

GUIDE TO SUBMITTING A SEND OFF REPORT



ON THE DAY OF THE INCIDENT

Send a short SMS to Stuart Wright (0422 532 961) to let him know that a report is on its way. Include only

- name of the ground
- age group
- offender's team
- offender's number
- offender's name
- reason (in very few words eg Punch)

The Send Off Report can be submitted **on line only** as the information must be transmitted between the various unions and the clubs in a timely fashion.

However, it is highly recommended that a draft version of the Report should be created and sent for review before lodging the final and formal Report on line. To do this:

- (1) Download the Word document **Send Off Report (draft)** from the website.
- (2) Fill in the form
- (3) Send it to the following SNRR delegate for proofreading:

Ric Seton: r.seton@mauricebyers.com

Ric will respond promptly. You should update your report to include any feedback from Ric.

The final report is to be lodged at very latest 12 NOON on the MONDAY following the match.

A poor report from a referee can prevent our Judiciaries from acting on alleged incidents of foul play. The following hints will assist referees in composing an effective Send Off Report. The hints in **colour** follow the headings contained in the report form.

Name of Player Sent Off: **It is your responsibility to get the players name after the match.**

Player's Number:

Player's Club:

Send Off Date: **Drop down calendar**

Grade:

Home Team: **Away Team**
Home Score: **Away Score:**

Approx Time into match incident occurred: **When you send a player off, you should note the time and include it in the report.**

Ground & Weather Conditions: This assists the Judiciary better to understand the conditions of the match.

Where on the field did the offence occur: Refer to the defending team's half, the nearest line across the field and the distance from a touchline.

Where were you in relation to the offence? How many metres away from the offence were you and what kind of view did you have of the offence? Was your view obstructed in any way?

Player's reaction after being sent off This is an important consideration. A player accepting his Send Off is highly relevant. A player abusing the referee as he leaves the field must be recorded.

The grey box contains the options for which the Send Off was issued. Select the relevant option. Use the Drop Downs, which refer to specific Laws by number.

If Due to 2x Yellow Card:

For what offence was the first YC issued? There are two drop down boxes to allow for multiple offences as the reason for the YC.

For what offence was the second YC issued? There are two drop down boxes to allow for multiple offences as the reason for the YC.

If Due to Straight Send Off:

Had the player previously been warned or Yellow Carded during the game? This is a drop down box. If the answer is other than No, this indicates that you have already interacted with the player.

If yes, please state the warning and/or describe the YC: Not a drop down. This should be described in the language of Law 9. For instance, "punching" is Dangerous Play (Law 9.12)

For what offence was the RC issued? These two boxes contain the entire menu of offences under Law 9. Choose which one is applicable. If you are not sure which Law applies, read the Law Book. For example, Head Butt"" is Dangerous Play (Law 9.12).

The Offence was You have an option to describe the offence as Careless/Reckless; or Intentional. Be thoughtful: the Judiciary will not have the opportunity to clarify these issues with you.

The Scale of Seriousness of the player's conduct was: You have an option to select from Low End / Mid Range / Top End. Be thoughtful: the Judiciary will not have the opportunity to clarify these issues with you.

Description of offences: This section is to provide assistance to the Judiciary in determining an outcome. Include a record of events both before and after the incident.

- If you consulted an Assistant Referee, record that here.
- If the Send Off was for dissent, record the exact words used by the offender, including swear words (if any).
- If dangerous play was involved, record
 - Which part of the body the offender used; and
 - Which part of the victim's body was affected.