



Disciplinary Policy.

Policy Statement.

This policy and procedure aim to ensure that the corporate approach to formal disciplinary procedures is consistent across Welsh Lawn Bowls.

In all cases, disciplinary procedures should be used fairly, reasonably and to an effective end. The policy and procedure should encourage employees to maintain appropriate standards of conduct.

'Discipline' or setting the standards of conduct within Welsh Lawn Bowls

Principles of the Policy.

Welsh Lawn Bowls Will:

- Deal with minor misconduct or performance issues.
- Act without Bias and be impartial in their disciplinary issues.
- Be consistent with treatment and for all employees but consider the individual circumstances.
- Apply disciplinary sanctions which are reasonable in relation to the seriousness of the allegation.
- Apply this policy to all bowlers in Welsh Lawn Bowls.
- Deal with disciplinary issues promptly using diplomacy and maintain appropriate confidentiality at all times.

Examples of Misconduct.

In order to identify and make clear what is considered as misconduct and gross misconduct the following lists have been created. However these are simply a statement of what we may consider behavior warning disciplinary action to try and ensure consistency.

Matters amounting to Misconduct (Not an exhaustive list)

- Failure to follow code of conduct.
- Failure to follow a reasonable request on international events.
- Failure to report potential conflict of interest.
- Minor health and safety breaches., that could injury or hurt anyone associated with Welsh Lawn Bowls.
- Behavior that offends or bring bowlers discomfort or offends.
- Disruptive behavior
- Refusal to comply with anti-doping regulations.



Matters amounting to Gross Misconduct. (Not an exhaustive list)

- Theft of property.
- Deception or fraud deliberate falsification of Welsh Lawn Bowls Documents.
- Bribery or corruption.
- Abuse or failure to comply with gifts and hospitality policy.
- Serious bullying or harassment including threatening behavior.
- Discrimination on the grounds of the Equality Act 2010.
- Serious negligence which causes or might cause unacceptable loss, damage or injury.
- Sexual misconduct that brings discomfort to others.
- Being under the influence of alcohol or illegal drugs whilst representing Welsh Lawn Bowls.
- Disclosure of confidentiality documents associated with Welsh Lawn Bowls.
- Criminal and or conduct that outside of Welsh Lawn Bowls that is relevant to the game of bowls, which might bring the game into disrepute.
- Breach of trust which adversely affects the relationship between bowler and Welsh Lawn Bowls.

Equality & Diversity

The Welsh Lawn Bowls Association is dedicated to encouraging a supportive and inclusive culture amongst the whole membership. It is within our best interest to promote diversity and eliminate discrimination within our membership.

Our aim is to ensure that all members are given equal opportunity and that our organisation is representative of all sections of society. Each member will be respected and valued and able to give their best as a result. Every Bowler is expected to review and understand the Equality Policy.

Investigation Process.

A formal investigation will be heard by an investigation Sub-Panel, comprised of 3 members of the Executive Committee of the whom shall be appointed as Chairperson of the meeting. The meeting will be attended by the Assistant secretary to record the proceedings of the meetings. Outcomes of any investigation will be giving 7 days after the date of the meeting.

Disciplinary Process.

A formal disciplinary Hearing will be heard by an disciplinary Sub-Panel, comprised of 3 members of the Executive Committee or external supporting bodies. One of them shall be appointed as Chairperson of the meeting. The meeting will be attended by the Assistant Secretary to record the proceedings of the meetings. Outcomes of any disciplinary will give 7 days after the meeting.



Appeal Process.

A Formal Appeal hearing will be heard by an Appeal Sub-Panel, comprised of 3 members of the Executive Committee or External Bodies of the whom shall be appointed as Chairperson of the meeting. The meeting will be attended by the Assistant secretary to record the proceedings of the meetings. Outcomes of any appeal hearing will give 7 days after the meeting.

Suspension Process.

Suspension is defined as a removal of a bowler from the bowling environment for the period of the investigation.

Suspension can be considered at any point of the disciplinary procedure, provided you have reasons to be concerned that:

Evidence may be tampered with or destroyed.

Witnesses might be pressurised.

Further risk to both parties during the investigations.

Warning Structure.

The structure of warnings that exist are part of our policy.

First Warning: Active for 12 months.

Final Warning: Active for 24 months

WELSH LAWN BOWLS

