**WPJFC Discipline Policy**

May 2024 revision- Approved 30th June 2024

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**1. Introduction**

1.1. Waldridge Park Football Club (“the club”) promotes sporting behaviour and fair play in all our teams both to our own players, officials and supporters but also to the officials and to the opponents.

1.2. The clubs players, officials, members and supporters must treat the match officials, opposing managers, club officials, supporters and their players with respect at all times, irrespective of the result of the game or their behaviour.

1.3. It is also important the club provide a high standard of hospitality to players, officials and spectators, before, during and after games and training.

1.4 Please see the table of expectations around Roles and Responsibilities attached as an addendum to this policy.

1.5 All references to the Discipline or Disciplinary Committee are references to the Management

Committee minus any Management Committee members who are compromised as the subject of

the review, a direct relation of the subject of the review or the coach of the subject of the review.

1.6 The Disciplinary Committee must have five members to be quorate.

1.7 Members of the broader club committee may be added on an ad-hoc basis to ensure the

Disciplinary Committee is quorate.

1.8 Failure to follow the table of expectations relating to roles and responsibilities in the addendum of this document may be considered club misconduct.

**2. Procedure**

2.1. 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.

2.2. As a matter of procedure the club does not impose financial fines on its players, officials and supporters, but will enforce parent association rulings.

2.3. For children under the age of 18 all disciplinary correspondence and interaction must be via their registered guardian, this includes appeal representation.

2.4. All Disciplinary events are reported to the Clubs Welfare Officer as a matter of course.

**2.5. Time Out – during trainings session and club events,**

2.5.1. If a coach considers player(s) behaviour not to be in keeping with the clubs high standards they may in the first instance instruct a player to have a two minute timeout, and the matter is considered dealt with.

2.5.2. The coach must inform the club welfare officer, with brief description of events

2.5.3. This procedure is for internal events and is not available during competitive events involving other teams

**2.6. Cautions- Coaches are expected to be au-fait with the laws of the game and such offences committed in training are to be referred to the discipline committee**

2.6.1. For more serious or match events Cautions are used.

2.6.2. First Caution - One match/event ban to commence from the Saturday immediately following the offence.

2.6.3. Second Caution - Two match/event ban to commence from the Saturday immediately following the offence.

2.6.4. Third Caution – Two match/event ban to commence from the Saturday immediately following the offence. In addition the matter to be discussed at the next available meeting of the Club

Management Committee and additional penalties imposed if deemed appropriate.

**2.7. Sending Off- Coaches are expected to be au-fait with the laws of the game and such offences committed in training are to be referred to the discipline committee**

2.7.1. Violent Conduct –

2.7.1.1. Immediate suspension pending receipt of the referee’s and/or coaches report(s).

2.7.1.2. Upon receipt of the report(s) a review will be undertaken by the Club’s Disciplinary

Committee

2.7.1.3. Additional penalties imposed if deemed appropriate.

2.7.2. Serious Foul Play / Foul, Abusive or Insulting Language / Two Cautions in the same match or training session.

2.7.2.1. Two match/event ban to commence from the Saturday immediately following the offence.

2.7.2.2. In addition upon receipt of the referee’s and/or coach’s report(s) a review will be undertaken by the Disciplinary Committee.

2.7.2.3. Additional penalties imposed if deemed appropriate.

**2.8. General Misconduct- Coaches are expected to be au-fait with the laws of the game and such offences committed in training are to be referred to the discipline committee**

2.8.1. The club expects high standards from its players, officials, members and supporters; therefore it is the responsibility of the Team Coach to report any misconduct events to the Chairman within 48 hours of the incident.

2.8.2. Upon receipt of the report a review will be undertaken by Disciplinary Committee.

2.8.3. Penalties imposed if deemed appropriate.

2.8.4. Failure to uphold or any attempt to subvert the roles and responsibilities detailed in the addendum may be considered as misconduct.

2.8.5. Failure to report under point 2.8.1. may be considered misconduct.

2.8.6. Coaches must have in date coaching; safeguarding; first aid and DBS credentials.

2.8.7 Parent helpers must have in date safeguarding; first aid and DBS credentials.

2.8.8. Secretaries must have in date safeguarding and DBS credentials.

2.8.9. Operating with lapsed credentials will be considered misconduct.

**2.9. Misconduct Penalties**

2.9.1. Penalties imposed will commence on the next Saturday match/event following the offence, or at such date as agreed by the Club Management Committee if the matter has been reported to them.

