



FARNHAM TOWN YOUTH FOOTBALL CLUB

Club Disciplinary Policy & Procedures

The club expects high standards from its players, officials, members and supporters and therefore operates a fair but strict discipline procedure at all its events and matches.

This procedure is designed to help and encourage all members of Farnham Town Youth Football Club to achieve and maintain standards of behaviour as detailed in the Club's Code of Conduct documents. In all but the most serious of cases the emphasis in the early stages of the Disciplinary Procedure is intended to be on improvement rather than on imposing penalties. Only in the most serious of cases, or where improvement has not been forthcoming then, should penalties be imposed. The aim is to ensure consistent and fair treatment for all members.

Any incidences must be reported in writing by the Team Manager/coach (or his deputy) to the Club Secretary within 5 days of the event.

Such complaints may relate to any act, involving football activities or otherwise, which might bring the Club into disrepute. The Club Secretary will bring each complaint to the attention of the Management Committee.

Club Members include – players, parents, spectators, team managers, coaches and officials.

For children under the age of 18 all disciplinary correspondence and interaction must be via their registered parent or guardian, this includes appeal representation.

The Management Committee shall have the power to suspend temporarily from membership any Club Member pending further investigations or enquiries. This suspension is to facilitate the investigation and is without prejudice to the outcome of the investigation.

Any Club Member and/or their parents believed to have infringed any of the Club's Rules or Codes of Conduct or of the Rules and Codes of Conduct of the leagues or Surrey County FA, or who has been accused of any misconduct, including mis-conduct on the field of play, shall be invited to comment, in writing, within seven days following a request to do so by the Club Secretary setting out the allegation.

If a parent or guardian of a player behaves in a way that is contrary to our code of conduct and/or in such a way as to bring the club into disrepute, the Disciplinary Committee will have the right to act against both the parent/guardian and the boy with whom the parent/guardian is connected.

The Management Committee shall consider any reply at the next available opportunity. Such consideration may take place by telephone call or via email. If the Management Committee is not satisfied by the response of the Club Member or his/her parent it shall set up a Disciplinary Committee of three Members, none of whom have any direct interest in the matter.



The Disciplinary Committee will make such further enquiries as it thinks fit and will offer a reasonable opportunity to the Club Member concerned together with another person, if so desired, to meet with it and answer the allegations. In the case of the Club Member being under the age of 18 he/she must be accompanied by a parent or guardian or by the Club's Welfare Officer.

The Disciplinary Committee will hear such witnesses as are reasonably produced.

The Disciplinary Committee will make such procedural provisions as necessary for the just and efficient consideration of the case.

The Disciplinary Committee will submit a written recommendation to the Management Committee within five days following the final meeting with the Club Member.

The Disciplinary Committee may recommend one or more of the following actions to the Management Committee:

- Note the offence but take no further action.
- Warn the Club Member concerned as to future conduct but no further action.
- Suspend or disqualify the Club Member from competition, coaching and/or administration for some definite or indefinite period
- Terminate the membership or such other penalty as the Disciplinary Committee considers appropriate.

The Management Committee will make a decision as soon as is practical thereafter. The Club Member concerned will receive written notification of the outcome within seven days of the Management Committee's decision.

The Club Member concerned may appeal against any decision in writing, within 14 days of the posting of the decision, direct to the Club Chairman. Any such appeal to be heard by at least three senior Officers of the Club, e.g. Chairman, Secretary and Treasurer.

