

Discipline

Frequently Asked Questions

Q. When will a suspension start?

A. The period between the offence date and suspension commencement date is 7 days. Please be reminded if paperwork is not received or the offence does not show on your portal you must contact the County FA within 5 days as the suspension will commence 7 days after the offence date.

Please ensure the player serves a suspension regardless.

Should a player play whilst he should be serving a suspension, the club and player will be charged under football regulations. Non receipt of paperwork is not a valid defence for when a player has played whilst serving a suspension

Q. When will my discipline invoices be ready to pay?

A. Discipline invoices are automatically generated every Wednesday. There is a 14 day period to pay these.

Q. How do I appeal a red card?

A. The deadline for appeal and submitting evidence are strict and the intention to claim must be notified to the County 2 working days after the offence. You would mark your intention to appeal via email to lauren.halsey@hertfordshirefa.com or by using the Whole Game System. You do not need to await the referees report.

Q. What is the likely sanction I will receive?

A. This will be detailed on your charge letter. Alternatively it is available under the sanction guidelines booklet on the website.

Q. Where do I find details of Public Liability Insurance (also known as Legal Liability Insurance)?

A. Your Public Liability Certificate can be found here:

hertfordshirefa.com/leagues-and-clubs/club-management/insurance

Q. I don't like giving my credit/debit card details online – is there an alternative?

A. Yes, you can download your invoice and send a cheque to the Headquarters.

Q. Why am I unable to acknowledge a caution?

A. Usually this is because there is some missing detail that you need to provide - commonly this is the players DOB and address.

To add this, click on the player and click update details.

Q. How do I add a match for a player to serve a suspension?

A. Click on the case number for the player in question. Then towards the bottom of the page click on the icon that says 'Add Match'

Q. How do I report an incident that happened during a football match?

A. Essentially there are two ways of dealing with this type of incident should you wish to take it further;

Option 1 – The incident is reported to Hertfordshire FA's Designated Safeguarding Officer who liaises with the Welfare Officer of each club in an attempt to educate and prevent this type of incident occurring in the future.

Option 2 – An official complaint is made directly to the Hertfordshire FA to instigate potential disciplinary charges.

Please note if this option is taken Hertfordshire FA will charge ANY breach of FA regulation from both parties providing sufficient evidence exists.

Be aware that Option 2 is significantly more involved and detailed. Should any club or its members wish to pursue the allegations they will need to provide full witness statements using the Club Report Form which can be found on our website.

<http://www.hertfordshirefa.com/leagues-and-clubs/club-management/rules-and-regulations>