



ANNEX B

WILMSLOW CRICKET CLUB

Policy on Member Behaviour Expectations

(Note the WCC Policy should also be read in conjunction with the UKFast Cheshire Cricket League (CCL) Social Media Policy 2019)

Wilmslow Cricket Club expects its members to behave in an appropriate manner both on and off the cricket field and especially when acting on behalf of or representing the Club in some way either in an official or social setting where affiliation to WCC can be made or inferred.

Insulting, offensive, obscene, injurious or false content or behaviour, including unlawful behaviour, can be dangerous and harmful to people's wellbeing and reputation as well as bringing Wilmslow Cricket Club into disrepute.

Wilmslow Cricket Club will not tolerate any of its members engaging in malicious, insulting, offensive, obscene or false statements, harassment or discrimination in any format either verbal, written (including any electronically recordable format), regarding the Club or anybody associated with it.

This includes, but is not limited to members, players, coaches, officials, staff, volunteers or spectators.

Breaches of this policy should be notified in writing, ideally within one week of the incident, (using the form at Annex C) to the Club Safeguarding Officer (CSO).

Complaints received after one month from the incident date will not be considered unless there are exceptional circumstances as determined by the panel.

Complaints that are of a safeguarding nature concerning children or vulnerable adults do not need to adhere to this timeframe.

After notification by a CSO, and within four weeks from that notification, the Secretary will call a meeting of the Committee who will then identify three committee members to form a disciplinary panel. At all points following the receipt of a formal complaint, the matter must be treated with utmost confidentiality and the only people who should have the information are the CSO, the Club Secretary, the complainant, the person about whom the complaint has been made and the members selected for the disciplinary panel. At no point should the complaint be discussed outside this arena.

In the case where there is a need to act quickly the Chairman in consultation with a CSO will as soon as possible seek three committee members for the panel (this would normally include at least one of either the Chairman or a Club Safeguarding Officer to act as chairperson). Should the nature of the breach be considered sufficiently severe the Chairperson of the disciplinary panel can instigate some immediate 'neutral' action (including, but not limited to,

temporary suspension from the Club) in order to protect the Club's name and individual(s) involved whilst a detailed investigation is undertaken.

The disciplinary panel will undertake an investigation and issue a report to the Committee including recommended actions by Wilmslow Cricket Club. The Committee can choose to endorse and implement the recommendations, or determine its own recommendations. A simple majority of all Committee Members will be sufficient to endorse a decision, unless that involves the permanent dismissal of an individual from the Club, in which case more than two thirds of the Committee Members must endorse the decision. Should any member of the committee be involved in the breach of the policy, or the person that formally reported the alleged breach, then they may not partake in the Committee meetings (including any voting) and disciplinary panel that reviews the alleged breach.

The person(s) alleged to have contravened this policy is entitled to receive a copy of any written formal complaint received by a Club Safeguarding Officer, and submit evidence and have a meeting with the disciplinary panel prior to them making any recommendations.

Sanctions available to the disciplinary panel to recommend to the main Committee shall include, but not be limited to:-

- 1 A reprimand as to the policy breach
- 2 A severe reprimand and a warning as to the consequences of future breaches of the policy
- 3 A time limited ban from participation in all Club's activities
- 4 Permanent Dismissal from membership of the Club

In addition the disciplinary panel and full Committee shall reserve the right to seek legal advice should it deem necessary – particularly in relation to (but not limited to) the law of libel and the Malicious Communications Act.

The person(s) alleged to have contravened this policy has the right of appeal to the Secretary subsequent to the ratified decision of the Committee being passed to them. A decision on whether the appeal materially affects the original decision of the Committee requires more than two thirds of the eligible Committee to endorse and if so the sanction must be amended.



ANNEX C
WILMSLOW CRICKET CLUB
Formal Complaint Form

Should anyone have a complaint about member/s of Wilmslow Cricket Club, this complaint should be completed on this form and returned to the Club Safeguarding Officer:

Carole Harding, 28 Elm Crescent, Alderley Edge, SK9 7PQ

carole.harding45@btinternet.com

07974938941

Within four weeks from receipt of the complaint a disciplinary panel will be formed consisting of three committee members (typically a CWO, the club Chairman and one other, although this may need to change where a conflict of interest occurs).

Following this meeting, recommendations about appropriate measures to be taken will be brought before the committee for endorsement.

Formal Complaint by _____ (name)

Person/s about whom the complaint is being made	Date of incident	Nature of complaint (please append any copies of any relevant electronic communications)

Please expand the boxes as required if completing electronically or continue onto a new page if completing by hand.