



Dark Peak Fell Runners: Disciplinary Policy

General

This document is the Disciplinary Policy of Dark Peak Fell Runners ("DPFR"). It applies to all members of DPFR and creates a framework for the handling of any disciplinary matters raised by club members, race organisers, or any other third party.

The aim of this policy is to ensure that DPFR's members behave appropriately when representing the club and to enable fair and proportionate action to be taken where they fail to do so.

In the event of any sanctions being imposed upon a club member by England Athletics, UK Athletics or the Fell Runners Association, DPFR shall automatically apply such sanctions to the member as required. There will be no right of appeal against DPFR applying such.

No individual shall be involved in the consideration of a disciplinary concern where they have a conflict of interest. If an individual has an actual or apparent conflict of interest, the Club Chair shall appoint another individual to act in their place. Where the Club Chair has a conflict of interest, the Welfare Officer shall appoint another individual to act in their place.

Any decision by a Disciplinary Committee or on appeal shall be by a majority.

What is a disciplinary concern?

DPFR will address incidents which relate to fell running and club activities. It will only investigate and consider matters directly related to fell running and the club, including (but not limited to):

1. misconduct by members during any club activity;
2. misconduct by members during any open fell race; and
3. misconduct by members when in DPFR kit.

While it is not possible to describe every incident which may amount to misconduct or a disciplinary matter, such could include incidents where:

1. a club member subjects someone else to harassment or discrimination;
2. a club member recklessly endangers others;
3. a club member breaches the rules of a race or disregards an RO or marshal's instructions;
4. a club member breaches DPFR's Health and Safety or Welfare policies;
5. a committee member abuses their position; and
6. a club member acts in a way that brings DPFR into disrepute.

A mere dispute or disagreement between club members is not a disciplinary concern.



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Procedure

Raising a concern

A concern may be raised by contacting a committee member. A complaint may be raised orally or in writing, however, DPFR encourages written complaints to avoid any misinterpretation and ensure the complaint is documented.

Initial Consideration

Any committee member in receipt of a concern will immediately pass the concern to the Club Chair and Welfare Officer for initial consideration.

There may be cases where it is not appropriate for DPFR to handle a disciplinary matter, for example, where a matter is referred to the police, FRA or England Athletics. Upon receipt of any disciplinary matter the Club Chair and Welfare Officer will review it and refer it to another organisation if they consider it necessary to do so. If any matter is referred to another organisation, DPFR's disciplinary process shall be paused until such is resolved.

If the disciplinary concern does not require referral, the Club Chair will form a Disciplinary Committee to hear the concern where:

1. the concern describes conduct which appears to be a disciplinary concern; and
2. there is evidence to suggest that the conduct may have occurred.

If the Club Chair declines to form a Disciplinary Committee, they will inform the complainant, providing their reason for such, and the matter will be at an end.

Disciplinary Committee

Where a Disciplinary Committee is to be formed to hear a concern, the Club Chair shall appoint three individuals to the Disciplinary Committee. The Disciplinary Committee members shall usually be committee members. The Chair may not be a Disciplinary Committee member.

The Disciplinary Committee members shall elect one of their own as to chair the investigation and hearing.

Once the chair has been elected, the Disciplinary Committee shall write to the complainant and the subject of the concern:

1. informing them of the identity of the Disciplinary Committee members, including its chair;
2. providing a summary of the concern being considered; and
3. inviting both to provide any written evidence they want to be considered within 14 days.

Upon receipt of any evidence submitted, or after the 14 day window to provide evidence has passed, the Disciplinary Committee shall review the evidence and decide upon an outcome, including any sanctions if necessary. The Disciplinary Committee may, if it sees fit, ask further questions of any individual involved in writing.

The Disciplinary Committee's decision shall be in writing and will provide its reasons for the decision. A copy will be issued to the subject of the concern, the complainant and any other person as the Disciplinary Committee sees fit.



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Sanctions

A Disciplinary Committee may issue sanctions (within the club's power) as it sees fit, including but not limited to:

1. requiring a written apology;
2. removal from a committee position;
3. a temporary or permanent suspension from attending all or specified club activities; and
4. permanent revocation of membership.

Any sanctions imposed shall be proportionate to the conduct in question, and shall consider the context, including any aggravating or mitigating factors.

The Disciplinary Committee may also, if it considers it necessary, refer the concern to a third party organisation, such as the police, FRA or England Athletics.

Appeal

A complainant or individual subject to sanctions may appeal the sanction to the directors of DPFR on the basis that:

1. the Disciplinary Committee made an unreasonable error of fact;
2. the Disciplinary Committee treated them unfairly; and/or
3. the sanction imposed was disproportionate.

Any appeal must be submitted to the Club Chair in writing within seven days of the individual being notified of the Disciplinary Committee's decision and include all evidence upon which they wish to rely.

Upon receipt of an appeal, the Club Chair shall appoint three directors to consider the appeal based on the original decision and the evidence before them.

The directors' decision shall be in writing and will provide the reasons for the decision. A copy will be issued to the subject of the concern, the complainant and any other person as the directors sees fit.

The directors may:

1. uphold the original decision and sanctions imposed;
2. uphold the original decision but amend the sanctions imposed; or
3. overturn the original decision.

A decision on appeal by the directors is final.

Interim Suspension

Upon receipt of a disciplinary concern the Club Chair and Welfare Officer may, by agreement, require that the subject of the concern does not attend club activities until the disciplinary concern is resolved, where such is necessary to protect any individual from a risk of potential harm or protect the reputation of DPFR pending a final outcome.



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pending the outcome

Any such interim suspension is a neutral act and is not a final decision on the disciplinary concern. The Club Chair and Welfare Officer shall review any interim suspension monthly to determine whether it remains necessary.