



Hertfordshire Girls Football Partnership League 2024-25

HANDBOOK SEASON 2024-25

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RULE 1; DEFINITIONS

(A) In these Rules:

“Affiliated Association” means an Association accorded the status of an Affiliated Association under the rules of The FA.

“AGM” shall mean the annual general meeting held in accordance with the constitution of the Competition.

“Club” means a club for the time being in membership of the Competition.

“Club Portal” means the system used by Clubs to affiliate teams as determined by The FA from time to time.

“Competition” means the Hertfordshire Girls Football Partnership League.

“Competition Match” means any match played or to be played under the jurisdiction of the Competition.

“Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

“Deposit” means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.

“Fees Tariff” means a list of fees approved by the Clubs at a general meeting to be levied by the Management Committee for any matters for which fees are payable under the Rules, as set out at Schedule A.

“Fines Tariff” means a list of fines approved by the Clubs at a general meeting to be levied by the Management Committee for any breach of the Rules, as set out at Schedule A.

“Ground” means the ground on which the Club’s Team(s) plays its Competition Matches.

“Management Committee” means in the case of a Competition which is an unincorporated association, the management committee elected to manage the running of the Competition and where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.

“Match Officials” means the referee, the assistant referees and any fourth official appointed to a Competition Match.



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“Mini Soccer” means those participating at ages under 7s to under 10s

“Non-Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.

“Officer” means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.

“Participant” shall have the same meaning as set out in the rules of The FA from time to time.

“Player” means any Contract Player, Non-Contract Player or other player who plays or who is eligible to play for a Club.

“Player Registration System” means The FA system to register players as determined by The FA from time to time.

“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“Rules” means these rules under which the Competition is administered.

“Sanctioning Authority” means [The FA][the [] County Football Association Limited].

“Scholarship” means a Scholarship as defined in The FA rules.

“Season” means the period of time between an AGM and the subsequent AGM.

“Secretary” means such person or persons appointed or elected to carry out the administration of the Competition.

“SGM” means a special general meeting held in accordance with the constitution of the Competition.

“Team” means a team affiliated to a Club, including where a Club provides more than one team in the Competition in accordance with the Rules.

“The FA” means The Football Association Limited.

“written” or “in writing” means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

“Youth Football” means those participating at ages under 11s to under 18s.

(B) Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice-versa.



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GOVERNANCE RULES

RULE 2; COMPETITION NAME AND CONSTITUTION

- (A) The Competition will be known as “Hertfordshire Girls Football Partnership League “(HGFPL). The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist, or which ceases to be entitled to play in the Competition for any reason whatsoever shall thereupon automatically cease to be a member of the Competition.
- (B) This Competition shall consist of not more than **120 Clubs and/or 650 Teams** approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be unrestricted.
- (D) The administration of the Competition under these Rules will be carried out by the Competition acting (save where otherwise specifically mentioned herein) through the Management Committee in accordance with the rules, regulations and policies of The FA.
- (E) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation thereto, subject to the provisions of Rule 7.
- (F) The Rules are taken from the Standard Code of Rules for Youth Competitions (the “Standard Code”) determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.
- (G) All Clubs must be affiliated to an Affiliated Association. This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, each not exceeding **12** in number.
- (H) Inclusivity and Non-discrimination
 - (i) The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (to include those contained in the Equality Act 2010).
 - (ii) This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognizing that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise.
 - (iii) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.



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- (j) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, England Football Accredited and RESPECT programs. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (j) All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The FA from time to time.
- (k) Clubs shall not enter any of their Teams playing at a particular age group in the Competition in any other competition (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. A Club must immediately inform the Competition of the details of any fixture(s) in any other competition in which the Club has entered, for which written consent of the Management Committee has been obtained.
- (l) At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary, this Rule shall take precedence over Rule 22.

RULE 3; CLUB NAME

Any Club wishing to change its name must obtain permission from the Sanctioning Authority and from the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

RULE 4; ENTRY FEE, SUBSCRIPTION, DEPOSIT

(A) Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary by 31st May. (Via the Leagues Intentions Form) League entry fees for Teams as set out in the Fees Tariff, will be invoiced in September and must be paid within 30 days. January submissions (Entry by 30th November) will be invoiced in February.

At the discretion of the voting members present applications, of which due notice has been given, may be received at the AGM or a SGM or on a date agreed by the Management Committee.

- (B) The annual subscription shall be payable in accordance with the Fees Tariff per *Club/Team (where a Club has more than one Team in membership of the Competition)* and shall be payable on or before 30 days after receipt of invoice in each year.
- (C) *A Deposit of £50 shall be payable in accordance with the Fees Tariff per Club/Team (where a Club provides more than one Team in membership of the Competition) and shall be payable on or before 30 days after receipt of invoice in each year. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.*



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- (D) A Club shall not participate in this Competition until the entry fee, annual subscription and Deposit (if required) have been paid 30 days of receipt of invoice.
- (E) Clubs must ensure that all its teams participating in the Competition are recorded as affiliated on the Club Portal for the forthcoming Playing Season by the following date 31st July. Clubs must advise the Competition Secretary in a manner prescribed by the Sanctioning Authority, or on the prescribed form, of details of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (F) An all-female team can apply to the Competition to play an age group down in a mixed gender competition, subject to rule 8A(iii)&(iv) and provided the team has obtained approval from its Sanctioning Authority
- (G) All payments submitted to the Competitions will **ONLY** be accepted via electronic payments.

