



RIPON RUGBY FOOTBALL CLUB

DISCIPLINE POLICY

It is the responsibility of Ripon RUFC (**the Club**) to deal with any act of indiscipline on the field of play by players, and/or any act of bad behaviour of their supporters and spectators on the touch line or any Club member who at any time uses threatening, abusive or insulting words or behaviour towards any other member or visitor to the Club or in any way brings the Club or the game into disrepute. The Club will appoint a Disciplinary Committee to deal with any act of indiscipline. Any member, whether player/supporter/spectator will have a right to the Club appeals procedure following any penalty imposed.

DISCIPLINE PROCEDURE

1. The following outlines the procedure to be followed where an act of indiscipline has taken place:

1.1 [Player sent off by the referee \(Society or Club\) – Red Cards](#)

Adult Players

In the case of an Adult Player (*this includes an U17 & U18 playing in an adult match*) the Team Manager or Captain concerned **MUST** report the name, contact details and playing position of the player sent off, the match including the opposition, the referee's name and any relevant details to the Secretary and/or the Chairman within **24 hours** of the sending off. **This is important as it is mandatory that the Club Secretary has to report the incident in writing to the Yorkshire RFU Discipline Secretary within 48 hours of the incident.**

Any Adult player (*this includes an U17 & U18 playing in an adult match*) who is sent off (red-carded) is automatically suspended from playing until the Ripon RFU Discipline Hearing has taken place.

Referees (Society or Club) must in all adult matches report all players sent off to the Discipline Secretary of the County Constituent Body of the player's Club using the RFU Discipline Report form.

Age Grade Players

In the case of Age Grade Players (*this is a player under the age of 18 at the time of the offence/incident, providing that the U17 or U18 player is playing in an U17 or U18 Club match. Any player who has reached their 17th birthday and is playing in either an U19 (Colts) or Adult match is classed as an adult and will therefore be dealt with under the Adult Player procedure*) the Team Manager or Coach concerned **MUST** report the name, contact details and playing position of the player sent off, the match including the opposition, the referee's name and any relevant details to the Secretary and/or Age Grade

Chairman within **24 hours** of the sending off. **This is important as it is mandatory that the Club Secretary has to report the incident in writing to the Yorkshire RFU Discipline Secretary within 48 hours of the incident**

All players under the age of 18 whether playing in Age Grade, Colts or Adult rugby matches will automatically be suspended from playing until they have appeared before a Club Discipline Committee.

Referees (Society or Club) must report a player who is sent off and is 17 years of age to the Discipline Secretary of the County Constituent Body of that players Club using the RFU Discipline Report form.

If a player is sent off at a school match it is important that the player informs the Age Grade Team Manager or Coach of the sending off and any penalty imposed. Likewise if a player is sent off in a Club match s/he must inform his/her school of the offence and the penalty imposed.

1.2 Player Sin Binned by the referee (Society or Club) - Yellow Cards

Adult Players

In the case of an Adult Player (*this includes an U17 & U18 playing in an adult match*) the Team Manager or Captain concerned **MUST** report the name, contact details and playing position of the player sin binned during a game (this relates to all teams and is irrespective of there being a Society or Club referee officiating) to the Director of Rugby within **24 hours** of the incident.

A record of players being sin binned will be kept by the Director of Rugby and any player, who in the opinion of the Discipline Committee, has an excessive amount of yellow cards will be asked to appear before that Discipline Committee to explain the reasons why.

Age Grade Players

In the case of Age Grade Players (*this is a player under the age of 18 at the time of the offence/incident, providing that the U17 or U18 player is playing in an U17 or U18 Club match. Any player who has reached their 17th birthday and is playing in either an U19 (Colts) or Adult match is classed as an adult and will therefore be dealt with under the Adult Player procedure*) the Team Manager or Coach of the relevant team should report the name of the player sin binned within **24 hours** of the incident to the Age Grade Chairman who will keep a record.

A record of players who have been sin binned will be kept by the Age Grade Chairman. Any player who has been **sin binned twice** in a season will be asked to appear before the Discipline Committee.

