.2. If it is deemed appropriate to refer the matter to the Disciplinary Committee for further review, a meeting will be called at the earliest opportunity (same or next day preferred) to consider the position:
 - 4.2.1. The Disciplinary Committee will consider whether further action should be taken (in addition to any standard fines or suspensions imposed by the GFA as a result of the offence incurred). Such further action may include but is not limited to:
 - 4.2.1.1. Informal verbal warnings to individual players, coaches etc as to their future conduct;
 - 4.2.1.2. Formal written warnings;
 - 4.2.1.3. Suspension from playing competitive fixtures;
 - 4.2.1.4. Suspension from Club membership;
 - 4.2.1.5. Dismissal from the Club by removal of membership. (Note that removal of membership can only be imposed once any County FA or FA charges have been concluded or no charge exists).
 - 4.3. In the event of formal charges being raised by the County FA or the FA, or an offence occurring which is deemed to be sufficiently serious to warrant immediate suspension by the Club in advance of any formal notification from the County FA or the FA, then the Football Secretary will be instructed to notify the County FA of the action taken and being taken by the Club at the outset and ongoing during the Disciplinary Process.
 - 4.3.1. It is important to keep the County FA fully informed throughout this process, and to deal with matters proactively and promptly at all times;
 - 4.3.2. Minutes will be kept of any meetings held and decisions made, together with copies of formal letters sent to the disciplined party confirming the action being taken.
 - 4.4. Any member of the Disciplinary Committee who is conflicted by the matter under review will not attend the meeting and will not be part of the disciplinary process for the matter in hand.
5. Any member disciplined under this process shall have the right of appeal to the Appeals Board established by the full Football Committee. The Appeals Board shall consist of three members of the full Football Committee, but in the event of conflicts in the matter, may be supplemented by members of the Club's Executive Committee if required.

6. For the purposes of this Supplemental, the Club will follow the FA Charter Standard Model Internal Club Disciplinary Process, which is attached to this document for ease of reference.

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