



Scottish Women's Football Regional Leagues

Disciplinary Procedures Season 2026

Scottish Women's Football Youth Regional Leagues, Youth
Performance Leagues & League Cups

Highlands & Islands League
Senior Leagues & Cup

Scottish Women's Football Youth Challenge Cup



1. Introduction

1.1

The following Disciplinary Procedures (“Procedures”) shall apply to all youth football played under the jurisdiction of Scottish Women’s Football (SWF) as listed below: -

- a) Youth Regional League
- b) Youth Regional League Cup/Plate
- c) Youth Challenge Cup
- d) Youth Performance League
- e) Youth Performance League Cup
- f) Highland and Island League

1.2

These procedures shall apply to all players registered or playing for clubs as defined by the foregoing paragraph, and to players who are not participating in a match as either a player or a named substitute.

1.3

SWF shall administer cautions and sending off offences and/or Excessive Misconduct by players at a match, as reported by the match official, in terms of these procedures. SWF maintains appropriate disciplinary records to give effect to suspensions in accordance with section sanctions.

1.4

The disciplinary procedures will apply to:

- Misconduct reported by match officials
- Protests and Complaints submitted by a team or league official
- Cases of misconduct not reported by match officials
- Incidents or acts which may be considered liable to bring SWF into disrepute

1.5

All officials and players shall co-operate with any SWF investigation in respect of any alleged breaches of SWF rules or procedures. They shall provide information to SWF within the timeframes provided. Failure by a party to respond to such requests may result in that party being subject to a sanction.

1.6

The following principles will be applied in relation to the penalties imposed for misconduct at matches:

1.6.1

Match suspensions cover all competitive matches played by the club or team under the jurisdiction of SWF.

1.6.2

A match that is abandoned and/or unfulfilled matches or postponed matches do not count as a completed match in terms of a player serving a suspension.

1.7

Any individual, player, official, club, team, league or association reported to SWF for an alleged breach of the disciplinary rules shall be referred to as the 'respondent'.

2. Reporting of Offences by Match Officials

2.1 Cautionable Offences – Players

2.1.1

Match official(s) will administer cautions in accordance with the Laws of the Game.
[International Football Association Board | Laws of the Game | IFAB \(theifab.com\)](#)

2.1.2

Match officials will submit report forms on COMET stating details of the offence. Such report forms will be submitted on COMET as soon as possible following the match (but no later than three days).

2.1.3

Cautions are available on COMET and shared weekly by the League Administrator. You may not dispute a caution.

2.2 Sending-off Offences: Fixed Penalty Automatic Suspensions (FPAS)

2.2.1

Match officials will administer sending-offs in accordance with the Laws of the Game

2.2.2

Match officials will submit report forms on COMET stating details of the offence. Such report forms will be submitted on COMET as soon as possible following the match (but no later than three days).

2.2.3

FPAS are available on COMET and shared weekly by the League Administrator. You may not dispute a FPAS.

2.2.4

Where a player receives an FPAS, the player serves the suspension with immediate effect. FPAS will apply to their team's next competitive match. For the avoidance of doubt, an FPAS means an automatic suspension applies immediately and is not dependent on confirmation from the League Administrator.

2.3 Serving of FPAS – Players

2.3.1

Any FPAS or part thereof, which remains outstanding at the end of a season, must be served at the commencement of the following season.

2.3.2

For the avoidance of doubt, FPAS apply immediately and are not dependent on confirmation from SWF and apply to all SWF-governed competitions. This does not apply to school or international matches.

2.3.3

For a player to serve a match suspension, they must be registered with a member team, entered on their match team lines, and noted as serving a suspension. For fixtures on COMET, the player cannot be added to a team line as suspensions are entered automatically. Friendly matches do not count towards a suspension served.

2.4 Cautionable Offences – Officials

2.4.1

Match officials will administer cautions in accordance with the Laws of the Game.

