

Z Car Club NSW

Code of Conduct

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Preface

The Z Car Club NSW aims to provide an environment, which protects the health, safety and well-being of all Club Members (including Associate and Life Members) as well as their guests and other Relevant Persons. The establishment of this Policy provides a Code of Conduct that forms the basis of appropriate and ethical behaviour so that Relevant Persons participate in a safe environment. The Policy also provides a mechanism for Complaint resolution and guidelines for Child protection, definitions of acceptable behaviour and a Code of Conduct. The President, Vice President, Secretary, Treasurer and the Committee of the Z Car Club NSW are committed to ensuring that everyone associated with the Z Car Club NSW complies with this Policy.

GENERAL

Definitions

Terms used in this Policy have the meanings given below unless stated otherwise in this Policy:

Abuse means a form of Harassment and includes physical abuse, emotional abuse, sexual abuse, neglect, and abuse of power. Examples of abusive behaviour include bullying, humiliation, verbal abuse and insults.

Affiliated Club means a club that is currently affiliated with Motorsport Australia.

Bullying means the repeated less favourable treatment of a person by another or others in any social setting, which may be considered unreasonable and inappropriate conduct. It includes behaviour that intimidates, offends, degrades or humiliates another Club Member. Bullying behaviours range from the very obvious such as physical and verbal assault and Abuse through to the very subtle such as continually undermining another person. The following lists some examples of the types of behaviour that might constitute bullying and intimidation but is by no means an exhaustive list:

- Physical or verbal assault;
- Belittling opinions or constant criticism;
- Yelling or screaming at, or the use of offensive language;
- Derogatory, demeaning or inappropriate comments or jokes about a person's appearance;
- Insults;
- Deliberately isolating other Club Members from social interactions;
- Tampering with another Club Member's personal effects, materials or equipment;
- An unacceptably aggressive style from another Club Member;
- Undermining another Club Members position by deliberately withholding information; access, support or resources or supplying incorrect information;
- Intimidating other club members in any way; and
- Humiliating other club members in any way.

Car Club means the Z Car Club NSW

Car Club Committee means the positions of President, Vice President, Secretary and Treasurer as appointed at the Annual General Meeting via voting by financial members of the Car Club. The Car Club Committee then appoint additional 'general members' to committee positions such as Events coordinator, Website manager, Club Registrar(s), CMC Delegate etc.

Car Club Event means an activity arranged by the Car Club Committee or a Car Club Member(s). Car Club Events include general meetings, drive days, static displays and involvement in motorsport events.

Car Club Member(s) or Club Member(s) means a person or persons who are current financial members of the Z Car Club NSW for that given calendar year.

Child and Children means a person or persons who are under the age of 18 years.

Child Abuse is conduct that puts children at risk of harm (usually by adults, sometimes by other Children) and often by those, they know and trust. It can take many forms. Children may be harmed by both verbal and physical actions and by people failing to provide them with basic care. Child Abuse may include:

- Physical Abuse by hurting a Child or a Child's development (e.g., hitting, shaking or other physical harm; giving a Child alcohol or drugs; or training that exceeds the Child's development or maturity);
- Sexual Abuse by adults or other Children where a Child is encouraged or forced to watch or engage in sexual activity or where a Child is subject to any other inappropriate conduct of a sexual nature (e.g., sexual intercourse, masturbation, oral sex, pornography including Child pornography or inappropriate touching or conversations);
- Emotional Abuse by ill-treating a Child (e.g., humiliation, taunting, sarcasm, yelling, negative criticism, name calling, ignoring or placing unrealistic expectations on a Child);
- Neglect (e.g., failing to give food, water, shelter or clothing or to protect a Child from danger or foreseeable risk of harm or injury).

Code of Conduct means the code of conduct referred to under the heading 'Code of Conduct' in this Policy.

Complaint means a complaint concerning a breach of this Policy made under the "Complaints Procedures" part of this Policy.

Complainant means a Relevant Person who is entitled to make a Complaint.

Discrimination means treating or proposing to treat someone less favourably because of a particular characteristic in the same or similar circumstances in certain areas of public life (Direct Discrimination), or imposing or intending to impose an unreasonable requirement, condition or practice that is the same for everyone, but which has an unequal or disproportionate effect on individuals or groups with particular characteristics (Indirect Discrimination). The characteristics covered by Discrimination law generally across Australia are:

- age;
- disability;
- family/carer responsibilities;
- marital status;
- parent/carer status;
- physical features;
- irrelevant medical record;
- irrelevant criminal record;
- political belief/activity;
- pregnancy and breastfeeding;
- race/nationality;
- sex or gender;
- sexual orientation;
- social origin;
- trade union membership or activity; and
- transgender (LGBT) orientation.