RULE 5; MANAGEMENT, NOMINATION, ELECTION

- 5. (A) The Management Committee shall comprise the Officers of the Competition and 14 members who shall all be elected at the AGM.
- (B) Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than 30th April each year. All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than 30th April each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the AGM.
- (C) The Management Committee shall meet as and when required, save that no more than three calendar months shall pass between each meeting.
On receiving a requisition signed by two-thirds (2/3) of the members of the Management Committee the Secretary shall convene a meeting of the Management Committee.
- (D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.
- (E) All communications received from Clubs must be conducted through their Club Secretary and sent to the League Secretary.

RULE 6; POWERS OF MANAGEMENT

- (A) The Management Committee may appoint sub-committees and delegate such of their powers



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as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.

- (B) Subject to the permission of the Sanctioning Authority having been obtained the Management Committee may order a match or matches to be played each Season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call upon each Club (including any club which may have withdrawn during the Season) to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.
- (C) Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one vote thereat, but no member shall be allowed to vote on any matters directly appertaining to such member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any sub-committee).

In the event of the voting being equal on any matter, the Chairman of the Management Committee shall have a second or casting vote.

- (D) The Management Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

With the exception of Rules 6(I), 8(H) and 9, for all alleged breaches of a Rule the Management Committee shall issue a formal written charge to the Club concerned. The Club charged shall be given 7 days from the date of notification of the charge to reply. In such reply to a Club may: -

- (i) Accept the charge and submit in writing a case of mitigation for consideration by the Management Committee on the papers; or
- (ii) Accept the charge and notify that it wishes to put its case of mitigation at a hearing before the Management Committee; or
- (iii) Deny the charge and submit in writing supporting evidence for consideration by the Management Committee on the papers; or
- (iv) Deny the charge and notify that it wishes to put its case at a hearing before the Management Committee.

Where the Club charged fails to respond within 7 days, the Management Committee shall determine the charge in such manner and upon such evidence as it considers appropriate.

Where required, hearings shall take place as soon as reasonably practicable following receipt of the reply of the Club as more fully set out above.

Having considered the reply of the Club (whether in writing or at a hearing), the Management Committee shall make its decision and, in the event that the charge is accepted or proven, decide on the appropriate penalty (with reference to the Fines Tariff where applicable).



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The maximum fine permitted for any breach of a Rule is £100 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

No Participant under the age of 18 can be fined.

All breaches of the Laws of the Game or the Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate Association.

- (E) All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 7.

Decisions of the Management Committee must be notified in writing to those concerned within 7 days.

- (F) 25% of its members shall constitute a quorum for the transaction of business by the Management Committee or any sub-committee thereof.
- (G) The Management Committee, as it may deem necessary, shall have power to fill, in an acting capacity, any vacancies that may occur amongst their number.
- (H) A Club must comply with an order or instruction of the Management Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 14 days of the date of notification of the decision.
Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.
- (J) A member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition.
- (K) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM called to decide the constitution and the commencement of the Playing Season.
- (L) The business of the Competition as determined by the Management Committee may be transacted by electronic mail.

RULE 7; PROTESTS, CLAIMS, COMPLAINTS, APPEALS

(A) (i) All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the referee



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before the commencement of the Competition Match.

- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged with the Secretary within 7 days (excluding Sundays) of the Competition Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of their Club) when such protest or complaint is being determined.
- (C) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.
- (D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days prior to the protest or complaint being heard.
 - (i) All parties must have received 10 days' notice of the hearing should they be instructed to attend.
 - (ii) Should a Club elect to state its case in person then it should forward a deposit of £10 and indicate such when forwarding the written response.
- (E) The Management Committee shall also have the power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
- (F) Any appeal against a decision of the Management Committee must be lodged with the Sanctioning Authority within 14 days of the posting of the written notification of the decision causing the appeal, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, in such respect the Sanctioning Authority may (but is not obliged to):
 - (i) invite submissions by the parties involved; or
 - (ii) convene a hearing to hear the appeal; or
 - (iii) permit new evidence; or
 - (iv) impose deadlines as are appropriate.

Any appeal shall not involve a rehearing of the evidence considered by the Management Committee.

(G) No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the grounds of unconstitutional conduct.



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RULE 8; ANNUAL GENERAL MEETING

(A) The AGM shall be held not later than 30th June in each year. At this meeting the following business shall be transacted provided that at least 65% members are present and entitled to vote: -

- (i) To receive and confirm the minutes of the preceding AGM.
 - (ii) To receive and adopt the annual report, balance sheet and statement of accounts.
 - (iii) Election of Clubs to fill vacancies.
 - (iv) Constitution of the Competition for the ensuing Season.
 - (v) Election of Officers of the Competition and the Management Committee members.
 - (vi) Appointment of auditors.
 - (vii) Alteration of Rules, if any (see Rule 14).
 - (viii) Fix the date for the commencement of the Playing Season and kick off times applicable to the Competition.
 - (ix) Fix the date for the end of the Playing Season.
 - (x) Other business of which due notice shall have been given and accepted as being relevant to an AGM.
- (B) A copy of the duly *audited/verified* balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting together with any proposed Rule changes.
- (C) A signed copy of the duly *audited/verified* balance sheet and statement of accounts shall be sent to the Sanctioning Authority within 14 days of its adoption by the AGM.
- (D) Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 14 days' notice shall be given of any AGM.
- (E) Clubs who have withdrawn their membership of the Competition during the Playing Season being concluded or who are not continuing membership shall be entitled to attend but shall vote only on matters relating to the Season being concluded. *This provision will not apply to Clubs expelled in accordance with Rule 12.*
- (F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least 50% of the delegates qualified to vote or the Chairman so decides. (Voting prior to the AGM on potential rule changes will be sent to Club Secretaries via Microsoft Forms for advance voting. Results will be provided at the AGM).
- (G) No individual shall be entitled to vote on behalf of more than one Club.
- (H) (i) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will



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result in a fine in accordance with the Fines Tariff.

