

Mohawks Ice Racing Club

Disciplinary Procedure

The purpose of the disciplinary procedure is to outline a recognised and consistent system to deal with any breach or alleged breach of rules. The objective is to emphasise and encourage improvement in individuals conduct.

Two members of the committee will be selected to complete a full investigation into the circumstances of any disciplinary offence prior to the implementation of any disciplinary action.

It may be necessary, dependent on the nature of the offence, to suspend the individual whilst the necessary investigations are completed. Any such period of suspension will be as short as possible.

Disciplinary warnings will only be issued following a formal disciplinary meeting with the individual who will always be given the opportunity to be accompanied by a parent or other adult.

Throughout the disciplinary procedure the individual will be given every opportunity to respond to any complaint before any decision on disciplinary action is taken.

Disciplinary action may take any of the following forms according to the severity of the offence:

1. Verbal Warning

A record of the verbal warning will be given to the individual and a copy placed on the club file.

2. A Written Warning

A written warning will be given to the individual and a copy placed on the club file.

3. A Final Written Warning

A final written warning will be given to the individual and a copy placed on the club file. Upon the issue of a final written warning the individual will be advised that any further breach of the rules will result in dismissal from the club.

4. Suspension or Dismissal

Dismissal may be with or without notice depending on the circumstances and may occur whether or not warnings have been issued.

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Individuals are entitled to appeal against any disciplinary decision taken against them, such appeal being held in accordance with the Appeals Procedure.

Right of Appeal

1. An appeal against a disciplinary decision must be notified to the Chair/Secretary in writing within 7 days of the disciplinary action occurring.

The appeal will be considered as soon as possible. The Committee will provide a written response.

The outcome of the appeal, together with copies of all correspondence will be retained on the Club files.

Note: An individual is entitled to have another person present at any stage of the procedure.

The Disciplinary Procedure is in addition to:-

MIRC Rules and Regulations – “any member may have the right to appeal against any penalties handed out by The Committee at a ‘Special meeting’, called for that purpose.”

Adopted by MIRC Committee on:Date

Signed:.....Chairperson

Reviewed June 2023