



TAY ROWING CLUB

Grievance and Disciplinary Procedure

Approved at a meeting of the Tay RC Board at its meeting held on October 20th 2016

Any member with a grievance should set out their grievance in writing to the President. If the member is under 18 then their parents or legal guardians must be involved in the process. The committee will appoint an independent mediator in agreement with the complainant.

If the mediation does not take place or if the complainant is not satisfied with the outcome then the complainant should set out in writing his grievance and request for a hearing and send it to the President. The committee will then appoint a hearing panel consisting of a chairman and at least two independent members.

If the outcome of the hearing is unacceptable to either party then they have the right to submit an appeal in writing which should be sent to the Club President. The committee will decide if it is appropriate for the appeal to be heard, and, if so, will appoint an independent appeal panel. The outcome of the appeal will be final.

The Club will comply with the requirements of Scottish/ British Rowing's Guidelines on Grievance and Disciplinary Procedures in Rowing'

DISCIPLINARY PROCEDURE

If the committee wish to discipline a member who has contravened the Club's rules, regulations or code of conduct (if any), or who is deemed to have brought the Club or sport into disrepute, then the committee should endeavour to resolve the matter by mediation. If the member is under 18 then their parents or legal guardians must be involved in the process.

If the mediation does not take place or if the committee is not satisfied with the outcome then the committee must set out in writing the details of the disciplinary case and send it to the member. The committee will then appoint a hearing panel consisting of a chairman and at least two independent members. The hearing panel may impose any appropriate sanction, including suspension of membership and expulsion from the club.

If the outcome of the hearing is unacceptable to either party then they have the right to submit an appeal in writing which should be sent to the Club President. The committee will decide if it is appropriate for the appeal to be heard, and, if so, will appoint an independent appeal panel. The outcome of the appeal will be final.

The Club will comply with the requirements of Scottish Rowing/British Rowing's Guidelines on Grievance and Disciplinary Procedures in Rowing'

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