



POLICE
SCOTLAND

POILEAS ALBA

Policing Football Guidance Document

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Owning Department:	Operational Support – NFIP- Scotland
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1. Purpose / Scope

This Guidance Document supports the Police Service of Scotland (hereafter referred to as Police Scotland) Policy for Football Policing.

The police role at football is principally to assist the event organiser (usually but not always a football club) to ensure the safety of those attending the fixture, maintain public order and minimise disruption to communities. There is a clear distinction to be made between the role of police and the role of other organisations involved in the delivery of football events which should be borne in mind when engaging with stakeholders, the media or the public.

The information within this Guidance Document is intended to support these objectives. It contains essential guidance on relevant roles, investigations, report writing and details of key resources for further information and assistance.

Additional information is available and can be found in the Football Policing Reference Guide which is available on the football Intranet page.

2. Role of Police and Strategic Framework

The role of police at football is to support the event organiser to deliver a safe and secure event.

Statement of intent (SOI)

The relationship between the responsibilities of Police Scotland and football clubs / event organiser is governed by the SOI (**Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement**) and which must be signed by both a Police Scotland representative and a club / event organiser representative in respect of every football fixture for which a policing operation is in place.

Strategic Intention

The Strategic Intention, which sets out the parameters of the policing operation for each football policing operation, should be included within the Operational Order and all officers engaged on the operation must be made aware of its content prior to deploying.

Match Categories

A standardised set of categories is used to highlight the risk of disorder associated with individual football fixtures:

- Category CS – club security only ('Police Free'. Call 999 or 101);
- Category A – low risk of disorder;
- Category B – medium risk of disorder;

- Category C – high risk of disorder; and
- Category C-IR – category C with increased risk of disorder.

3. Key responsibilities in policing operations

Role	Role tasks
Divisional Superintendent (Operations)	<ul style="list-style-type: none"> • Once fixtures are published, ensure divisional senior representative meets with the clubs within the Division to discuss their fixtures and agree an initial match category and sign Minute of Agreement for Provision of Police Services at Football (Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement); • Where a Local Policing Area and the organisers of a football match cannot agree on charging for resources the arbitration process within Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement should be followed; • Prior to the start of each season, remind the supporters' organisations, licensed premises and bus companies of the relevant legislation and their responsibilities (Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement); • Arrange for the briefing about conduct and responsibilities to be provided by the police to all registered club players, coaches and other relevant club staff whose actions may have a direct impact on the field of play to ensure they understand their legal responsibilities during fixtures. The briefing will be provided twice a year: <ul style="list-style-type: none"> ○ not less than 2 days prior to the official commencement of each football season; and ○ as soon as is practicable after the closure of the January transfer window; ○ will be conducted at a time convenient to each club and take no more time than is absolutely necessary; ○ will be provided in a suitable language / format for those individuals with particular needs as identified by the club; ○ will have an attendance list recorded by the officers attending (retain locally);

	<ul style="list-style-type: none"> ○ Review and authorise sharing of relevant information with club / event organiser / football authorities using one of the following as appropriate – ○ Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; ○ Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; ○ Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; ○ Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.
<p>Event Policing Lead</p>	<ul style="list-style-type: none"> ● Event Policing Leads must complete the accredited Event Management Course training for this role; ● Engage with clubs and supporters / supporter representatives; ● Review and approve Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; ● Prepare tactical plan for the event, taking into account Gold Strategy (if in place); ● Ensure Health and Safety, Pyrotechnics and any other appropriate Risk Assessments are carried out, reviewed and approved by suitably qualified staff; ● Agree and sign Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement along with Safety Officer; ● Where there are concerns regarding the safety of a football stadium bring these to the attention of the local authority safety team for their consideration; ● Sign Statement of Intent in conjunction with Safety Officer; ● The Event Policing Lead has ultimate responsibility for ensuring all police resources are adequately briefed prior to deployment, although this does not preclude others actually carrying out briefings;

