

# MISCONDUCT REPORT WRITING

- Misconduct reports are required for all send-offs (red cards). In most cases a Supplemental Report should be filed to present a complete description of the incident.
- Reports are to be professional and concise, yet complete. Only facts should be reported; do not include opinions.
- Present enough evidence and information to enable a disciplinary committee to understand what happened.
- Remember each incident requires a separate report, i.e. two red cards on the same stoppage requires two reports.
- Confer with the Assistant Referees prior to leaving the field after the game to ensure everyone has a good understanding of what happened and all the details.
- Misconduct reports are to be filed within 24 hours of the incident for Youth matches and 48 hours for Adult matches.
- Make certain your name, address, email and phone number is included.
- Keep a copy for your records.

# MISCONDUCT PROCEDURES

- For Youth Matches Send a Copy To:
  - Your ARA : list at [screferees.com](http://screferees.com)
  - The SRA : [sabbott.scsra@gmail.com](mailto:sabbott.scsra@gmail.com)
  - SCYSA : [scysa@scysa.org](mailto:scysa@scysa.org)
  - League Administrator or Assignor
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- For Adult Matches Send a Copy To:
  - Your ARA: list at [screferees.com](http://screferees.com)
  - The SRA: [sabbott.scsra@gmail.com](mailto:sabbott.scsra@gmail.com)
  - League Administrator or Assignor

# OTHER THAN PLAYER MISCONDUCT

Referee and Supplemental Reports are also required for serious injuries and other unusual incidents such as,

- Any time a match is not completed:
- Outside interference
- Weather
- Coach send off (no red card shown)
- Out of control fans
- Field conditions

# MISCONDUCT PROCEDURES

- For misconduct prior to the start of the match the team involved does not play short, but no new substitutes may be added to the roster.
- The half-time interval is part of the game and any send-offs will result in a reduction in field players to the team involved.
- Any cards once issued may not be rescinded.
- A game report is required for all send-offs (red cards). The report should include both the basic form and the supplemental form.

# MISCONDUCT PROCEDURES

- For misconduct prior to or after the match and off the field of play:
  - No cards are shown; verbally inform of caution or sendoff
  - Include in match report
  - If prior to the game, number of field players is not affected, but no new substitute additions allowed
- Cards are not shown to:
  - Coaches, trainers, team personnel
  - Disciplinary action is possible, just no cards
  - Include in match report as irresponsible behavior

# MISCONDUCT PROCEDURES

- Cards are mandatory to display for cautions and sendoffs  
“During a Match”
  - “During” includes:
    - Prior to start of play, *if* on the field of play during warm-up
    - Any period when play is temporarily stopped
    - Half time or similar breaks in play
    - Overtime play
    - Kicks from the mark
    - Immediately after the match, *if* players and subs are physically on the field
  - Cards are *Only* for players, named substitutes, substituted players (anyone on roster)
- Helpful Tip --- Carry each card in a different pocket
  - Can keep eye on players & know you have the correct card