2.4.2

Match officials will submit report forms on COMET stating details of the offence. Such report forms will be submitted on COMET as soon as possible following the match (but no later than three days).

2.5 Sending-Off Offences – Officials

2.5.1

Match officials will administer cautions in accordance with the Laws of the Game.

2.5.2

Match officials will submit report forms on COMET stating details of the offence. Such report forms will be submitted on COMET as soon as possible following the match (but no later than three days).

2.5.3

Sending off offences are available on COMET and shared weekly by the League Administrator.

2.5.4

Where an official receives a fixed penalty, the official serves the suspension with immediate effect. Fixed penalty suspensions will apply to their team's next competitive match. For the avoidance of doubt, a fixed penalty means automatic suspension applies immediately and is not dependent on confirmation from the disciplinary committee.

2.6 Excessive Misconduct (EM)

2.6.1

Where a match official considers that a player or official has committed Misconduct beyond that which is detailed within fixed penalty sanctions in a match, a Match Incident form and/or a Player Excessive Misconduct report via COMET, and this will then be referred to the SWF Disciplinary Committee.

2.6.2

SWF will issue a notice of Excessive Misconduct to the club.

3. Alleged Breaches of Rules, Policies, or Procedures

3.1

SWF can investigate alleged incidents of misconduct and/or acts of alleged breaches of the rules, policies, or procedures. Official reports, Video footage and any other appropriate documentation can be utilised by the committee.

3.2

The SWF Disciplinary Committee will apply sanctions appropriately at the conclusion of any investigation into alleged incidents of misconduct and/or suspected breaches of rules or policy and procedures.

3.3

If the SWF Disciplinary Committee determines that the initial sanction is to exceed the minimum sanction, a hearing may be called.

4. Being Cited to Appear Before the SWF Disciplinary Committee

4.1

Where the SWF Disciplinary Committee deems it necessary, SWF will confirm in writing to an alleged party in breach that they are being cited to appear before the relevant Disciplinary Committee. This notification will be issued 7 days before the scheduled meeting.

4.1.1

In the case of players, their club secretary will be notified, and it is the club's responsibility to pass this on to the young person and their parent/guardian or carer.

4.1.2

In the case of officials, the club secretary will be notified, and it will be the club's responsibility to inform the official.

4.1.3

If the citation relates to the team manager, their club secretary will be notified.

4.2

The club secretary must respond on behalf of the player or official.

4.3

Anyone cited to appear before the SWF Disciplinary Committee has the right to be accompanied by a representative as follows:

4.3.1

Any young person under the age of 18 must be accompanied by a representative of the club and/or a parent/carer. Where a parent or carer cannot attend the meeting, they must provide written consent for the club official to be their child's representative – written permission must be sent to the disciplinary committee before the meeting.

4.3.2

A representative of the club may accompany anyone over the age of 18. It is recommended that they are also accompanied by a parent/carer; however, this is not mandatory.

4.3.3

The appellant may be accompanied by another club official who must be registered with SWF. Only one person will be permitted to speak at a hearing; they must be identified at the beginning.

4.4

A copy of any report(s) submitted in connection with the case will be circulated to all parties before the meeting. Any information for young people under 18 will be emailed directly to the club secretary. It is the responsibility of the club to pass information to the young person and their parent/guardian or carer.

4.4.1

The SWF Disciplinary Committee will be entitled to review any additional evidence provided to them, such as player conduct reports from previous seasons or any other Excessive misconduct reports.

4.5

The respondent will be allowed to respond in writing prior to the meeting via their club secretary if they are unable to attend.

4.6

All responses must be sent to the disciplinary committee 72 hours before the date of the meeting. Any responses submitted after this will not be referred to during the meeting.

4.7

If the respondent does not attend the meeting and fails to provide a written submission to have the case recited, the case will be dealt with by the disciplinary committee with the evidence available to them at the time and in the absence of the respondent.

4.8

The Disciplinary Committee may request match officials or any other witness to attend any such meeting or provide written statements.