	<ul style="list-style-type: none"> • It is good practice to have police involvement in steward briefings and to have steward involvement in police briefings and in some areas fully joint briefings are conducted by the Safety Officer, with a supporting input from the Event Policing Lead; • Take command of police resources during event, including fulfilling policing functions and maintaining welfare of officers / staff; • Conduct debrief where appropriate and ensure post-event investigations are carried out (if required). Where possible this should involve the Safety Officer to ensure a coordinated response to any identified issues.
Operations Planning	<ul style="list-style-type: none"> • Coordinate Divisional response to fixture consultation carried out by NFIP-Scotland (pre-season, televised fixtures, post-split etc.); • Prepare Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement for approval by the Event Policing Lead; • Secure resources, taking into account Police Regulations and Resource Management guidance; • Prepare Operational Order using national template and publish to national calendar alongside other relevant documents; • Deploy during the event as directed by the Event Policing Lead; • Prepare Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement and submit to the Dedicated Football Officer and Football Banning Orders Authority within three days of the event.
Dedicated Football Officer (DFO)	<p>Role on match day could include:</p> <ul style="list-style-type: none"> • Spotter; • For expert advice on FBO cases; • For access to the Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; • Within the football control room / intelligence cell; • For other similar purposes; not for routine match deployment;

	<ul style="list-style-type: none"> • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; • Prepare documents for sharing of relevant information with club / football authorities Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.
Ground Commander	<ul style="list-style-type: none"> • Primary responsibility for briefing the Match Officials lies with the Safety Officer, supported by police, and agreement should be made in advance of the match as to whether it will be the Safety Officer or police who will conduct the briefing; • Where police are conducting the briefing, the Ground Commander will brief, or ensure the briefing of, the Match Officials using the nationally agreed briefing template Appendix 'A'.
Police Supervisors	<ul style="list-style-type: none"> • Ensure all officers under their command are appropriately briefed and familiar with the venue, including Ground Regulations Appendix 'B'; • Provide operational supervision / guidance during the event; • Conduct a debrief at the end of the event and ensure all relevant information is submitted to Operations Planning.

4. Guidance in relation to identified operational issues and risks

Risk	Consideration / Tactical options
Engagement with supporters	<ul style="list-style-type: none"> • At all times officers must be proactive and engage with supporters.
Turnstiles	<ul style="list-style-type: none"> • Police will support the stewarding operation by carrying out the following duties to maintain crowd safety and must: • Ensure those attempting to enter the stadium have a valid ticket (if it is a ticketed event); • Where appropriate exercise lawful search powers; • Identify persons who are drunk and attempting to enter the sporting event; • Detect persons who have a controlled container in their

	<p>possession;</p> <ul style="list-style-type: none"> • Ensure no prohibited articles (fireworks / flares / other pyrotechnic articles) are taken into the stadium; • Identify inappropriate, prohibited flags or banners; and • Support stewards to implement Ground Regulations through a visible police presence.
<p>Sharing of information with partners</p>	<ul style="list-style-type: none"> • It is the responsibility of each Local Policing Commander to agree an ISA with appropriate clubs within their area (i.e. where a need to regularly share information has been identified); • The approved football ISA template can be obtained from Information Assurance; • Once signed, the signed copy must be sent to Information Assurance for registration; • Football-related disclosures will normally be prepared for senior management approval by the Dedicated Football Officer for the club with whom the information is being shared; • Information shared with the Club / event organiser / football authority should be entered onto Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement which will be signed by representatives from Police Scotland and the Club; • Part 1 of the form contains details of the supporter and the offence / other circumstances and will be left with the Club / event organiser / football authority. Information shared in respect of Football Banning Orders shall be administered via Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; • Part 2 of the form should be printed on a separate sheet of paper and is completed by the Club / event organiser / football authority who will detail any action taken by them as a result of the information being shared. This is then returned to the Division who shared the information; • Information to be shared by the club with Police Scotland should be entered onto Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement and the form completed appropriately;

