



## **Disciplinary Procedure**

### **1.1 Interpretation**

All disciplinary hearings held by Deal and Betteshanger RFC will follow the procedures laid down by these Regulations (based upon the Discipline Regulations of the RFU).

Discipline procedures for Youth Rugby (those under 17 years of age at the time of the offence) follow the same conventions unless otherwise stated.

### **2.1 Referrals Procedure**

#### **2.1.1 Sending Offs**

A Player Ordered Off or cited by a Citing Commissioner may not take part or be selected for any match until his case has been dealt with by the Disciplinary Panel

#### **Referees' responsibilities (Society or Club)**

In all cases where the Referee has sent off a player, the Referee shall, within 72 hours after the end of the match send a completed copy of the sending off report to the Disciplinary panel to which the player's Club is affiliated or allocated and to the Kent County Discipline Secretary.

#### **Youth Rugby**

In the case of Youth Rugby, the coach or manager must report the name and age of the player concerned to the Youth Chairman within 24 hours.

#### **Captain's or Manager's responsibilities**

Captains, Coaches or Managers must report the name of the player sent off and relevant details to The Chairman of Selectors or Head of Playing within 24 hours of the offence being committed.

#### **Yellow Cards**

All teams are required to report any individuals who have been sin-binned within 48 hours of the cessation of the game to David Donachie (Director responsible for discipline). Any players who are deemed to have an 'irregular frequency of yellow cards will be asked to explain their reasons why. To monitor discipline levels throughout the season David Donachie will keep records on a season-by-season basis.

#### **Undetected acts of foul play**

Deal and Betteshanger RFC actively encourages all players and Club representatives to report any incidence of foul play to David Donachie which has otherwise been undetected by the referee or officials. This must be made in writing providing the players name involved and the nature of the offence. Any resulting action will then be taken by the Discipline Committee in conjunction with any Clubs/Bodies from which the complaint was made.

#### **Acts of bad or unseemly behaviour**

Deal and Betteshanger RFC actively encourages all individuals to report any witnessed acts of bad or unseemly behaviour by any member of the Club to David Donachie.

## **2.2 Disciplinary Procedures**

### **2.2.1 Disciplinary Panel**

All incidence of negative behaviour will be dealt with by the Disciplinary Panel made up of David Donachie and at least one other Director and the club coach.

#### **Youth Rugby**

There will be a Youth Disciplinary Panel comprised of the Youth Chair and Club President and will follow the same format as in the senior section, although the age of the individual will be taken into account in terms of the way in which the hearing is conducted. For further guidance, go to:

[http://www.kentrugby.org/7\\_disciplinary\\_hearing.html](http://www.kentrugby.org/7_disciplinary_hearing.html)

### **2.2.2 Procedures**

The hearing must be attended by the individual involved and/or an appropriate representative.

#### **Before the Hearing**

A date must be set within 5 working days of the reporting of the alleged incident.

Write formally to the individual involved and advise them of the date set for the hearing and the procedures involved. In the event that the original date is not suitable, then an alternative must be agreed within 24 hours. Collate all the necessary information to be circulated at least 24 hours before the hearing to the Disciplinary Panel.

#### **Process at Hearing**

- Make the individual as comfortable as possible – remember this is not a court of law A designated member of the Disciplinary Committee must take notes at the hearing as a true and accurate record.
- The Chair of the Disciplinary Panel must read out the alleged offence and ask the player for admission or non-admission.
- Read out the written report of the incident.
- Provide the individual with the chance to explain what happened in their own words.
- Ask any representatives present to make any mitigating or supporting comment.
- Ask the individual to withdraw whilst they discuss and agree sanctions as appropriate.

### **2.2.3 Sanctions**

The Disciplinary Panel will have the powers to carry out the following:

- Make the sanctions in accordance with the recommended sanctions of the IRB as contained in Appendix 2 of the RFU Handbook. Youth Rugby recommended sanctions can be found in Appendix 3 of the RFU Handbook.
- Take no further action
- To take no action but refer to the Kent RFU Discipline Sub-Committee
- Issue a caution
- Suspend any individual for an agreed number of matches which also includes school matches
- Terminate membership
- Any other penalties as deemed suitable to the offence committed.

#### **2.2.4 Appeals**

All individuals should be given the option to appeal against any sanctions given.

The Appellant shall serve notice of appeal in writing, stating the grounds of the appeal. The Chair shall appoint two other Officers of the club to serve on the Appeal Panel (none of whom served on the original Disciplinary Committee) and shall advise the Appellant of the appeal hearing, which should be no more than 14 days after the original hearing. A member of the original panel that heard the case may attend the appeal hearing as an observer. The Appeal Panel has the power to quash a finding and any sanction imposed by the original Disciplinary Committee. It may also substitute an alternative finding and/or reduce or increase the original sanction. There shall be no further right of appeal from this appeal.

The Appellant shall remain under suspension pending the outcome of the appeal hearing