



EAST COAST BAYS ASSOCIATION FOOTBALL CLUB

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SERIOUS INCIDENT AND MISCONDUCT POLICY

Rationale:

To ensure the free and uninhibited enjoyment for all participants in football and other club activities

Club Position:

East Coast Bays AFC has a zero-tolerance stance against any form of physical, verbal or emotional abuse of any kind. We take all reports of abuse seriously and have a range of sanctions at our disposal which can ultimately result in the removal and exclusion of individuals and or whole teams from our club and regional competitions. The message is simple, those who cannot behave in a civilized and respectful manner are not welcome in the game and will be removed from the game.

Procedures:

- 1 Complaints are to be reported to the club secretary, club captain, or board chairman with the following details:
 - a. Facts of what happened including time and location and other relevant background
 - b. Who was involved?
 - c. Names and contacts of any witnesses
- 2 The complaint will be reviewed by a three-person panel of two club officials and a non-involved responsible party (coach, manager, convenor, football director) and additional information and witness statements gathered if necessary
 - a. This need to be performed within a week of the incident being reported.
- 3 The involved party will be offered the opportunity to submit a written or verbal response to the complaint
- 4 The complaints review panel will endeavour to reach a satisfactory outcome for all parties and respond in writing to all parties, including the Board
 - a. The complaints review panel will be guided by the NZF Disciplinary Code in their deliberations and recommendations
 - b. Subsequent to being informed of the panel's recommended action, the involved party will be able to have an appeal heard
- 5 The club will move quickly to action the recommendation.

Resources:

- Utilise the NFF Incident Report (example attached) if guidance is necessary.
- Clearly labelled complaints form on the ECB AFC club website that directs to the club secretary. This can be submitted directly from the website or downloaded and filled out.
- Volunteers in each grade attending games who monitor, report and influence positive game day behaviours.
- Complaint forms printed and readily available at the clubrooms.
- Regular club communications to reinforce the key messages around responsibilities and behaviour