4.9

The standard of proof at all meetings shall be on the balance of probability. This means that the committee, with appropriate expertise, is satisfied that an event or account is more likely than not to have occurred.

4.10

The Committee will establish the facts by any reasonable means.

4.11

Committee's deliberations in general:

4.11.1

The Committee's deliberations should be undertaken in private and accordingly shall not be disclosed to the parties.

4.11.2

A 'part decision' is a decision which determines some (but not all) of the cases that the committee is to decide in the proceedings. A part decision should specify the matters to which it relates.

4.12

SWF Disciplinary Committee will not be obliged to release any information arising from proceedings to the parties.

4.13

The decision of the SWF Disciplinary Committee may be intimated to the club or team at the meeting, but in some circumstances, a notification of a decision will be confirmed to clubs or teams in writing, via email.

4.14

The SWF Disciplinary Committee's decision may only be challenged by an appeal set out in the [Appeals Procedures and Guidelines](#). The decision shall be the full, final, and complete decision of the case(s).

SWF Sanction Appendices

Appendix 1

Fixed Penalty Automatic Suspension (FPAS) Guidelines for Sending Off Offences – PLAYERS

Code	Offence	Match Suspension
A1	Serious Foul Play A player is guilty of serious foul play if they use excessive force or brutality against an opponent when challenging for the ball when it is in play. A tackle that endangers the safety of an opponent must be sanctioned as serious foul play. Any player who lunges at an opponent in challenging for the ball from the front, from the side, or from behind using one or both legs, with excessive force and endangering the safety of an opponent, is guilty of serious foul play.	2
A2	Violent Conduct An action, which is not a challenge for the ball, that uses or attempts to use excessive force or brutality against an opponent, or when a player deliberately strikes someone on the head or face, unless the force used is negligible.	3
A3	Biting or spitting at any person	4
A4	Denying an opposition team or an opponent a goal or an obvious goal-scoring opportunity as defined by Law 12	1
A5	Offensive, insulting or abusive language and/or gestures (Discriminatory comments as defined by the Equality Act 2010 will be referred to the Disciplinary Committees under code MO5A/M14	2
A6	Receiving a second caution in the same match	1

Accumulation of Cautions

A player who incurs four cautions during a season will be suspended for one match. The suspension shall be effective immediately following the date of the offence which resulted in the incurring of the suspension and will require to be served by the player in the age group in which the cautions were accrued. The application of a one-match suspension will be repeated for every fourth caution incurred by a player during the season. A player is unable to participate in other age group activities until the suspension has been served.

CAUTIONABLE OFFENCES

Code	Offence
B1	Unsporting behaviour There are different circumstances when a player must be cautioned for unsporting behaviour, which include, but are not limited to, when a player: a) Impedes an opponent with contact b) Recklessly trips or attempts to trip an opponent c) Recklessly tackles or challenges an opponent d) Recklessly kicks or attempts to kick an opponent e) Denial of an obvious goal-scoring opportunity as defined by IFAB Law 12 f) Holds or pushes an opponent g) Commits an offence which interferes with or stops a promising attack out with the penalty area h) Excessively celebrates the scoring of a goal as defined by IFAB Law 12 i) Handles the ball deliberately j) Shows a lack of respect for the game k) Commits an act of simulation l) Commits any other offence(s) deemed by a match official to be unsporting behaviour
B2	Dissent by word or action
B3	Persistently offending against the Laws of the Game.
B4	Delaying the restart of play
B5	Failing to respect the required distance at the restart of play
B6	Entering or re-entering or deliberately leaving the field of play without the referee's permission.

Appendix 2

Guidelines for Misconduct – PLAYERS

Introduction

These guidelines are intended for guidance purposes only, and any sanction is to be based on the evidence presented to the League Administrator and/or disciplinary committee. This shall be considered as standard procedure.

