



## Welsh Short Mat Bowls Association

### DRAFT DISCIPLINARY POLICY

*(Not yet adopted by WSMBA Executive)*

*Last amended June 2025*

The integrity of our sport rests on fairness, respect, and accountability. This disciplinary policy provides a framework to uphold these values while ensuring that every member, volunteer, and spectator feels supported and heard. We all have a part to play in nurturing a safe and inclusive bowls community.

#### **Purpose**

To uphold the integrity of short mat bowls and foster a culture of respect, fairness, and sportsmanship. This policy complements the standards outlined in the **WSMBA Code of Conduct** *(confirmed at the Executive Meeting – 15/12/2024)*.

#### **Scope**

Applies to all officers, officials, coaches, players, volunteers and spectators participating in WSMBA-sanctioned activities—both on and off the mat.

#### **Expected Standards of Conduct**

All individuals must:

- Adhere to the **WSMBA Code of Conduct**
- Treat others with dignity, courtesy, and fairness
- Observe the rules and etiquette of short mat bowls
- Promote a safe and inclusive sporting environment
- Respect and follow guidance from officials and organisers

#### **Types of Misconduct**

Misconduct may include (but is not limited to):

- Breaches of the **WSMBA Code of Conduct**
- Abusive, threatening, discriminatory, or unsporting behaviour

- Harassment, bullying, or intimidation
- Damage to equipment or venues
- Conduct that brings the Association into disrepute
- Participation while under the influence of drugs or alcohol
- Possession, misuse, or distribution of illegal substances
- Violations of safeguarding and equality policies

### **Reporting Process**

- Complaints or incident reports may be submitted by any person directly affected by the misconduct, or by a witness to it. This includes:
  - Association members (e.g. players, coaches, volunteers)
  - Match or event officials (e.g. umpires, markers and scorers)
  - Spectators or guardians
  - Club or county representatives affiliated with WSMBA
- All complaints must be submitted **in writing directly to the Association Secretary**, detailing:
  - Names of those involved
  - Date, time, and location of the incident
  - A factual description of the alleged misconduct
  - Details of others who can act as witnesses to the incident
- Anonymous submissions may be considered at the discretion of the disciplinary panel, provided they contain sufficient information.

### **Investigation & Disciplinary Review**

- A panel comprising the **Vice Chair, Secretary, and Treasurer** will initiate the investigation within **14 days** of receiving the complaint.
- If the complaint involves any of the panel members, alternative officials or members will be appointed to take their place on the panel.
- The process, including evidence review and any required hearings, will be completed within **42 days**, unless exceptional circumstances arise.
- Individuals involved will have the opportunity to attend any hearing and to explain their version of events
- Individuals involved will receive **at least 14 days' notice** before any meeting or hearing.

### **Outcomes & Sanctions**

Depending on the severity and context:

- Verbal or written warning
- Temporary suspension from matches or events
- Permanent exclusion from the WSMBA
- Referral to other relevant regional or national governing bodies if warranted

### Examples of Misconduct and Sanctions

To support clarity and consistency, the following examples illustrate potential types of misconduct and the kinds of sanctions that may apply. Each case will be assessed individually.

| Offence                                         | Example                                                        | Potential Sanction(s)                                    |
|-------------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------|
| Verbal abuse or offensive language              | Swearing at a match official or fellow player                  | Verbal warning; written warning; suspension              |
| Unsporting conduct                              | Deliberate distraction of opponent during play                 | Written warning; suspension from future events           |
| Harassment, bullying or intimidation            | Repeated mocking or isolating a player in a team setting       | Suspension; safeguarding referral                        |
| Damage to equipment or property                 | Deliberate scuffing of mat; vandalising club items             | Compensation; suspension; possible exclusion             |
| Playing under the influence of drugs or alcohol | Arriving intoxicated to a match                                | Suspension; possible exclusion; safeguarding referral    |
| Discriminatory behaviour                        | Racist, sexist, or homophobic remarks in competition or online | Written warning; exclusion; escalation to governing body |
| Breach of confidentiality                       | Sharing sensitive disciplinary details on social media         | Written warning; suspension; possible exclusion          |

*Note: These are illustrative examples. The disciplinary panel retains full discretion in determining appropriate sanctions.*

### Appeals

- Appeals must be submitted in writing within **28 days** of receiving the disciplinary decision.
- The **Chair of the Association** will oversee the appeal and convene a panel of **three impartial individuals not involved in the original review**, typically including:
  - The WSMBA **President** or Vice President
  - A serving **Committee Member**
  - A **County Representative** or appropriate senior official
- The panel will be formed within **14 days** of the appeal submission and conclude its review within **42 days**.
- The appeal panel's decision is final and will be communicated in writing.

### Confidentiality

All proceedings and related documentation will be kept strictly confidential and shared only where required to ensure fairness and safeguard all parties.

**Any breach of confidentiality—by any individual involved—will itself be treated as a disciplinary offence under this policy.**

#### **Policy Review**

This policy will be reviewed every 2 years, or sooner if necessary, to remain consistent with the **WSMBA Code of Conduct**, safeguarding policies, and best practices.