|  |  |  |
| --- | --- | --- |
|  | **EOGHAN RUA CLG CUIL RAITHIN****Eoghan Rua GAC Coleraine****Developing and Promoting Gaelic Games** |  |

 **Eoghan Rua Disciplinary and Appeals Procedure**

Eoghan Rua Coleraine aims to have an adequate disciplinary, complaints and appeals procedure in place. It is important to note that the investigation of suspected child abuse is the responsibility of the statutory authorities and  will not be undertaken by the Children’s Officer or other club Volunteers/Officials. The standard reporting procedures outlined in the Statutory Authorities’ guidelines should be followed by the club and adhered to by its members.

 **Dealing with a Complaint**

All complaints should be submitted in writing either to the Chairperson or the Designated Officer (in the case of a child protection issue).

 If the complaint is submitted at club level it is the responsibility of the Club to deal with the complaint.

 If the complaint is submitted at County Board Level the County Board must take responsibility to deal with the complaint.

 If, in the opinion of the Chairperson/Designated Officer, there are grounds for concern, the Statutory Authorities should be contacted.

**Disciplinary Committee**

Disciplinary Committee will consist of:

(a) The Chairperson (Who shall be Chair)   Mr B McLernon

(b) The Secretary (Who shall be Secretary)   Mr B Daly

(c) The Youth Officer   Mr B McGoldrick

(d) The Child Protection Officer   Mrs Laurene McMullan

The committee will be made aware of the issue of confidentiality.

**Role of the Disciplinary Committee**

It is the responsibility of the Disciplinary Committee to resolve problems relating to the conduct of the members of  **Eoghan Rua Coleraine.**

A complaint of any incident of suspected misconduct, including bullying will be dealt with by the Disciplinary Committee.

**Disciplinary Procedures**

1. The Disciplinary Committee will inform the individual with details of the complaint made against him/her and afford him/her the opportunity of providing a response either verbally or in writing.
2. The Disciplinary Committee will meet with all parties involved, affording each party the same rights and opportunities.
3. The Disciplinary Committee will provide a written report outlining the following:
* The procedure followed
* The findings
* The conclusions and
* Any disciplinary actions to be taken.

1. All parties will receive a copy of this report and a copy of the report will be kept on record.
2. The Disciplinary Committee will, as soon as possible, inform the Executive Committee of the progress and conclusions of the disciplinary process.

Where it has been established that an incident of misconduct has taken place, the Disciplinary Committee will notify the member of any sanction being imposed. The notification will be made in writing, setting out the reasons for the sanction. If the member is under 18 years of age, correspondence will be addressed to the parents/guardians.

**Appeals Process**

If the member against whom the complaint was made is unhappy with the decision of the Disciplinary Committee, he/she will have the right to appeal the decision to an Appeals Committee (independent of the Disciplinary Committee).

Eoghan Rua Appeals Committee will consist of:

(a) The Deputy Chairman (Who will act Chair)

(b) The Assistant Secretary (Who will act as Secretary)

(c) The Treasurer

(d) The Registrar

Any appeal should be made in writing within 7 days after issue of the decision of the Disciplinary Committee. The Chairperson of the Appeals Committee should be a member of the Executive Committee.

The Appeals Committee have the power to confirm, set aside or change any sanction imposed by the Disciplinary Committee.

 If any party is not satisfied with the outcome the matter can be referred to the Derry County Board. However, efforts to resolve the issue should be exhausted before the Governing body is engaged in attempts to resolve the matter.

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rúnaí

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cathaoirleach