



# THE SIR TOM FINNEY FOOTBALL CLUB

## COMPLAINT PROCEDURE

In the event that any person attending The Sir Tom Finney Football Club feels that he or she has suffered discrimination in any way, or that The Sir Tom Finney Football Club Policies, Rules or Code of Conduct has been broken, they should follow the procedures below.

- They should report the matter to the Club Welfare Officer (Kath Mason) [kathmason5@sky.com](mailto:kathmason5@sky.com) Mobile: 07730570688 or another member of the Committee. The report should include:
  - Details of what, when and where the occurrence took place.
  - Any witness statement and names.
  - Names of any others who have been treated in a similar way.
  - Details of any former complaints made about the incident, date, when and to whom made.
  - A preference for a solution to the incident.
- The Executive Committee will sit for any hearings that are requested.
- The Executive Committee will have the power to:
  - Warn as to future conduct any person found to have broken the Policies or Code of Conduct.
  - Suspend from membership any person found to have broken the Policies or Code of Conduct.
  - Remove from membership any person found to have broken the Policies or Code of Conduct.
- **Communication:** All contact details for the Executive Committee (Chair, Vice-Chair, Welfare Officer and Treasurer) can be found on The Sir Tom Finney FC Website under “Teams” then “Committee”.

**Peter Mason**  
**Chair of The Sir Tom Finney FC**  
**FA Charter Standard Club**  
**May 2026**