Please note that when submitting Dated Suspensions, it is necessary to include a copy of the match official's report relevant to the suspension and that the nature of the offence, e.g. violent conduct", must be detailed to indicate punching or kicking opponent, etc.

Due care and diligence must be taken where there is Police involvement, and any such cases must be reported to the SWF Child Wellbeing and Protection officer immediately.

Appendix 2 (continued)

Guidelines for Misconduct – PLAYERS

Code	Offence	Sanction
M01	Match or League Official assault	Minimum 4-match suspension. The maximum suspension date is 1 year.
M02	Physically or verbally threatening (threatening with a weapon or threatening violence) a Match or League Official and/or attempting to lay hands on a Match or League Official.	Minimum 2-match suspension The maximum suspension period is 6 months
M03	Physical assault on any team official, spectator or player	Minimum 4-match suspension. The maximum suspension date is 1 year.
M04	Playing while using an assumed name	Min – 4 match ban, Max – 12 match ban
M05A	Using offensive, insulting or abusive language and or actions which include a reference, whether express or implied, to any of the protected characteristics as defined in the Equality Act 2010. <i>This offence will be committed when a comment or gesture makes any reference, whether express or implied, to any one or more of the following: ethnic origin, colour, race, nationality, religion or belief, gender, gender reassignment, sexual orientation or disability.</i>	Minimum 4-match suspension. Maximum dated suspension period is 6 months.
M05B	Using offensive, insulting or abusive language and or actions	Minimum 2-match suspension. Maximum dated suspension period is 6 months.
M06	Sending an offensive electronic communication or posting offensive material on a website	Minimum 2-match suspension Maximum dated suspension period is 6 months
M07	Knowingly, and/or without reasonable inquiry, provide false, misleading and/or inaccurate information in respect of alleged rule breaches.	Minimum 4-match suspension. Maximum dated suspension period is 6 months.
M08	Playing whilst ineligible, suspended, overage or registered with another team.	Minimum 4-match suspension.

		The maximum suspension date is 1 year.
--	--	--

Appendix 3

Guidelines for Sending Offences – OFFICIALS

Code	Offence	Match Ban
SO1	Delaying the restart of play by the opposing team, e.g., holding onto the ball, kicking the ball away, or obstructing a player.	1
SO2	Show dissent towards or remonstrate with a match official, or act in a provocative or inflammatory way	2
SO3	Entering the opposing technical area in an aggressive or confrontational manner	2
SO4	Deliberately throw or kick an object onto the field of play	1
SO5	Enter the field of play to confront a match official; interfere with play, an opposing player, or a match official	2
SO6	Physical or aggressive behaviour (including spitting or biting) towards an opposing player, substitute, team official, match official, or another person	4
SO7	Receiving a second caution in the same match	1
SO8	Using offensive, insulting, or abusive language and/or gestures	2
SO9	Violent conduct	3

Appendix 3 (continued)

Guidelines for Cautionable Offences– OFFICIALS

Code	Offence
CO1	Clearly/persistently not respecting the confines of their team's technical area
CO2	Delaying the restart of play by their team
CO3	Deliberately entering the technical area of the opposing team.
CO4	Dissent by word or action (includes gestures which show a clear lack of respect – sarcastic clapping)
CO5	Excessively/persistently gesturing for a red/yellow card.
CO6	Gesturing or acting in a provocative or inflammatory manner
CO7	Persistently unacceptable behaviour (including repeated warnings)
CO8	Lack of respect for the game

Accumulation of Cautions

An individual who incurs four cautions during a season will be suspended for one match. The suspension shall be effective immediately following the date of the offence which resulted in the incurring of the suspension, and will be required to be served by the Individual in the age group in which the cautions were accrued. The application of a one-match suspension will be repeated for every fourth caution incurred by an individual during the season. An individual is unable to participate in other age group activities until the suspension has been served.