1.3 Acts of Foul Play not Detected by the Referee/Match Officials

Adult Players

Any member/player who witnesses an act of foul play or bad behaviour by a player (of any Club team) should report the incident giving name(s) and details of the incident to the Chairman, Director of Rugby or Secretary as soon as possible after the incident.

Any incident of foul play involving a member of an opposition team that has or has not been dealt with by the match official(s) and is witnessed by a player/ member can be reported to the Chairman, Director of Rugby or Secretary without delay so consideration and action can be taken if appropriate.

A Citing may only occur where an act of foul play **was not detected by the match officials**. Only Unions, Constituent Bodies and Clubs may cite, **not a player or a spectator**.

Any consideration for a Citing must be reported to the Chairman, Director of Rugby or Secretary within **24 hours**. Citing must be reported to the YORKSHIRE RFU within 14 days of the incident and detailed procedure that has to be followed – See RFU Regulation 19 Appendix 4

Age Grade Players

In the case of Age Grade Players an act of foul play or bad behaviour by a player (of any Club team) should be reported to the Age Grade Chairman.

1.4 Acts of Bad Behaviour by Players, Members, Spectators, Supporters or Visitors

Any member/player who witnesses an act of bad behaviour, actions in breach of the Club's rules or acts prejudicial to the Club's name at any time by any player, member, spectator, supporter or visitor to the Club, of whatever age, should report the matter to the Chairman, Secretary, Age Grade Chairman or any member of the Club Executive Committee so that appropriate disciplinary action can be taken.

1.5 Acts of Bad Behaviour by Club Coaches and Officials of Club Teams

Adult Players

Any member/player who witnesses a Club coach or an official of a Club team committing an act of bad behaviour towards any player, match official, member, spectator, supporter or visitor to the Club, of whatever age, or whose actions are in breach of the Club's rules or whose acts are prejudicial to the Club's name should report the matter to the Chairman, Secretary, Age Grade Chairman or any member of the Club Executive Committee so that appropriate disciplinary action can be taken.

Age Grade Players

Any member/player who witnesses a Club coach or an official of a Club team committing an act of bad behaviour towards any Age Grade player must report it to the Club Safeguarding Officer. He/she will follow the guidelines as outlined in the Club's Anti Bullying Policy. Any reported instances of bullying

will be taken seriously and responded to promptly. Bullying of any kind is not acceptable in any form or at any age at Ripon RUFC.

2. THE DISCIPLINE COMMITTEE

The Discipline Committee will be responsible for investigating and taking action on any sending off, or any incident of foul play or bad behaviour by a Ripon player not detected by the Match Officials and instances where a player has been sin binned an excessive number of times.

The Discipline Committee will also investigate and take action on any instance of indiscipline, bad behaviour/actions in breach of the Club's rules or acts prejudicial to the Club's name by any Ripon member, supporter or spectator.

The Discipline Committee will exercise such power in a fair and open manner with the accused always having a right to attend and put his/her case after first been given reasonable notice of the hearing and to exercise its power without prejudice.

The Discipline Committee will follow the same procedure whether hearing an Adult or Age Grade player, however, in the case of an Age Grade Player the age of that player will be taken into account in the way the hearing is conducted.

2.1 The Discipline Committee shall consist of at least three members of the Club Executive Committee including but not restricted to:

- The President
- The Past President
- The Chairman
- The Age Grade Chairman
- The Secretary
- The Director of Governance
- The Director of Rugby
- Other member of the Club Executive Committee

In the case of an Age Grade player if the Director of Rugby and the Age Grade Chair are unable to sit on the Disciplinary Committee, then an Age Grade Coach should constitute one of the members of the of the Discipline Committee.

The Discipline Committee should meet within fourteen (14) days of the act of indiscipline or bad behaviour. Further meetings of the Discipline Committee may be held if circumstances require this.

2.2 Those present at a Discipline Hearing will be:

- The player, member, match official, spectator or supporter.
- His/her representative.
- Witness(es) to the incident.
- Discipline Committee members.
- An Age Grade player must be accompanied by a parent/guardian.

The player, member, match official, supporter or spectator **MUST** attend the Discipline Hearing. He/she may, if they wish, be represented by one person of his/her choice.

