

SUB-DOCUMENT: MEMBER DISCIPLINARY & REVOCATION POLICY

1. Purpose of This Policy

This policy outlines the fair, transparent, and consistent process Ipswich JDM and Classics will follow when addressing member misconduct, safety concerns, or breaches of club rules.

It protects the club, its members, and the public.

2. Scope

This policy applies to:

- All members
- All committee members
- All club events, online platforms, and public interactions representing the club

3. Grounds for Disciplinary Action

A member may be subject to disciplinary action for:

- Breaching club rules or the Code of Conduct
- Unsafe, reckless, or illegal driving
- Harassment, discrimination, bullying, or threatening behaviour
- Damage to property or venues
- Bringing the club into disrepute
- Ignoring committee instructions at events
- Repeated disruptive behaviour

4. Types of Disciplinary Action

The committee may apply one or more of the following:

- **Verbal Warning**
- **Written Warning**
- **Temporary Suspension** (from events or membership)
- **Revocation of Membership**

Suspension may be immediate if safety is at risk.

5. Disciplinary Process

Step 1 — Notice of Issue

The member will receive written notice that includes:

- The behaviour or incident being reviewed
- Any evidence (photos, statements, reports)

- The proposed disciplinary action
- A date by which the member may respond

Step 2 — Right of Reply

The member may:

- Provide a written response
- Request a meeting with the committee
- Present their own evidence or explanation

Step 3 — Committee Review

- The committee will consider all information
- A decision will be made by majority vote
- The committee may uphold, modify, or dismiss the proposed action

Step 4 — Written Outcome

The member will receive:

- The final decision
- The reason for the decision
- The date it takes effect
- Any right to appeal

Step 5 — Appeal (Optional)

If the club chooses to allow appeals, they may be made to:

- A general meeting of members, or
- A designated appeals panel

The appeal decision is final.

6. Immediate Suspension (Safety Clause)

The committee may immediately suspend a member if:

- Their behaviour poses a risk to safety
- They engage in illegal activity at an event
- Police or venue management intervene
- Their conduct threatens the club's reputation

A full review will follow as soon as practical.

7. Confidentiality

All disciplinary matters will be handled confidentially. Only the committee and relevant parties will be informed.

8. Record Keeping

The Secretary will maintain:

- Notices issued
- Member responses
- Committee decisions
- Evidence and reports

Records will be stored securely.

9. Reinstatement

A member whose membership was revoked may reapply after 12 months unless otherwise specified by the committee.

10. Policy Review

This policy may be amended by the committee or by member vote at a general meeting.