



Club Complaint Procedure

PENKRIDGE JUNIOR FOOTBALL CLUB

FA Charter Standard Club 2003 | FA Community Club 2005 | FA Accredited Club



In the event that any member feels that he or she has suffered discrimination in any way, or that the Club Policies, Rules or Code of Conduct have been broken, they should follow the procedure below :

They should report the matter to the Club Secretary or another member of the Committee

Your report should include :

- Details of what, when, and where the occurrence took place.
- Any witness statement and names
- Names of any others who have been treated in a similar way
- Details of any former complaints made about the incident, date, when and to whom made
- A preference for a solution to the incident

The Club's Management Committee will sit for any hearings that are requested.

The Club's Management Committee will have the power to :

- Warn as to future conduct
- Suspend for an agreed specified period the person's any involvement with the club or team(s)
- Remove or an agreed specified period the person's any involvement with the club or team(s)
- All decisions will be communicated in writing either by email or post
- All correspondence will be deleted/destroyed 90 days after the last communication of the hearing