

WSYSA District IV Disciplinary Policy

1. POLICY

It is the policy of District IV to follow all official directives/rules/regulations issued by WSYSA pertaining to Disciplinary Procedures.

2. PURPOSE

The purpose of this policy is to outline the procedures to be utilized by District IV pertaining to its adherence to all Rules and Regulations (WSYSA & District IV) pertaining to the operation of the WSYSA District IV Disciplinary Committee.

3. ADMINISTRATIVE ASSIGNMENT

It is the responsibility of the District IV Board of Directors to create, monitor and review this policy on an annual basis to ensure that it continues to meet the needs of the membership of the district and follows all pertinent rules and regulations.

4. GENERAL DISTRICT IV DISCIPLINARY COMMITTEE OPERATING GUIDELINES

1. These disciplinary guidelines will be pertinent to anyone participating in a District IV Operated League or any League Designated to operate under the authority of the District IV Disciplinary Committee (i.e. WSYSA District IV League, District IV hosted CYL, etc.)
2. **An individual receives a SendOff (Red Card), Expulsion, or 3rd Caution (Yellow Card) or 3rd Warning in that specific League Season:**
 - a. That individual **MUST** miss their next match. *Example: If an individual is SentOff on Saturday and they are scheduled to play on Sunday, they must miss that Sunday match.*
 - b. It is not required that the individual attend a Disciplinary hearing. There are no pre-scheduled disciplinary hearings for one to simply attend. A one game suspension is automatic unless:
 - The individual is contacted by the Disciplinary Committee and advised *in writing* that a greater suspension may apply;
 - The individual is contacted by the Disciplinary Committee and advised *in writing* that the SendOff/Expulsion has been cancelled.
 - c. If an individual wishes to contest a SendOff, Expulsion, Caution or Warning, he/she must submit a written request for a hearing.
 - That request must be submitted using the appropriate form (attached).
 - Requests for a hearing will not mitigate or delay any automatic suspension already imposed.
 - All such properly submitted requests will be reviewed by the District IV Disciplinary Committee Director to determine if a hearing will or will not be scheduled per the request. The District IV Disciplinary Committee Director will notify the requestor of the status of the request – as to whether a hearing will or will not be scheduled.
 - There are no “standing meetings” for which an individual may just “show up” without an appointment.
 - d. An individual must provide proof that he/she has sat out any required game(s) by providing written notice to WSYSA District IV, *signed by the referee*, that the individual did not participate in the game. Please see the specifics in item #5 (Documenting that a Suspension has been served) below.

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- e. The individual is ineligible to play/participate until the Disciplinary Committee receives the notice signed by the referee. If an individual that is ineligible does participate, District IV policy is that:
 - their team forfeits that game;
 - the individual may receive ADDITIONAL suspension time;
 - and the coach may face suspension as well.

3. Disciplinary Hearings

- a. There will be no normally scheduled disciplinary hearing dates. Individuals are not automatically afforded a disciplinary hearing unless they specifically request one or the Disciplinary Committee specifically requests an individual attend a hearing.
- b. Any hearings deemed necessary will be scheduled by the District IV Disciplinary Committee Director on a case by case basis, typically for a Thursday evening between 7pm and 9pm. The location for any such hearing will be determined when scheduled and attendees notified as necessary.

4. Adjudication of Misconduct Reports

- a. The District IV Disciplinary Committee reviews all properly submitted reports of misconduct each week via the District IV Website.
- b. Each District IV Disciplinary Committee member submits an electronic vote to uphold, dismiss or request special attention.
- c. The District IV Disciplinary Committee Director tallies the committee member's votes. All decisions by the Disciplinary Committee regarding Ejections (Red Card), Expulsions or an individual's 3rd or subsequent Caution (Yellow Card) /Warning shall be made in writing via the District IV **Letter of Disciplinary Determination and Notification** to the Team Point of Contact or Team Coach for the offender. The results of all misconducts will be available via the District IV Website for viewing by the applicable Club/Association Officers and Team Staff members.
- d. All applicable Club/Association/District Officers and Team Staff members can Log On to the District IV website and see the status of any and all Misconducts received and adjudicated for members of their particular organization/team.