This definition does not exclude the additional characteristics of Discrimination provided for in any Commonwealth, State or Territory legislation. Discrimination is not permitted in the areas of employment (including volunteer and unpaid employment); the provision of goods and services; the selection or otherwise of any person for competition or a team (domestic or international); the entry

or otherwise of any participant or other person to any competition; obtaining or retaining membership of an organisation (including the rights and privileges of membership).

Requesting, assisting, instructing, inducing or encouraging another person to engage in discrimination may also be discriminatory conduct.

Event Organiser means any person or body that organises a Z Car Club NSW event and/or an event organised by another entity that is attended by a Car Club Member and/or Car Club Members

Harassment means any type of behaviour that the other person does not want and does not return and that is offensive, abusive, belittling or threatening. The behaviour is unwelcome and of a type that a reasonable person would recognise as being unwelcome and likely to cause, the recipient to feel offended, humiliated or intimidated.

Unlawful Harassment includes the above but is either sexual or targets a person because of their race, sex, pregnancy, marital status, sexuality or other characteristic (see characteristic list under Discrimination).

Whether or not the behaviour is Harassment is determined from the point of view of the person receiving the Harassment. The basic rule is if someone else finds it harassing then it could be Harassment. Harassment may be a single incident or repeated. It may be explicit or implicit, verbal or non-verbal.

Public acts of racial hatred which are reasonably likely to offend, insult, humiliate or intimidate are also prohibited. This applies to spectators, participants or any other person who engages in such an act in public. Some states and territories also prohibit public acts that vilify people on other grounds such as homosexuality, gender identity, HIV/AIDS, religion and disability (see also Vilification.)

Investigatory Tribunal means an investigatory tribunal formed by the Committee to investigate or hear a formal Complaint.

Mediator means a person appointed by the Z Car Club Committee to mediate a Complaint made under this Policy.

Member Protection means the practices and procedures that protect Relevant Persons within the policies of Motorsport Australia's code and/or the Z Car Club NSW Code of Conduct.

Motorsport Australia Event means a motor racing event which is run under a Motorsport Australia issued permit.

Natural Justice means the following principles are to be applied as is reasonable in the circumstances given the nature and severity of the complaint:

- a person who is the subject of a Complaint must be reasonably informed of the allegations against them by the Committee;
- a person who is the subject of a Complaint must be given a reasonable opportunity to respond to the allegations and raise any matters in their own defence;

- all parties need to be given a reasonable opportunity to be heard (in person or in writing depending on the nature of the Complaint) and all relevant submissions considered by the committee;
- irrelevant matters should not be taken into account;
- no person may judge their own case;
- the decision maker/s (the Committee) must be unbiased, fair and just; and
- the penalties imposed must be reasonable in the circumstances.

Policy means this 'Z Car Club NSW Code of Conduct' document.

Relevant Person means any of the following:

- Car Club members;
- Car Club members guests;
- Event Organisers;
- Affiliated Clubs;

Respondent means a Relevant Person against who a Complaint is made.

Sexual Harassment means unwanted, unwelcome or uninvited behaviour of a sexual nature that makes a person feel humiliated, intimidated or offended. Sexual Harassment can take many different forms and may include unwanted physical contact, verbal comments, jokes, propositions, display of pornographic or offensive material or other behaviour that creates a sexually hostile environment.

Sexual Harassment is not behaviour based on mutual attraction, friendship and respect. If the interaction is between consenting adults, it is not Sexual Harassment.

Sexual Offence means a criminal offence involving sexual activity or acts of indecency including but not limited to (due to differences under State/Territory legislation):

- rape;
- indecent assault;
- sexual assault;
- assault with intent to have sexual intercourse;
- incest;
- sexual penetration of a Child under the age of 16;
- indecent act with a Child under the age of 16;
- sexual relationship with a Child under the age of 16;
- sexual offences against people with impaired mental functioning;

- abduction and detention;
- procuring sexual penetration by threats or fraud;
- procuring sexual penetration of a Child under the age of 16;
- bestiality;
- soliciting acts of sexual penetration or indecent acts;
- promoting or engaging in acts of Child prostitution;
- obtaining benefits from Child prostitution;
- possession of Child pornography; and
- publishing Child pornography or indecent articles.