(ii) Any club that has submitted a valid application to join the Competition for the forthcoming season must have the opportunity to be put forward for membership and to have a vote taken on their membership application.

- (i) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM but cannot also cast a vote on behalf of a club (See Rule 8.G).
- (ii) Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

RULE 9; SPECIAL GENERAL MEETINGS

(A). Upon receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call an SGM.

(B). The Management Committee may call a SGM at any time.

(C). At least seven 7 days' notice shall be given of a meeting under this Rule, together with an agenda of the business to be transacted at such meeting.

(D). Each Club shall be empowered to send two delegates to all SGMs. Each Club shall be entitled to one vote only.

(E). Any Club failing to be represented at a SGM shall be fined in accordance with the Fines Tariff.

(F). Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs. but cannot also cast a vote on behalf of a club (see Rule 9.D).

RULE 10; AGREEMENT TO BE SIGNED

6. Each Club shall complete and sign the following agreement which shall be deposited with the Competition together with the application for membership for the coming Season, or upon indicating that the Club intends to compete.

"We, (A), (name) [] of (address) [] (Chairman)/Director and (B) (name) [] of (address) [] (Secretary/Director) of [] Football Club (Limited) have been provided with a copy of the Rules and Regulations of the [] Competition and do hereby agree for and on behalf of the said Club, if elected or accepted into membership, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee of the Competition, subject to the right of appeal in accordance with Rule 7."

The agreement shall be signed by:

- (i) Where a Club is an unincorporated association, the Club chairman and secretary; or
- (ii) Where a Club is an incorporated entity, two directors of the Club.

Any alteration of the chairman and /or secretary of the Club on the above agreement must be notified to



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the appropriate County Football Association(s) to which the Club is affiliated and to the Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

RULE 11; CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB

(A) *Any Club intending, or having a provisional intention, to withdraw a Team from the Competition must do so at least 14 days before the AGM. This does not apply to a Club moving in accordance with Rule 22(B). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.*

- (B) The Management Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures for a Playing Season, including but not limited to, issuing a fine in accordance with the Fines Tariff.
- (C) Notwithstanding the powers of the Management Committee pursuant to Rule 6(I), in the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

RULE 12: EXCLUSION OF CLUBS OR TEAM. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE

(A) At the AGM or SGM called for the purpose in accordance with the provisions of Rule 9, notice of motion having been duly circulated on the agenda by direction of the Management Committee, the accredited delegates present shall have the power to: (i) remove a member of the Management Committee from office, (ii) exclude any Club or Team from membership, both of which must be supported by more than two-thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot. A member of the Management Committee or Club which is the subject of the vote being taken shall be excluded from voting.

- (B) At the AGM, or at a SGM called for the purpose in accordance with the provisions of Rule 9, the accredited delegates present shall have the power to exclude from further participation in the Competition any *Club or Team* whose conduct has, in their opinion, been undesirable, which must be supported by more than two-thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot. A Club whose conduct is the subject of the vote being taken shall be excluded from voting.
- (C) Any Officer or member of a Club proved guilty of either a breach of Rule, other than field offences, or of inducing or attempting to induce a Player or Players of another Club in the Competition to join them shall be liable to such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of clauses (A) and/or (B) of this Rule.



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RULE 13; TROPHY

(A) The following agreement shall be signed on behalf of the winners of the cup or trophy: -

“We A [name] and B [name], the Chairman and Secretary of [] FC (Limited), members of and representing the Club, having been declared winners of [] cup or trophy, and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the cup or trophy to the Competition Secretary on or before 31st March. If the cup or trophy is lost or damaged whilst under our care, we agree to refund to the Competition the amount of its current value or the cost of its thorough repair.”

Failure to comply will result in a fine in accordance with the Fines Tariff.

- (B) At the close of each Competition awards may/shall be made to the winners and runners-up if the funds of the Competition permit.

RULE 14; ALTERATION TO RULES

Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the AGM or at a SGM specially convened for the purpose called in accordance with Rule 9. Any alteration made during the Playing Season to these Rules shall not take effect until the following Playing Season. except in exceptional circumstances and approved by Sanctioning Authority and The FA.

Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by 28th February in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 31st March and any amendments thereto shall be submitted to the Secretary by 15th April. The proposals and proposed amendments thereto shall be circulated to Clubs with the notice of the AGM. A proposal to change a Rule shall be carried if a majority of those present, entitled to vote and voting are in favour.

A copy of the proposed alterations to Rules to be considered at the AGM or SGM shall be submitted to the Sanctioning Authority or The FA (as applicable) at least 28 days prior to the date of the meeting.

