



Heidelberg Volleyball Club Disciplinary and Grievance Policy

Code of Conduct:

- A. All parents are required to adhere to the club's code of conduct, which promotes respect, fairness, and positive sportsmanship.
- B. Aggressive behaviour, including verbal or physical abuse, threats, harassment, or any other form of intimidation, is strictly prohibited.

Reporting Procedure:

- A. If a parent witnesses or experiences aggressive behaviour from another parent, they should report it to the club's designated authority figure, such as the club president, head coach, or a designated parent representative.
- B. Reports should include details of the incident, including the date, time, location, individuals involved, and any witnesses.

Investigation:

- A. Upon receiving a report, the club will conduct a thorough and impartial investigation to gather all relevant information regarding the incident.
- B. The investigation may involve speaking with the parties involved, gathering witness statements, and reviewing any available evidence.

Disciplinary Measures:

- A. **Verbal Warning:** When an incident of aggressive behaviour occurs, the club representative should approach the parent and issue a verbal warning. They should clearly communicate that their behaviour is not acceptable and outline the consequences if it continues.
- B. **Written Warning:** If the aggressive behaviour persists despite the verbal warning, a written warning should be issued. This warning should be provided in writing and clearly state the inappropriate behaviour observed, the consequences of further violations, and the timeframe for improvement.

Suspension:

- A. If the investigation confirms that a parent has engaged in aggressive behaviour, appropriate disciplinary measures will be taken.
- B. The disciplinary measures will be determined based on the severity of the incident, any previous incidents involving the parent, and the impact on the affected individuals and the club's overall atmosphere.

Expulsion:

- A. The disciplinary measures will be determined based on the severity of the incident, any previous incidents involving the parent, and the impact on the affected individuals and the club's overall atmosphere.
- B. This decision should be made after careful consideration and consultation with relevant stakeholders.

Appeal Process:

- A. If a parent disagrees with the disciplinary measures imposed, they have the right to appeal the decision.
- B. The parent must submit a written appeal to the club's board of directors within a specified time frame (e.g., 14 days from the date of the disciplinary decision).
- C. The board of directors will review the appeal and make a final decision, which will be communicated to the parent in writing.

Confidentiality:

- A. All reports, investigations, and disciplinary actions will be treated with strict confidentiality to protect the privacy of the parties involved.
- B. Only individuals directly involved in the process will have access to the information on a need-to-know basis.