

# Sheffield Table Tennis League

## Disciplinary Policy

### **1. Introduction**

- 1.1** An affiliated member or organisation by affiliating agrees to comply with the Laws and regulations of the league, failure to do so shall be deemed as a disciplinary breach and makes them liable to disciplinary action and the imposition of sanctions.
- 1.2** Sheffield Table Tennis League (STTL) makes will enforce the disciplinary policy fairly and in accordance with the principles of natural justice.

### **2. Interpretation**

- 2.1 Disciplinary Breach** – means a breach of the laws and regulations of the STTL which is detrimental to itself or to the interests of the sport.
- 2.2 Respondent** – An affiliated player or organisation to which disciplinary action is being sought.
- 2.3 Vulnerable Adult** – An individual who is aged over 18 and needs community care services by reason of mental or other disability, age or illness and is or unable to take care of themselves or to protect themselves against significant harm or exploitation.

- 3. Disciplinary Breaches** – Any affiliated member or organisation would be liable to disciplinary action if their conduct is inappropriate, incorrect, improper, unlawful, or unsporting and has the potential to bring STTL into disrepute.

- 4.** The complaint should be addressed in writing to the Chairperson or General secretary of the Executive Committee within fourteen days, or longer at the discretion of the Executive Committee who would then investigate forward a copy to the other party and investigate the complaint the complaint. If the complaint was against either of them or their clubs, then two other impartial members of the Executive Committee would be nominated. They would then ask for statements from those concerned and any witness to be returned to them within seven days. They would then investigate the complaint and report to the Executive committee anonymising the information. If they decide there is a case to answer the Executive Committee would form a Disciplinary Board hearing of four impartial members to hear the complaint as soon as possible. Both parties shall be informed of the hearing date within seven days. The burden of proof shall lie on the party making the accusation. In serious cases the affiliated party may be suspended until the investigation is completed. On hearing the evidence from both sides, the Disciplinary Board will remind each party of the next stage of the process deliberate in private and any provisional action to be taken would be told to both parties along with the right to appeal. This Disciplinary Board will then deliberate in private and notify the Executive Committee of their recommendations, to be ratified at the next Executive Committee and made final, prior to notification of the outcome to both parties. Past issues may be considered when deciding what action should be taken and records kept for five years.

- 5. Personal Hearings** – The Disciplinary chairperson will give seven days' notice of the time, date and venue of the hearing which should be as soon as possible.

### **6. TTE – Procedure for personal hearings**

- a) Introduction
- b) Chair to explain the process.
- c) The chairperson states the allegation and checks that everyone has copies of the relevant papers.
- d) Chairperson asks the respondent if they wish to contest the allegation.
- e) The investigator(s) states their case.
- f) The respondent may ask questions of the investigator(s).
- g) Committee members may ask the investigator(s) questions.
- h) The investigator(s) may call witnesses to support the allegation. Each witness may be asked questions in turn by the investigator(s), the respondent and committee members.
- i) The respondent states their case.
- j) The investigator(s) may ask the respondent question.
- k) Committee members may ask the respondent questions.
- l) The respondent may call witnesses to rebut the allegation. Each witness may be asked questions in turn by the respondent, investigator(s) and members of the committee.
- m) The respondent may address the committee to sum up their answers to the allegation.
- n) All except members of the committee withdraw whilst the committee decides whether it finds the complaint proved.
- o) Those who withdrew are invited back and the chairman announces the verdict of the committee proved or not.
- p) The chairperson asks for any information from the investigator(s) to help determine the sanction imposed including past indiscretions .
- q) The respondent may address the committee in mitigation.
- r) All except members of the committee withdraw whilst they decide on the sanction.
- s) All parties are notified of the procedure to ratify any sanction and their rights of appeal to the STTL Appeals Board.
- t) The chairperson concludes the hearing.