



Guide to Writing Send-Off and Misconduct Reports

With the assistance of Mr Bill Moncrieff and the State League Referees Technical Committee, the following guide has been produced for NNSW match officials so a consistent approach to send off and misconduct report writing can be achieved.

Zone personnel do not always see a send off or misconduct incident, it is upto the match officials on that match to provide the football administrator with enough factual and informative information, so they can hand down the correct judgement.

R1 - Serious Foul Play

Definition - Page 70 Australian LOTG 2015 Edition

A player is guilty of serious foul play if he uses excessive force or brutality against an opponent when challenging for the ball when it is in play.

A tackle that endangers the safety of an opponent must be sanctioned as serious foul play.

Any player who lunges at an opponent in challenging for the ball from the front, from the side or from behind using one or both legs, with excessive force and endangering the safety of an opponent is guilty of serious foul play.

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions				✓	✓

Description required - Detailed, must include:

1. Offence that was committed (i.e striking, charging)
2. Proximity of ball in relation to offence
3. Contact made between players (i.e player A studs made contact with player B ankle)
4. Direction offending player came from (i.e from behind or from the side)
5. AR Report required if involved in send off or contentious and AR had view of incident



R2 - Violent Conduct

Definition - Page 70 Australian LOTG 2015 Edition

A player is guilty of violent conduct if he uses excessive force or brutality against an opponent when not challenging for the ball.

He is also guilty of violent conduct if he uses excessive force or brutality against a team-mate, spectator, match official or any other person.

Violent conduct may occur either on the field of play or outside its boundaries, whether the ball is in play or not.

Referees are reminded that violent conduct often leads to mass confrontation, therefore they must try to avert this with active intervention.

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions			✓	✓	✓

Description required- Detailed, must include:

1. Who the offence was committed against (Normally an opponent)
2. Facts about what happened (i.e player A struck player B twice in the face with a closed fist)
3. Any relevant incidents before the offence occurred.
4. Situation of play (I.e was play stopped or was ball in play)
5. Location of incident (i.e did it happen on field of play or not)
6. AR Report required if involved in send off or contentious and AR had view of incident



R3 - Spitting

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions				✓	✓



Description required- Detailed, must include:

1. Who the spit was directed at.
2. Distance between offender and person it was aimed at.
3. Any relevant incidents leading up to the offence.
4. Situation of game (i.e was the ball in play or not).
5. AR Report required if involved in send off or contentious and

AR had view of incident

R4 And R5 - Denying Obvious Goal Scoring Opportunity - Free Kick and Handball

Definition - Page 72 Australian LOTG 2015 Edition

There are two sending-off offences that deal with denying an opponent an obvious opportunity to score a goal. It is not necessary for the offence to occur inside the penalty area.

If the referee applies advantage during an obvious goalscoring opportunity and a goal is scored directly, despite the opponent's handling the ball or fouling an opponent, the player cannot be sent off but he may still be cautioned.

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions	✓				

Description Required - Detailed, Must Include:

1. Brief just noting location of offence in relation to the goal.



R6 - Foul, Abusive or Insulting Language and or Gestures

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions			✓	✓	✓

Description Required - Detailed, Must Include:

1. Who the language/ gestures were directed at.
2. What was actually said (if language)
3. Description of gesture
4. Any relevant incidents leading up to the send-off.
5. AR Report required if involved in send off or contentious and



R7 - Receiving a Second Caution in the Same Match

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions	✓				

Description Required - Detailed, Must Include:

1. Brief, just noting offence and time of both cautions. (Offences must be from law chart).

Misconduct Reports

Removal of Coaches/Team Officials from Bench

Severity of Charge	Low	Low to Moderate	Moderate	Moderate to High	High
Majority of Decisions		✓	✓	✓	✓

Description Required - Detailed, Must Include:

1. Who the language/gestures was directed at
2. What was actually said
3. Description of gesture
4. Any relevant incidents leading up to removal
5. Any prior warning (on day of match)
6. AR/4th official report required if involved in removal or witnessed what occurred

