



WIMBLEDON RUGBY FOOTBALL CLUB

Est. 1865

Disciplinary Policy

The aim of this policy is ensure the highest level of discipline throughout Wimbledon RFC (the "Club").

1. Introduction

1.1. Team Captains, Managers or Coaches must report all red cards, yellow cards and disciplinary incidents to the Hon. Secretary as soon as possible after, and within 24 hours of, the incident.

2. The Disciplinary Committee

2.1. The Senior Disciplinary Committee shall consist of any three of the following:

- 2.1.1. Hon. Secretary;
- 2.1.2. Chairman of Senior Rugby; or
- 2.1.3. Any other member of the Executive Committee.

2.2. The Youth Disciplinary Committee shall consist of:

- 2.2.1. Hon. Secretary or another member of the Executive Committee; and
- 2.2.2. any two of the Director of Rugby (Youth), the Child Protection Officer or any other member of the Youth Committee.

3. Senior Player Sending Off (Red Card)

3.1. In the event of a Senior Player being sent off, the following procedure will be adopted:

- The Captain or Team Manager of the team concerned must report the following information to the Hon. Secretary as soon as possible after, and within 24 hours of, the incident –
Date of the Incident, Nature of the Incident, Teams involved, Where the match was played, Score at the time, Player's correct name, Player's address, Player's date of birth, Player's RFU Registration number, Player's email address, Player's contact number and a Report of the incident by the Player.
- The Hon. Secretary will send the Club's reports of the incident to Surrey Rugby by the Monday immediately following the player being set off by which point, Surrey Rugby will have received the Referee's report of the incident;
- The Hon. Secretary will receive the Referees report and plea form from Surrey Rugby and will send them onto the Player;
- The Player must complete the plea form and return it to the Hon. Secretary with a cheque for the relevant amount;
- The Hon. Secretary will call a Disciplinary Committee to be held on the Tuesday following the incident at 8pm at the Club. The Disciplinary Committee must consider the sending off and come to a decision on any sanction required. The Player may be accompanied by his own witnesses and may provide character references;
- The Hon. Secretary must inform Surrey Rugby of the outcome of the Club Disciplinary hearing as soon as possible; and
- The Player will also be required to attend a formal disciplinary hearing with Surrey Rugby.

- 3.2. Where the Referee fails to submit a report of the incident, the Hon. Secretary will come to a decision, with guidance from Surrey Rugby, as to whether the Club should continue to hold an internal disciplinary hearing.
- 3.3. When a player is sent from the field of play, he will be banned from playing any further match until he has attended a disciplinary hearing with Surrey Rugby. For the avoidance of doubt, included in this is where the Player receives a red card as a result of committing two yellow card offences in one match.

4. Youth Player Sending Off (U13-U18) (receiving Red Card)

- 4.1. In the event of a Youth Player being sent off, the following procedure will be adopted:
 - The Captain or Team Manager of the team concerned must report the following information to the Hon. Secretary as soon as possible after, and within 24 hours of, the incident –
Date of the Incident, Nature of the Incident, Teams involved and where the match was played, Score at the time, Player's correct name, Player's address, Player's date of birth and Contact details of the Player's parent or guardian.
 - The Coach or Team Manager must get a copy of the Referee's Report before the Referee leaves the Club. This Report must then be sent to the Hon. Secretary who will, within 48 hours, forward a copy to Surrey Rugby;
 - The Hon. Secretary must call the Youth Disciplinary Committee to be held on the Monday following the incident at 8pm at the Club. The Disciplinary Committee must consider the sending off and come to a decision on any sanction required. The Player will be expected to be accompanied by their parent or guardian and must be accompanied by the Player's Principle Coach or Attending Coach on the day of the incident;
 - The Hon. Secretary must inform Surrey Rugby of the details of the Players and the outcome of the Club within 72 hours;

5. Disciplinary Procedures for Minis (U6-U12)

- 5.1. If the Referee decides that a player must cease to participate in a match, they must stop the match, call the individual player aside from the other players and invite the Coach onto the field.
- 5.2. The Referee must explain to the Coach and the Player why they feel the Player's behaviour is unacceptable and instruct the Coach to provide a substitute player.
- 5.3. That Player is to take no further part in that Fixture or Festival.
- 5.4. It is the responsibility of the Coach to speak to and educate the Player as to why such actions were taken.
- 5.5. If deemed necessary, the Hon. Secretary will be informed and the Player may be asked to attend a disciplinary hearing and will receive a suitable sanction for the offence. In such rare occurrences, a parent or guardian must be present.

6. Senior or Youth Player Sin Binned (receiving a Yellow Card)

- 6.1. The Captain or a Team Manager of the team concerned must report the name of any Player receiving a yellow card during a game to the Hon. Secretary who will keep a record of the offence.
- 6.2. Any Player who receives more than two yellow cards in one season may be asked to appear before the Disciplinary Committee to explain the reasons why.

7. Acts of foul play not detected by the Referee/Match officials

7.1. A Team Captain or Team Manager must report any incident which may lead to the citing of a Player to the Hon. Secretary within 24 hours.