Transgender means individuals and behaviours that differ from the gender role commonly, but not always, assigned at birth. It does not imply any specific form of sexual orientation.

Victimisation means subjecting a person or threatening to subject a person to any detriment or unfair treatment because that person has or intends to pursue their rights to make a Complaint under government legislation (e.g., anti-discrimination) or under this Policy, or for supporting another person to make a Complaint.

Vilification involves a person or organisation doing public acts to incite hatred towards, serious contempt for, or severe ridicule of a person or group of persons having any of the attributes or characteristics within the meaning of Discrimination. Public acts that may amount to Vilification include any form of communication to the public and any conduct observable by the public.

Scope

The Policy applies to all Relevant Persons whether they are in a paid or unpaid/voluntary capacity.

This Policy will continue to apply to a Relevant Persons even after they have stopped their association with the Z Car Club NSW if disciplinary action, relating to an allegation of Child Abuse against that person during the period of their association with the Car Club, has commenced.

Notwithstanding the above, the following types of Complaints are not within the scope of this Policy:

- complaints which are in relation to, or encompass, matters which do not have a reasonable connection to a Car Club Event;
- complaints which are in relation to matters which are primarily commercial in nature;
- complaints in relation to matters within or in relation to an Associated Club or other organisation and which do not relate to a Car Club;
- complaints which are in the Car Club Committee's opinion, frivolous, vexatious, made for improper purposes, arising out of a conflict of personalities or not of material significance or otherwise made in breach of this Policy (or which have been made by Relevant Persons who have significant prior history of making any such complaints.)

Notwithstanding the above, the Car Club Committee may in its sole discretion:

- investigate and take action in relation to any matter covered by this Policy; and
- agree to accept and hear a Complaint even where it is stated above to be outside the scope of this Policy.

Under the Z Car Club NSW constitution, section 4.12 to 4.14 deals with Club Member disputes, Club Member behaviour and cessation of membership by the committee. This Code of Conduct provides a more detailed description regarding types of behaviours, what constitutes unacceptable behaviours and definitions.

Policy Objective

This Policy aims to ensure the Z Car Club NSW core values, good reputation and positive behaviours and attitudes are maintained. It assists the Car Club in ensuring that every person involved in all aspects of the Car Club's activities and events are treated with respect and dignity and is safe and protected from Abuse. The Policy also ensures that Relevant Persons are aware of their legal and ethical rights and responsibilities.

The Policy attachments provide the procedures that support our commitment to eliminating Discrimination, Harassment, Child Abuse, Bullying and other forms of inappropriate behaviour from all club related activities. As part of this commitment, The Z Car Club NSW will take reasonable steps to investigate and, where appropriate, take disciplinary action against any Relevant Person bound by the Policy if they breach it.

The Policy replaces any previous versions from the date it is adopted by the Car Club will operate until replaced. This Policy and/or its attachments may be amended from time to time by resolution of the Car Club Committee. Copies of the Policy and its attachments can be obtained from the Car Club website (www.zcarclub.com.au).

Core Values

Each member of the Z Car Club NSW is obligated to oversee the safety and wellbeing of the general public when engaged in Car Club related activities and to conduct himself or herself in a manner, which will not bring unnecessary danger to the community. The Code of Conduct, Z Car Club NSW requires every Relevant Person to comply with the following code of conduct at (and in relation to) each Car Club Event/activity/meeting:

1. be ethical, fair, impartial and honest in all their dealings with other people.
2. treat all persons with respect and courtesy and have proper regard for their dignity, rights and obligations.
3. always place safety and the welfare of Children above other considerations.
4. be positive role models to others and not to bring the Car Club into disrepute.
5. comply with all the Car Clubs policies and procedures (including this Policy.)
6. comply with all relevant Australian laws (Federal and State), including anti-discrimination and Child protection laws.
7. be responsible and accountable for their conduct.

