

Lichfield Round Table Football Club

Disciplinary Policy for Players

The club expects high standards from its players, officials, members and supporters and therefore operates a fair but strict discipline procedure at all its events and matches.

For children under the age of 18 all disciplinary correspondence and interaction must be via their registered parent or guardian. This includes any appeal representation.

All disciplinary issues must be reported to the club's Welfare Officer (CWO) as soon as is practicable. The CWO will present a summary of disciplinary cases to the club's Committee at the next meeting of the Committee.

Minor Infractions

Most instances of minor misbehaviour will be dealt with sensitively but firmly by the team manager. Managers will exercise their discretion but appropriate sanctions will include:

- Setting out expectations of behaviour to the group as a whole
- A quiet word to an individual to reinforce expectations of behaviour
- A discussion with a player's parent / guardian to ask for support in reinforcing expectations of behaviour

More serious or repeated infractions

Managers are encouraged to seek the assistance of the Child Welfare Officer to deal with more serious infractions or instances where a player's behaviour has not improved over a period of time. The CWO will exercise his / her discretion but appropriate sanctions will include:

- Setting out expectations of behaviour on behalf of the club (with parent(s) / guardian(s) present)
- A meeting between the player (and parents) and the manager, chaired by the CWO to agree future standards of behaviour (N.B. This does not constitute a verbal warning).
- Referral to the Disciplinary Sub-committee of the Club's Committee

Yellow Cards

Any yellow card received by a player will be reported to the CWO via the FA's Whole Game System (WGS). As a matter of course, the CWO will merely note the caution and report back to the Committee at its next meeting.

The CWO does, however, have the right to refer an accumulation of yellow cards (3 or more over a 6 month period) to the Disciplinary Sub-committee of the Club's Committee at his / her discretion.

Red Cards

A straight red card will be reported to the CWO via the WGS. The CWO must report the matter to the Chairman who has the power to suspend the player from representing the club pending the official sanction from the relevant league.

A red card emanating from two cautions within the same match will also be reported to the CWO via the WGS. In this instance, the CWO will not pass the matter on to the Chairman for further review and will only refer the matter to the Disciplinary Sub-Committee if there has previously been an accumulation of offences. If this is not the case, the Club will not impose any further sanction to that imposed by the relevant league.

Disciplinary Hearing

The Chairman will convene a sub-committee comprising two or three members of the Club's Committee to conduct a hearing within 14 days of receipt of any sanction from the relevant league or within 14 days of the date of the alleged offence if the league is not involved. The members of the sub-committee will be taken from the executive committee and will only comprise executive members that have no child playing in the team involved. The following people will be invited to the hearing:

- The player
- The player's parent / guardian
- The relevant team manager
- Any witness (if appropriate)

The Chair of the sub-committee will welcome everyone, give brief introductions and state the nature of the allegation against the player.

The Chair will ask the player (and / or his / her parent / guardian) to state their case.

The Chair will ask the team manager if he / she wishes to offer a statement in support.

The Chair will read any additional evidence if available (e.g. referee's report)

The Chair will ask any witness for a statement

The members of the committee will ask any such questions that they deem necessary to come to their conclusion.

The Chair will thank all participants and ask them to leave.

The Committee will then consider its decision and inform all parties in writing within 7 days.

Possible sanctions

- No further action
- A warning as to future conduct
- A ban from training during the period of any ban imposed by the relevant league
- A ban of 1, 2 or 3 matches in addition to any ban imposed by the relevant league
- Suspension of membership from the Club for a fixed period

- Termination of membership from the Club

Any penalty imposed will commence on the day of the next scheduled match or training session and cancelled / postponed matches will not count for the purposes of serving a penalty.

Appeals

The player and / or his / her parents / guardians have the right to request an appeal. They must do this within 7 days of receiving the verdict from the Chair of the Disciplinary Sub-Committee. Upon receipt of such a request, the Chairman of the Club will organise for an Appeals Committee to be formed from members of the Club's Committee who did not hear the original case. The Chairman will arrange for the appeal to be heard with 14 days of receipt of a request for appeal.

The following people will be invited to the Appeal hearing:

- The Chair of the original hearing
- The player
- The parent / guardian

The Chair of the Appeal Committee will ask the Chair of the original hearing to present the reasons for the original decision.

The player and / or parent / guardian will have the opportunity to present their reasons why they consider the original decision to be unfair

The members of the committee will ask any such questions that they deem necessary to come to their conclusion.

The Chair will thank all participants and ask them to leave.

The Committee will then consider its decision and inform all parties in writing within 7 days.

The decision of the Appeals Committee will be binding on all parties.

Possible outcomes:

- Uphold the original decision
- Reduce the sanctions imposed
- Overturn the original decision

Points of contact:

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| • Chairman | Mr Andrew Smith | chairman@lichfieldroundtablefc.co.uk |
| • Secretary | Mr Duncan Thomas | play@lichfieldroundtablefc.co.uk |
| • CWO | Mrs Joanne Finlay | cwo@lichfieldroundtablefc.co.uk |