RULE 15; FINANCE

- (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- (B) All expenditure in excess of £500 shall be approved by the Management Committee.
- (C) The financial year of the Competition will end on 31st May.
- (D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be *audited/verified* annually by a suitably qualified person(s) who shall be appointed at the AGM.



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RULE 16; INSURANCE

(A) All Clubs must have valid public liability insurance cover of at least ten million pounds (£10,000,000) at all times.

(B) All Clubs must have valid personal accident cover for all Players registered with them from time to time. The Players' personal accident insurance cover must be in place prior to the Club taking part in any Competition Match and shall be at least equal to the minimum recommended cover determined from time to time by the Sanctioning Authority. In instances where The FA is the Sanctioning Authority, the minimum recommended cover will be the cover required by the Affiliated Association to which a Club affiliates.

Failure to comply with Rule 16(A) or 16(B) will result in a fine in accordance with the Fines Tariff.

RULE 17; DISSOLUTION

(A) Dissolution of the Competition shall be by resolution approved at a SGM by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant SGM.

(B) In the event of the dissolution of the Competition, the members of the Management Committee are neutral for the winding up of the assets and liabilities of the Competition.

(C) The Management Committee shall deal with any surplus assets as follows:

(i) Any surplus assets, save for a trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority.

(ii) If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.



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MATCH RELATED RULES

RULE 18; QUALIFICATION OF PLAYERS

18. (A) (i) A Player is one who, being in all other respects eligible, has:-

1. Registered through the FA Player Registration System & received approval from the competition

Any registration that is not fully and correctly completed will be returned to the Club unprocessed and the player classed as unregistered. If a Club attempts to register a player via the Player Registration System but does not fully and correctly complete the necessary information via the Player Registration System, the registration will not be processed.

Clubs registering Players via the Player Registration System, Clubs must access the Player Registration System in order to complete the registration process. *The registration document must incorporate a current passport-size photograph of the Player seeking registration together with confirmation that the Player's proof of date of birth has been checked by the Club and is accurate.*

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (B) (i) Contract Players are not permitted in this Competition with the exception of those Players who are registered under contract with the same Club who have a Team operating at Steps 1 to 6 of the National League System, or Tiers 1-4 of the Women's Pyramid System.

It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland and Ireland.

- (ii) A Player registered with a Premier League or EFL Academy under the Elite Player Performance Plan contained within Youth Development Rules will not be permitted to play in this Competition, except for those in the under 11 age-group and below where consent has been given by the relevant Premier League or EFL Academy (such consent can be withdrawn at any time). Trial players are not considered to be registered with a Premier League or EFL Academy for these purposes and therefore the prohibition on playing in the Competition does not apply to them. The relevant Premier League/EFL Academy remains responsible for managing the frequency of the player's playing time.



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Details of the Youth Development Rules are published on The FA website. A Player registered with an FA Emerging Talent Centre, or an FA Professional Game Academy may play in this Competition subject to the FA Girls' Emerging Talent Centre Operating Criteria and Professional Game Academy Youth Development Rules.

- (iii) Each Team must have the following number of Players registered 30 days before the start of each Playing Season:

FORMAT	MINIMUM NUMBER
5v5	5
7v7	7
9v9	9
11v11	11

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (c) A child who has not attained the age of 6 shall not play, and shall not be permitted or encouraged to play, in a match of any kind.

The relevant age for each Player is determined by their age as at midnight on 31 August of the relevant Playing Season i.e. children who are aged 6 as at midnight on 31 August in a Playing Season (together with those who attain the age of 6 during the Playing Season) will be classed as Under 7 Players for that Playing Season. Children who are aged 7 as at midnight on 31 August in a Playing Season will be classed as Under 8 Players for that Playing Season, and so on.

Notwithstanding the above, a child is permitted to play up in the age group above their chronological age group, irrespective of any changes of format or competition structure, save that a child who attains the age of 6 after 31 August is permitted to play only in the Under 7 age group, and may not play in the Under 8 age group, for that Playing Season. Girls in all female teams may also be permitted to play an age group down in accordance with Rule 4(F).

The age groups that children are eligible to play in are set out in the table below, subject to Rule 4(F), along with the permitted football formats for each of those age groups. For the purposes of this Rule 18(C), provisions relating to playing in specified age groups shall include participating in training as well as playing in matches. Children shall not play, and shall not be permitted or encouraged to play, in a match between sides of more than the stated number of players, according to their age group:



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Age on 31 August of the relevant Playing Season	Eligible Age Groups	Maximum Permitted Format	Minimum Pitch Sizes		Maximum Pitch Sizes		Recommended Goal Sizes in feet	Ball Size
			Yards	Metres	Yards	Metres		
6	Under 7	5v5	30 x 20	27.45 x 18.3	40 x 30	36.3 x 27.45	12 x 6	3
	Under 8		30 x 20	27.45 x 18.3	40 x 30	36.3 x 27.45	12 x 6	
7	Under 8	5v5	30 x 20	27.45 x 18.3	40 x 30	36.3 x 27.45	12 x 6	3
	Under 9	7v7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	
8	Under 9	7v7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	3
	Under 10		50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	3
9	Under 10	7v7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	3
	Under 11	9v9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	4
10	Under 11	9v9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	4
	Under 12		70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	
11	Under 12	9v9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	4
	Under 13	11v11	90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	
12	Under 13	11v11	90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	4
	Under 14		90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	
13	Under 14	11v11	90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	4
	Under 15		90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	5
14	Under 15	11v11	90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	5
	Under 16		90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	
15	Under 16	11v11	90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	5
	Under 17		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
	Under 18		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
16	Under 17	11v11	100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	5
	Under 18		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
	Open Age		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	

- (D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered, if applicable.
- (E) The Management Committee shall decide all registration disputes taking into account the following.
- (i) A Player shall not be permitted to register for more than one Club subject to the exceptions set out in Rule 18 (E)(iii) below.
 - (ii) In the event of a Player signing a registration form or having a registration submitted for more than one Club **in the Competition the valid registration submitted first shall take precedence.** The Secretary shall notify the Club last applying to register the Player of the fact of the previous registration subject to the exceptions set out in Rule 18 (E)(iii) below.



