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HOWTH CELTIC AFC

DISCIPLINARY, COMPLAINTS AND APPEALS PROCEDURE

Howth Celtic coaches/managers, players, parents and spectators will operate on the basis of the Club code of ethics.

The disciplinary committee shall initiate an investigation following a complaint into any incident of suspected misconduct that does not relate to child abuse. It should, as soon as possible, inform the executive committee of the progress of the disciplinary process.

Written confidential records of all complaints will be safely and confidentially kept.

The disciplinary committee will furnish any individual with details of the complaint/s made against him/her and afford him/her the right to an opportunity to respond either verbally or in writing. In the event of a complaint against a child, the parent/ guardian shall be informed and advised of the process.

Where it is established that an incident of misconduct has taken place, the disciplinary committee shall notify the member of any sanction imposed. This notification shall be in writing setting out the reasons of any sanction imposed. In the case of a child (any one under the age of eighteen years) correspondence should be addressed to the parents/guardians.

If the person against whom the complaint is made is unhappy with the decision of the disciplinary committee, he/she has the right to appeal the decision to the appeals committee (independent of the disciplinary committee). Any appeal will be made in writing within four days after the issue of the decision of the disciplinary committee.

The appeals committee shall have the power to set aside or change any sanction imposed by the disciplinary committee.

If any party is not satisfied with the outcome the matter can then be referred to the FAI. However it is important that all efforts to resolve the issue should be exhausted at club level before the FAI is engaged in attempts to resolve the matter.