



Ashington Town FC – Disciplinary and Appeals Policy

1. Purpose

To ensure consistent, fair, and transparent handling of disciplinary matters within Ashington Town FC, including breaches of Club rules, Codes of Conduct, or FA regulations.

2. Scope

This policy applies to:

- All players, coaches, volunteers, staff, and spectators
- All Club training sessions, matches, tournaments, and events

3. Principles

- All individuals are entitled to fair treatment and due process.
- Decisions are evidence-based and proportionate.
- Appeals are permitted against both decision and sanction.
- Confidentiality is maintained at all times.

4. Roles and Responsibilities

Committee:

- Investigates alleged breaches and makes disciplinary decisions.
- Ensures policies and procedures are followed consistently.

Chairperson / Secretary:

- Records and communicates disciplinary processes and outcomes.

Welfare Officer:

- Supports handling of safeguarding-related disciplinary matters.

Individuals Involved:

- Must cooperate with investigations and provide truthful information.

5. Procedures

5a. Allegation Reporting

- Any alleged breach of Club rules, Codes of Conduct, or FA regulations must be reported in writing to the Committee or Welfare Officer.

5b. Investigation

- The Committee gathers evidence, including witness statements if required.
- The alleged individual is informed of the allegation and given an opportunity to respond.

5c. Decision Making

- The Committee decides whether a breach has occurred based on a “balance of probabilities.”
- Sanctions may include warnings, suspension, or expulsion.

5d. Communication

- Outcomes are communicated in writing to all involved parties.
- Relevant parties (e.g., league officials) are informed where required.

5e. Disciplinary Fines (Yellow/Red Cards)

- Yellow Cards: The Club covers any fines for yellow cards, recognising that they often reflect the referee’s opinion and are common in youth matches officiated by non-professional referees.
- Red Cards: Players are responsible for any fines or fees associated with red cards, which are considered serious disciplinary breaches.
- Repeated Accumulations:
 - If a player or team accumulates yellow cards frequently, the Committee may review the situation.
 - In cases of excessive yellow cards (e.g., multiple in a single match or repeated over a short period), the Committee may decide that players should contribute to associated fines, to encourage improved discipline.

6. Appeals Process

- Appeals must be submitted in writing within 14 days of notification of the decision.
- An Appeals Panel, independent of the original decision-makers, hears the appeal.
- The Panel reviews evidence and may uphold, overturn, or modify the original decision.
- The decision of the Appeals Panel is final.

7. Special Considerations

- Safeguarding concerns or child protection matters follow FA and statutory guidance.
- Serious breaches (e.g., financial irregularities, racism) are addressed promptly and may involve external authorities.

8. Record Keeping

- Records of all disciplinary actions, investigations, and appeals are retained securely for a minimum of 6 years.
- Confidentiality is maintained, with access restricted to the Committee and relevant authorities.

9. Monitoring & Review

- The Committee reviews disciplinary matters annually to ensure fairness and consistency.
- The policy is updated in line with FA guidance or changes to Club rules.

10. Sign-off

This policy has been approved by:

A handwritten signature in black ink, appearing to be 'AM' followed by a long, wavy horizontal line.

Adam Millar
Club Secretary
On behalf of
Ashington Town FC Committee

9th October 2025