



## **CAPRICORN COAST FOOTBALL CLUB BREACH IN CODE OF CONDUCT INCIDENT PROCEDURE**

Capricorn Coast Football Club adheres to FFA Codes of Conduct for Spectators, Senior Players, Match Officials, Junior Players, Coaches, Managers and Parents. All club members agree to abide by the code of conduct when they register with the club. On entry to our club grounds all visitors agree to abide by the codes of conduct that can be located on our notice board and website.

### **Spectator Breaches in Code of Conduct**

1. If you witness, or are subject to a breach in the code of conduct by a spectator(s), seek out your nearest ground official to report the incident.
2. The ground official will address the person(s) of concern and explain how they are breaching the code of conduct. They will ask the person(s) to cease the behaviour and warn them if the such behaviour continues they will be asked to leave the grounds. An incident report form is to be completed and given to the president to address at the next committee meeting where the committee will decide if any further action should be taken against the person(s) of concern.
3. If the person(s) of concern continue such behaviour the ground official will ask them to leave the premises and advises them, if they do not do so, the police will be called.
4. Should the person(s) of concern not voluntarily leave the ground, then the police will be called to remove the person(s) from the premises.

### **Player/Official Breaches in Codes of Conduct During Games**

1. Players must approach their coach/captain to inform them of any behaviour that breaches the codes of conduct.
2. The coach/captain of the team, at the earliest convenience will approach an official to express concern and ask them to monitor the situation.
3. If the breach in the code of conduct is not addressed by the officials during the game, and continues by said person(s), then the coach/manager of the team can put forward a case for the president to raise an expression of concern or formal complaint with CQ Football or QF Referees. For a complaint to be raised an incident report must be filled out and submitted along with signed statements from witnesses with any additional supporting material including photographs or video footage.

**NOTE:** For the purpose of this procedure all players, coaches and match officials (referees) will be considered spectators when not participating in a game.

*This procedure was adopted by CCFC on the 11 July 2017 to help club members and visitors to our club address breaches in the code of conduct as every person has a right to observe, play or officiate a game of football without being subject to abuse or ridicule.*



## Capricorn Coast Football Club Incident Report Form

Name and role of person completing this form:

Signature of person completing this form:

Date:

### INCIDENT

Date and time of incident:

Name/s of person/s involved:

Description of Incident:

Witnesses (include contact details):

## **INJURY (if applicable)**

Description of injuries (including parts/sides of the body affected):

## **REPORTING OF THE INCIDENT**

Incident Reported to:

Date:

## **FOLLOW UP ACTIONS**

Description of actions to be taken: