

Kilcoole AC Complaints and Disciplinary Policy.

The principal steps outlined in the Athletics Ireland Code of Ethics for handling a Complaint in a club are:

1. Complaint is received by the secretary or children's officer.
2. Member against whom the complaint is made should be informed of the nature of the complaint being made against them within 1 working day of the complaint being received by the club.
3. A disciplinary committee should be formed consisting of a club committee member, the children's officer and an ordinary member of the club. This committee should meet and review the complaint and discuss separately with the complainant and the accused member. This should be done within 10 working days.
4. The disciplinary committee should notify the member of any sanction being imposed or not. The notification should be made in writing setting out the reasons.
5. The member has a right to appeal any decisions to an appeals committee independent of a disciplinary committee. Any appeal should be made in writing within 10 working days of the decision of the disciplinary committee. The chairperson of the appeals committee should be a member of the club management committee along with two other ordinary members, neither of whom has participated on the disciplinary committee leading to the appeal.

The club appeals committee has the power to confirm set aside or change any sanction imposed by the Club Disciplinary Committee.

Complaints and Disciplinary Appeals Escalation Procedure

The following are the steps that an appeal must go through before it can be referred to Athletics Ireland for consideration by the Complaints and Disciplinary Officer.

1. Appeal to the County Board

If any party is not satisfied with the outcome at club level the matter shall be referred to the county board for consideration. "(The County Board) Shall decide any dispute that may arise between registered members, if called upon to do so" (Athletic Association of Ireland, Bye laws, April 2012, Objectives of a County Board, item 8).

2. Appeal to the Provincial Council

If at the County Board level, the party is not satisfied with the outcome the matter shall be referred to the Provincial Council for consideration. "(The Provincial Council) Shall decide any dispute that may arise between registered members, if called upon to do so" (Athletic Association of Ireland, Bye laws, April 2012, Objectives of a Provincial Council, item 6).

3. Appeal to Athletics Ireland

If at the Provincial Council level, the party is not satisfied with the outcome the matter shall be referred to Athletics Ireland for consideration under Article 25(f) of the AAI Constitution of the Athletic Association of Ireland. All decisions issued under the appeals procedure set out in Article 25(f) and Article 25(g) may be appealed exclusively by referral to Just Sport Ireland within 14 days after the decision has been communicated to the person or body in respect of whom or which the decision was made, for final and binding arbitration in accordance with the Just Sport Arbitration Rules. All costs associated with Just Sport Ireland will be the responsibility of the person or persons disputing the decision(s) issued under the appeals procedure by Athletics Ireland.