7.2. In the event of a Player (whether Senior or Youth) wishing to cite an opposition player, the following procedure will be adopted:

- The Captain or Team Manager of the team concerned must report the following information to the Hon. Secretary as soon as possible after, and within 24 hours of, the incident –

Date of the Incident, venue of the incident, Teams involved, details of the alleged act of foul play including the point in the match that the incident happened, the score at the time and the position on the field when and where the incident is alleged to have occurred, The identify (or means of identifying) the player or players alleged to be guilty of the foul play, and other supporting evidence such as photographs, videos or medical reports.

- The Hon. Secretary will collect any further evidence and the Senior Disciplinary Committee will discuss whether the opposition player shall be cited.
- The Hon. Secretary will submit all evidence to Surrey Rugby within 4 days of the match with a cheque for the relevant amount.
- Surrey Rugby will assess whether to take the citing forward and the RFU Regulations will be followed.

8. Acts of Bad Behaviour by Players, Members, Officials, Spectators, Supporters or Visitors

8.1. Any Member/Player of the Club who witnesses an act of bad behaviour at any time by a Club Member, or visitor to the Club, must report the matter to the Hon. Secretary as soon as possible so the appropriate action can be taken.

8.2. In the event of unacceptable behaviour by a Club Member, the relevant Disciplinary Committee shall meet at their earliest convenience, but before the next Executive Committee meeting. A member of the Disciplinary Committee shall present the facts and make a recommendation to the Committee.

8.3. In the event of a complaint being received from Surrey Rugby or similar, the Hon. Secretary shall ascertain the facts and report to the next Executive Committee meeting.

9. Acts of Bullying

9.1. Bullying of any kind is not acceptable in any form or at any stage at the Club. Any instances will be taken seriously, responded to promptly, and procedures followed to deal with the situation.

9.2. Rugby is a “telling” culture and anyone who knows that bullying is happening is expected to report it to the Club Child Protection Officer. He/She will follow the guidelines as outlined in the RFU Anti Bullying Policy.

9.3. It is the responsibility of every adult working in rugby union to ensure that everyone, adults and all young people can enjoy the sport in a safe, enjoyable environment.

10. Sanctions

10.1. The Senior Disciplinary Committee will have the power to decide upon one or more of the following sanctions, which may be applicable to *any* offence outlined in these Disciplinary Procedures,;

10.1.1. that no further punishment additional to the punishment received on the day of the incident by the Referee;

10.1.2. that no action should be taken but leave the matter to Surrey Rugby;

- 10.1.3. 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;
 - 10.1.4. that the Player be suspended from taking part rugby related activities at the Club for a period of time.

Appendix 2 of the RFU Regulations lists recommended sanctions. It states the various entry points based on the scale and seriousness of the Player's misconduct. This will be followed by the Senior Disciplinary Committee;
 - 10.1.5. that a period of suspension from taking part in the administration or supporting of Rugby (within the Club context only), be imposed on the player, member, supporter or spectator;
 - 10.1.6. that an agreement is entered into stipulating that the player (or other person if the enquiry is into incidents off the field of play) carries out a specified period of voluntary community service at the Club; or
 - 10.1.7. that any other penalties or suspensions as decided by the Senior Disciplinary Committee is appropriate.
- 10.2. The Youth Disciplinary Committee will have the power to decide upon one or more of the sanctions set out in 10.1. The sanction set out in 10.1.4 will relate to the Age Grade Rugby Regulations set out in the RFU Handbook.
 - 10.3. The Hon. Secretary will inform the school of a Youth Player of any sanction imposed by the Club. Similarly, the parent or guardian of a Youth Player is expected to inform the Hon. Sec., Coach and Team Manager of any sanction imposed by the school within 24 hours of the sanction being imposed.
 - 10.4. A record of any penalty awarded against a player/coach/supporter/spectator etc, plus the reasons how that decision was arrived at by the relevant Disciplinary Committee, will be kept on file. The penalty can be taken into account when deciding on future penalties at any subsequent disciplinary hearing relating to that Member.

11.Appeals

- 11.1. A Member/Player/Supporter/Spectator has a right to appeal the decision of the Disciplinary Committee
- 11.2. An appeal must be in writing, stating reasons for the appeal, to the Honorary Secretary within 7 days of the Club disciplinary hearing. The appeal will be heard within the following 7 days.
- 11.3. An appeal hearing panel will be made up of three members of the Exec. Committee or Minis and Youth Committee who did not sit on the relevant panel at the time of the first hearing.
- 11.4. The Appeal Panel may uphold the Disciplinary Committees judgement, increase or decrease the length of any period of suspension or annul the judgement. The result of any appeal will be kept on file.

12.Costs

- 12.1. Any costs must be paid by the individual concerned and therefore the club will invoice the Player for the said amount. Failure to pay the club this will result in the Player being banned from playing any further matches or use any club facilities until the levy is paid in full. If a Player leaves consequent to not paying the costs they will not be entitled to a refund of their annual subscription.

**THIS IS
RUGBY.**

Teamwork Respect Enjoyment Discipline Sportsmanship