

DC Process for Goodwood United FC

Steps leading up to DC process enforced by Director of Football:

- Verbal consultancy, explanation with breach advisement based on TOR
- Written intervention as to breach based on TOR
- DC hearing with DC panel
- Appeal hearing if applicable.

Purpose

These Disciplinary Policy & Procedures are to be considered in conjunction with the Goodwood United FC, Inc (GUFC) Codes of Behaviour Policy. The purpose of this Disciplinary Policy & Procedures document is to provide a uniform approach for the GUFC to deal with any on or off the field behaviour by any:

Player that receives either an official caution or dismissal by a match official.

Player that acts inappropriately in relation to expectations of his/her coach.

Club Official, Parent or Supporter that causes gross offence to either any other stakeholder in the GUFC or an Official, Parent or Supporter from any other club.

These procedures will be published on the GUFC Linktree website and issued to existing club Members/Players on request. They will also be included in welcome packs so that all Players, Officials, Parents and Supporters are fully aware of its contents.

Disciplinary Guidelines

Formal, On the Field, Caution or Dismissal

Within three (3) days of a disciplinary incident the Team Manager will complete a written report and forward to the club's Chairman and Management Committee ('the committee'). In the absence of a Team Manager, the Coach may undertake the reporting processes. He/she will report on the incident as they have seen it and may refer to statements from others who have attended the game and are stakeholders in the GUFC. Any statements taken, and included in the report, must be able to be corroborated and the committee may wish to interview the statement maker during the course of this procedure. The report must contain the Manager's conclusion and recommendations. It is the Manager's responsibility to circulate this report to all committee members and call a Disciplinary Panel meeting. The Panel will be made up of three (3) individuals, including a designated chairman selected on the basis of impartiality. Any person who is a parent or relation of the charged individual is exempt from sitting on the Panel (unless requested to do so by the GUFC Management Committee Executive).

It is the duty of the Chairman, Vice Chairman, and Registrar(M&R) to appoint this Panel and the Panel's Chairman.

The actions and/or penalties that the Disciplinary Panel may impose will be:

No further action

Verbal or written warning about future conduct

Internal suspension from attending matches – Number of Games

Internal suspension from participating in all Club activities – Period of Time

Permanent exclusion from Goodwood United FC, Inc

Written letters of apology to all concerned

Any combination of the above as deemed necessary or appropriate.

Note: this procedure is not limited to only Players; any Official, Parent or Supporter may be subject to this procedure if cautioned by a match official. The Head Coach will retain the responsibilities as stated above for offences caused by non-playing club stakeholders.

The Disciplinary Panel Chairman must notify the penalty to the Player, Official, Parent or Supporter in writing, within seven days of the hearing.

Inappropriate dealings with Coach:

Training and Playing Coaches have the authority to exclude players from training activities in response to inappropriate behaviour. Coaches of junior teams may remove players from the field of play during games in response to inappropriate behaviour from the player or the player's parent. In addition, coaches may 'bench' players when they consistently:

1. Miss training
2. Are late for training
3. Are late for matches

Players who respond inappropriately to the instructions of a Coach or a Club official during a game in such a manner as they clearly breach the Club's Code of Conduct policy may be subject to penalties imposed by the Club. In such a case, the responsible Coach may wish to make a written complaint and request action be taken against the player concerned. The Coach must make the complaint to the Club Secretary within seven (7) days of the incident and in writing.

Within three days of the receiving the complaint the Director of Football will investigate and complete a written report on the incident. He/she may refer to statements from others who have witnessed the incident and are stakeholders in the Club. Any statements taken and included in the report must be able to be corroborated and the committee may wish to interview the statement maker during the course of this procedure. The report must contain the Director of Football conclusion and recommendation. The Director of Football will send the report to the GUFC Management Committee Executive members. The Executive will determine if a Disciplinary Panel meeting should be called.

The actions and/or penalties that the Disciplinary Panel may levy will be:

No further action

Verbal or written warning about future conduct

Internal suspension from attending matches – Number of Games

Internal suspension from participating in all Club activities – Period of Time

Permanent exclusion from Goodwood United FC, Inc ☐ Written letters of apology to all concerned

Any combination of the above as deemed necessary or appropriate The Disciplinary Panel Chairman must notify the penalty to the Player, Official, Parent or Supporter in writing, within 7 days of the hearing.

Off the Field Actions Causing Gross Offence to Any Club Stakeholder or Stakeholders in Other Clubs:

The person making the complaint must do so to the appropriate Head Coach, Coach, Director of Football or the Club Secretary within seven (7) days of the incident and in writing.

Within three days of the receiving the complaint the Head Coach or coach will investigate and complete a written report on the incident. He/she will report on the incident as he/she has seen it and may refer to statements from others who have attended the game and are stakeholders in the Football Club. Any statements taken and included in the report must be able to be corroborated and the Management Committee may wish to interview the statement maker during the course of this procedure. The report must contain a conclusion and recommendations. It is the Coach/Manager's responsibility to send this report to the Club Secretary for distribution to all Committee members. The Committee will determine if a Disciplinary Panel meeting should be called.

The actions and/or penalties that the Disciplinary Panel may levy will be:

No further action

Verbal or written warning about future conduct

Internal suspension from attending matches – Number of Games

Internal suspension from participating in all Club activities – Period of Time

Permanent exclusion from Goodwood United FC, Inc

Written letters of apology to all concerned

Any combination of the above as deemed necessary or appropriate

The Disciplinary Panel Chairman must notify the penalty to the Player, Official, Parent or Supporter in writing, within seven (7) days of the hearing.

Violent Acts, Either Actual or Threatened

If the Violent Act is on or around the field of play, whether in a match or training situation, then the procedure outlined in Formal, On the Field Caution or Dismissal must be followed. If outside of this arena then the Off the Field Actions Causing Gross Offence to Any Club Stakeholder or Stakeholder in Other Clubs procedure should be followed.

The actions and/or penalties that the Disciplinary Panel may levy will be:

No further action

Verbal or written warning about future conduct

Internal suspension from attending matches – Number of Games

Internal suspension from participating in all Club activities – Period of Time

Permanent exclusion from Goodwood United FC, Inc

Written letters of apology to all concerned

Any combination of the above as deemed necessary or appropriate

It is the responsibility of the Club Secretary to make the report and findings of the Disciplinary Panel available to Local LFA. The correspondence should outline the steps the club is taking and the penalties that are being imposed. It is the Disciplinary Panel Chairman's responsibility to make these findings available to the Club Secretary.

Appeals Procedure

To ensure that the Football Club maintains a fair, balanced and reasonable position in all disciplinary matters any disciplinary penalty imposed will be open to an appeal process. It is the duty of the Chairman, Vice Chairman, and Registrar to appoint an Appeals Panel and the Panel's Chairman.

The appeal must be made in writing to the Disciplinary Panel Chairman within fourteen (14) days of the date of the penalty letter being received. The Disciplinary Panel Chairman will notify the Appeals Panel Chairman of the request.

The Appeals Panel Chairman will advise the Club Secretary who will notify the person making the appeal the time, date & venue for the hearing. The hearing must be heard by the Appeals Panel. The Appeals Panel will be made up of people not part of the original Disciplinary Panel.

The conclusions reached by the Appeals Panel are final and binding and will be notified to all, including the Disciplinary Panel within seven (7) days of the hearing.