

Exclusion / Banning Policy

The Ashcott Coronation Playing Fields Trust

1. Introduction and Purpose

The Ashcott Coronation Playing Fields Trust (the "Trust") is committed to ensuring the playing fields are safe, enjoyable, and well-maintained for the benefit of all users. As the property is privately owned by the Trust, the Trustees have the duty and right to manage access and use of the land.

This policy outlines the process by which the Trustees may exclude (ban) an individual from the playing fields where their conduct violates the Trust's rules and regulations, threatens the safety of other users, or endangers the physical assets of the Trust.

2. Authority and Scope

This policy is enacted under the authority granted to the Trustees by the Trust's governing document and their legal duty to safeguard the Trust's assets and administer them for public benefit.

- This policy applies to all individuals using the playing fields.
- The decision to issue an exclusion rests solely with the Trustee Committee.

3. Conduct Warranting Exclusion

An exclusion may be considered for any individual who commits a serious breach, or repeated minor breaches, of the Playing Field Rules and Regulations (see Appendix A), including but not limited to:

Category	Examples of Offence
Safety and Anti-Social Behaviour	Aggressive, threatening, or abusive behaviour toward Trustees, staff, other users, or members of the public. Use of illegal drugs or excessive consumption of alcohol. Unauthorised entry to closed or restricted areas.
Damage to Property	Deliberate or reckless damage to Trust property, including equipment, buildings, fencing, and the pitches/ground.
Repeated Rule Breaches	Persistent failure to adhere to posted rules (e.g., littering, dog fouling, using prohibited equipment, use outside designated hours) after previous written warnings have been issued.
Illegal Activity	Any activity on the premises that is unlawful.

4. Exclusion Process and Stages

The exclusion process is a staged approach to ensure fairness and proportionality:

Stage 1: Verbal Warning

For minor or first-time offences, a Trustee or authorised representative will issue a verbal warning, explaining the rule that has been broken and the consequences of future breaches. This warning will be recorded internally by the Trustees.

Stage 2: Formal Written Warning

If the behaviour continues or the offence is more serious, the Trustees will issue a Formal Written Warning to the individual.

- The warning will detail the specific incident(s), the rules broken, and state that any further breach within a defined period (e.g., 6 months) will result in a formal exclusion.
- The warning will be sent via post and/or email to the individual's last known contact details.

Stage 3: Formal Exclusion (Ban)

If the individual commits a further breach during the warning period, or if the initial offence is so severe that it warrants immediate exclusion (as determined by the Trustees), a Formal Exclusion will be issued.

- **Decision:** The Trustees will meet to review the evidence (incident reports, photos, witness statements, previous warnings) and vote on the exclusion.
- **Notification:** A Formal Exclusion Letter will be sent to the individual. This letter must clearly state:
 - The reasons for the exclusion (citing specific incidents).
 - The duration of the ban (e.g., 6 months, 1 year, or permanent, depending on severity).
 - That their presence on the playing fields during this time constitutes trespass on private property.
 - Details of the Appeal Process (Section 5).

5. Right of Appeal

An individual who has received a Formal Exclusion has the right to appeal the decision.

- **Submission:** The individual must submit a written appeal to the Trustees within 14 days of the date on the Exclusion Letter. The appeal must outline why the decision should be overturned (e.g., new evidence, misidentification, disproportionate severity).

- Review: The Trustees will establish a panel of at least three committee members to review the appeal.
- Outcome: The appealing individual will be notified of the outcome of the appeal in writing within 28 days of its submission. The decision of the appeal panel is final.

6. Enforcement

- During the period of exclusion, the individual is deemed a trespasser if they enter the playing fields.
- If a banned individual is found on the premises, they will be politely but firmly instructed by a Trustee or authorised representative to leave immediately.
- Failure to leave may result in the Trustees contacting the Police to report the trespass and/or Anti-Social Behaviour (ASB), where applicable.