Grievance and disciplinary policy

Complaints and Disputes

1. All concerns, allegations or reports of malpractice or abuse relating to the welfare of children or vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the safeguarding policy and procedures of Blackburn Harriers & AC and of England Athletics.
2. The Club Welfare Officer shall be the lead Officer for all Members in the event of any safeguarding concerns.
3. Any complaints of misconduct (improper or unprofessional conduct) regarding the behaviour of Club Members or Officers shall be dealt with by the Club in accordance with its discipline and appeals process.
4. Complaints must be presented in writing to the Secretary or where the complaint relates to the Secretary it must be submitted to the Welfare Officer.
5. Unless exceptional circumstances apply, the Secretary, in consultation with the Chair of the Club and / or the Club Welfare Officer/s, will consider the complaint within fourteen days of receiving a complaint. If the complaint is sufficiently evidenced and does not fall within the remit of rule 7 below, the Secretary will appoint three Club Members (who have no direct or indirect interest/involvement in the matter) to sit on a disciplinary panel. Subject to rule 6 below, a decision of the disciplinary panel shall be final and conclusive.
6. Any appeals must be received by the Secretary within seven days of receiving the written decision and, if appropriate, the appeals process will be followed.
7. Any complaints of serious misconduct (including, without limitation, theft, doping violations, fraud, physical violence, safeguarding policy breaches including sexual misconduct, serious breach of applicable health and safety, gambling and/or ticketing regulations or any act or omission of the Member or Officer which in the opinion of England Athletics, acting reasonably, brings or is likely to bring the sport of athletics into disrepute) regarding the behaviour of Members or Officers shall be reported and dealt with by England Athletics in accordance with its Disciplinary Procedures.
8. If a dispute arises between any Members or Officers of the Club about the validity or propriety of anything done by any Member or Officer under these Rules and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.