



Altona Hockey Club

ACCEPTABLE BEHAVIOUR POLICY OF THE ALTONA HOCKEY CLUB INC.

Registration No. A397

ABN 21 110 938 232

Updated 21st March 2007



Introduction

The Altona Hockey Club Inc., Sugargum Drive, Altona (or AHC) has prepared these guidelines to assist with the individual playing member's understanding of acceptable behaviour and to put into place guidelines for the handling of incidents in relation to unacceptable member behaviour.

Boundaries of Guidelines

All members of the AHC are considered to be acting as a member (and therefore a representative) of the hockey club when they are participating in a Hockey Victoria endorsed match or event, or while at the AHC's ground or clubrooms. Participating can include but shall not be limited to:-

- Playing
- Coaching
- Umpiring
- Officiating
- Spectating
- Socialising
- Working

Timing

This policy is effective from **11th May 2004** and is a Club wide policy replacing any other previous-dated or non-dated policies or guidelines.

Behavioural Expectations

When a member is involved in any one of the aforementioned roles, or any other where they are representing the Club (either formally or informally), they are expected to maintain a level of behaviour consistent with the guideline contained herein.

The AHC expects all members to:-

- Respect the rights of fellow members, the rights of members of other hockey clubs as well as the rights of individual members of the general community
- Avoid making inappropriate verbal or written comment regarding other individuals or clubs
- Refrain from entering into physical or verbal confrontations with the other individuals
- Always approach matches with a positive sense of sportsmanship
- Dutifully and respectfully obey the decisions of umpires and administrators, irrespective of personal opinion
- Generally maintain a level of behaviour that could only be seen as to enhance the image and reputation of the AHC and it's members
- Accept the authority of the Board in resolving issues relating to incidents regarding inappropriate behaviour



Responses to Breaches

In the case that one of our member's behaviour is deemed by the Board to have breached the expectations of the AHC in regard to these matters, the individual may be asked to attend a Tribunal Meeting to explain their actions (Details on the Conduct of Tribunal Meeting, as follows). The meeting will be held within a fortnight of the incident and the member may tender written documents pertaining to the incident (statements from witnesses etc.) prior to the meeting or at the meeting. Individuals other than the member concerned may only attend if invited by the Board, however the member may request that appropriate individuals attend, so long as the request is reasonable. The Board is then obliged to forward the applicable invitations, within a reasonable time frame.

All efforts will be made to schedule the Tribunal Meeting to fit within the reasonable availability of the individual. However, if a meeting is not held within the designated fortnight then an automatic suspension from matches will apply until a meeting is held.

Both receiving a 'red card' during any Hockey Victoria endorsed match, or having an official complaint against any AHC member lodged with the offices of Hockey Victoria, are considered as automatic triggers for a tribunal meeting. Reports of member misbehaviour from AHC members, opposition clubs and other sources will be considered by the Board prior to any official Tribunal Meeting being called – it is up to the Board's discretion to ascertain the merits of each individual complaint. The Board will not entertain frivolous complaints.

In order to lodge a complaint against a member of the AHC a person should seek to contact any member of the Board regarding the incident, who will gather the details and forward them to the Board for consideration.

Tribunal Meetings

Tribunal meetings shall consist of at least three and no more than five current members of the AHC Board. The meeting will be chaired by one of the Board members nominated to do so prior to the meeting. The meeting shall be conducted in privacy and any individuals other than members of the Board and the member directly concerned shall only be present while they are directly involved in the process of the meeting. Minutes of the meeting shall be taken by one of the Board members and included in the monthly minutes of the AHC Board.

Any senior player called to attend a tribunal hearing regarding a breach of the Responsible Behaviour Policy may nominate to have an advocate (non-legal) from the club to be present at the hearing and act for the player if the circumstances warrant.

Any junior player must have an advocate (non-legal and who is not a parent) present at the hearing to represent the player if the circumstances warrant.



The parents of a junior player may attend the hearing but will only be permitted to address the hearing at the invitation of the chair of the hearing.

The Tribunal Meeting proceeds based around the following format:-

- Introduction (by meeting Chairperson)
- Summary of documents tendered (by meeting Chairperson)
- Interview of witnesses etc. (by Board and individual member concerned)
- Statement by individual member
- Interview of individual member (by the Board)
- BREAK
- Findings of Board presented
- Conclusion of meeting (by meeting Chairperson)

As any disciplinary action must be decided upon by a quorum of Board, the individual concerned may not necessarily be informed of the punishment for their breach at the conclusion of the meeting; in such a case the result will be presented by an AHC Board member (in writing) to the member within 72 hours of the meeting's conclusion.

Disciplinary Measures

Any and all disciplinary measures imposed on a member are at the discretion of the AHC Board. Breaches shall be judged on their individual merits, and disciplinary measures shall be imposed accordingly. All disciplinary measures are to be agreed upon by a quorum of the AHC Board.

Individuals who are found to have breached the behavioural guidelines more than once in the same year may be expelled from the Club.

Conclusion

As one of the largest Hockey Club's in Victoria, and a club with a large number of families and juniors, it is important that every AHC member strives to represent the club in a positive and appropriate manner in all aspects of their membership.

With the image of the Club becoming a crucial aspect of it's ongoing success and it's ability to raise funds for the future benefit of it's members, any behavioural indiscretions must be addressed in an effort to promote a positive and family friendly environment.

Policy Review

The policy will on an annual basis. This will ensure that the policy remains current and practical.

Dated: 28th February 2007
Reviewed: Policy to be reviewed annually



For and on Behalf of its Members.
The Altona Hockey Club Inc. Board