

## **Wicklow Tennis Club Code of Conduct and Disiplinary Procedures for Junior and Intermediate Members.**

### **1.General Code of Behaviour for Players in Wicklow Tennis Club.**

This code of Behaviour is written to ensure all junior and intermediate members can enjoy the use of Wicklow Tennis club in a safe and fun way.

## **CODE OF CONDUCT FOR CHILDREN**

All junior members are required to abide by the following Code of Conduct.

- Play fairly and have fun.
- Abide by the rules set down by team managers when travelling to away events.
- Behave in a manner that avoids bringing the game of tennis into disrepute.
- Respect officials and accept their decisions.
- Talk to one of the Children's Officers if I have concerns.
- Respect opponents and always shake hands at the end of a match.
- Use my best efforts in competitive matches.
- Refrain from the use of bad language and inappropriate gestures.
- Refrain from ball/racquet abuse.
- Refrain from the use of coaching during competition.
- Never use unfair or bullying tactics to gain advantage on or off the court.
- Never use bullying tactics to isolate another player.
- Never pass on gossip about another player or adult.
- Never make false allegations about another player or adult.
- Never keep secrets about anyone who has caused me harm.
- Win with grace and lose with dignity.

**The undertaking to abide by and support the club's Child Protection Policy given by the parent/legal guardian of junior members is deemed to be agreement on the part of the junior member to abide by this Code of Conduct.**

## **Code of Conduct and Disciplinary Procedures for Junior and Intermediate Members.**

### **2. Unacceptable Behaviour**

Below is a sample list of offences that are not acceptable in Wicklow Tennis Club and those guilty of these or similar offences **will** be sanctioned.

1. Any breach of TI regulations e.g. cheating, line calling, etc
2. Aggressive or threatening behaviour towards an Associate (mental or physical)
3. Aggressive or threatening behaviour towards an Official (mental or physical)
4. Verbal Assault – Swearing or use of inappropriate language
5. Physical Assault
6. Bullying
7. Racial harassment
8. Discrimination
9. Corruption
10. Theft
11. Alcohol or substance abuse
12. Misconduct likely to bring the sport of Tennis or Tennis Ireland into disrepute
13. Mischievous or vexatious complaints

### **3. Sanctions**

The sanctions may vary from a verbal warning, letter of reprimand, suspension from a competition, suspension of membership for a specified time, expulsion from the club and reporting to the police or taking a civil or criminal action or a combination of these actions. The sanction/s taken shall be commensurate with the offence.

### **4. Who can take action?**

Action should be taken as quickly as possible to try and minimise the effects of the offence. The following are empowered by the club to take action

Senior Members – may only issue a verbal warning and report the incident to the appropriate next level. Senior Member may only do this when there is another Senior Member present to act as a witness.

Coaches – sanctions as 3), but not entitled to suspend a member. Again this should be done when there is another member of the coaching staff present.

Umpires – sanctions as 3), but not entitled to suspend a member

Referee – sanctions as 3), but not entitled to suspend a member

Hearing Committee – sanctions as in 3)

A Hearing Committee shall proceed generally in accordance with TI rules, but in the case of the Club it shall be composed of three members – none of whom shall be one of the designated CPO's (Child Protection Officer). A senior club member shall, be selected by the President or Chairman to gather the evidence, arrange witnesses, if possible, and present the evidence and witnesses the Hearing's Committee.

Action should be taken at the lowest level possible, commensurate with the offence, to ensure that the offence is dealt with as quickly as possible.

Where a serious offence has taken place or a complaint or report has been received then it shall be dealt with by the Hearings Committee.

In all cases a record should be kept by the person or Committee taking action. The record should record the action taken, why it was taken, what witnesses there were and any other appropriate facts. This record should be kept by the Secretary, but should be kept confidential in so far as is necessary and fair.

None of the above parties shall take action if there is any conflict of interest – instead they should report the incident to the relevant person/committee.

## **5. Examples**

Below are typical examples of Sanctions that may be taken for offences – in all cases mitigating circumstances shall be taken into account.

5.1 Cheating, line calling, etc. If this occurs during a competition, then an umpire should be called to oversee the match. Behaviour on court must be in accordance with TI rules and sanctions will be applied accordingly, if the rules are breached – deduction of point/s, games etc.

5.2 Physical assault on or off court – in the first instance the coaches should ensure that it stops immediately and they should record the occurrence on the club forms provided and take witness statements. The reports should be referred to the Hearing Committee for action. In this case the minimum for low level assault (no marking or bruising) is 1-2 months suspension and for high level assault (injury) is being expelled. Mitigating circumstances should be taken into account.

5.3 Discrimination. If a member is guilty of discrimination / racial abuse, etc, then it is initially to be dealt with by the coaches to ensure it stops and they should use a verbal warning. The coach will then write a report for the Hearing Committee, who will deal with it. The normal sanction from the Hearing Committee will be a letter of reprimand and, depending on the level of discrimination and its effect, suspension for some time as well. Mitigating circumstances should be taken into account.

## **6. Complaints**

Any complaints about occurrences under 2 above or other unacceptable occurrences must be made in writing to the President or a Vice President, if there is a conflict of interest and delivered to him/her, or sent by post to reach him/her, within 48 hours of the occurrence of the cause of the complaint. Before considering the complaint and arriving at any decision, the Hearing Committee shall forward to the alleged offender/s a notice, in writing, stating the grounds of complaint and giving him/her an opportunity of being heard. After considering the complaint, the Hearing Committee shall cause their decision to be delivered or sent by post to the complainant and the alleged offender/s within four days after the same shall have been made. Save as provided in 7, such decision shall be final and binding on both parties concerned. Tennis Ireland Complaints, Objections and Disciplinary Rules and Procedures should generally be followed.

## **7. Right of Appeal**

Any person dissatisfied with, or aggrieved by, a decision of the Hearing Committee may apply to the relevant Provincial Branch within ten days after receipt of such decision for leave to appeal against the same, and the Branch shall forthwith give notice of such application to the Hearing Committee, and if such leave be granted the appeal shall be heard at such place and time and in such manner as the Branch shall direct.

Dated: November 2016

Application for Junior Membership for the year 2017

I confirm I have read the Code of Conduct and Disciplinary Procedures for Junior and Intermediate Members dated ..... I confirm that I have read and accept this document and that my Junior Member/s named-..... will also comply with this document.

Signed:

Parent/Guardian:

Address:

Tel:

Mobile:

e-mail:

Date: