



## **Code of Conduct and Disciplinary Procedures**

### **Expected Minimum Standards of Behaviour and Conduct Standards**

- Respect the spirit of fair play in hockey. This is more than playing within the rules. It also incorporates the concepts of friendship, respect for others and always participating with the right spirit.
- Respect the rights, dignity and worth of others.
- Respect umpires, officials, coaches, players and spectators. Abuse will not be tolerated.
- Conduct themselves in a manner that takes all reasonable measures to protect their own and others' health and safety.
- Never participate when under the influence of alcohol or drugs.
- Promote the reputation of the sport and take all possible steps to prevent it from being brought into disrepute.
- Accept success and failure, victory and defeat, with dignity.
- Set a positive example for others, particularly young participants and spectators.
- Protect others involved in the game from verbal or physical abuse and threatening or intimidating behaviour.
- Only the team captains should discuss decisions with umpires during a game. Direct any queries to your captain.
- Shake hands with opponents and umpires at the end of a game (or other acknowledgement consistent with public health rules).
- Never use inappropriate language or gestures.
- Abide by the England Hockey Safeguarding, Equity Policy, Anti-Doping Rules and other relevant policies.
- Abide by the Harpenden Hockey Club disciplinary code.

### **Playing Conduct**

- Let captains know availability as soon as possible and avoid late withdrawals except through injury or exceptional circumstances.
- It's players' responsibility to check times & travel arrangements. Players are expected to be at venue 45 minutes before start and ready for team talk & warm up 30 mins before start time. This may be varied by team captains at their discretion.
- Club kit should be worn; shirts may be borrowed while shirts are on order.
- Players will be notified of cancellations by the team captain

- Red and yellow card procedure will follow EH guidelines. Foul play is also subject to HHC's disciplinary code (below refers). Note that in addition to any League sanction of individuals, teams and/or the Club in the event of repeat or serious foul play, HHC may also apply its own sanctions as deemed appropriate by the Disciplinary Committee.
- Abide by the Harpenden Hockey Club disciplinary code.

### **Social Media**

- Watch what you say! We may be subject to League sanction for comments made by private individuals on their private social media accounts which are deemed to breach League rules. Same applies for comments in match reports & websites.
- Any fines levied on the Club for breaches of these regulations will be charged to the individual who makes them. So please think before you post.

### **Disciplinary Rules and Procedures**

1. The purpose of this policy is to promote good conduct within HHC and to set a framework to allow HHC to deal fairly with breaches of discipline.
2. Members are expected to maintain a high standard of discipline at all times when representing HHC (including but not limited to training, playing, spectating and socialising). Members must comply with the rules of hockey, EH and league rules.
3. Members must abide by the Club's Codes of Conduct and Safeguarding policies. Details of these are available for inspection on the Club website and upon request.
4. The categories of alleged conduct or behaviour that may be considered under the Disciplinary Rules include but are not limited to: - Violent or aggressive conduct - Verbal abuse or dissent - Bringing the club into disrepute. - Discriminatory behaviour
5. MISCONDUCT ON THE PITCH: Team captains are responsible for enforcing discipline on the pitch. Less serious incidents of unacceptable behaviour on the pitch are for team captains to handle with the individual concerned. If the team captain feels further action is necessary, but short of formal sanction, e.g. suspension, he/she shall inform the relevant Club Captain who may put in place appropriate strategies to monitor the situation. If a junior member is involved, the relevant Club Captain shall inform the Welfare Officer and the junior member's parents or guardian. If a player repeatedly breaches discipline on the pitch, for example repeated yellow cards the relevant Club Captain shall consider reporting the matter to the President, who may wish to convene a Disciplinary Committee (this is at the President's discretion and is not mandatory).
6. Serious disciplinary breaches on the pitch (such as a player receiving a red card or, in the opinion of the team captain, umpire or coach, bringing club or game into disrepute) must be reported as soon as practicable to the relevant Club Captain and Chairman and a Disciplinary Committee convened.
7. MISCONDUCT OFF THE PITCH: Any member of the Committee may warn a member of the club if they consider that a minor breach of the Disciplinary Rules has occurred. The Committee member should then inform the relevant Club Captain (or in the case of a junior member the Welfare Officer and the parents or guardians of the junior member) as soon as practicable. Complaints regarding the behaviour of members off the pitch shall