	<ul style="list-style-type: none"> • It should be borne in mind that information should only be shared by Police Scotland if the Club / event organiser / football authority is in a position to take action upon receipt of the information; • Where groups of supporters have engaged in unacceptable behaviour, the Event Policing Lead and/or Safety Officer should ensure that this behaviour is reported to the referee and included in their match report. At SPFL or UEFA games where a match delegate is present this should also be reported to the Match Delegate for inclusion in their report; • Where evidence has been captured on CCTV then a copy of the footage highlighting the unacceptable behaviour by supporters should, subject to the constraints of any ongoing enquiry and approval by the Procurator Fiscal, be provided to the relevant Club / event organiser / football authority to allow them to take appropriate action in relation to those involved and to introduce measures to prevent future occurrences; • Where unacceptable behaviour of groups of supporters continues then this should be brought to the attention of the Scottish FA. The Scottish FA will then consider the appropriate action to be taken.
Pyrotechnics	<ul style="list-style-type: none"> • The Event Policing Lead should consider the following: • Issue prevention message (by Club / event organiser / football authority in conjunction with Police Scotland); • In all cases where it is assessed that a fixture may involve pyrotechnics the Generic Risk Assessment (GRA) for pyrotechnics should be referred to during the planning process; • In all incidents where pyrotechnics are involved the Pyrotechnic Guidance Document must be referred to. Stewards should provide the safety response.
Disruption	<ul style="list-style-type: none"> • Temporary Traffic Regulation Orders (TTROs) should be in place where road closures are part of a planned operation, with emergency police powers available to manage spontaneous incidents; • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.

<p>Alcohol-related offending</p>	<ul style="list-style-type: none"> • Policing operations for football should include a licensed premises element to proactively target drunkenness and disorderly behaviour in and around premises before, during and after fixtures. Problematic premises should be identified and action taken when offences are identified; • A robust enforcement operation to tackle alcohol-related offences should be in place for key fixtures in order to address issues relating to: <ul style="list-style-type: none"> ○ Transport to and from the game; ○ At the ground; ○ Licensed premises in the area, known to be frequented by supporters and those showing televised matches.
<p>Reporting of offenders and retrospective enquiry</p>	<ul style="list-style-type: none"> • The football-related SPR template should be used to report all football-related cases; • Where a post-match investigation results in the arrest or report of an offender, details must be forwarded by the reporting officer to the Dedicated Football Officer for the relevant club to ensure that the Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; • If CCTV footage is to be used as evidence in relation to singing or chanting, the reporting officer and any officers involved as witnesses must be clear about the words used and why they are criminal.
<p>Media</p>	<p>The Event Policing Lead should consider the following:</p> <ul style="list-style-type: none"> • All communications must be in accordance with the Communications Strategy for football which clarifies the role of police as a support function for Event Management and can be found on the football intranet page; • A post-match press release should be considered to provide details of any police action / investigation; • The Corporate Communications Department should be contacted for advice and expert assistance
<p>Ejections</p>	<ul style="list-style-type: none"> • Ejections under Ground Regulations are a stewarding function; • Police will support stewards carrying out an ejection through

	<p>a visible police presence but will not themselves carry out ejections;</p> <ul style="list-style-type: none"> • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.
Unmanned Aircraft Systems (UAS)	<ul style="list-style-type: none"> • Officers witnessing a UAS incident should immediately make the Event Policing Lead / control room aware in order that appropriate action can be taken; • Officers MUST NOT interfere physically with the pilot while their aircraft is airborne.
Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement	<ul style="list-style-type: none"> • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement;

5. Key responsibilities in relation to Football Banning Orders (FBOs)

Role	Role tasks
Reporting Officer	<ul style="list-style-type: none"> • A request for an FBO should only be made where a person has been involved in football related violence and disorder in circumstances where the severity or nature of the offence would justify such restrictions on a person's liberty and should an Order be granted, it would prevent further violence or disorder at future football matches. Officers should take into cognisance the offence itself and any aggravation if appropriate before a request for a FBO is considered as a suitable disposal; • To ensure consistency, the request should be approved by an appropriate Senior officer (e.g. Event Policing Lead / On duty Divisional Officer) who will be fully aware of the threshold for seeking an FBO; • If a Football Banning Order is sought then the accused should

