



Suffolk **Carpet Bowls** *Association*

Code of Conduct

It is the policy of Suffolk Carpet Bowls Association (SCBA) to ensure that all players and spectators abide by the rules laid down by the Executive Committee and conduct themselves in an appropriate manner.

The SCBA will not tolerate:

- Drunken or loutish behaviour;
- Foul or abusive language directed at opposing players or spectators which causes offence;
- Threats or derogatory remarks towards the SCBA, its officers or opposing players or spectators, whether verbally, written or by way of any form of social media;
- Damage to buildings or property;
- Theft of any kind.

This is not an exhaustive list, but it gives an outline of actions that may result in a complaint.

Complaints procedure

Any complaint should be sent to the SCBA Secretary or Chairman, in writing, giving your name, address and telephone number, together with details of the incident.

The SCBA will ensure all complaints are investigated in a timely manner and a response communicated to all parties involved.

It should be noted that the word "complaint" does not have to be used, the SCBA has the right to decide whether or not to act on any expression of dissatisfaction if it is felt that any person has conducted themselves in a manner that may have breached this Code of Conduct and potentially brought the Association or the game of carpet bowls into disrepute.

Disciplinary Panel

The Disciplinary Panel will comprise the SCBA Chairman and Secretary and one other member of the Executive Committee, who having assembled all the relevant facts will decide on the appropriate penalty. If the complaint is against the SCBA Chairman or Secretary, that individual will not form part of the Disciplinary Panel. They will be replaced by another member of the Executive Committee. All members of the Disciplinary Panel will be free of a conflict of interest.

Penalties will vary according to the severity of the offence and may range from a written warning to a twelve month ban from participating in any SCBA leagues/cups or events.

Right of appeal

An individual has the right to appeal in writing to the SCBA within 14 days of the initial decision being communicated.

All records relating to such cases will be destroyed by the SCBA as soon as the penalty has expired.