

Disciplinary Policy

2023/24 Season



1. Introduction. By illustrating to club members the seriousness with which the Club Committee view discipline, we have developed clear Policies and Respect Codes of Conduct to establish the expected standards of discipline. Any individual that has signed a Respect Code of Conduct is considered to be a Club Member. Every member of Vulcan Football Club is bound by one or more Codes of Conduct and is expected to maintain a high standard of behaviour. However, Codes of Conduct can only be effective if there is a disciplinary process to support them as it is essential that the club is seen to be fair and consistent in dealing with incidences of misconduct.

The club will appoint a Disciplinary Committee to deal with both serious and persistent breaches of Codes of Conduct as and when they arise. The Disciplinary Committee will have a number of options available to it depending on the seriousness of the actual case it is considering. It is essential that any process is seen to be fair and consistent.

Whenever appropriate, the Disciplinary Committee will seek to show restraint and impose lighter sanctions initially with the option of adding additional sanctions or increasing the duration of a penalty.

Any player or parent/carer who is in disagreement with the decision of the Disciplinary Committee has the right to appeal in writing to the Club Secretary within 7 days. The decision of the Appeal Committee will be final.

The club will also adhere to all disciplinary procedures set by the Liverpool County FA (LCFA) and respective leagues.

2. Training / Match Behaviour. If during a training session or a match a player's poor behaviour becomes a problem then the Attending Coach will discipline the child in accordance with our Respect Code of Conduct for Players and where necessary the parent/carer will be consulted over any action to be taken.

The Code of Conduct states that the player may:

- Be required to apologise to their teammates, the other team, referee or team manager
- Receive a formal warning from the coach or the club committee
- Be dropped or substituted
- Be suspended from training
- Be required to leave the club

Assessment of a player's behaviour is at the discretion of the attending Coach and in the event of persistent poor behaviour, an example process flow of the disciplinary chain of events is shown in appendix A.



ACCREDITED CLUB
PART OF ENGLAND FOOTBALL

3. Match Incidents. When a player receives a yellow or red card in any game:

The Attending Coach must report the incident to the Club Secretary on the same day as the game.

- The Attending Coach will provide the Club Secretary with a brief explanation of the incident and any supporting information, such as the name of the player and match details including location and opposition team name.
- The Club Secretary will keep a record of any players who receive red or yellow cards and this will be made available to the Club Committee on request.
- Should the Club Committee consider any player to have an excess number of red or yellow cards, or combination of both, the player and parent may be called to appear in front of a Disciplinary Committee.
- Any fines applied by the FA and/or league for a match incident must be paid by the player's parent/guardian

4. Disciplinary Committee. The Club Committee will appoint a Disciplinary Committee to deal with serious breaches of Codes of Conduct and to investigate and take any necessary action resulting from instances of poor practice or poor behaviour by players, coaches, parents/carers and spectators.

The Disciplinary Committee will have a number of options available to it depending on the seriousness of the case it is considering.

The Disciplinary Committee shall be convened by the Club committee, and include the Club Welfare Officer, and up to three other committee members from the club. The only exception will be when the occurrence being considered involves a member of the

Disciplinary Committee, or a player from a team they manage/coach.

Decisions made by the Disciplinary Committee are deemed to be final, but can be appealed if submitted within 7 days.

Those called before a disciplinary meeting will be notified of the time, date and venue for the meeting, no later than 7 days prior to the date of the meeting. If the member is under 18 years of age they must be accompanied by a parent or guardian.

The member will be given an opportunity to state their case prior to any decision being made. The Disciplinary Committee will also hear evidence from any other person that may have witnessed the incident.

5. Disciplinary Hearing. The following key points will be observed and followed:

- A report of the incident is read
- The player/member/spectator/coach is invited to make their statement
- Witnesses are invited to make their statement
- Representative is invited to contribute any relevant information
- Disciplinary Committee members will question those in attendance about the incident
- The meeting will close and the Disciplinary Committee will consider the action to be taken
- The Disciplinary Committee shall report its findings to all parties (and authorities where appropriate) within 7 days of the hearing
- Any penalties awarded against any player/member/spectator/coach will be presented and recorded at the next Club Committee meeting



ACCREDITED CLUB
PART OF ENGLAND FOOTBALL

- The Disciplinary Committee will exercise this power in a fair and open manner and without prejudice
- If a member fails to attend the disciplinary hearing, the Disciplinary Committee will meet and a decision will be made in their absence

6. Sanctions, Penalties and Fines. Any member, coach, player, club official, parent, carer or spectator who behaves in a way that is contrary to our Policies and Codes of Conduct may face any of the following sanctions and penalties:

- No further action
- The player or member may be cautioned as to their conduct (verbal)
- Fines and suspensions imposed by LCFA or the league
- Exclusion from a specified number of matches or training sessions
- Removal from team for remainder of current season
- Banned from watching the team and being present in any football club activity
- Refusal to register with team for future season
- Mandated completion of training
- Expulsion from Vulcan Football Club

Whenever appropriate, the Disciplinary Committee will seek to show restraint and impose lighter sanctions initially with the option of adding additional sanctions or increasing the duration of a penalty.

