

BYE-LAW 25 – Athletic Union Disciplinary Procedures

These procedures are complementary to the Union discipline regulations set out in Section 21 and Bye-Law 4 of the Union Constitution.

- B25.1** Introduction
- B25.1.1 The code of conduct will apply to all members of the constituent clubs of Lancaster University Athletic Union.
- B25.1.2 The Athletic Union Executive Committee will have the power to act on all matters incorporated within this document, subject to the instruction of Union Council and to any appeal under Section 21 of the Students' Union Constitution
- B25.2** Dress
- B25.2.1 Clubs should ensure that their teams look presentable on arrival at all away fixtures.
- B25.2.2 It is preferred for away fixtures that, if the opposition provide changing facilities then, smart attire for all individuals. Shirt and tie where appropriate.
- B25.2.3 Where the opposition do not provide adequate changing facilities clubs should ensure they travel in some form of uniform dress (e.g. AU Training tops)
- B25.2.4 Where a whole team has Kit tops then they are permitted to travel as a team in their club merchandise.
- B25.3** Behaviour on the field
- B25.3.1 Where governing bodies have provisions for standard or behaviour on the field of play the Athletic Union is obliged to let the governing bodies deal with such matters themselves. The clubs themselves through their 'Code of Conducts' should also take the appropriate action. This does not exclude the Athletic Union from taking further disciplinary action.
- B25.3.2 It is expected of all Athletic Union clubs that no foul language is used and all members conduct themselves in a humble and appropriate manner.
- B25.4** Behaviour off the field
- B25.4.1 Members shall be deemed to be representing their clubs and the Athletic Union during the following times:
- B25.4.1.1 All match days for a period of 24 hours from the agreed meeting time
- B25.4.1.2 Away fixtures that require an overnight stay shall result in the period being extended until arrival back onto campus.
- B25.4.1.3 Whilst seen in possession of, or wearing of any tops, shirts or jumpers showing membership of any Club, hence membership of the Athletic Union, at any time during an individual's University Career.

- B25.4.1.4 Any tour that is away from the University be it within the UK or abroad all members of that tour are deemed to be representing their club as a whole, the Athletic Union and the University.
- B25.4.2 Only students who represent the University at sport and who are fully paid up members of the Athletic Union are entitled to wear the Club placard on their jerseys. Clubs should ensure that this is firmly adhered to.
- B25.5** Disciplinary Measures
- B25.5.1 All complaints regarding Athletic Union clubs and individuals will initially be dealt with by the Athletic Union Executive, excluding those who may be considered to have an interest in the disciplinary matter.
- B25.5.2 Matters arising during the vacation may be referred by the Athletic Union President to the Finance & General Purposes Committee and its decision will be upheld until an Athletic Union Executive meeting can consider the decision.
- B25.5.3 The Athletic Union President will be Chair of the panel unless s/he is involved in the matter, in which case the Athletic Union Non-Sabbatical Officer shall Chair. In the case of their involvement, the chair should be drawn by lot from the Athletic Union Executive and they will have nothing more to do with that said Disciplinary.
- B25.5.4 The Athletic Union President should convene the panel within 10 days of the complaint being received. During the holidays the complaint must be taken to F&GP and subsequently the AU Exec must meet within 10 days of the term starting to consider the decision.
- B25.5.5 The Sports Co-ordinator shall record all proceedings. Copies of any reports should be given to the Student Union President.
- B25.5.6 The panel must decide on one of the following courses of action:
- B25.5.6.1 To consider the complaint itself
- B25.5.6.2 To refer the matter to the Students' Union Disciplinary Panel, as set out in Bye law 4.2 of the LUSU Constitution
- B25.5.7 The panel shall require the complainant and respondent to attend and make a statement regarding the complaint, except in the cases of individual harassment or attack where the complainant may choose to make a written statement.
- B25.5.8 The complainant and respondent shall be given the opportunity to comment on the statement of each other, but may not call further evidence or witness.
- B25.5.9 The complainant and respondent shall withdraw and the panel shall reach a decision on the complaint.
- B25.5.10 If the complaint is upheld, the panel may:
- B25.5.10.1 Caution the respondent on future conduct;

- B25.5.10.2 Require the costs to be paid (from club account if the respondent is a club), to make good any loss or damage arising from the offence;
- B25.5.10.3 Exclude the respondent from any or all premises, services or activities of the Athletic Union;
- B25.5.10.4 Impose a further, more directly appropriate range of disciplinary measures, according to the nature of the offence. These may include;
 - B25.5.10.4.1 Athletic Union membership suspension
 - B25.5.10.4.2 Coach/Travel restrictions
 - B25.5.10.4.3 Playing restrictions
- B25.5.10.5 These shall be at the discretion of the panel and may include a combination of the above measures.
- B25.5.11 It is the responsibility of the Club to identify individuals who have caused trouble so that they may be approached and dealt with appropriately.
- B25.5.12 Where damage has occurred and it is not clear who the responsible individuals are, the Club will assume responsibility for any damage.
- B25.5.13 The Athletic Union Executive has the power to withhold club money until the matter has been dealt with. The ultimate punishment shall be that the Athletic Union Executive can withdraw or suspend the club/individuals affiliation of the Athletic Union.
- B25.5.14 The complainant or the respondent shall be entitled to appeal against the decision of the panel to the Students' Union Disciplinary Tribunal. This is set out in Bye law 4.3 of the Union Constitution.