



Disciplinary Procedures  
For Players in Scottish Women's  
Football Youth Regional Leagues

Season 2016

Scottish Women's Football Youth Regional Leagues  
Scottish Women's Football Youth Regional League  
Cups Scottish Women's Football Youth Cups

## Introduction

The following Disciplinary Procedures ("Procedures") shall apply to all Women's Youth Leagues and Cup Competitions played under the jurisdiction of the Scottish FA.

### 1. REPORTING OF OFFENCES BY MATCH OFFICIALS

#### 1.1 Cautionable and Sending off Offences

- 1.1.1 Referees will administer cautions and sendings-off in accordance with the Laws of the Game. A caution or sending off is not nullified by a referee failing to show the player the appropriate card when issuing the sanction to the player.
- 1.1.2 Referees must submit report forms to the Regional Administrator, confirming cautions and sending offs administered to player(s); such reports to be received by the Regional Administrator within 3 days of the match. The forms must state the details of each offence. In the case of a player who is sent off for receiving a second caution, the referee must report the two offences which resulted in the player's dismissal.
- 1.1.3 If a referee considers that a player's sending off is of such a serious nature that it warrants consideration by the Regional Management Committee as a case of misconduct in accordance with Paragraph 4 – Other Provisions, he/she shall submit, in addition to the report form, a separate report fully detailing the incident.

#### 1.2 Incidents Occurring Before, During or After a Match

- 1.2.1 Referees must submit to the Regional Administrator, a detailed report on any incident which occurs before, during or after a match; such reports to be received by the Regional Administrator within three working days the match.
- 1.2.2 Misconduct committed by a player which is the equivalent of a cautionable or sending off offence will be dealt with in accordance with the provisions of Paragraph 3.

### 2. RECORDING OF OFFENCES

#### 2.1 Cautionable Offences

The Regional Administrator will confirm the caution to the player's club. In the case of a player incurring a third caution in the same season, and for every third caution incurred thereafter during that season, the Regional Administrator will confirm to her club that she is subject to the standard punishment as detailed in Paragraph 3.

#### 2.2 Sending-off Offences

The Regional Administrator will confirm the sending-off to the player's club and that she is subject to the standard punishment as detailed in Paragraph 3.

#### 2.3 Incidents Occurring Before, During or After a Match

Where a player has committed an offence, the Regional Administrator will confirm to the player's club whether or not it is deemed to be the equivalent of a cautionable or sending off offence and, where appropriate, that she is subject to the standard punishment as detailed in Paragraph 3.

### 3. PUNISHMENTS

#### 3.1 Cautions

A player who incurs three cautions during a season will be suspended for one match. The suspension shall be effective on the 14th day following the date of the offence which resulted in the incurring of the suspension and will require to be served by the player's recognised team (i.e. the team for which she normally plays) playing one match. In cases where a player is regularly listed in the team lists for more than one of the club's teams, her level of participation for each team will be used to determine the player's recognised team (i.e. whichever team she has the most appearances for). The application of a one match suspension will be repeated for every third caution incurred by a player during the season.

#### 3.2 Sendings-off (For serious foul play, violent conduct or spitting)

A player who is sent off for serious foul play, violent conduct or spitting will be suspended automatically for the next three matches her club plays at the same age level as the match in which she was sent off.

#### 3.3 Sendings-off (For offensive, insulting or abusive language)

A player who is sent off for offensive, insulting or abusive language will be suspended automatically for the next two matches her club plays at the same age level as the match in which she was sent off.

#### 3.4 Sendings-off (For denying the opposing team a goal or goal scoring opportunity or receiving a second caution)

A player who is sent off for denying the opposing team a goal or goal scoring opportunity or receiving a second caution will be suspended automatically for the next match her club plays at the same age level as the match in which she was sent off.

#### 3.5 Incidents Occurring Before, During or After a Match

Where a player has committed an offence which is the equivalent of a cautionable or sending off offence, she will be suspended in accordance with sub-paragraph 3.1 in the event of this being the player's third caution during the season, or in accordance with sub-paragraphs 3.2 to 3.4 in the case of a sending off.

