

Procedure for Breach of Code of Conduct

1. Handler/person(s) involved in the incident asked to leave the class immediately.
2. Handler/person(s) spoken to after the class by the instructor taking the class in which the incident occurred and one other independent person.
3. Written accounts of the incident are obtained (preferably at the time) from:-
 - The person(s) involved
 - The instructor of the class
 - Any witnesses to the incidentForms for this purpose will be kept in a folder available at the training venue.
4. The Chairman and Secretary of the Club to be informed as soon as possible of the incident and all written statements forwarded to the Secretary.
5. Letter sent to person(s) involved within 14 days of the incident informing them of the date of the next Committee meeting when the incident will be discussed.
6. Following the Committee meeting a letter is sent to person(s) involved within 14 days detailing the Committee's decision and any further recommendations.
7. The person(s) involved then have 14 days from receipt of the letter to appeal the decision.
8. The person(s) allowed to continue to train their dog(s) as normal unless otherwise advised.
9. If an Instructor breaches the Code of Conduct the Committee will conduct the investigation.