

Amateur Football Combination – Sample Club Disciplinary Code

..... **FOOTBALL CLUB**

Amateur Football Combination (rule 23f) requires all clubs to have an internal disciplinary code, to ensure the good name of the club and to maintain the standards of discipline expected within the AFC. These also give the club's own players clear guidance of the standards expected of them, and the punishments they can expect should they transgress.

These Discipline Guidelines are an example, and clubs may wish to vary the procedures, penalties and guidelines to suit themselves.

DISCIPLINARY GUIDELINES

The Purpose of these Guidelines is to deal speedily with misconduct, reduce the number of offences by illustrating to the membership the seriousness with which the Club Committee view discipline and to reduce the administration work involved.

All cases of misconduct will be dealt with immediately on the evening of the game in which the incident took place in accordance with a scale of fines and or suspensions set by the Club Committee. Any appeals against the standard fines etc must be made to the Club's Disciplinary Appeal Board.

PROCEDURE

- a) ALL misconduct cases, both "bookings" and "sendings-off," will be dealt with under this procedure.
- b) Any booking or sending off recorded by the referee in any game **MUST** be reported by the Team Captain to the Club Secretary (*or title of other club officer in charge of disciplinary matters, for example the Club Chairman*) on the same day as the game.
- c) The Club Secretary shall immediately impose a fine or suspension on the player in accordance with the scale of fines and suspensions as set down by the Club Committee. If necessary the Club Secretary will consult with the Team Captain, or any other Officer of the Club, to assess the level of fine or suspension.
- d) Any player wishing to appeal against the standard fine or suspension being imposed, or who wishes to appeal against the incident generally, **MUST** return to the Clubhouse after the game and personally inform the Club Secretary of his wish to appeal.
- e) Where an appeal is requested the Club Secretary shall immediately appoint a Club Appeal Board to consider the case. No appeal will be heard unless the player concerned appears personally before the Club Secretary as in (d) above.
- f) The appointed Club Appeal Board shall consider the circumstances and decide whether to hold the full Club Appeal hearing immediately, or whether to delay the Club Appeal Hearing until the referee's report on the incident has been received from the County Football Association (usually the AFA, but some clubs are parented to other County FA's).
- g) Fines or suspensions imposed under this procedure, whether under the standard scale or whether decided by an Club Appeal Board, may be higher than, longer than or over and above any suspension or fine imposed by the County FA.
- h) An offending player who does not pay to the Club, when required, any fine imposed upon him either by the County FA or under this procedure by the Club shall not play for the Club again until such fine is fully paid.
- i) The scale of suspensions and fines that shall be enforceable by the Club under these guidelines should be agreed at the Club Annual General Meeting, though may be varied by the Club Committee if required.
- j) The Club Secretary shall advise the Club Treasurer of any decision where the payment of a fine is involved and the Club Treasurer shall ensure the fine is paid.
- k) The Club Secretary shall advise the Club Committee of all decisions made under this procedure in order that the action be ratified, if agreed with by the Club Committee.

DISCIPLINARY APPEAL BOARD

The Club Disciplinary Appeal Board shall consist of three members of the Club, being:

- a) The Club Secretary (or Chairman), who shall chair all meetings of the Appeal Board.
- b) Two others at the Club Secretary's discretion.

Two of the three members present at each meeting **MUST** have been playing in or present at the match in which the offence took place, one being the Captain on the day.

OPERATION

- a) The Club Disciplinary Appeal Board will deal with all offences referred to it by the Club Secretary.
- b) The Club Disciplinary Appeal Board will meet at the first available opportunity following the offence, preferably on the evening after the game, although in some cases it may be advisable to wait for the receipt of the referee's report from the County FA. The Team Captain will advise the player to make himself available for the meeting.
- c) The meeting will take the following form:
 - i) The Captain on the day and the other player will give their accounts of the incident to the Club Disciplinary Appeal Board, who will discuss the incident in private.
 - ii) The offending player will then be invited before the Club Disciplinary Appeal Board to give his version of the incident, if he so wishes.
 - iii) The Club Disciplinary Appeal Board will further discuss the incident and reach their decision.
 - iv) The offending player will be advised of the Club Disciplinary Appeal Board decision, and any final observations will be made.

The offending player will not be present at (i) and (iii). All the above proceedings shall be dealt with verbally, unless any of the members involved wish to submit written reports.
- d) The offending player will have the right of appeal to the Club Committee if he is dissatisfied with the Club Disciplinary Appeal Board's handling of the case.

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(*Suggestions for*) SCALE OF FINES/SUSPENSION APPLICABLE UNDER THE DISCIPLINARY GUIDELINES - under Paragraph (j) –

The following items (a) to (d) **include** any fines and suspensions levied by the club's parent County Football Association (e.g. AFA, Middlesex FA, etc) unless otherwise stated

- a) First Caution in any season:
 - i) If for dissent - **£15** fine
 - ii) For any other offence - **£10** fine
- b) Second Caution in same season:
 - i) If for dissent - **£20** fine
 - ii) For any other offence - **£15** fine
- c) Third or subsequent Caution in same season:

A Fine as in (b) above, **PLUS a club suspension** for one game.
- d) Fifth caution in same season

Suspension until the end of the season **PLUS a fine**, normally in line with (b) above.

The following items (e) to (h) **are in addition to** any fines and suspensions levied by the club's parent County Football Association, e.g. the AFA, unless otherwise stated

- e) Sendings Off carrying two AFA disciplinary points (e.g. for two cautionable offences, for preventing an obvious goal-scoring opportunity):
 - i) If for dissent - **£20** fine
 - ii) For any other offence - **£15** fine
- f) Sendings Off carrying three disciplinary points (e.g. Attempting to Kick or Strike another player)

Fine of £15 **PLUS a club suspension** for one game.

Player also to be warned that any further sending off offence will result in suspension to the end of the season.
- g) Offences carrying four disciplinary points (e.g. Serious Foul Play, Kicking or Striking another Player, Head to Head Contact, Use of Offensive Language or Gestures directed at a match official, Refusing to give a name to a referee or giving a false name):

Fine of £20 **PLUS a club suspension** for two games.

Player also to be warned that any further sending off offence will result in suspension to the end of the season.
- h) Offences carrying five or more disciplinary points (e.g. Violent Head to Head butting, causing a match to be abandoned, Improper Behaviour Towards Match Officials, Threatening Match Officials) or any person found guilty of serious misconduct:

Club Suspension until **at least** the end of the season (to be reviewed at the Club AGM, with a view to possible expulsion) **PLUS a fine** of £25.

Please note that the above fine/suspension scales are only guidelines and in exceptional cases the punishment imposed could be higher or lower than these guidelines.