

## RED CARD REPORTS – Some aids to help capture all the necessary information

A recurring theme from the Discipline Panels is the importance of a comprehensive, clear and accurate red card report from referees when conducting a disciplinary hearing. However, producing one can sometimes be easier said than done.

The moment in a match when a red card is necessary can be a stressful and frenetic one for the referee. Events can happen very quickly and dealing with the immediate aftermath and the management challenges that brings means we can often fail to gather or remember all the information we need to fill out a good and accurate post match report.

In an effort to improve the tools available to referees, published below are two documents that referees may find helpful in this regard:

- An “IN MATCH CHECKLIST” and
- a “POST MATCH CHECKLIST”.

The IN MATCH CHECKLIST is designed to be kept in your pocket with your red card. If you have to send someone off, it should be filled out when you have shown the card and whilst the clock is still stopped. It should not take more than a few seconds but makes sure you have an immediate record that you can refer back to later.

Key Data to capture is shown on the card and is self explanatory. It may be useful to consider the following tips when using it:

- Stop the clock, take your time – a minute or more delay is fine. Keep it calm.
- Before you show the red card, ask the player his name and get his number first – much easier than trying to find out as he is walking away from you!
- Try to capture the shirt numbers of everyone involved – it makes for a more accurate picture and adds authority to your report
- Try to write a brief sequence of events to capture who did what, to whom and in what order. It can be helpful to use a form of shorthand: eg: G7 ->R9, Punch @ Head, missed, R6 -> G7 Headbutt. YC G7, RC R6. A useful reminder for later
- Use the inside of the checklist for your notes
- Never guess – state facts, don’t embellish

**Note:** The IN MATCH CHECKLIST also contains a section where you can record any serious injury that occurs during your game. We are obliged to report injuries that we know are serious enough to mean a visit to hospital for the player involved. You should fill this section out even if the injury was not the result of foul play.

The POST MATCH CHECKLIST is designed to help you to record, whilst still fresh in your mind, all of the other information you will need for the report. It also notes the protocols you are obliged to follow if you send someone off. Please make sure you read these as they apply in all cases.

It is recommended you keep a copy in your bag in case of need.

LSRUR will be printing the IN MATCH CHECKLISTS for use by referees and will make the POST MATCH CHECKLIST available on the website. You are urged to download it and keep a copy with your kit in the event you have to issue a red card.

Please note that the checklists are meant as a tool to help referees and they are not a substitute for the official Red Card Report which can be found on the LSRUR website and is the only document that must be submitted to the LSRUR Secretary. However, we recommend you use these checklists and keep them until after the disciplinary hearing in case they are useful for reference.

# IN MATCH RED CARD CHECKLIST

## OUTSIDE

**IN MATCH RED CARD CHECKLIST:**

**TAKE YOUR TIME!!! GET IT RIGHT!!**

**Name:** : ..... **No:** .....

**Team:** Home / Away **Score at Time:** .....

**Time of card:** ..... **Half:** 1<sup>st</sup> / 2<sup>nd</sup>

**OFFENSE:**

Verbal Abuse/ Threats / Physical Abuse

Striking opponent:

Hand / Arm / Fist / Elbow / Knee / Head

Dangerous Tackling:

Early / Late / Stiff arm / High / Neck roll

Dangerous play:

Shoulder / tackle in air / dropped / collapse maul

Kick / Trip / Stamping / Biting / Gouging /

Spitting / Hair pull/ 2 Yellows

Other:.....

**VICTIM(s): No:** ..... Home / Away **Injured:** Y/ N


**LOCATION OF OFFENSE**

**X** = offense **O** = your position **Clear view?** Y/ N  
Indicate home team half

**IMPORTANT POINTS TO NOTE FOR REFERENCE**

Numbers & colours of all involved  
Exact words used - Provocation? - Point of strike -  
Outcomes of foul play. Events before/during/after  
Apologies made.

Write brief reminder notes on the reverse if useful  
Try to capture exact words used in cases of abuse

## INSIDE

RED CARD NOTES

SERIOUS INJURY NOTES

You must report any injury sustained during the match requiring hospital treatment to the LSRUR Secretary. Make a note of the details here:

**Player Name:** : .....

**No:** ..... **Team:** Home / Away

**Score at Time:** .....

**Time of injury:** ..... **Half:** 1<sup>st</sup> / 2<sup>nd</sup>

**Nature of injury:** **Due to foul play?** Yes / No  
State type of injury and part of body affected.

## POST MATCH RED CARD CHECK LIST:

Complete in changing room immediately after game. Just make notes to refresh your memory later  
Use this form and the IN MATCH CHECKLIST to capture all the information you will need to fill out an official report

NOTE: THIS IS ONLY AN AIDE-MEMOIRE, NOT THE OFFICIAL SENDING OFF REPORT  
You should not discuss the sending off or your intentions/report with any players/coaches/spectators  
If asked about it, simply state you will make a report and it will be dealt with through the proper channels.

**DATE:** .....

**OFFENDER DETAILS:**

Player Name: ..... Club.....No.....:

Position.....

**MATCH DETAILS**

Home Team..... Away Team .....

Competition.....

Final Score.....

Was it videoed? Yes / No If yes so by whom? .....

AR's – who ran touch ? Club officials/LSRUR appointees?

Make a note of weather & ground conditions:

Describe the temper of the game & atmosphere. Players co-operative? Feisty? Niggle? Fast? Skilful? etc

Any other cards? Details of colour, reasons, offenders, time in match

**INCIDENT DETAILS:** Reason for card:

Describe events/play leading up to card – put the incident in context.

Describe the incident: - step by step sequence of events. Include shirt no's & colours of players involved. Note relevant details such as where a punch was aimed and where it connected, reactions of victims/teammates.

Details of injuries, if any, arising from the incident: Note player numbers and teams

If the offence was abuse – details of words used/type of violence. Note who it was aimed at, and the effect it had.

Did the offender show contrition/apologise?

#### NEXT STEPS:

1. As soon as you can, **Contact the LSRUR secretary** to inform him that you have sent someone off. John Hill: 07725 006256. **You must do so on the day of the match** – leave a message if need be.
2. **Within 48 hours you must complete the RED CARD REPORT** as found on the LSRUR website and send it to the LSRUR Secretary. [johnhill01@sky.com](mailto:johnhill01@sky.com) Use these notes made on match day to complete the report.
3. Make the report clear, comprehensive and accurate. State facts not opinions. Make sure you describe exactly what happened and identify clearly all involved. If you are not sure, then do not guess or present it as fact. State exactly what you are sure of and if you suspect something but cannot be certain, state your grounds for suspicion and let the panel decide on the facts.
4. Be prepared to offer evidence to the LRU disciplinary panel if requested. You will be contacted in good time if this is deemed necessary.