



# DISCIPLINE REPORT WRITING GUIDANCE

## PART 1 - DETAILS

**Competition:** What was the name of the **competition**? (E.g. *Shire Merit Table Second Division*)

**Match Date:** What **date** was the match played on?

**Player's Full Name:** What was the **full name** of the dismissed player?

**Position:** Select the player's **position**

**No.:** What was the player's shirt **number**?

**Player's Club:** What **club** does the dismissed player play for? (E.g. *Rovers Old Boys*)

**Home Team:** What was the name of the **home team**? (E.g. *Rovers Old Boys 3rd Team*)

**Score:** What was the **final score** of the **home team**?

**Away Team:** What was the name of the **away team**? (E.g. *Vikings 2nd Team*)

**Score:** What was the **final score** of the **away team**?

**Venue:** Which **venue** was the game played at? (E.g. *Rovers Old Boys RFC*)

**Ground/Weather Conditions:** What were the ground/weather conditions? (E.g. *Artificial grass pitch/Persistent rain*)

## PART 2 - THE INCIDENT

**Offence:** Select the **offence**

**Period Incident Occurred:** Select the **period** when the incident occurred

**Timing:** Input the **time of the match** when the offence occurred

**Score at Time:** Input the **score at the time** of the incident

**Nature of Offence:** Select the correct **World Rugby Law Reference**

**Proximity of Referee/Asst. Referee to Incident:** Approximate distance (in metres) from the incident

**Brief report of discussion of incident between match officials:** Only complete if the game had other appointed officials, who discussed the incident with the referee at the time

**Did the incident require medical attention either on or off the field?** Where the offending act of foul play caused an injury:

- What was the nature and apparent extent of the injury?
- Did the injured player require treatment?
- Were there any obvious symptoms to suggest that the injured player might be concussed?
- Was the injured player able to resume playing in the game?

**Any other details:** Include whether the game was recorded and if any other cards were issued during the game

## DETAILED REPORT CHECKLIST

### CONTEXT

- \*Where on the field did the incident take place?
- \*What was happening in terms of play at the time – e.g. was the ball in open play, was there a ruck or maul situation?
- \*Was there anything to obstruct your view of the incident?

### STRIKING

- \*Where the incident involved the **striking** of a blow:
  - What part of the body was used to inflict [or attempt to inflict] the blow?
  - Where was the victim at the time the blow was aimed, in particular, was the victim in a position where he/she could protect him/herself or take evasive action?
  - What part of the victim's body was the blow aimed at?
  - Did the blow make contact?
  - Was the force of the blow such as to knock the victim to the ground?

### KICK/STAMP

- \*Where the incident involved a **kick or stamp**:
  - What part of the body was the kick or stamp aimed at?
  - Where was the victim when the kick or stamp was aimed, in particular, was the victim in a position where he could protect him/herself or take evasive action?
  - Did the kick or stamp make contact?

### DANGEROUS TACKLING

- \*Where the incident occurred in a **tackle situation** and involved contact with an opponent's **head or neck**:
  - What part of the offending Player's body made contact with the victim's head or neck?
  - If this was not the initial point of contact, where was the initial point of contact?
  - What were the 'mechanics' of the tackle or attempted tackle, in particular, was there any attempt by the Player to wrap his arms around the ball carrier?
  - How much force was used?
- \*Where the incident involved a **challenge in the air**:
  - What were the positions of the players in relation to each other (e.g. height off the ground)?
  - Were they both in a realistic position to compete for the ball?
  - What were the actions of the offending Player?
  - How did the victim land?

### LIFTING TACKLE

- \*Where the incident involved a **lifting tackle**:
  - Were the tackled player's legs lifted beyond the horizontal?
  - How was the tackled player brought to ground (e.g. dropped or driven)?
  - How did the tackled player land?
  - Did the tackled player have to place a hand down to prevent him/herself from landing on his/her head, neck or shoulder?

### OTHER RELEVANT INFORMATION

- \*Was the offending Player provoked and, if so, what the nature of the provocation?
- \*Was the offending Player retaliating to something and, if so, what?
- \*Was there anything to suggest that the offending Player was acting as to defend him/herself?
- \*Did the offending Player have to travel any distance to become involved?
- \*What was the response of the other players to the offending Player's actions?
- \*Was any other player sanctioned as a result of the same incident?
- \*Did the offending Player offer any explanation for his/her actions at the time or subsequently?
- \*Did the offending Player demonstrate remorse or contrition at the time or subsequently?

## INCIDENT DESCRIPTION EXAMPLES

### DETAILED REPORT OF INCIDENT

In the 21st minute Rovers Old Boys' no.13 was in possession of the ball during open play. He was approximately 15 metres from the opposition's goal line and 15 metres in from touch.]

Rovers Old Boys' no.13 was tackled by Vikings' no.4. The ball carrier's legs were lifted beyond the horizontal by Vikings' no.4, who then dropped the ball carrier to ground. The Rovers Old Boys' no.13 placed his hands down to prevent himself from landing on his head.

I stopped play, dismissed the Vikings' no.4 and restarted play with a penalty to Rovers Old Boys.

After the game the Vikings' no.4 apologised for his actions.

### DETAILED REPORT OF INCIDENT

In the 50th minute Rovers Old Boys' no.11 jumped off the ground to gather a high kick, 5 metres in from touch on the half way line. The Vikings no.14 also jumped in an attempt to reach the ball but was at a lower height and never in a position to compete for possession.

The Vikings no.14 grabbed the Rovers Old Boys' no.11's legs whilst he was in the air, which caused the Rovers Old Boys' no.11 to land on his shoulder.

I stopped play, dismissed Vikings no.14 and restarted play with a penalty to Rovers Old Boys.]

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