



Discipline

Every member of the St Ives Town FC 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 Board of Directors will appoint a Disciplinary Committee to deal with serious breaches of Codes of Conduct and club rules 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.

Possible sanctions to all members include:

- No further action
- Verbal and written warning
- Fine
- Exclusion from specified number of matches or training sessions
- Removal from team for remainder of current season
- Refusal to register with team for future season
- Expulsion from the club

Whenever appropriate the 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, coaching staff, director, committee member and spectator 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 decision of the appeal Board will be final. Ultimately, of course, our club is required to follow the rules and regulations of the leagues to which we are affiliated as well as to County Association and FA rules.



Discipline Procedures

No disciplinary action will be taken until a full investigation has been conducted by the Discipline Committee.

Disciplinary Policy

Our disciplinary measures apply to players, coaching staff, director, general committee members and spectators. Every member of the club is bound by one or more Codes of Conduct and is expected to maintain a high standard of behaviour.

The club will also adhere to all disciplinary procedures set by the Huntingdonshire FA and appropriate leagues.

To reduce the number of offence, by illustrating to members the seriousness with which the Club Board of Directors view discipline, to ensure the good name of the club and to maintain the standards of discipline expected by The FA, St Ives Town FC has developed clear policies and Respect Codes of Conduct to establish expected standards of discipline.

Codes of Conduct can only be effective if there is a disciplinary process to support them. It is essential that any process is seen to be fair and consistent in dealing with incidences of misconduct.

Triggers Events

Events which will trigger a disciplinary meeting

- A player reaching 4 Cautions
- A player reaching 3 or more Dissent Cautions
- Foul/ abusive language from the Players, coaching staff, directors, general committee.
- Player reaching two Red cards
- Damage to club property
- Failure to adhere to any discipline actions taken by the Discipline Committee.
- Failure to pay a club fine.
- Any Breach in the St Ives Town FC Code of Conduct.



Youth Players

When a player receives a yellow or red card in any game

- The attending team 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, details of the individual concerned, i.e. 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 Committee on request
- The Club Secretary shall advise the Club Treasurer of any decision where the payment of a fine is involved and the Club Treasurer shall ensure the fine is fully paid.
- On a monthly basis the Club Secretary will provide relevant information to the Board of Directors/ General Committee who will monitor and review receipt of red and yellow cards on a player by player basis
- Should the 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
- Youth players breaching the Club Code of Conduct may also be requested to attend a Club Disciplinary Committee hearing with the parent/ Guardian.
- The manager may also be called to speak but will not be party to the decision making process



The Discipline Committee shall be chaired by the Club Chairman, and shall be formed by the Club Welfare Officer and one other Director. The Secretary shall be deemed to be a shadow Director and be there to take the minutes and ensure the discipline meeting adheres to the Club discipline policy. The only two exceptions will be when the incident being considered places the Disciplinary Secretary into a conflict of interest. In such circumstances the Disciplinary Secretary will co-opt an alternative committee member. The other exception will be when the occurrence being considered involves a member of the Discipline Committee. 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.

Further meetings may be held if circumstances require. If the member is under 18 years of age then they must be accompanied by a parent or guardian, or other representative agreed with the Discipline Committee. The member and/or their representative will be given an opportunity to state their case prior to any decision being made. The Discipline Committee will also hear evidence (verbally or in writing) from any other person that may have witnessed the incident.

Disciplinary Hearing

- A report of the incident is read
- The player/coach/ director/ general committee member/spectator/ is invited to make their statement
- Witnesses are invited to make their statement
- Representative is invited to contribute any relevant information
- Discipline Committee Members will question those in attendance about the incident
- The meeting will close and the Committee will consider the action to be taken
- The Discipline Committee shall report its findings to all parties (and authorities where appropriate) within 7 days of the date of the hearing
- Any penalties awarded against any of the above should be recorded and presented at the next Directors Board meeting and the General Committee Meeting.



The Discipline Committee will exercise this power in a fair and open manner and without prejudice.

If a member fails to attend the Disciplinary hearing, the Committee will meet and a decision will be made in their absence.

Sanctions, Penalties and Fines

Any Director, member, coach, player, club official, parent, 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. Whenever appropriate Board of Directors / Discipline 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.



Sanctions may include:

- No further action
- An interview will be held to discuss the Club's concerns regarding the discipline issue. The Club Chairman, Club Welfare Officer and or one other Director, Secretary, player and Club Manager (players parent if U18) shall be present. A plan of action will be formulated and all present will be then given copies of the plan.
- The Player or member may be cautioned as to their conduct (verbal or written warning)
- Fines and suspensions imposed by Huntingdonshire FA and St Ives Town FC Discipline committee
- Exclusion from specified number of matches or training sessions
- Removal from team for remainder of current season
- Refusal to register with team for future season
- Expulsion from the club
- Any other penalties or suspensions as decided by the Discipline Committee.

Please note

Players (excluding those who have not reached their 18th birthday), coaching staff, Directors, General Committee members, spectators facing a Huntingdonshire FA disciplinary will be personally liable for any fines or charges imposed on the club by the Huntingdonshire FA (HFA). If a player chooses to appeal against a decision made by the HFA, appropriate League or the Club, they do so at their own cost.

Any player who is fined by the HFA and does not pay the fine within the agreed timescales will be suspended from playing until the fine has been paid in full.

Appeals Process

Any player, coach, Director, General Committee member, spectator 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 Disciplinary Appeal Board made up of 3 members who were not present at the initial hearing. These members should be the remaining board and or members of the General Committee agreed on by the Board.

The Appeals Board shall consider the details of the appeal and decide whether the appeal should be upheld, changed or annulled. No appeal will be heard



unless the player, coach, director, general committee member, spectator concerned appears personally before the Appeals Board. The decision of the appeal committee will be final.

Ultimately, of course, our club is required to follow the rules and regulations of the leagues to which we are affiliated as well as to County Association and Football Association.

This Code is fully supported by the Board of Directors at St Ives Town FC and who is responsible for its implementation and regular review.

St Ives Town FC

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