5. Requesting a Disciplinary Hearing:

- a. If an individual wishes to request a hearing, he/she may do so by sending an appropriately completed District IV Disciplinary Hearing Request form (attached):
 - Via e-mail to disciplinary@d4soccer.org (preferred)or
 - Via US Mail to: WSYSA District IV
PO Box 2281
Silverdale, WA. 98383
- b. The District IV Disciplinary Director will notify the individual as to the status of his/her request for a hearing. Submittal of a request does not guarantee the scheduling of a hearing. If an individual submits a request by e-mail and does not receive a notice of its status within 48 hours after submitting the request, please place a call to the Director (Dick Mohrmann) (360) 377-9466.
- c. When an individual contests a Misconduct (SendOff/Expulsion/Caution/Warning),

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he/she must be prepared to explain how the referee misapplied the laws of the game. The fact that he/she disagrees with the referee's judgment is not grounds to overturn a misconduct.

Note: This is a hearing for the individual who received the misconduct. The individual **MUST** attend in person or via phone as authorized by the Disciplinary Committee Director.

6. Team Record Keeping:

- a. The team coach is responsible for the tracking of all team misconducts during each league season, tournament, etc. If, at any time, the coach would like assistance tracking misconducts/points associated with a District IV administered league/competition, they should contact the District IV Disciplinary Committee Director (disciplinary@d4soccer.org).

7. Documenting that a Suspension has been served:

- a. When an individual must serve a suspension, the Disciplinary Committee must receive written proof the Suspension has been served. This proof may include the following in order of preference:
 - i. If the Committee sends a letter of **Disciplinary Determination and Notification**, this is the form to be used. This form may be sent to you electronically or via the US Postal Service. Follow the instructions on the form for properly documenting the suspension and return the completed form to the applicable body for record keeping.
 - ii. If no letter of **Disciplinary Determination and Notification** has been received, then it is permissible to have the referee sign a COPY of the official team roster, which clearly indicates that the individual did not participate in this match. This form must be signed and dated by the referee. This signed copy must be returned to the applicable body for record keeping.
 - iii. WSYSA District IV will accept almost any other written form from the referee – provided it includes the date and time of the match sat out, the name of the individual, a notation that the individual did not participate in the match, and includes a LEGIBLE referee signature and date. Remember that the Coach is responsible for submitting the proof to the applicable Disciplinary Committee – NOT the referee.
- b. WSYSA District IV will NOT accept an affidavit from the coach, individuals, managers, league officials, field marshals, or other persons at the field. The notation **MUST** come from the referee. In the event that no officially assigned referee was present at your match, and the match was played using an “emergency referee” (meaning the match was still played and counts towards standings), then WSYSA District IV will accept a written report with the signature of both team coaches in lieu of requiring the signature of a referee.

The above is not a complete listing of all rules which may apply to misconduct, but is intended to be a summary that covers the vast majority of situations. If you have questions regarding a specific situation, please contact Dick Mohrmann, WSYSA District IV Disciplinary Director, by sending an email to disciplinary@d4soccer.org.

**REQUEST FOR A HEARING
To WSYSA District IV Disciplinary Committee**

A. Individual Requesting the Hearing

Name: _____

Address: _____

Team Id Number: _____

Contact Phone: _____

Email: _____

B. Date and Time of Game or Incident: _____

C. Location of Game or incident: _____

D. Please Describe the Claimed Errors: _____

E. List Rules or Procedures You Claim Were Violated, Including Rule Numbers:

F. Please State Briefly the Desired Resolution:

I hereby certify that a true and correct copy of this request for a hearing has been sent to:

WSYSA District IV
ATTENTION: Disciplinary Committee Director
PO Box 2281
Silverdale, WA. 98383

I understand that this request does not stay any disciplinary actions.

Date: _____ Signature of requester: _____