The Discipline Committee may also receive evidence (either verbally or in writing) from any other person(s) who witnessed the indiscipline or bad behaviour or was involved in it.

2.3 Procedure

The report of the indiscipline or bad behaviour is read to the Discipline Committee.

The player, member, match official, supporter or spectator is invited to make his/her statement.

Witness(es) to the incident and character witness(es) are invited to make their statement(s).

Discipline Committee members may question any of those present about the incident including the player, member, match official, supporter or spectator involved and witness(es)

The meeting will be adjourned while the Discipline Committee decide on what action to take. The Discipline Hearing is then re-convened and the findings of the Discipline Committee along with any penalties are announced.

2.4 Penalties

Adult Players

The Club Discipline Committee will have the power to decide upon one or more of the following:

- a. No further punishment additional to the punishment of sending off.
- b. To take no action but to leave the matter to the County Discipline Committee.
- c. That the player, member, match official, supporter or spectator be cautioned or severely cautioned as to his/her future conduct.
- d. A period of suspension from playing, or taking part in the administration of the Club or both, be imposed on the player, member, match official, supporter or spectator. Recommended RFU sanctions can be found in RFU Regulation 19 Appendix 4 stating the various entry points based on the scale and

seriousness of the indiscipline or bad behaviour.

e. Suspend or terminate membership of the Club for such period as deemed appropriate.

f. Any other penalties or suspensions as decided by the Club Discipline Committee.

A record of any penalty awarded against any player, member, match official, supporter or spectator plus the reasons as to how that decision was arrived at by the Club Discipline Committee will be kept on file for **3 years**. This penalty can be taken into account when deciding any future penalties at any subsequent discipline hearing relating to that player, member, match official, supporter or spectator within that 3 year period.

A member, player, match official, supporter or spectator has the right to an appeal process as outlined in section 3.

Age Grade Players

The Discipline Committee can impose on Age Grade players the same penalties as for an Adult player, member, match official, supporter or spectator as outlined in **section 2.4 a, c, d, e & f** however, the age and seriousness of the offence must be taken into account when deciding penalties. Generally Age Grade players under the age of 18 are suspended for shorter periods than adults.

A list of recommended sanctions for Age Grade players (Under 18 years of age) are outlined in RFU Regulation 19 Appendix 6.

A record of the penalty awarded against any Age Grade player plus the reasons how that decision was arrived at by the Discipline Committee will be kept on file for **1 year**. This penalty can be taken into account when deciding any future penalties at any subsequent discipline hearing relating to that player within that 1 year period.

An Age Grade player has the right to an appeal process as outlined in section 3.

3 Appeals Procedure

3.1 Players Reported by a Match Official

Any Adult player or Age Grade player who has been reported by a match official has the right of appeal against The Discipline Committee's decision

3.2 Non Playing Members or Players not reported by a Match Official

A Club member and any Adult or Age Grade player dealt with by the Club Discipline Committee for an offence not detected by a match official has a right of appeal to the Discipline Committee.

3.3 Appeals Committee

The Appeals Committee shall consist of three people from the following list who did not sit on the Discipline Committee:-

- The President
- The Past President
- The Chairman
- The Age Grade Chairman
- The Secretary
- The Director of Governance
- The Director of Rugby
- Other member of the Club Executive Committee

Any appeal relating to 3.1 and 3.2 must be submitted to the Honorary Secretary in writing giving reasons for the appeal within 7 days of the discipline hearing. The appeal will be heard within the following 14 days.

The Appeal Committee may uphold the Discipline Committee decision, it may increase or decrease the length of any period of suspension or it may revoke the decision.

4. Costs of Attending a County Discipline Hearing

Costs are imposed on the Club by Yorkshire RFU for any player appearing before the County Discipline Committee. This includes an Adult player or Age Grade player who has reached their 17th birthday and who was playing in an adult or U19's (Colts) match)

The Club will usually support the player by playing the Yorkshire RFU costs; however, the Club reserves the right to recoup this cost from the player in exceptional circumstances. If the player fails to pay these costs it will result in the player being banned from playing any further matches or use any Club facilities until the cost charge 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.

