



Birchwood Colts JFC

FA Charter Standard
Community Club



CHARTER
STANDARD
CLUBS



BIRCHWOOD COLTS JFC

Club Disciplinary Code

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 receipt of a charge from the League or Local FA 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.

These rules apply to both behaviour during matches at training and during organised events.

PROCEDURE

- a) ALL misconduct cases (including "bookings" and "sendings-off) and breaches of club rules (including poor and bullying) rules 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 impose a fine or suspension on the player in accordance with the scale of fines and suspensions as set down by the League, FA Governing body or Club Committee. If required the Club Secretary may consult with the club members, or any other Officer of the Club, to assess the level of fine or suspension.
- d) Any player/parent/guardian wishing to appeal against the standard fine or suspension being imposed, or who wishes to appeal against the incident generally, MUST inform the Club Secretary in writing of his wish to appeal within 5 days.
- 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 informs before the Club Secretary.
- 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.
- g) Fines or suspensions imposed under this procedure, whether under the standard scale or whether decided by a Club Appeal Board, may be higher than, longer than or over and above any suspension or fine imposed by the County FA or League.
- h) An offending player who does not pay his/her fine promptly 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 will be in line with the fines handed out by the County FA or the League.
- 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 other Committee Members at the Club Secretary's discretion.

OPERATION

- a) The Club Disciplinary Appeal Board will deal with all offences referred to it by the Club Secretary.
- b) Where possible the Club Disciplinary Appeal Board will meet at the first available opportunity following the offence. However, if an investigation is required including interviewing witnesses or club members then a suitable time must be allowed to collect and review the findings to prepare a report for the appeal board to consider. Also in some cases it may be advisable to wait for the receipt of the referee's report from the County FA.
- c) The meeting will take the following form:
 - i) Any witnesses or other club members will give their accounts of the incident to the Club Disciplinary Appeal Board, who will discuss the incident in private.
 - ii) The offending club member 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 club member 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 club member 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.