#### 3.6 Serving of Suspensions

Suspensions incurred by players shall apply to all football, with the following exceptions:

During any period of suspension a player shall be able to play in:

- i) International matches
- ii) Friendly matches

In the event that a player incurs an automatic suspension and a fixed suspension which become effective from the same date, the automatic suspension shall be served prior to the Fixed Suspension. For the avoidance of doubt, the automatic suspension and the Fixed Suspension shall not be served concurrently.

### 4. OTHER PROVISIONS

#### 4.1 Investigation of Cases Of Players' Misconduct

In the event that a referee submits, in addition to the standard report form, a report on a player's misconduct which he/she deems to be of a serious nature, the matter will be progressed in accordance with the following provisions:

- 4.1.1 The Regional Administrator will confirm by Recorded Delivery letter to the player, at her home address, and to her club, that she is being called to appear before the Regional Management Committee. The player will be advised:

- i) that the matter is being dealt with on the basis that the referee has deemed the player's misconduct to be of a serious nature,
- ii) that any penalty may be imposed by the Regional Management Committee on the completion of its investigation and/or consideration,
- iii) of the date, time and place of the Committee's meeting,
- iv) that she has a right to appear and make representations,
- v) that she has the right to be accompanied by an official of her club. On application to the Chairperson of the Regional Management Committee the player may be accompanied by more than one representative, and
- vi) that she has the right to call any witness in her defence.

4.1.2 A copy of the report(s) submitted in connection with the case will be issued to the player at her home address, and to her club, and the player will be given the opportunity to respond with her comments prior to the meeting and in any case within seven days of the date of the letter. The player's club will be requested to provide its comments on the report(s) within the same seven day period. The Regional Management Committee reserves the right to obtain reports from the other officials appointed to the match and from other witnesses as deemed appropriate to assist in the proper investigation and consideration of the case.

4.1.3 In the event of a player's failing to attend a meeting her case may be dealt with by the Regional Management Committee in her absence.

4.1.4 The Regional Management Committee may require the referee and/or assistant referee/assistant referees and/or fourth official, or any other witness, to be in attendance at any such hearing.

4.1.5 The procedures for the conducting of the hearing will be in accordance with the Procedures detailed in Appendix 1.

4.1.6 The decision of the Regional Management Committee will be intimated to the player at the meeting and it will be confirmed by the Regional Administrator, by Recorded Delivery letter, to the player at her home address, and to her club. The commencement date for any suspension imposed on a player by the Regional Management Committee is seven days from the date of the meeting at which suspension was imposed unless for any reason the suspension was not intimated to the player at such meeting, in which case it will be effective seven days after the date on which the decision was intimated by Recorded Delivery letter to her. The player will be advised of her right of appeal to Scottish Women's Football.

## 4.2 Abandoned/Void Matches - Misconduct and Suspensions

4.2.1 Any cautionable or sending-off offence reported in a match which is abandoned or declared void will apply notwithstanding the abandonment/voiding of the match.

4.2.2 A match which is abandoned does not count as a completed match in terms of a player serving a suspension.

## 4.3 Outstanding Suspensions

4.3.1 Any suspension which remains outstanding at the end of a season must be served from the commencement of the following season's competition. In the case of a player who becomes ineligible because of age conditions to play at the same age level in which she incurred the suspension, any outstanding suspension will be applied to her new age level or other competition, as appropriate, for the following season.

4.3.2 Confirmation of outstanding suspensions will be issued to clubs prior to the commencement of each season's Youth competitions.