Appendix 4

Guidelines for Misconduct - Officials

Code	Offence	Sanction
M09	Physical assault on a match/league/team official, player or spectator	Minimum 6-match suspension Maximum expulsion of membership of SWF.
M10	Physically or verbally threatening a match/league/team official or spectator.	Minimum 2-match suspension The maximum suspension period is 6 months
M11	Playing an ineligible player, underage player, overage player or a player registered with another team	Minimum 2-match suspension

		Maximum expulsion of membership of SWF.
M12	Participating while under suspension	Minimum additional 6-match suspension Maximum expulsion of membership of SWF.
M13	Physical assault on a youth player by an adult	Automatic precautionary suspension from SWF for breach of the SWF Child Wellbeing and Protection Policy The Official may be expelled from membership in youth football and will be reported to the Disqualified from Working with Children List.
M14	Using offensive, insulting or abusive language and or actions which include a reference, whether express or implied, to any of the protected characteristics as defined in the Equality Act 2010. <i>This offence will be committed when a comment or gesture makes any reference, whether express or implied, to any one or more of the following: ethnic origin, colour, race, nationality, religion or belief, gender, gender reassignment, sexual orientation or disability.</i>	Minimum 3-match suspension Maximum expulsion of membership of SWF. No more than 3 months following this offence, the team can be required to undertake an educational workshop on discrimination and inclusion.
M15	Sending an offensive electronic communication or posting offensive material on a website/social media, whether public or private	Minimum 2-match suspension Maximum expulsion of membership of SWF.
M16	Knowingly and/or without reasonable inquiry, provide false, misleading and/or inaccurate information.	Minimum 2-match suspension Maximum expulsion of membership of SWF.
M17	Failing to respond to requests or correspondence received from the SWF, relevant secretary or a match official within the required timescale	Minimum 2-match suspension Maximum expulsion of membership of SWF.
M18	Breaching General Data Protection Regulation and/or Data Protection Act 2018 in relation to passing personal information, including team lines, onto any	Minimum 2-match suspension Maximum expulsion of membership of SWF.

	other party for any reason except as designated within SWF policies and procedures.	
M19	Disclosing information from a committee's deliberations to any third party	Minimum 2-match suspension Maximum expulsion of membership of SWF.
M20	Gambling on an SWF match or receiving a bonus or any other inducement to influence the result of a match or otherwise affect the conduct of a match.	Minimum 4-match suspension Maximum expulsion of membership of SWF.
M21	Failing to disclose to Club and SWF within 7 days when charged by the Police and pending Criminal Proceedings are in place.	Precautionary Suspension
M22	Breach of Code of Conduct.	As per the relevant Code of Conduct.

Appendix 5

MISCONDUCT BY CLUBS OR TEAMS

Code	Offence	Sanction
M23	Misconduct due to the actions of the club or team's player(s), official(s) and/or the club or team's supporters. Misconduct may include, but is not limited to: - The use of pyrotechnics at matches - The consumption of alcohol at matches	On receipt of information that causes concern to a region or league, a club or team's fixtures may be suspended until a hearing takes place. Maximum sentence expulsion from membership of SWF Or A fine not exceeding £500 and deduction of up to 10 league points or dismissal from the cup competition.
M24	Sending an offensive electronic communication or posting offensive material on a website/social media, whether public or private, as specified in the SWF Social Media, Online and Media Policy .	Maximum sentence expulsion from membership of SWF Or A fine not exceeding £500 and deduction of up to 10 league points or dismissal from the cup competition.
M25	Knowingly and/or without reasonable inquiry, provide false, misleading and/or inaccurate information.	Maximum sentence expulsion from membership of SWF