The parent/carer of any player under the age of 18, facing a LCFA or league disciplinary will be personally liable for any fines or charges imposed. If a player chooses to appeal against a decision made by the LCFA or league, they do so at their own cost.

Any player that is fined by the LCFA or league and does not pay the fine within the agreed timescales will be suspended from playing until the fine is paid in full.

7. Appeals Process. Any player or parent/carer who is unhappy with the decision of the Disciplinary Committee has the right to appeal in writing to the Club Secretary within 7 days.

The Club Secretary shall immediately appoint a Club Appeal Board made up of 5 Club Officers, one of whom must be the Club Chairman. The remaining three members will be at the discretion of the Club Secretary but not those who sat on the original Disciplinary Committee.

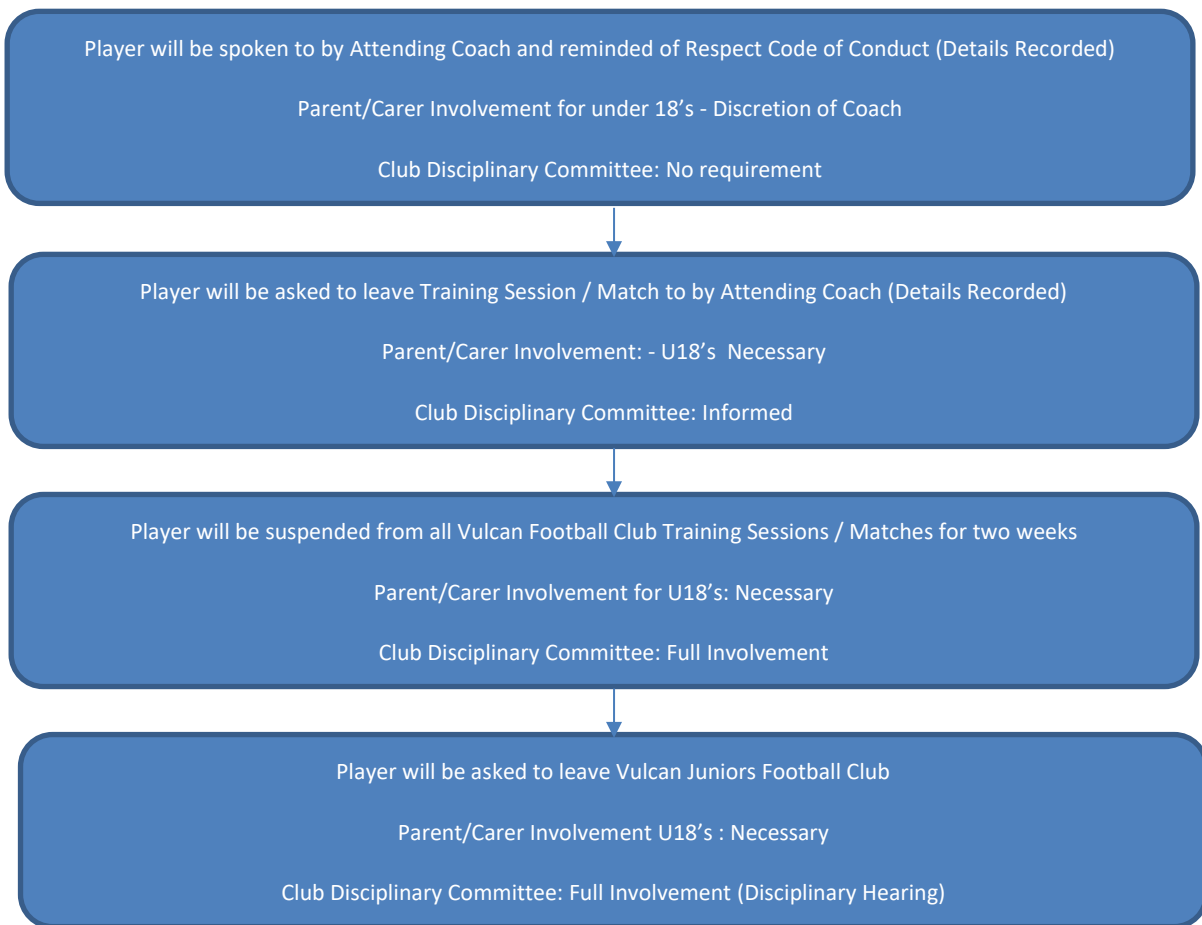
The Club Appeal Board shall consider the detail of the appeal and decide whether the appeal should be upheld, changed or annulled. No appeal will be heard unless the player or parent concerned appears personally before the Club Appeals Board.

The decision of the Club Appeals Board will be final.



ACCREDITED CLUB
PART OF ENGLAND FOOTBALL

Appendix A – Example Disciplinary Process



ACCREDITED CLUB
PART OF ENGLAND FOOTBALL