5. SCHEDULE OF OFFENCES

5.1 Sending-off Offences

A1 Serious Foul Play

A2 Violent Conduct

A3 Spitting at an Opponent or Any Other Person

A4 Denying the Opposing Team or an Opponent a goal or an Obvious Goal Scoring Opportunity as Defined by Law 12

A5 Offensive, Insulting or Abusive Language and/or gestures

A6 Receiving a Second Caution in the Same Match

5.2 Cautionable Offences

B1 Unsporting Behaviour:-

- a) Obstruction involving bodily contact
- b) Deliberately tripping
- c) Recklessly dangerous play
- d) Deliberately playing an opponent's leg or legs
- e) Adopting a threatening or aggressive attitude
- f) Holding or pushing an opponent
- g) Time Wasting
- h) Shirt pulling, etc.
- i) Handling the ball deliberately
- j) Feigning injury
- k) Simulation
- l) Action(s) deemed by the referee to be inflammatory
- m) All other offences deemed by the referee to be unsporting behaviour

B2 Dissent by Word or Action

B3 Persistently infringing the Laws of the Game

B4 Delays the restart of play or fails to respect the required distance at the restart of play B5

Entering or re-entering or leaving the field of play without the referee's permission

## Appendix 1

### Procedures for the Conducting of a Player's Disciplinary Hearing

1. The Regional Management Committee shall have the power to regulate the procedures at a disciplinary hearing as it considers appropriate and expedient to enable a case to be determined.
2. The player charged and any representative who may accompany her, shall be admitted to the hearing, together with the referee and any other relevant match official or other such person who submitted a report on the case in question.  
  
The player may be accompanied throughout the hearing by an official of her club. On application to the Regional Management Committee the player may be accompanied by more than one representative.
3. The Regional Management Committee shall be entitled to take account of the evidence of any witness as is made apparent to it in any form.
4. At the commencement of the hearing, the Chairperson shall confirm the identities of the persons admitted to the hearing and introduce the committee members.
5. The committee shall satisfy itself that the player charged is aware of the reasons for her presence at the hearing and of the potential consequences if the charge of misconduct is proved to the satisfaction of the committee.
6. The referee and any other person in support of the charge shall be given the opportunity to comment upon his/her report.
7. The player charged, or her representative, shall be given the opportunity to comment upon her written submission to the committee.
8. The referee and any other person in support of the charge shall be given the opportunity of supplementing his/her report.
9. The player charged, or her representative, shall be given the opportunity of supplementing her own written submission.
10. At any time, the Chairperson, and through him/her, members of the committee, may ask questions of any of the parties. The committee may draw such inferences as it considers appropriate from the failure of the person charged to give evidence or answer a question put to him/her.
11. The opportunity of cross questioning shall be given to those who have presented evidence.
12. The player charged, or her representative, shall have the right to ask questions relevant to the matters in issue of any person who gives evidence in support of the charge.
13. Evidence from any witnesses called by the player or by the committee shall be heard. After making his/her statement and answering questions put to him/her by the committee and the player, a witness shall leave the hearing.
14. Prior to the parties being invited to leave the hearing, the player charged and her representative shall be given the opportunity of making a closing submission based upon the evidence presented.
15. The committee shall consider the evidence and submissions presented to it and determine whether the club official has been found guilty of misconduct or not. The standard of proof applied by the committee will be whether the case in respect of the club official has been proven on the balance of probabilities. The committee may, if required, request the presence of the parties again for further questioning.
16. After reaching its decision, the committee shall recall the player charged and her representative. The Chairperson shall announce whether the charge has been found proved or not. If the charge against the player is not proved, it is open to the committee to find the player guilty of a lesser charge.

17. If the player is found not guilty of any charge, the hearing will be declared closed.
18. If the original charge, or a lesser charge, is found proved, the player charged and her representative shall be advised accordingly. The player and her representative will be given the opportunity to make a statement or plea in mitigation.
19. At the conclusion of the statement or plea in mitigation, the player charged and her representative shall withdraw whilst the committee determines the sanction to be imposed on the player.
20. The player charged and her representative shall then be re-admitted and advised of the decision of the committee, which shall subsequently be confirmed in writing to her.
21. The player shall be advised that she has a right of appeal to Scottish Women's Football and shall be provided with the relevant details. This information shall also be confirmed in writing to her.