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- (iii) A Player is only permitted to register for more than one Club provided that:
- The Team(s) in which the Player plays in are not in the same age group; or
 - Except for the purpose of a transfer.
- And the Player meets the requirements in Rule 18(C).

- (F) It shall be a breach of these Rules for a Player to:-

Play for more than one Team in the same age group in the Competition in the same Playing Season without first being transferred.

Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season, except if the provisions set out in Rule 18 (E)(iii) apply, *or where the Competition adopts rule 18.P*

Submit a signed registration form or submit a registration through the Player Registration System for registration that the Player had willfully neglected to accurately or fully complete.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (G) (i) The Management Committee shall accept the registration of any Player subject to the provisions of Rule 18(G)(ii) and (iii) below.
- (ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player, the exercise of such power being without prejudice to the Management Committee's ability to fine a Club at its discretion (in accordance with the Fines Tariff) that has been charged and found guilty of registration irregularities (subject to Rule 7).
- (iii) The Management Committee shall have the power to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct (subject to Rule 7) subject to the right of appeal to the Sanctioning Authority or The FA. Where the Management Committee does not have enough information to enable it to make a decision pursuant to the above power, it may apply, in its absolute discretion, to the Sanctioning Authority or The FA for further information.
- Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.
- (iv) For a Player who has previously had a registration removed in accordance with Rule 18(G)(iii) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals), the Competition would be empowered to consider a further charge of bringing the Competition into disrepute.



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(Note: Action under Rule 18(G)(iii) shall only be taken against a Player in cases of the Player bringing the Competition into disrepute and will in any event be subject to an appeal to the Sanctioning Authority or The FA. All decisions must include the period of restriction. For the purpose of this Rule, bringing the Competition into disrepute can only be considered where the Player has received in excess of 112 days' suspension, or 10 matches in match-based discipline, in any competition (and is not restricted to the Competition) in a period of two years or less from the date of the first offence.)

- (H) Subject to compliance with FA Rule C when a Club wishes to register a player who is already registered with another club it shall submit a transfer form (in a format as determined by the Competition) to the Competition accompanied by a fee as set out in the Fees Tariff. Such a transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the Club's consent, or upon its failure to give written objection within 3 days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or 3 days after receipt of such transfer.

In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

- (I) A Player may not be registered for a Club nor transferred to another Club in the Competition after 28th February except by special permission of the Management Committee.
- (J) A Club shall keep a list of the Players it registers and a record of all matches in which those Players have played for the Club and shall produce such records upon demand by the Management Committee.

In the event a Club has more than one Team in an age group, each Team must be clearly identifiable but not designated 'A' or 'B' or 1st or 2nd. In such cases, Players will be registered for one Team only. A Player so registered will be allowed to play for their Club in a younger or older age group within the provisions of Rule 18(C).

- (K) A register containing the names of all Players registered for each Club, with the date of registration, shall be kept by the (*Registrations*) Secretary and shall be open to the inspection of an Officer of the Club at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one Playing Season only.

In the event of a Non-Contract Player changing their status to that of a Contract Player with the same Club, another Club in the Competition or with a club in another competition his registration as a Non-Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18(B)(i).

- (L) A Player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding Competition Match (as specified in Rule 22(A)) unless the Player has played 4 Competition Matches for that Team in the current Playing Season.



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- (M) A Team shall not include more than 2 Players who has/have played in 2 or more senior Competition Matches during the current Playing Season unless a period of 21 clear days has elapsed since they last played. 21 clear days is counted by excluding the day when the relevant Player last played and the day when the Player intends to play again. For the purpose of this Rule a senior competition is playing up in an age group within in your Club.

Note: This rule applies to any individual match and means that a team can only include 2 players who have played up an age group in 2 or more matches in the season to date. Any additional player(s) who have played 2 or more games up an age or higher-level Leagues group may not play in the same match unless their last appearance at the higher age group was more than 21 days previously. Once a player goes back to play at a higher level after the 21 days, they immediately are classed as a higher-level player again. You are not restricted by how many higher-level players you register; however, you are responsible for monitoring the games they play. If you are unsure of this ruling, please contact the League for clarification.

JPL, EJA & Step 6 and above players will be classed as higher level and rule 18M will be applied. Step 7 players (County Football Leagues are classed as the same Level as U18's as this is a natural progression from the age of 16).

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (N) (i) Subject to Rule 18(N)(ii), any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and have levied upon it a fine in accordance with the Fines Tariff.
- (ii) The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18(N)(i) only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.
- (iii) Where a Club is found to have played an ineligible Player in accordance with Rule 18(N)(i) above, the Management Committee may also, at its discretion:
- (a) Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed.
 - (b) Levy penalty points against the Club in default; and/or
 - (c) Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).



