

# Datchworth R.F.C



## Disciplinary Policy

It is the Club's responsibility to deal with any act of indiscipline on the field of play by players. It is similarly responsible for dealing with any act by spectator or club member that brings the club or the game into disrepute. Any member whether player or spectator will have a right to the Club appeals procedure following any penalty imposed.

### 1. Senior Disciplinary Procedure

#### 1.1. Player sent off by the referee (Society or Club)

The Captain of the team concerned must report the name of the player sent off, the fixture details and any relevant information to the Club Secretary within **24 hours** of the sending off. **This is important as it is mandatory that the Club Secretary has to report the incident in writing to the Herts County Discipline Secretary within 72 hours of the incident.**

Referees (Society or Club) must report all players sent off to the Discipline Secretary of the County Constituent Body of the player's club on the RFU Discipline Report form. For Club referees copies are available from the Club Honorary Secretary.

#### 1.2. Player Sin Binned (Yellow Cards)

The Captain of the team (or his representative) must report the name of any player sin binned (shown a yellow card) during a game to the Head of the Senior Section within 72 hours of the incident through telephone or email. A record of players being sin binned will be kept by the Head of the Senior Section. Any player, who in the opinion of the Head of the Senior Section, has an excessive amount of yellow cards will be asked to appear before that Discipline Sub-Committee to explain the reasons why.

#### 1.3. Acts of Foul Play not Detected by the Referee/Match Officials

Any member/player who witnesses an act of foul play or bad behaviour by a Datchworth player (of any club team), can report the incident giving name(s) and details of the incident to: the Club Chairman, Section Head or Club Secretary as soon as possible.

Any incident of foul play involving a member of an opposition team that has or has not been dealt with by the match official(s) must be reported to the Club Chairman or Secretary without Only Unions, Constituent Bodies and Clubs may cite, not a player or a spectator. Any consideration for a Citing must be reported to the Club Chairman or Secretary immediately as there is a very short time scale and a detailed procedure that has to be followed.

#### 1.4. Acts of Bad Behaviour by Members, Spectators, Supporters or Visitors

Any member/player who witnesses an act of bad behaviour at any time by any Club Member, or visitor to the club, of whatever age, can report the matter to the Club Chairman or Secretary or any member of the Club Committee so the appropriate action can be taken.

### 2. The Senior Disciplinary Committee

The Senior Disciplinary Committee will be responsible for investigating and taking action on any senior disciplinary matter involving a Datchworth player, supporter or member.

The Senior Disciplinary Committee will exercise such power in a fair and open manner with the accused always having a right to attend and put his/her case after first been given reasonable notice of the hearing and to exercise its power without prejudice.

#### 2.1. The Senior Disciplinary Committee shall consist of:

- The Head of Senior Section (who will chair the hearing)
- the Captain of the Club
- one other member of the General Committee
- the Honorary Secretary. (secretary for the hearing)



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The Senior Disciplinary Committee will meet within five (5) days of the act of indiscipline, offence or incident in question. Further meetings may be held if circumstances require this.

The reported player, member, supporter or spectator **MUST** attend the discipline hearing. He/she may, if they wish, be represented by one person of his/her choice. The Committee may also receive evidence (either verbally or in writing) from any other person(s) who witnessed the incident or was involved in it.

## 2.2. Those present at a disciplinary hearing will be:

- The player, member, supporter or spectator.
- His or her representative.
- Witness(es) to the incident.
- Senior Disciplinary Committeemembers.

## 2.3. Procedure

- The report of the incident is read to the meeting.
- The player, member, supporter or spectator is invited to make his/her statement.
- Witness(es) to the incident make their statement(s).
- The character witness makes his/her statement.
- Members of the committee may question any of those present about the incident, and/or the player, member, supporter or spectator involved.
- The meeting will be adjourned while the Committee decides on what action to take. The meeting is then re-convened and the results of the hearing along with any penalties are announced.

## 2.4. Penalties

The Senior Disciplinary Committee will have the power to decide upon one or more of the following:

- a. No further punishment additional to the punishment of sending off.
  - b. To take no action but to leave the matter to the County Discipline Sub-Committee.
  - c. That the player (or other, person if the enquiry is into incidents off the field of play) be cautioned or severely cautioned as to his/her future conduct.
  - d. A period of suspension from playing, or taking part in the administration of Rugby Union Football (within the Club context only), or both, be imposed on the player, member, supporter or spectator.
- Appendix 2 at the end of the Disciplinary Procedures in the RFU Handbook prints a list of recommended sanctions from the IRB. It states the various entry points based on the scale and seriousness of the player's conduct.
- e. Suspend or terminate membership of the club for such period as it thinks fit.
  - f. Any other penalties or suspensions as decided by the Sub-Committee.

