

## **MALVERN NETBALL CLUB POLICY DOCUMENT – DISCIPLINE & GRIEVANCES**

### **Discipline and Grievances**

This discipline and grievance policy of the Malvern Netball Club has been adopted from the Netball Victoria recommended policy. A larger policy document is available on request, however the policy structure is as follows:

- A member of the Malvern Netball Club shall not breach, fail, refuse or neglect to comply with the provisions of the regulations and or policies of the committee or act in a manner unbecoming or prejudicial to objectives or interests of the club. A grievance from a member will be addressed with the same steps
- Any member, committee member, official or other interested party may give written notice of a complaint relating to conduct or a grievance to the secretary.
- The secretary shall as soon as practicable, but within 7 days, forward the complaint to the President and one other committee member.
- The committee will as soon as practicable after receiving the notice investigate and consider the matter and within 14 days will determine whether the matter should be dismissed or whether there are reasonable grounds to believe there may be a breach or policy or a legitimate grievance.
- If the committee decides that the complaint should be dismissed it shall give written notice of the dismissal of the complaint.
- If the committee determines the matter warrants review, it shall give written notice of such to the member setting the grounds of the breach and stating that the member may address the committee with the grievance at a hearing to be held within 21 days.
- The committee will meet and give the member every opportunity to be heard. They can also request or require the complainant to organise a witness to attend the meeting.

- The committee having heard the submission or evidence of the member or complainant may expel the member from the club, reprimand the member or suspend the member.
- If the member exercises the right of appeal by written notice, the committee will convene another meeting with a mediator.
- If the dispute referred to mediation is not resolved there shall be no further complaint or appeal under the rules of Malvern Netball club.

\*\*\* Full written policy available on request from the Secretary of Malvern Netball Club.