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(The following clause applies to Competitions involving Players in full-time secondary education):-

- (o) (i) Priority must be given at all times to the activities of schools and school organizations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
 - (ii) The availability of children must be cleared with their head teacher (except for Sunday league competitions).
 - (iii) A child under the age of 15 as at midnight on 31 August in the relevant Playing Season shall not be permitted to play in a Competition Match during that Playing Season where any other Player is older or younger than that child by two years or more.
- (P) *If a Club wishes to cancel a Player's registration within the Competition, it must make a request via The FA's electronic player registration system giving the reasons for the request. The Competition may either approve or decline the request.*

If a Player's registration is cancelled, they will not be eligible to play in the Competition for a period of 3 days from the date of cancellation.

RULE 19; CLUB COLOURS

Every team must register the colour and design of its shirts and shorts with the Secretary by 15th August who shall decide as to their suitability.

Any team wishing to change the colour(s) and/or design(s) of its shirt(s) and short(s) during the Playing Season must obtain permission from the Management Committee in advance of making that change. Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.

No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents the colours in which they will play (including the colours of the goalkeeper jersey) at least 5 days before the Competition Match.

If, in the opinion of the referee, two Teams have the same or similar colours, the **AWAY** Team shall make the change. Should a Team delay the scheduled time of kick-off for a Competition Match by not having a change of colours they will be fined in accordance with the Fines Tariff.

Shirts must all be numbered differently, failing which a fine will be levied in accordance with the Fines Tariff.

Names of Youth Players shall not appear on the shirts, failing which a fine will be levied in accordance with the Fines Tariff.



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RULE 20; PLAYING SEASON. CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES

(A) All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer, The Mini-Soccer and Youth Futsal Handbook, or, for 9v9 football, The FA's Guide to 9v9 Football. Clubs must take all reasonable precautions to keep their Grounds in a playable condition. All Competition Matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home Team a Competition Match has to be replayed, the Management Committee shall have power to order the venue to be changed.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for Competition Matches and to order the Club concerned to play its Competition Matches on another ground.

Artificial Football Turf Pitches (3G) are allowed in this Competition provided they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches-<https://footballfoundation.org.uk/3g-pitch-register>. All Football Turf Pitches used must be tested (by a FIFA accredited test institute) every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

The home Club is also responsible for advising Participants of footwear requirements when confirming match arrangements in accordance with Rule 20(C).

Overhead netting is allowed for 5v5 and 7v7 mini soccer if the overhead netting height is at a minimum of 6m. No overhead netting is allowed for 9v9 and 11v11 affiliated matches.

Overhead wires used to support pitch divider netting are ideally removed for affiliated matches but if they cannot be removed then discretion is given to the match official to restart the match in accordance with the laws of the game.

All Competition Matches shall have a duration as set out below unless a shorter time is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the Competition Match, and in any event shall be of equal halves.

Competition Matches should be played in accordance with the Laws appropriate to the relevant age group, as laid down by The FA, as detailed below.



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Age Group	Minimum Duration of play per quarter (minutes) (Mini-Soccer)	Maximum Duration of play per quarter (minutes) (Mini-Soccer only)	Minimum duration of play per half (minutes)	Maximum duration of play per half (minutes)	Maximum playing time in one day in all organized development fixtures (minutes)	Maximum playing time in one day in all tournaments and trophy events/festivals (minutes)	Competition structure
Under 7 and Under 8	5	10	10	20	40	60	Development focused with a maximum of 3 trophy events per season over 2 week periods (6 weeks)
Under 9 and Under 10	10	12.5	20	25	60	90	Development focused with a maximum of 3 trophy events per season over 4 week periods (12 weeks)
Under 11	N/A	N/A	20	30	80	120	Development focused with a maximum of 3 trophy events per season over 6 week periods (18 weeks)
Under 12	N/A	N/A	20	30	80 (if applicable)	120	Any varieties including one season long league table
Under 13 and Under 14	N/A	N/A	25	35	100	150	Any varieties including one season long league table
Under 15 and Under 16	N/A	N/A	25	40	100	150	Any varieties including one season long league table
Under 17 and Under 18	N/A	N/A	25	45	120	180	Any varieties including one season long league table

Competition Matches for age groups from U7 to U10 can be played in either quarters or halves. This Competition uses quarters.

For round robin/trophy events, the maximum duration of play per half cannot be exceeded, but the minimum duration of play per half may be adjusted.

For trophy events, the Competition may award mementos.

The times of kick-off shall be fixed at the AGM and can only be altered by the mutual consent of



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the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at least 5 days prior.

Referees must order Competition Matches to commence at the appointed time and must report all late starts to the Competition.

The home Team must provide goal nets, corner flags and at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (b) Except by permission of the Management Committee all Competition Matches must be played on the dates originally fixed but priority shall be given to The FA and parent County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition Match with the consent of the (*Fixtures*) Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

In the case of a revised fixture date, the Clubs must be given by the Competition 5 clear days' notice of the Competition Match (unless otherwise mutually agreed).

- (c) An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground time of kick-off and kit colours (including goalkeeper) to the Match Officials and an Officer of the opposing Club at least 5 clear days prior to the playing of the Competition Match. The opposing Club must confirm receipt and give notice of its kit colours (including goalkeeper) at least 4 days prior to the playing of the Competition Match. If either is not provided, the relevant Club shall seek such details and report the circumstances to the Competition (Fixtures Secretary). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (d) The minimum number of Players that will constitute a Team for a Competition Match is as follows:

FORMAT	MINIMUM NUMBER
5v5	4
7v7	5
9v9	6
11v11	7

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.