A record of any penalty awarded against any player/supporter/spectator plus the reasons how that decision was arrived at by the Senior Disciplinary Committee will be kept on file for 3 years. This penalty can be taken into account when deciding any future penalties at any subsequent discipline hearing relating to that member within that 3 year period.

**A member/player/supporter/spectator has the right to an appeal process as outlined in section 5.**

## 3. Youth Disciplinary Procedure

The Club also has a duty to deal with all Youth Discipline matters (**Youth being a player under the age of 17 at the time of the offence**).

### 3.1. Player sent off by the referee (Society or Club)

In the case of Youth Players the coach or manager of the relevant team **MUST** report the name and age of the player concerned, the referee's name and society (if any), the opposition and any

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relevant match details to the relevant Youth Chairman and the Club Secretary within **24 hours** of the incident.

**This is important as it is mandatory that the Club Secretary has to report the incident in writing to the Herts County Discipline Secretary within 72 hours of the incident.**

Referees (Society or Club) must report all players sent off over 17 years of age to the Discipline Secretary of the County Constituent Body of the players club. For players under 17 years of age a copy of the report should go to the Club Secretary and Youth Chairman. All reports should be on the RFU Discipline Report form. Copies of this form for Club referees are available from the Club Honorary Secretary.

## 3.2. Player Sin Binned (Yellow Card)

In the case of Youth Players the coach or manager of the relevant team should report the name of the player sin binned (shown a yellow card) to the Head of Youth Section. A record of players being sin binned will be kept by the relevant Chairman. Any player who has been **sin binned twice** in a season will be asked to appear before the Youth Disciplinary Committee.

## 3.3. Acts of Bad Behaviour by Players, Spectators and Visitors

Any member/player who witnesses an act of bad behaviour at any time by any Club Member or visiting supporter/spectator, of whatever age, can report the matter to the relevant Youth Chairman who will consult with the Chairman of the Club and Secretary so the appropriate action can be taken.

## 4. Youth Disciplinary Committee

The Youth Disciplinary Committee will follow the same format as in **section 2** above although the age etc of the person will be taken into account in the way the hearing is conducted.

### 4.1. The members of the Youth Disciplinary Committee shall consist of:

- The Head of Youth Section (Chairman of Hearing)
- The Head of Mini Section (Secretary for the hearing)
- Two members of the main club Committee.

The youth member should be accompanied by a parent/guardian and can be represented by an adult of his/her choosing.

### 4.2. Penalties

The Youth Disciplinary Committee can impose the same penalties as for a senior player, spectator, member etc as outlined in **section 2.4 a, c, d, e and f** of this document however, the age and seriousness of the offence must be taken into account when deciding penalties, generally under 17 players are normally suspended for shorter periods than adults.

**A list of recommended sanctions for Youth players (Under 17 years of age) are outlined in Appendix 3 at the end of the Disciplinary Procedures section in the RFU Handbook.**

A record of the penalty awarded against any youth player/spectator etc (if any), plus the reasons how that decision was arrived at by the Youth Discipline-Sub Committee will be kept on file for **3 years by the Club Honorary Secretary**. This penalty can be taken into account when deciding any future penalties at any subsequent discipline hearing relating to that member within that 3 year period.

It is the responsibility of the Club to report the circumstances of the offence (together with the referees report if available) and the findings along with any penalties imposed, to the Hertfordshire Honorary Discipline Secretary. The county Discipline Sub-Committee shall confirm or vary the findings of the club's Discipline Sub-Committee.

**A youth player/supporter/spectator/member has the right to an appeal process as outlined in section 5.**



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## 5. Appeals Procedure

### 5.1. Players Reported by a Match Official

Any senior male, female or youth player (who has reached their 17th birthday) who has been reported by a match official has the right of appeal to the club's Disciplinary Committee decision. This will be their attendance at a County Discipline Sub-Committee hearing.

### 5.2. Non Playing Members or Players not reported by a Match Official

All other members, senior or youth or any player dealt with by the club Disciplinary Committee for an offence not detected by a match official have a right of appeal to the club's Appeals Sub-Committee.

### 5.3. Appeals Sub-Committee

This committee will be made up by the Chairman of the Club plus two members of the club of good character who did not sit on the Discipline Sub-Committee.

Any appeal relating to 5.1 and 5.2 must be submitted to the Honorary Secretary in writing giving reasons for the appeal within 7 days of the discipline hearing. The appeal will be heard within the following 7 days.

The Appeal Committee may uphold the Discipline Sub-Committee judgement, it may increase or decrease the length of any period of suspension or it may annul the judgement.