

LTA Player Disciplinary Procedure

1. This Player Disciplinary Procedure (the **Procedure**) is designed to ensure consistent and fair treatment is applied to any disciplinary issues. It is applicable to all players on the Pro Scholarship Programme (**PSP**), National Age Group Programme (**NAGP**), players receiving funding from Lawn Tennis Association Limited and its group companies (together, the **LTA**) through the Tournament Bonus Scheme (**TBS**) or Junior Grand Slam grants, those using the National Tennis Centre for training and those who have been selected for LTA National Camps and Official Trips.
2. The LTA reserves the right to take immediate action under Step Two of the Disciplinary Procedure should it deem it appropriate given the nature of the offence or refer the matter to the LTA Disciplinary Officer for it to be dealt with under the LTA Disciplinary Code.

Step One

1. The Step One Procedure shall be used in cases of less serious breaches of the code of conduct. In such cases, either the Head of Men's Tennis, the Head of Women's Tennis or the Head of National Performance Pathway (or their nominee) (the **Chairperson**) shall write to the player setting out the alleged breach and providing any relevant evidence.
2. The player will have seven days from the date of the letter (or such longer period specified in the letter) to respond to the allegation together with any supporting evidence.
3. On receipt of such a response from the player or following the period given for a response elapsing, the Chairperson shall determine, at their reasonable discretion, whether the allegation should be upheld or dismissed and if any disciplinary sanction is appropriate in cases where the allegation is upheld. The Chairperson shall confirm the decision, and any sanction (if applicable), in writing to the player.
4. On receipt of the decision letter from the Chairperson, the player may appeal in writing to the Performance Director (or his nominee) (the **Appeal Chairperson**) within seven days of the date of such a letter detailing the reasons for such appeal and attaching any further supporting evidence. The Appeal Chairperson shall consider the reasons specified and either uphold or dismiss the appeal (in part or in full). The Appeal Chairperson has the power to increase or decrease any sanction given (or keep it the same). There shall be no further right of appeal available to the player.

Step Two

1. The Step Two Procedure shall be used in cases of more serious breaches of the code of conduct or repeated breaches of it. In such cases, the Chairperson shall write to the player setting out the alleged breach, provide any relevant evidence and invite the player to a disciplinary meeting with the Chairperson. The player will receive at least seven days' notice of any disciplinary meeting where reasonably possible. The meeting will be arranged at the NTC or such other location as is agreed by the LTA. The Chairperson may be accompanied by a representative from the Legal Team as well as a note taker.



2. The player must take all reasonable steps to attend the disciplinary meeting and must provide any supporting evidence to the Chairperson at least one full day prior to the disciplinary meeting. At the meeting, the player will have the opportunity to explain his/her case and refer to any evidence upon which he/she intends to rely. It may be necessary to undertake further investigation of the matter, in which case the meeting may be adjourned to enable this to take place, and reconvened within a reasonable period of time.
3. The player may be accompanied by his/her parent(s)/legal guardian, another player or his/her agent to the disciplinary meeting, subject to that person not being involved in the alleged disciplinary matter. The identity of the player's companion must be communicated to the Chairperson at least one full day prior to the meeting.
4. After the meeting the player will be informed in writing of the decision as well as his/her right of appeal against the decision. If the player wishes to appeal the decision, he/she must do so in writing to the Appeal Chairperson within seven days of the date of the decision letter setting out the reasons for the appeal and any supporting evidence.
5. After receiving the written appeal, the Appeal Chairperson shall write to the player inviting him/her to attend an appeal hearing. The player will be given at least seven days' notice of this meeting where reasonably possible.
6. The player must take all reasonable steps to attend the appeal hearing and must provide any supporting evidence to the Chairperson at least one full day prior to the appeal hearing. At the meeting, the player will have the opportunity to explain his/her case and refer to any evidence upon which he/she intends to rely. It may be necessary to undertake further investigation of the matter, in which case the meeting may be adjourned to enable this to take place, and reconvened within a reasonable period of time.
7. The player may be accompanied by his/her parent(s)/legal guardian, another player or his/her agent to the disciplinary meeting, subject to that person not being involved in the alleged disciplinary matter. The identity of the player's companion must be communicated to the Appeal Chairperson at least one full day prior to the meeting.
8. All evidence which was before the disciplinary meeting will be put before the appeal meeting, as well as the notes of the disciplinary meeting (if any), which will be provided to the player in advance of the appeal meeting. Where new evidence arises in the course of the appeal, the player will be given the opportunity to comment before any action is taken. Where appropriate, it may be necessary to adjourn the appeal meeting in order to undertake further investigation or consideration. If the player intends to rely on new evidence coming to light in the appeal meeting he/she must, where reasonably possible, provide a copy of such evidence to the Appeal Chairperson at least one full day prior to the appeal meeting.
9. The player will be informed in writing of the decision of the Appeal Chairperson. The Appeal Chairperson shall consider the reasons specified and either uphold or dismiss the appeal (in part or in full). The Appeal Chairperson has the power to increase or decrease any sanction given (or keep it the same).
10. There shall be no further right of appeal available to the player.

Sanctions

The following sanctions will be available under this procedure:

- Formal written warning;
- Suspension of a player's funding agreement and/or support from the LTA (including access to the NTC) or other benefits available from the LTA for a specified period;
- Termination of a player's funding agreement and support from the LTA.

These disciplinary procedures are in addition to any other rules and procedures which you are subject to and any action taken under these procedures is independent of any other processes.