be reported to the relevant Club Captain and, if a junior member is involved, to the Welfare Officer. The Club Captain (and if appropriate the Welfare Officer) shall consider what further appropriate action, if any, is necessary. This may include contacting other bodies, for example EH or Social Services. If serious misconduct is alleged, they shall refer the matter to the President and the Disciplinary Committee. This will be communicated to the member (or in the case of a junior member, the parents or guardian of the member) under investigation by the Club Captain or Welfare Officer as appropriate. On some occasions it may be necessary to give consideration at this stage to suspending the member while the investigation is carried out and the Disciplinary Committee considers matters. Should this occur, every effort will be made by the Disciplinary Committee to conduct matters as quickly and efficiently as possible. Further, the suspension of the member is taken as a precautionary measure, and is not any indication of guilt or of the likely punishment. This suspension will be invoked by the President or in their absence by the relevant Club Captain.

### **Formation of the Disciplinary Committee**

1. The Disciplinary Committee shall be made up of the President (or in his absence the relevant Club Captain), the relevant Club Captain and at least two but no more than 4 available committee members nominated by the President (or in their absence, the relevant Club Captain). For the committee to be quorate it must include representatives of both the Men's and Ladies' clubs. The Welfare Officer must be a member of the committee where a junior is involved. The committee shall be chaired by the President (or in their absence, the relevant Club Captain). Any Committee Member involved in the incident, or who has a conflict of interests, shall not sit on the Disciplinary Committee in relation to that incident.
2. Upon receiving a report for consideration by a Disciplinary Committee, the President shall promptly make arrangements to convene the Disciplinary Committee. The Disciplinary Committee will then take such independent advice, gather and collate such evidence as seems appropriate, which may include interviewing witnesses, and meet to review the complaint in detail. At this review meeting, the Disciplinary Committee will set a date for a Disciplinary Meeting to take place as soon as is practicable, but with reasonable notice being given to all parties. Notice of the Disciplinary Meeting shall be given to the member (and if the member is a junior member, to his/her parent or guardian) requiring their attendance at the Disciplinary Meeting. Such notice shall be given in writing or by email.
3. At the Disciplinary Meeting, the Disciplinary Committee shall discuss the incident(s) with the member (and, if the member is a junior member, their parent or guardian). The discussion at the Disciplinary Meeting shall be confidential to those attending the meeting. Having discussed the matter with the member (and their parent/guardian if appropriate), the Disciplinary Committee may then deliberate in private. If the member (or their parent/guardian if appropriate) fails to attend the Disciplinary Meeting without good reason, the Disciplinary Committee has the power to take such action as it deems appropriate, which may include continuing the hearing in the absence of the member. The Disciplinary Committee has power to take such action as it deems appropriate,

which may include but is not limited to: issuing a warning to the member, imposing restrictions or conditions on his/her membership, fining the member, suspending the player (in addition to any ban which may be imposed by the league in the event of a red card) and terminating the player's membership of the club. The outcome of the Disciplinary Meeting shall be notified to the member (and his/her parent or guardian, if a junior member is involved) in writing or by email within 3 working days of the Disciplinary Meeting.

4. A member shall have the right to appeal to HHC's full Executive Committee against any disciplinary action imposed by the Disciplinary Committee. The member shall instigate an appeal by giving notice (in writing or by email) to the President within 5 working days of receiving notification of the outcome of the Disciplinary Meeting. The President (or in their absence the relevant Club Captain) will then convene a full Executive Committee meeting to consider the matter. The outcome of that meeting will be final and binding. Any sanctions put in place by the Disciplinary Committee may remain in force pending the full Executive Meeting, depending on the nature of the incident.