

Disciplinary Procedure Flowchart

Incident Log Form, Referee Report Form, Log of Complaint or Complaint in Writing sent to Operations Officer:
complaints@englandsquash.com

Information processed by Operations Officer who acknowledges receipt within 72 hrs and notifies relevant parties within ten working days as to whether the information received has been accepted/rejected/should be referred elsewhere or is being dealt with under another England Squash Policy as below.

Issue is a **Complaint**

Revert to Complaints Policy and Flowchart available on England Squash website.

Disciplinary Incident identified

Operations Officer meets with relevant SLT member to discuss appropriate person to act as Investigating Officer if this is not Operations Officer or SLT member.

Safeguarding issue Identified

Revert to Safeguarding Policies and Flowcharts available on Safe Squash section of England Squash website.

Incident is a **player disciplinary** matter that requires conduct points issued as per CoC.

Information sent to Referee Coordinator to add details to disciplinary spreadsheet.

Appeal made against process.

Appeal upheld.

Points revoked.

No Appeal.

Appeal not upheld.

Points administered.

Incident is **another disciplinary** matter that requires Disciplinary Policy and Processes to be followed.

Disciplinary Panel appointed and Notice of Charge sent to Respondent.

Respondent accepts or refutes charge within 10 working days.

Respondent accepts charge.

Respondent refutes charge.

Date for hearing convened. Respondent informed within 10 working days.

Decision of the Disciplinary Panel announced, and any sanctions imposed communicated to Respondent.

Decision and/or sanctions accepted

Decision and/or sanctions not accepted

Appeal process convened as per Disciplinary Policy