Committee Responsibilities

Relevant Persons must:

1. ensure that there is a member protection policy in place which is appropriate for the size and complexity of the Car Club, and which is consistent with the rights and responsibilities placed on Affiliated Clubs listed in the Motorsport Australia Policy (Club Policy);
2. publish, distribute and otherwise promote this Policy and the consequences for breaching them;
3. promote appropriate standards of conduct at all times;
4. promptly deal with any breaches of or Complaints made under this Car Club Policy document in an impartial, sensitive, fair, timely and confidential manner;
5. apply the Car Club Policy consistently without fear or favour;
6. recognise and enforce any penalty imposed under the Car Club Policy;
7. ensure that a copy of the Car Club Policy is available or accessible to the persons to whom the Car Club Policy applies;
8. appoint or have access to appropriately trained people to receive and handle Complaints and display the names and contact details in a way that is readily accessible; and
9. monitor their compliance with the Car Club Policy.

Individual Responsibilities

Relevant Persons must:

1. make themselves aware of this Policy and complying with the standards of conduct outlined in this Policy;
2. consent to a Working With Children Check (WWCC) or national police check where required if the individual holds or applies for a role that involves direct and unsupervised contact with a Child;
3. co-operate in providing a Discrimination, Child Abuse and Harassment free Car Club environment.
4. act in a manner which is reasonable, fair, cooperative and which promotes the avoidance and settlement of disputes and grievances with Relevant Persons;
5. not making frivolous or vexatious complaints or otherwise using this Policy for ulterior purposes;
6. understanding the possible consequences of breaching this, Policy; and
7. comply with the requirements of this Policy.

Policy Obligations

Unless otherwise stated, Relevant Persons must comply with the following:

1. Child Protection

The Z Car Club NSW is committed to the safety and well-being of all Children who participate in Car Club Events and supports the rights of the Child and will act to ensure that a Child-safe environment is maintained.

The Car Club acknowledges that Relevant Persons provide a valuable contribution to the positive experiences of Children involved with the Car Club and encourages their active participation in providing a safe, fair and inclusive environment for all participants.

Anyone who witnesses or reasonably suspects that Child Abuse has been, or is occurring at any Car Club Event, must report it immediately to the police and/or the relevant government agency and any Car Club Committee member. If a Relevant Person suspects that Child Abuse is occurring by someone in any other circumstances other than a Car Club Event, they are advised to contact the Police and/or the relevant government agency for youth, family and community services. A person will not be victimised by the Car Club for reporting an allegation of Child Abuse and the privacy of all persons concerned will be respected.

2. Taking Images of Children

Images of Children can be used inappropriately or illegally. Relevant Persons must, wherever possible, obtain permission from a Child's parent/guardian before taking an image of a Child that is not their own. They should also make sure the parent/guardian understands how the image will be used.

To respect people's privacy, Relevant Persons should not use camera phones, videos and cameras inside changing areas, showers and toilets.

When using a photo of a Child, Relevant Persons should not name or identify the Child or publish personal information, such as residential address, email address or telephone number, without the consent of the Child's parent/guardian. Relevant Persons should not provide information about a Child's hobbies, interests, school or the like, as this can be used by paedophiles or other persons to "groom" a Child.

Relevant Persons should only use images of Children that are relevant to Car Club Events, and they should ensure that they are suitably clothed in a manner that promotes participation in the Car Club. Relevant Persons should seek permission from the parents/guardians of the Children before using the images.

3. Anti-Discrimination and Harassment Policy

The Z Car Club NSW aims to promote an environment where all those involved in the Car Club and Car Club Events are treated with dignity and respect, and without Harassment or Discrimination.

The Car Club recognises that all those involved in Car Club Events cannot enjoy themselves, perform to their best, or be effective or fully productive if they are being treated unfairly, discriminated against or harassed because of their sex, marital status, pregnancy, parental status, race, age,

disability, sexual orientation, Transgender orientation, physical features, religion, political belief and/or industrial activity.

The Car Club prohibits all forms of Harassment and Discrimination in Car Club Events, not only because it is against the law, but because it is extremely distressing, offensive, humiliating and/or threatening and creates an uncomfortable and unpleasant environment.

Descriptions of some of the types of behaviour, which could be regarded as Harassment or Discrimination, are provided in the "Definitions" part of this Policy.

Relevant Persons should note that due to the fundamental nature of some activities offered by the Car Club some of these activities may not be available to those who suffer from certain Disabilities. The Car Club will take reasonable steps to try to accommodate those who suffer from certain Disabilities in Car Club Events.

If any Relevant Person feels they are being Harassed or Discriminated against by a Relevant Person, please refer to the complaints procedure outlined in this document. This will explain what to do about the behaviour and how the Car Club Committee will deal with the problem.

4. Bullying

The Z Car Club NSW is committed to providing a healthy and safe environment that is free from bullying.

