



Burnley R.U.F.C.



PROCEDURES TO MANAGE CASES OF POOR PRACTICE

Poor practice is defined as any behaviour which contravenes RFU Codes of Practice (Fair Play Codes) or RFU Guidance for Good Practice.

1. Once an incident is reported to the Club Welfare Officer he/she will consult with the RFU Child Protection Officer in order to ascertain whether the allegation is to be investigated or dealt with as poor practice, bullying or abuse.
2. Once the incident has been identified by the RFU As poor practice and in consultation with senior club officials a decision will be made whether or not to suspend, temporarily, the person accused. Each case will be considered on its merits
3. A disciplinary hearing may be called. The panel will be made up of three club members with regard to the following criteria:
 - No person who has been involved in bringing the case to the disciplinary hearing will sit on the panel
 - Senior management of the club will be represented
 - As the case relates to poor coaching practice, an experienced coach will be present
 - The area RFU Welfare Officer/Manager can be invited and will be informed of the hearing
4. The accused will be advised of receipt of the report and provided with both copies of the reports and all witness statements.
5. The accused will be invited to attend any disciplinary hearing.
6. The accused will be given sufficient advance notice of the disciplinary hearing (two weeks where possible but not less than 7 days).
7. The accused will be given the opportunity to offer his or her side of the events and call witnesses.

8. Once the disciplinary panel reaches a decision it will be communicated to the accused and confirmed in writing to the parents or guardian of the young person(s) involved.
9. A copy of the finding will be sent to the area RFU Welfare Manager and Child Protection Officer

Possible outcomes of a disciplinary panel include:

- Temporary suspension
- The accused may only coach whilst supervised
- Coach must undertake RFU Safeguarding and Protecting Young People Course
- Coach must attend appropriate RFU Coaching Course
- If the panel decide the offence is serious enough the individual will be removed from coaching team