



Belmont Lions Discipline Process for Policy Breaches

1. Reporting a Breach

- Any suspected breach of the Child Wellbeing Policy must be reported to the **Club Child Safety Officer** or a designated club official.
- Reports can be made by players, parents, coaches, volunteers, or other club members.
- Reports should be documented in writing, including relevant details such as the date, time, individuals involved, and description of the incident.

2. Initial Assessment

- The Club Child Protection Officer (or relevant disciplinary panel) will assess the report and determine the severity of the breach.
- If the breach involves immediate risk to a child's safety, appropriate authorities (e.g., child protection services or law enforcement) will be contacted immediately.
- If the breach is minor, a warning or informal resolution may be considered.

3. Investigation Process

- The club will conduct an impartial and confidential investigation, gathering relevant evidence, witness statements, and input from those involved.
- The accused individual will be given an opportunity to respond to the allegations.
- If necessary, an independent investigator or external advisor may be consulted.

4. Disciplinary Actions

Depending on the severity of the breach, the club may impose one or more of the following disciplinary actions:

- **Verbal or Written Warning** – Issued for minor breaches with corrective guidance.
- **Suspension** – Temporary removal from club activities (duration based on severity).
- **Education & Training** – The individual may be required to undergo additional child protection training.
- **Expulsion or Membership Termination** – For serious or repeated breaches that compromise child safety.
- **Referral to Authorities** – If the breach involves criminal behaviour or child endangerment, it will be escalated to relevant legal or safeguarding authorities.

5. Appeal Process

- The accused has the right to appeal any disciplinary decision within **7 days** of the decision.
- Appeals must be submitted in writing to the **Club Executive Committee**.
- A review will be conducted, and a final decision will be communicated to all parties.



6. Confidentiality & Record-Keeping

- All reports, investigations, and disciplinary actions will be documented and stored securely.
- Only relevant personnel will have access to the information to maintain confidentiality.

7. Review & Amendments

- The Club Discipline Process will be reviewed annually and updated as needed to ensure compliance with best practices and legal requirements.