Bullying is an unacceptable form of behaviour which will not be tolerated at any club event under any circumstances. The Car Club expects Relevant Persons to behave in a professional/civil/friendly manner and to treat each other with dignity and respect when they are at a Car Club Event.

We encourage anyone who experiences bullying to report it to a Car Club Committee member. Any reports of bullying will be treated seriously and investigated promptly, confidentially and impartially. Bullying is governed by the Occupational Health and Safety Legislation in NSW.

5. Pregnancy

Pregnant women should be treated with respect and any unreasonable barriers to their full participation in Car Club Events should be removed to the extent reasonably practicable. The Car Club and will not tolerate any unlawful Discrimination or Harassment against pregnant women.

The Car Club will take reasonable care to ensure the safety, health and well-being of pregnant women and their unborn children. Pregnant women should be aware that Car Club Events and motor racing can be dangerous and that their own health and well-being, and that of their unborn children, are of utmost importance in their decision-making about the extent they choose to participate in Car Club event.

The Car Club encourages all pregnant women to talk with their medical advisers, make themselves aware of the facts about pregnancy in motor sport and ensure that they make informed decisions about their participation in Car Club and Motorsport events. The Car Club will not require women to undertake a pregnancy test.

If a pregnant woman feels she has been harassed or discriminated against by a Relevant Person, she may make a complaint as per the Complaints Procedures process outlined in this document.

6. Gender Identity

The Z Car Club NSW is committed to providing a safe, fair and inclusive environment at all Car Club Events where people of all backgrounds can contribute and participate. People who identify as Transgender or transsexual (LGBT) should be treated fairly and with dignity and respect at all times. This includes acting with sensitivity when a person is undergoing gender transition.

The Z Car Club NSW will not tolerate any unlawful discrimination or harassment of a person who identifies as Transgender or transsexual (LGBT) or who is thought to be Transgender or transsexual (LGBT). If a Transgender or transsexual (LGBT) person feels they have been Harassed or Discriminated against by a Relevant Person, they may make a complaint to the Car Club. The Car Club recognises that excluding Transgender and transsexual (LGBT) people from participating in Car Club events has significant implications for their health, well-being and involvement in community life. In general, the Car Club will support their participation in Car Club events on the basis of the gender with which they identify.

7. Responsible service and consumption of alcohol

The Z Car Club NSW is committed to taking steps to ensure that Car Club Events are conducted in a manner that promotes the responsible service and consumption of alcohol. These include but are not limited to:

- alcohol should not be available or consumed at Car Club Events which predominantly involve Children;
- alcohol-free social events should be arranged by the Car Club where appropriate for young people and families;
- food and low-alcohol and non-alcoholic drinks should be made available at Car Club Events where alcohol is served;
- an appropriate person should be present at Car Club Events where alcohol is served to ensure appropriate practices are followed; and
- safe transport options should be considered and promoted as part of any Car Club Event where alcohol is served.

8. Smoke-free environment

The Z Car Club NSW promotes a smoke-free environment at all Car Club Events. The following points apply to all Car Club Events:

- No smoking should occur at Car Club Events where Children are involved.
- Car Club Events should be predominantly smoke-free, with smoking permitted at designated outdoor smoking areas. Relevant Persons should refrain from smoking and remain smoke-free while they are involved in an official capacity at Car Club Events.

9. Cyber-Bullying and Social Media

The Z Car Club NSW regards bullying and Harassment in all forms as unacceptable at any Car Club Event. Bullying has the potential to cause great anxiety and distress to the person targeted by hurtful or derogatory comments or statements.

Use of Photos

The use of photos that have been taken by Club Members, their guests and anyone else associated to the Car Club and/or any form of Car Club Event must request permission to use each photo for any other purpose other than to post their photos onto the Car Club website or Facebook page. No photo(s) is or are to be used for any form of commercial gain.

Complaints Procedures

1. Complaints

The Z Car Club NSW aims to provide an easy to use, confidential and trustworthy procedure for Complaints based on the principles of Natural Justice. A Complainant may report a Complaint about a Relevant Person if they reasonably believe that the Relevant Person has breached this Policy.

A Complaint should be reported to the Car Club Committee. A Complaint may be dealt with informally or formally. The Complainant decides whether the Complaint will be dealt with informally or formally unless the Car Club Committee considers that the Complaint falls outside the parameters of the Policy. Where the Complaint falls outside the scope of this Policy, The Car Club Committee may assist with the Complaint but is not bound to do so.

