

## Aboyne Canoe Club SCIO - Disputes and Appeals

(a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures.

The Club Child Protection Officer is the lead contact for all members in the event of any child protection concerns.

(b) All complaints regarding the behaviour of members should be presented and submitted in writing or email to the Chairman.

(c) The Club Committee or nominated sub-committee will make the relevant party/s aware of the complaint against them on a confidential basis. They have the right to submit their account of the dispute to the Chairman within 7 days

(d) The Club Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

(e) The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

(f) There will be the right of appeal to the Club Committee following disciplinary action being announced. They have the right to submit their appeal to the Chairman within 7 days. The committee should consider the appeal within 14 days of the Chairman receiving the appeal.