

Discipline Policy Incorporating a Players Code of Conduct

NOTE: IN THIS POLICY "MEMBER" REFERS TO all categories of members with the South Australian Badminton Association (SABA) as well as to all individuals engaged in activities with or organised by SABA.

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PREAMBLE

- 1.** SABA is committed to providing a sporting environment which is member orientated, and which is characterized by the values of excellence, fairness, integrity, open communication, and mutual respect.
- 2.** Membership of SABA as well as participation in the activities of SABA, brings with it many benefits and privileges. At the same time members are expected to fulfill certain responsibilities and obligations, including but not limited to, complying with the Code of Conduct, policies, rules and regulations of the association. The administration and regulation of the SABA Grade Competition is the direct responsibility of the SABA Competition Committee which retains the ability to refer concerns and decisions to the Badminton Players Committee or the SABA Board. All disciplinary matters outside the scope of the SABA Grade Competition will fall under the jurisdiction of the SABA Board.
- 3.** SABA will undertake to provide its members with access to a Member Protection Officer (MPO). It is recommended that any member subject to or involved within a disciplinary procedure within this policy seek advice from the MPO should they feel necessary.
- 4.** The SABA Code of Conduct (attached as Appendix A) identifies the standards of behavior expected from its members. This discipline policy provides a framework and guidelines for those administering the organisation's activities to allow them to implement and police the aforementioned code. The code is further enhanced by the Competition by-laws governing the behavior of those members participating within the SABA Grade Competition

APPLICATION

- 5.** This policy applies to all members of the SABA , as well as to all individuals engaged in activities with or organised by the association.

6. This policy applies to matters which may arise during the course of all SABA business activities and events, including but not limited to, sanctioned tournaments and competitions, meetings and association business events.

DISCIPLINARY PROCEDURES

Minor Infractions

7. Examples of minor infractions are shown in Appendix B.

8. All disciplinary infractions taking place within the SABA grade competition shall be reported directly to the Competition Committee chairperson in writing either by way of a protest form or by direct correspondence. Any disciplinary infractions taking place within the general operation of the association and/or unrelated to the SABA graded competition must be reported directly the SABA Board in writing to the Board's secretary.

9. All disciplinary situations involving minor infractions occurring within the jurisdiction of the association will be dealt with by the appropriate persons having authority over the situation and the individual involved. For the purpose of this policy the appropriate persons shall be the SABA Competition Committee or the SABA Board.

10. Procedures for dealing with minor infractions shall be informal as compared to those for major infractions and shall be determined at the discretion of the persons responsible for discipline of such infractions, provided the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident. The president of the club with which an individual being disciplined is aligned shall also be consulted and advised of any disciplinary outcome affecting an association member.

11. The following disciplinary sanctions may be applied, singly or in combination, for minor infractions:

- verbal reprimand
- written reprimand
- requirement for a verbal apology
- requirement for a hand-delivered written apology
- other sanctions as may be considered appropriate for the offence

12. Minor infractions which result in discipline and concern the SABA Grade Competition shall be recorded using the Incident Log maintained by the Competition Committee Chairperson.

Major Infractions

13. Examples of major infractions are shown in Appendix B. Any member or representative of SABA may report major infractions. This process should follow the procedure of being reported in writing to either the Competition Committee Chairperson should the incident concern the grade competition or to the secretary of the SABA Board.

14. Upon receipt of an incident report, the persons responsible (as outlined in part 8) shall determine if the incident is better dealt with as a minor infraction, or if it is required to address the incident as a major infraction.

15. If the incident is to be dealt with as a minor infraction, the persons responsible will inform the alleged offender, and the matter shall be dealt with according to Sections 7 through 9 of this policy.

16. If the incident is to be dealt with as a major infraction the alleged offender shall be notified as quickly as possible and in any event no later than 3 days from date of receipt of the incident report, and shall be advised of the procedures outlined in this policy.

17. Major infractions occurring within the SABA Grade Competition may, if necessary, be dealt with immediately by the Competition Committee, provided the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident. In such situations, disciplinary sanctions shall be for the duration of the competition only. Further sanctions may be applied but only after review of the matter in accordance with the procedures set out in this policy for major infractions.

This review does not replace the appeal provisions of this policy. Alternatively the chairperson of the Competition Committee may elect to refer a major infraction directly to the SABA Board.

Hearings:

18. Within 7 days of receiving the Incident Report, the secretary shall forward the communication to the association's President, or President's delegate, who shall appoint three individuals to serve as a Disciplinary Panel on the matter in hand (not necessarily from within the SABA Board. This panel shall comprise one representative of the SABA Board, the chairperson of the Competition Committee and a Committee Official from the offender's club.

19. The Discipline Panel shall hold a hearing as soon as possible, but not more than 21 days after the Incident Report is first received by the President.

