

## Notification of Hearing Tribunal

[ITEMS IN YELLOW REQUIRE INPUT FROM THE COMPLAINTS MANAGER OR BE DELETED IS NOT REQUIRED]

[insert date]

To: [insert details]

By: E Mail : [insert details]

Dear [insert details],

We refer to the complaint/breach offer [select one] forwarded to the Respondent, on [insert date] ("**Complaint/Breach Offer**" [select one]).

[If a Breach Offer was issued use this paragraph otherwise delete] On [insert date], the Respondent decided to reject the Breach Offer and have the matter heard at a Tribunal, the details of which are found below.

### Details of Hearing

**Time:** [insert details]

**Date:** [insert details]

**Location:** [insert details]

### Alleged Breach:

It is alleged that the Respondent:

[insert details of the breach]

### Evidence in support of Alleged Breach:

Evidence in support of the Alleged Breach include:

[insert details of the evidence and attach to this document]

### Sanctions

If the Tribunal finds that the Respondent has committed the Alleged Breach (as described) it has absolute discretion under clause 12.7.1 of the Conduct and Disciplinary Policy to determine the appropriate sanction to impose (including a combination of measures) and the terms and period of any measures. Without limiting the discretion in clause 12.7.1, the Conduct and Disciplinary Policy offers a range of sanctions in clause 12.7.2 that the Tribunal may consider.

[insert details of specific sanctions that are being considered]

**Support Person**

The Respondent is entitled under the Conduct and Disciplinary Policy to have a support person attend the hearing with them. The support person must not be qualified as a lawyer or barrister, and their role is to accompany the Respondent throughout the process/hearing.

**Non-attendance at Hearing Tribunal**

If you fail to attend a Tribunal hearing without reasonable cause, the hearing may proceed, and a determination may be made by the Hearing Tribunal.

**Confidentiality**

The Tribunal Hearing is to be undertaken in private and all information discussed, and documents produced as part of the process are to remain confidential. That means that you are not to discuss the information, nor the people involved in the hearing outside of the Tribunal. To do so is to breach confidentiality.

**Netball NSW Policies**

In accordance with clauses 8.2 and 9.9.1 of the Netball Integrity Policy Framework, Conduct and Disciplinary Policy (“**Conduct and Disciplinary Policy**”) you are required to make yourself aware of the content of the Netball Integrity Policies, comply with all relevant provisions of the Netball Integrity Policies, assist in any investigation or proceedings and ensure that you do not knowingly provide any inaccurate and/or misleading information during the course of any investigation or proceedings. Being bound by the Netball Integrity Policies requires you to fully cooperate with the process to resolve this matter. Copies of all Netball NSW policies can be viewed at the Netball NSW website, and you are encouraged to read this information prior to the hearing.

Please contact the complaints manager [insert details] using the contact details below with any concerns or questions you may have.

Yours sincerely,

[insert details]

Complaints Manager [insert details of Association/Club/RO]

P: [insert details]

E: [insert details]