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- (E) (i) In competitions where points are awarded, home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall
- a. Award the points from the Competition Match in question to the Club's opponent (without the awarding of goals)

OR

- b. Order the Competition Match to be rescheduled. The Management Committee shall also have the power to order the rescheduled Competition Match to be played on a neutral ground or on the opponent Club's Ground if they are satisfied that such action is warranted by the circumstances.

In addition, the Management Committee may at its discretion order one or more of the following (if appropriate):

- a. Impose a fine (in accordance with the Fines Tariff),
 - b. Deduct points from the defaulting Club,
 - c. Order the defaulting Club to pay any reasonable expenses incurred by the opponents.
- (ii) Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the (Fixtures) Secretary, the Competition Referees Appointments Secretary, the secretary of the opposing Club and the Match Officials. **If you postpone a match before 6pm the day before the match, you must accept a reversal of the fixture. We suggest you plan this in advance if the weather is looking to cause issues.**
- (iii) In the event of a Competition Match not being played or abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the (Fixtures) Secretary within 7 days the Management Committee shall have the power to order the Competition Match to be played on a named date or on or before a given date. Where it is to the advantage of the Competition and the Clubs involved agree, the Management Committee shall also be empowered to order the score at the time of an abandonment to stand.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (iv) The Management Committee shall review all Competition Matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the



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advantage of the Competition and does no injustice to either Club, the Management Committee shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall be empowered to award the points for the Competition Match to the opponent. In cases where a Competition Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Management Committee shall rule that neither Team will be awarded any points for that Competition Match, and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Competition Match.

- (v) The Management Committee shall review any Competition Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18(N)(i) above. Where both Teams were under suspension the Competition Match must be declared null and void and shall not be replayed.
- (f) A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match.

Where a Competition does allow return substitutes:

For Under 11s - Under 18s – a Club may use up to 5 from 5 substitute Players.

A Player who has been substituted becomes a substitute and may replace any Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

All substitutes must be used, and injury aside must play 50% of the total game.

For Mini-Soccer – any number of substitutions may be used at any time with the permission of the referee. Entry onto the field of play will only be allowed during a stoppage in play. A Player who has been replaced may return to play as a substitute for another Player. A Team must not have a match day squad greater than double the size of its team in an age group.

In Youth Football only, the referee shall be informed of the names **and** the substitute Players not later than 15 minutes before the start of the Competition Match and a Player not so named may not take part in that Competition Match. A Player who has been named as a substitute before the start of that Competition Match but does not actually play in the game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.



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Power Play Rule – Age Groups U7-U11 playing 5v5 or 7v7 formats.

Development football is designed to create the best learning and fun experience for young players. To ensure an imbalance in ability does not spoil this, the FA has approved 'Power Play' as an option that mini-soccer and youth leagues can adopt.

- If a team is losing by a four-goal difference, they can put an additional player on – so 5v5 becomes 6v5.
- If the score returns to less than a four-goal difference the team takes off a player. It does not have to be the last player to come on.

See table below for guidance.

SCORE	WHAT HAPPENS	5v5 FORMAT	7v7 FORMAT
Red Team 3-0 Blue Team	No change	5v5	7v7
Red Team 4-0 Blue Team	Blue Team brings on one extra player	5v6	7v8
Red Team 4-1 Blue Team	Blue Team removes one player*	5v5	7v7
Red Team 5-1 Blue Team	Blue Team brings on one extra player	5v6	7v8
Red Team 6-1 Blue Team	No change	5v6	7v8
Red Team 7-1 Blue Team	Blue Team brings on another extra player	5v7	7v9
Red Team 7-2 Blue Team	Blue Team removes one player*	5v6	7v8
Red Team 7-3 Blue Team	No change	5v6	7v8
Red Team 7-4 Blue Team	Blue Team removes final extra player*	5v5	7v7

**This does not need to be the same player that was put on as the additional player.*



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- (G) The half time interval shall be of 5 minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.
- (H) The Teams taking part in Under 7s to Under 11 or Youth Football shall identify a Team captain who shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of their teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) Where a suspension imposed in relation to a Football Debt (as defined under the Football Debt Recovery Regulations) upon a Club by The FA or Affiliated Association is not lifted, and/or the Club does not provide confirmation from The FA or Affiliated Association that such suspension is lifted to the Competition Secretary by 6pm 2 days before a fixture, that fixture will be treated as an unfulfilled fixture and dealt with in accordance with Rule 20(E)(i).

RULE 21; REPORTING RESULTS

(A) The (*Registration/Fixtures*) Secretary must receive within 3 days of the date played, the result of each Competition Match in the prescribed manner. All match results for all matches in all Competitions must be entered on to Full-time. *Referee marks are required by Rule 23, or any other information required by the Competition.* Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

Both Clubs shall use SMS FA Full Time as directed by the Competition to notify the result of each Competition Match by 6pm on the day of the match. If it is a midweek fixture by 9pm on the same day of the match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff

- (B) The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) The Competition and Clubs are permitted to collect but NOT publish results or any grading tables for fixtures involving Under 7s, Under 8s, Under 9s, Under 10s, and Under 11s. Any Competition failing to abide by this Rule will be dealt with by the Sanctioning Authority, and any Club failing to abide by this Rule will be fined in accordance with the Fines Tariff. The Competition and Clubs are permitted to collect and publish results for trophy events. All stats that are entered



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HANDBOOK SEASON 2024-25

RULE 22; DETERMINING CHAMPIONSHIP

(A) In Competitions where points are awarded, Team rankings within the Competition will be decided by points with three points to be awarded for a win and one point for a drawn Competition Match. The Teams gaining the highest number of points in their respective divisions at the end of the Playing Season shall be adjudged the winners. Competition Matches must not be played for double points.