	<p>appear from custody / on undertaking with a request for interim bail conditions in the first instance. These should be requested by the reporting officer via the remarks section of the police report and should include wording similar to the following:</p> <p>“In the reporting officer’s opinion this is a football related incident. Should the accused be convicted, it is respectfully requested, that consideration be given to granting a Football Banning Order. This would prevent the accused attending future regulated football matches within the United Kingdom for a period as specified by the Court. Other restrictions, where deemed appropriate by the Court, may also be included within this FBO.</p> <p>It is further requested, in the interim, that consideration be given to imposing bail conditions, prohibiting the accused attending any future football matches whilst these proceedings are ongoing.”</p> <p>N.B. (If seeking specific restrictions, these must be relative to the offence committed).</p> <ul style="list-style-type: none"> • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.
<p>Case Management</p>	<ul style="list-style-type: none"> • When a case is submitted to the Procurator Fiscal requesting that an FBO be considered as an appropriate disposal, notification of this must be forwarded by the area Dedicated Football Officer or suitable divisional staff to the Football Banning Order Authority / FBO Manager so Court proceedings can be monitored; • When submitting a case in relation to the breach of an FBO, the FBOA should be contacted and advised of submission as soon as practicable so that central records can be updated.
<p>FBO Authority</p>	<ul style="list-style-type: none"> • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.
<p>Dedicated Football Officer (DFO)</p>	<ul style="list-style-type: none"> • Liaise with officers with Operational Planning Units to ensure Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement; • They should consider travel to away fixtures of their associated club where intelligence suggests FBO subjects from the teams, for which they are responsible may attend or where an identified risk element exists;

	<ul style="list-style-type: none"> • Research all football related arrests to ascertain how they were disposed of by court or other means. The collation of this information should only relate to “Arrests” which result in a report to the PF. They must also check that match reports include all available information, which may be used in future civil applications and where appropriate supplement this information directly from the Football Clubs; • Where CCTV is present, efforts should be made to seize, or obtain, copies of any relevant footage and should be lodged in the appropriate manner. This footage can be used in any application for an FBO; • When an FBO is issued, intimation will be sent to the DFO of the regional area from the FBOA. The DFO is responsible for the Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement, or in their absence, police bar staff. Further guidance can be found on Events and Operations, Football; • Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.
<p>Public Counter Staff</p>	<p>The member of staff completing the initial registration of as FBO subject will ensure that the subject provides:</p> <ul style="list-style-type: none"> • The copy of the Order as issued by the court; • Two passport-style photographs; • Proof of address (e.g. recent utility bill, bank statement); • Identification (e.g. passport or driving licence); • On no account should identity documents be retained; • If the subject has not brought two passport photographs, then photographs can be taken at the police station. If this facility is not available, the individual must report back with suitable photographs. Individual FIOs and Duty Officers can use their discretion if this means going beyond the five days; • The member of staff undertaking the initial registration will complete both registration forms FBO1 & FBO2, ensuring that the subject reads, understands and signs Form FBO1 (Initial Reporting., which requires them to notify the police of any relevant changes of address; • The complete FBO1 form (with 1 photograph attached) and a photocopy of FB02 form should be sent by email to the FBOA for central records to be updated. Documentation must be sent to:

	<p>Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.</p> <ul style="list-style-type: none">• The member of staff or officer accepting the registration will then attach the remaining photograph to Form FBO2 which should be kept within the subject's file along with the copy of Form FBO1. These should be filed within the FBO Folder at the reporting station.
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Pre-match briefing for Match Officials

The Match Officials / Referee should be briefed by the club Safety Officer or police at least 1 hour prior to kick off.

1. Introductions
2. Explain naming of stands / geography of stadium.
3. Pass details of Silver Commander / Event Policing Lead.
4. Confirm that applying the Laws of the Game rests solely with the Match Officials/ Referee.
5. Inform Match Officials / Referee that police will be situated within the tunnel throughout the game and will be the point of contact for the officials and the Event Policing Lead.
6. Bring to their attention the Safety Officer Eris procedures. Confirm that police are aware that they will be paying close attention to the match and if we have any issues or are considering abandoning the game we will make contact with them via the fourth official or in their absence the nearside linesman.
7. **Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.**
8. **Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.**
9. Match officials will be escorted from the pitch at half time and full time to ensure there is no disorder in the tunnel area.
10. At half time and full time they will inform police if they have any issues in relation to incidents on / off the pitch.
11. If there are any other relevant issues, i.e. serious traffic congestion, number of supporters expected etc. these should be advised pre match.
12. **Information has been removed due to its content being exempt in terms of the Freedom of Information (Scotland) Act 2002, Section 35, Law Enforcement.**
13. Questions.