2.9.2. This is to ensure the club can properly monitor the requirements of any penalty imposed.

2.9.3. Cancelled or postponed matches/events do not count for the purposes of any imposed penalty.

**3. Appeals Process**

3.1. Any recipient of the misconduct charge shall have a right of appeal against any decision of the

Disciplinary Committee around a general misconduct charge or sending off, regarding the length of ban, but there shall be no right of appeal against matters relating to a caution or an expulsion.

3.2. A player shall not be available for selection until any appeal to the club has been decided.

3.3. This right of appeal shall be made to the Club Secretary within 48 hours of receipt of any written notification of the decision of the Club Management Committee, or a Disciplinary Committee.

3.4. The recipient of the misconduct charge may be allowed an opportunity to attend the meeting of the Appeals Committee and address the members accordingly at the discretion of the management committee.

3.5. The decision of the Club Appeals Committee is final for internal club misconduct.

**4. Committees**

4.1. Club Management Committee as defined in the clubs constitution

4.2. The Disciplinary Committee is made up from a selection of the following roles: The Club Chair, Club Secretary, Club Welfare Officer, At least one other member of the Club Management Committee

4.3. The Appeals Committee is made up from a selection of the following roles: The Clubs Chairperson, Club Secretary, Club Welfare Officer At least one other member of the Club Management Committee

4.3.1. The Appeals Committee must have at least 2 different members from the original disciplinary committee See 1.7

4.3.2. Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of football. The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating;

4.3.3. The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members;

4.3.4. In the event of a member’s resignation or expulsion, his or her name shall be removed from the Membership Register;

4.3.5. The Club Management Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. The member concerned may be required to put their case to a meeting of the committee. If the Committee are satisfied, after hearing the case put by or on behalf of the member concerned, that the member should leave the club it may terminate that membership by written notice. There shall be no appeal procedures;

4.3.6. Any member who resigns or is expelled shall not be entitled to claim any, or a share of any of the Club Property.

4.3.7. All club officials and volunteers must be privy to and uphold the ‘Nolan Principles’

https://www.gov.uk/government/publications/the-7-principles-of-public-life

**Addendum:**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **To clarify roles in the club, ensuring smooth running, the**  **management committee have produced the following:** | | | | | | | |
| **Coach**  Roles &  Responsibilities | | **Secretary**  Roles &  Responsibilities | | **Parent/ helper** Roles &  Responsibilities | | **Player**  Roles &  Responsibilities | |
| ***Do*** | ***Don’t*** | ***Do*** | ***Don’t*** | ***Do*** | ***Don’t*** | ***Do*** | ***Don’t*** |
| Select squad as per policies | Judge players  on results | Be positive | Select squad | Be positive | Select squad | Try your best | Give in |
| Select team as per policies | Exclude players | Follow club  policies | Select team | Follow club  policies | Select team | Follow coach instructions | Talk over the coach |
| Stand at  Pitch side & remain calm | Enter pitch without referee permission | Organise  Matches-  Confirm  fixtures with  treasurer | Stand at  Pitch side | Remain calm | Stand at  Pitch side | Stand at  Pitch side with coach when not playing | Walk off during games and training |
| Comment on  Team play &  applaud good play | Abuse or deride opposition | Applaud good play | Comment on  Team play | Applaud good  play | Comment on  Team play | Applaud good  play | React to opponent comments |
| Be positive in your planning | Focus on  results | Have an agenda of  Respect | Be involved in  tactics | Have an agenda of  Respect | Comment on  tactics | Have an agenda of  Respect | Ignore your coach |
| Follow club  tactics |  | Have  Safeguarding | Focus on  results | Have  Safeguarding | Focus on  results |  | Mess about in games or training |
| Follow club  policies | Place team  over club | Be DBS  checked | Place team  over club | Be DBS  checked | Place team  over club | Work for team mates | Place self over team |
| Act in the best  interest of  players and  club | Use foul/ abusive language or shout “doesn’t want it” | Act in the best  interest of  players and  club | Use foul/ abusive language or shout “doesn’t want it” | Act in the best  interest of  players and  club | Use foul/ abusive language or shout “doesn’t want it” | Act in the best  interest of  players and  club | Use foul/ abusive language or shout “doesn’t want it” |
| Follow  Respect  agenda | Nag the referee | Pay referees  before KO | Nag the referee | Applaud advantage being played- either way | Nag the referee | Respect advantage being played- either way | Nag the referee |
| Organise kit | Don’t prepare | Organise kit | Don’t prepare | Organise kit | Don’t prepare | Arrive in kit | Don’t prepare |