



# Harassment & Bullying Policy

The Club does not condone harassment or bullying at any time. The Club requires all parents of registered players, team officials and Committee members to follow these guidelines:

- A person who wishes to complain about an incident of harassment or bullying must first notify the team manager or managers of all the players involved. ('the complaint')
- Notification of a complaint can be verbal or in writing.
- The team manager/s must immediately inform the applicable year group coordinator.
- The complaint must be investigated by the team manager/s who will prepare a single written report.
- The investigation must involve all the parents and players involved in the complaint and any potential witnesses. (Players should only be interviewed in the presence of at least one of the player's parents.)
- If the team manager/s consider/s that there is sufficient evidence to substantiate the complaint, they must counsel the accused player/s in the presence of their parents.
- The team manager/s must inform the person who made the complaint that counselling has occurred and that no further action will be taken unless a further complaint is made that the harassment or bullying has continued. (the further complaint)
- The team manager/s and all the parents and the players involved must then meet to discuss the further complaint and agree on a course of action to resolve the further complaint and prevent a recurrence if there is any evidence of continued harassment or bullying. (the meeting)
- If a third complaint is made, and the team managers are satisfied that the harassment or bullying has not ceased, the player/s responsible for the harassment or bullying are not eligible to train or play matches for 2 consecutive weeks.
- If the suspended player/s continues the harassment and bullying after recommencement of training and matches, then the team manager/s must inform the committee who will hold a hearing to decide if the Sandringham SC Player Harassment & Bullying Policy player/s need to be suspended for a further period to be determined.

## **The hearing**

- All parents and players involved in the dispute must be notified of the date and place of the hearing, and given an opportunity to present evidence and submissions to the committee.
- After the hearing, the committee must decide by majority vote if the player/s is suspended, the period of the suspension and notify all parents and players involved of the decision.
- A suspended player under paragraph 9 or 12 is not eligible to train or play a match for the club in any team for the period of the suspension.