Ground Regulations

1. All matches are played in accordance with the Rules and Regulations of the Scottish Football Association, the Scottish Professional Football League, and where applicable, the Regulations of FIFA / UEFA Competitions.
2. Play cannot be guaranteed to take place on any particular day or at any particular time and the Club reserves the right to change its advertised fixtures without prior notice and without liability.
3. Tickets allotted by this Club / Event Organiser are issued on the express conditions that no holder thereof shall sell or transfer the same for a larger price than appears on the face thereof. In the event of any breach of this condition, the Club reserves the right to cancel this ticket and to retain the money paid therefore on allotment.
4. In the event of the match being abandoned after having kicked off you may be entitled to a refund of the cash admission charge paid at the turnstile in the determination of the Club / Event Organiser acting responsibly. Where a match is abandoned before the expiry of the first half admission vouchers for the rearranged fixture will be issued to those who attend the abandoned match. The issue of such vouchers in cases where the match is abandoned after the expiry of the first half shall be a matter for the reasonable discretion of the Club.
5. In the event of an all ticket match being postponed for any reason, the ticket will be valid on the postponed date. In the event of postponement / abandonment / cancellation of a match you may be entitled to a refund (in full or in part depending on the circumstances. of the purchase price of the ticket. Please contact the Club/Event Organiser for details.
6. All children entering the ground, must pay for admission or hold a valid ticket.
7. Unauthorised persons are not permitted to enter upon the field of play.
8. With the exception of authorised Media representatives holding accreditation issued by the club / event organiser, the taking of photographs or filming by any means inside the Ground is prohibited. In addition, no transmission or reproduction, in whole or in part, in any form, or by any means, electronic, mechanical, recording or otherwise is permitted save with a special authorisation in writing by the club / event organiser and, where appropriate, the prior consent of the Scottish Football Association, the Scottish Professional Football League, or appropriate body.
9. Only persons specifically authorised in writing by the Club are permitted to offer Newspapers, Periodicals, or any other articles for sale in the Ground.

10. Unnecessary noise such as from the use of radio sets and behaviour likely to cause confusion, annoyance or nuisance of any kind is not permitted in any part of the Ground.
11. The use of threatening behaviour, foul or abusive language is strictly FORBIDDEN and racial, sectarian, homophobic or discriminatory abuse or chanting is considered as unacceptable conduct and may result in arrest.
12. Please note that it is an offence punishable by law for any person to enter or attempt to enter the ground:
 - Whilst in possession of a controlled container which is or was capable of holding liquid and which if thrown would be capable of causing injury to another person;
 - Whilst in possession of alcohol;
 - Whilst drunk;
 - Whilst in possession of any article or substance whose main purpose is the emission of a flare for purposes of illuminating or signalling or the emission of smoke or visible gas;
 - Any article which is a firework.

All persons entering the ground may be searched by police.

13. Standing is FORBIDDEN in seated viewing areas
14. Banners or other articles which could, or might be used as a weapon, or to cause annoyance or offence, are not permitted within the ground.
15. All persons entering this ground are admitted subject to the condition that they may be required to submit to search to prevent prohibited articles being brought into the Ground which might be used to cause injury or damage to other persons or property.
16. Under no circumstances is it permitted to throw any objects whether on to the pitch or track or otherwise.
17. At all times, the right of admission is reserved by the Club Management and in general no transfers within the Ground are allowed.
18. All persons entering this Ground are admitted only subject to the above Ground Regulations and to the Rules and Regulations of the Scottish Football Association and the Scottish Professional Football League. **Entry to this ground shall be deemed to constitute unqualified acceptance of all these rules and regulations.**
19. The Club reserves the right for its servants and agents and for members of police forces to remove from this Ground any person who does **not comply with ground regulations and with the rules and regulations** of The

Scottish Football Association, the Scottish Professional Football League and/or, where applicable, the Regulations of the FIFA / UEFA Competitions or whose presence in the Ground is or could reasonably be construed as constituting a source of danger, nuisance or annoyance to other Spectators.

20. Smoking in no-smoking areas is **forbidden**.
21. On no account will admission be granted to a person who is subject of a current Football Banning Order.
22. CCTV Cameras may be in use and recordings could be used in any proceedings.

Information

You should be aware that in terms of a protocol with Police Scotland the details of any arrest occurring in connection with a football match may be shared with the Club. Football Banning Orders may be imposed on individuals who continually infringe these rules.

Compliance Record

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Health and Safety Compliant:	Yes
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1.00	Content fully revised and rationalised in line with new SOP review principles. Guidance document developed from Football Policing SOP and Football Banning Orders SOP.	23/07/2020