Or if the committee at its discretion decide that it will treat a complaint formally despite the complainant requesting otherwise. An example is where a Car Club member is the subject of numerous other complaints.

All Complaints will be dealt with within a reasonable period of time, seriously, sensitively and confidentially. Individuals and organisations may also seek to have their Complaint handled by an external agency under anti-discrimination, child protection, criminal or other relevant legislation. The Car Club Committee may decide to suspend any Complaint made under this Policy where the matter is also being considered by an external agency.

2. Vexatious Complaints and Victimisation

The Z Car Club NSW aims to ensure that the complaints procedure under this Policy has integrity and is free of unfair repercussions or victimisation.

Complainants must not knowingly make an untrue Complaint or act in a manner which is vexatious, spurious, for improper purposes or malicious. Where the Car Club Committee considers that a Complainant has acted in any such manner, the Complaint may be dismissed and disciplinary action may be taken against the Complainant such as suspension, expulsion or other disciplinary action.

The Car Club Committee aims to make sure that people involved in a Complaint are not victimised by anyone for coming forward with a Complaint or for helping to resolve a Complaint. Disciplinary measures may be imposed on anyone who victimises another person for making a Complaint.

3. Mediation

The Z Car Club NSW aims to resolve complaints with the minimum of formality wherever possible. In many cases, Complaints can be resolved by agreement between the people involved with no need for disciplinary action or for a formal Complaint to be made under this Policy.

Mediation is a confidential process that allows those involved in a Complaint to discuss the issues or incident in question and to come up with mutually agreed solutions. The Complainant and the Respondent may also seek the assistance of a Mediator or another neutral third party at any stage. Unless permitted by the Car Club Committee in writing, legal representatives are not able to negotiate on behalf of the Complainant and/or Respondent or attend the mediation.

Mediation may occur either before or after an investigation of a Complaint. If a Complainant wishes to try and resolve the Complaint with the assistance of a Mediator, the Car Club Committee or appointed person by the Car Club Committee will where he/she/they determine it to be appropriate and in consultation with the Complainant, arrange for a Mediator to mediate the Complaint through the Community Justice Centre as outlined in Section 4.12 of the Constitution.

More Information on the mediation process is outlined under Section 4.12 and 4.13 of the Constitution.

4. Tribunals

An Investigatory Tribunal may be formed to hear a formal Complaint that has been referred by the Car Club Committee, or an alleged breach of this Policy. The decision to form an Investigatory Tribunal is at the sole discretion of the Car Club Committee and will generally only be formed by the Car Club Committee where there is a serious matter or procedural issue to consider or overcome.

Relevant Persons will recognise, abide by and enforce any decision made, and form of discipline imposed, by an Investigatory Tribunal under the Policy.

5. Forms of Discipline

If a Relevant Person breaches this Policy, one or more forms of discipline may be imposed. These may include but not be limited to a direction to make a verbal or written apology, being suspended or having a person's Car Club membership terminated. The form of discipline will depend upon a range of factors, including the nature and seriousness of the breach, contrition and relevant prior behaviour of the Relevant Person. The table below outlines the forms of discipline:

1 st breach of Code of Conduct	Within a rolling 12 months	Formal Warning and verbal or written apology (as agreed by committee and Relevant Person(s))
2 nd breach of Code of Conduct	Within a rolling 12 months	2 nd Formal Warning and suspension from Club meetings/activities for 30 days
3 rd breach of Code of Conduct	Within a rolling 12 months or where a Club Member is the subject of numerous other complaints over many years	Club membership terminated
Any Illegal Activity that is a breach of Code of Conduct	Immediate	Club Membership terminated
Any physical violence towards or against other club member(s)	Immediate	Club Membership terminated

Document Review

This document is to be reviewed on an annual basis at the first Car Club Committee meeting following the Car Club's Annual General Meeting each year. The review of the document is to check if the policy remains relevant to The Clubs operations and to check all links and references are up to date.

Links and References

The following attachments form part of this Policy:

- **Part B:** Motorsport Australia Child Protection Requirements.
[part-b---member-protection-policy.pdf \(motorsport.org.au\)](#)
- **Part C:** Complaints Procedure.
[part-c---member-protection-policy.pdf \(motorsport.org.au\)](#)
- **Part D:** Record template forms.
[member-protection-policy-partd.pdf \(motorsport.org.au\)](#)