		Or A fine not exceeding £500 and deduction of up to 10 league points or dismissal from the cup competition.
M26	Failing to respond to requests or correspondence received from SWF, the relevant secretary or a match official	Maximum sentence expulsion from membership of SWF
M26	Breaching General Data Protection Regulation and/or Data Protection Act 2018 in relation to passing personal information, including team lines, onto any other party for any reason except as designated within SWF policies and procedures.	Maximum sentence expulsion from membership of SWF
M27	Playing in an unauthorised football match, Festival or Tournament	A fine not exceeding £500
M28	The club or team is using an unregistered official(s) OR using a non-compliant or unapproved official.	Minimum fine £100 and the deduction of 3 League Points for each match in which the unregistered official has participated. Maximum fine £500
M29	Playing a player under an assumed name	Maximum sentence expulsion from membership of SWF and the deduction of 3 League Points for each match in which the player played
M30	Club or team official participating while under suspension	Maximum sentence expulsion from membership with SWF
M31	Gambling on an SWF match or receiving a bonus, or any other inducement to influence the result of a match or otherwise affect the conduct of a match.	Maximum sentence expulsion from membership with SWF
M32	Using or attempting to use or having any combustible material, object or projectile	Maximum sentence expulsion from membership with SWF Or A fine not exceeding £300 plus the full cost of any damage caused
M33	Failure to notify the tournament/festival organiser of tournament/festival	Fine up to £500

	withdrawal without at least 14 days' notice.	
M34	Failure to notify the player of an approach	£25
M35	Player Approach Breach: Championship and League One	Minimum £150
M36	Player Approach Breach: SWFL	Minimum £125
M37	Player Approach Breach: YPL	Minimum £100
M38	Player Approach Breach: Youth Regional	Minimum £100

Appendix 6

Code	Offence	Sanction
M39	Disclosing information from a committee's deliberations to any third party	The maximum sentence is a fine not exceeding £500

Appendix 7

Match-related offences

Code	Offence	Sanction	H&I
MR1	Ineligible Player	<u>First Offence:</u> 3-0 awarded to the opponent <u>Second Offence:</u> 3-0 awarded to the opponent & £50 monetary fine	3-0 awarded to the opponent & £50 monetary fine
MR2	Team Line-Up Infringement (No teamline on COMET)	<u>First Offence:</u> 3-0 awarded to the opponent <u>Second Offence:</u> 3-0 awarded to the opponent & £50 monetary fine	£25 monetary fine
MR3	Team Line-Up Infringement (Kit numbers not matching player, teamline not confirmed prior to kick-off, Inaccurate representation of participants etc.)	<u>First Offence:</u> Warning <u>Second Offence:</u> £25 monetary fine <u>Further Offence:</u>	<u>First Offence:</u> Warning <u>Second Offence:</u> £25 monetary fine

		Monetary fine increases	
MR4	Failure to Fulfil (League Fixtures)	<u>First Offence:</u> 3-0 awarded to the opponent <u>Second Offence:</u> a) 3-0 awarded to the opponent b) Additional point deduction <u>Third Offence:</u> a) 3-0 awarded to the opponent b) Further point deduction c) The club referred to a meeting with the League Administrator (LA) and Club Development Officer (CDO) <u>Additional Costs:</u> The LMC may require compensation for pitch, referee, and travel costs where a bus/minibus has been hired if deemed reasonable in the circumstances.	3-0 awarded to the opponent & £100 monetary fine
MR5	Failure to Fulfil (Cup/Plate Fixtures)	3-0 awarded to the opponent <u>Additional Costs:</u> The LMC may require compensation for pitch, referee, and travel costs where a bus/minibus has been hired.	3-0 awarded to the opponent & £100 monetary fine
MR6	Unable to Source Venue	<u>First Offence:</u> Reversal of fixture	

		<u>Second Offence:</u> Match awarded to opponent 3-0	
MR7	Failure to Supply Match arrangements in allotted timescale.	<u>First Offence:</u> Warning <u>Second Offence:</u> £50 monetary fine	£50 monetary fine
MR8	Failure to postpone the match through appropriate channels.	3-0 awarded to the opponent	
MR9	Failure to return the trophy in good order and condition.	Monetary Fine - Cost of the trophy.	

Where not specified, the appropriate committee may apply sanctions, singularly or in combination, as they see fit.