20. The Discipline Panel shall govern the hearing as it sees fit, provided that:

- the individual being disciplined shall be given 10 days written notice of the day, time and place of the hearing. The Panel may decide to conduct the hearing in person or by telephone or video conference
- the individual being disciplined shall receive a copy of the incident report
- members of the Panel shall select from among themselves a Chairperson
- a quorum shall be all 3 Panel members
- decisions shall be by majority vote; the Chair carries a vote
- the individual being disciplined shall attend and may be accompanied by a representative
- the individual being disciplined shall have the right to present evidence and argument
- the hearing shall be held in private
- the Panel may request that witnesses to the incident be present or submit written evidence
- once appointed, the Panel shall have the authority to abridge or extend timelines associated with all aspects of the Hearing

21. The Discipline Panel shall render its decision, with written reasons within 5 days of the Hearing. A copy of this decision shall be provided to all of the parties to the hearing and the South Australian Badminton Association.

22. The preceding provisions may be modified, or added to, as required by the provisions of any other pertinent SABA policy, such as competition By-Laws or event-specific matters.

23. Where the individual acknowledges the facts of the incident, he or she may waive the hearing, in which case the Panel shall determine the appropriate disciplinary sanction. The Panel may hold a hearing for the purpose of determining an appropriate sanction.

24. If the individual being disciplined chooses not to participate in the hearing, the hearing shall proceed in any event.

Sanctions

25. The Discipline Panel may apply the following disciplinary sanctions singly or in combination, for major infractions:

- written reprimand to be regarded as a permanent record
- hand-delivered written apology
- suspension from certain SABA events which may include suspension from the current competition
- suspension from certain SABA activities for a designated period of time
- suspension from all SABA activities for a designated period of time
- expulsion from SABA
- other sanctions as may be considered appropriate for the offence

26. The preceding sanctions may be modified, or added to, as required by the provisions of any other pertinent SABA policy

27. Unless the Discipline Panel decides otherwise, any disciplinary sanctions shall commence immediately.

28. In applying sanctions, the Disciplinary Panel may have regard to the following aggravating or mitigating circumstances:

- the nature and severity of the offence,
- whether the incident is a first offence or if there is a prior history of offending
- the individual's acknowledgment of responsibility,
- the individual's extent of remorse,
- the age, maturity or experience of the individual, and
- the individual's prospects for rehabilitation.

APPEALS PROCEDURE

29. An appeal of any disciplinary decision made by the Competition Committee may be appealed to the Badminton Players Committee and if necessary can be further referred to the SABA Board if the BPC so chooses. Any decision handed down by the board is final.

- A decision by the Competition Committee must be appealed in writing to the chairperson of the Badminton Players Committee within 5 days of the initial decision being advised.
- A decision by the Badminton Players Committee must be appealed in writing to the board, via the board secretary, in writing within 5 days of the Badminton Players Committee being advised. In this circumstance all members of the Badminton Players Committee currently eligible to vote will be required to assess the appeal and vote accordingly.
- Any decision subsequently handed down by the board is final and no appeal may be lodged. The outcome of an appeal assessed by the Badminton Players Committee or the SABA board will be advised by the Chairperson of the Competition Committee.

30. An appeal of any disciplinary decision made by an appointed disciplinary panel may not be appealed, the decision is final.

APPENDIX A

SABA CODE OF CONDUCT

SABA is committed to providing an environment in which all individuals are treated with respect. Further, the SABA supports equal opportunity and prohibits discriminatory practices as outlined in the association's harassment policy. Members are expected to conduct themselves at all times in a manner

consistent with the values of the association which include: fairness, integrity, open communication and mutual respect. Conduct which violates these values may be subject to sanctions pursuant to SABA's Discipline Policy.

In addition to the above, the following specific behaviours will be subject to sanction pursuant to the associations Discipline Policy.

- not complying with the rules, regulations or policies of SABA, as adopted and amended from time to time including but not limited to the SABA Grade Competition by-laws
- deliberately disregarding the Rules of Badminton as amended from time to time
- verbally or physically abusing an opponent, officials, spectators or sponsors;
- showing disrespect to officials, including the use of foul language and obscene or offensive gestures
- abusing playing equipment or the court
- failing to comply with the conditions of entry of an event including any rules with regard to clothing
- after having entered an event or accepted an invitation to participate, withdrawing from the event or failing to attend without reasonable cause
- failing to complete a match without reasonable cause
- defaulting from an event, except with proof of unplayable injury, illness or other emergency situation
- any other unreasonable conduct which brings the game or association into disrepute

APPENDIX B

Examples of minor infractions:

- a single incident of disrespectful, offensive, abusive, racist or sexist comments or behaviour directed towards others, including but not limited to peers, opponents, spectators and sponsors
- unsportsmanlike conduct such as angry outbursts or arguing
- non-compliance with the rules and regulations under which SABA events are conducted including the Grade Competition by-laws

Examples of major infractions:

- repeated incidents of disrespectful, offensive, abusive, racist or sexist comments or behaviour directed towards others, including but not limited to peers, opponents, officials, and spectators
- repeated unsportsmanlike conduct such as angry outbursts or arguing
- deliberate disregard for the rules and regulations under which SABA events are conducted
- abusive use of alcohol or illicit substances where abuse means a level of consumption which impairs the individual's ability to speak, walk or drive; causes the individual to behave in a disruptive manner during SABA events or business undertakings