In the event of two or more Teams being equal on points, the Management Committee has the right to use goal differences to determine the winner of the Competition.

(B) Automatic promotion shall be applied for the first 2 Teams and automatic relegation shall be applied for the last 2 Teams in each division except as provided for hereunder, subject to the provisions of Rule 2(L).

(i) Should one or more Teams withdraw from any one division after the Playing Season has commenced an equal number of Teams to those withdrawing in that division shall not be automatically relegated.

(ii) Vacancies occurring after the conclusion of the Playing Season may be filled in any of the following ways:

- (a) retention of otherwise relegated Team(s); or
- (b) additional promotion of the next ranked Team(s) from the division below; or
- (c) election

(iii) The last Teams in the lowest division shall retire, but be eligible for re-election except as below, and be subject to the conditions of Rule 22 (B)(i) above.

(iv) Should either or both of the leading Teams in any of the divisions have a Team in the next higher division, promotion shall fall, at the discretion of the General Meeting, to the next highest Team or Teams in the division concerned.

(v) Should either or both of the relegated Teams in any of the divisions have a Team in the next lower division, relegation shall fall, at the discretion of the General Meeting, to the next lowest Team or Teams in the division concerned.

(C) In addition to the Team(s) automatically promoted under Rule 22(B), a maximum of one further Team shall be promoted by virtue of being the winner of a play-off match or series of matches (the "Play-Offs")

(D) In the event of a Team withdrawing from the Competition before completing 75% of its fixtures for the Playing Season all points obtained by or recorded against such defaulting Team shall be expunged from the Competition table. For the purposes of this Rule 22 (D) a completed fixture shall include any Competition Match(es) which has been awarded by the Management Committee.



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RULE 23; MATCH OFFICIALS

- (A) Registered referees (and assistant referees were approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.
- (B) In cases where there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any open age competition and individuals under the age of 14 must not participate either as a referee or assistant referee in any Competition Match. Referees between the ages of 14 and 16 are only eligible to officiate in competitions where the Players' age band is at least one year younger than the age of the referee, for example a 15-year-old referee may only officiate in competitions where the age banding is 14 or younger.
- (C) Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff) being imposed on the defaulting Club.
- (D) The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, *subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.*
- (E) Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff. Match Officials will be paid their fees and/or expenses by the home Club immediately after the Competition Match, unless otherwise ordered by the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. If you make arrangements to pay the referee by Bank Transfer, this must be done before the match commences.
- (F) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to full fee plus. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping their engagement and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which they are registered.



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- (H) Each Club shall, in a manner prescribed from time to time by the FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.
- (I) The Competition shall keep a record of the markings on The FA Full-time System which will be available to the Sanctioning County FA.
- (J) *The referee shall submit a report form, supplied by the Competition, giving the result of the Competition Match, the number of Players in each Team and the time of kick-off to the (Registration) Secretary within two days of the Competition Match.*
- (K) Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.
- (L) Match Officials shall have undertaken a RESPECT briefing offered by the FA/County FA or the Competition.

FEES FOR MATCH OFFICIALS

In the event of there being assistants appointed to a Competition, the home team is responsible for paying the referee and one assistant, the Away team pays the other assistant.

U7 to U11	£20	Assistants	N/A
U12 & U13	£25	Assistants	£20
U14	£30	Assistants	£25
U15 & U16	£35	Assistants	£30
U18	£40	Assistants	£35



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FINES TARIFF TABLE

FEES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	CLUB ENTRY FEE	£50.00
4 (B)	TEAM ANNUAL SUBSCRIPTION	U7 to U9 £70 U10 & U11 £80 U12 & U13 £90 U15 and above £100
4 (C)	DEPOSIT	£100.00
7 (C), 7(E), 7(F)	PROTEST/APPEAL FEES	£25.00
18 (D)	PLAYER REGISTRATION FEE	£10.00 (per player)
18 (H)	TRANSFER FEE	£10.00
23 (E)	REFEREE FEES	As agreed with Sanctioning Authority
23 (E)	ASSISTANT REFEREE FEES	As agreed with Sanctioning Authority

FINES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FINE
2 (G)	FAILURE TO AFFILIATE	£100.00
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£100.00
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£100.00
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£30.00
4 (C)	FAILURE TO PAY A DEPOSIT	£100.00
4(E)	<u>ENSURE TEAMS ARE RECORDED AS AFFILIATED IN THE CLUB PORTAL</u>	£100.00
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£25.00



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6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£100.00
6 (I)	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	DOUBLE THE ORIGINAL FINE UP TO £100.00
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£100.00
9	FAILURE TO BE REPRESENTED AT SGM	£100.00
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£25.00
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£100.00
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£100.00
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£25.00
16(A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00
16(B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	£40.00
18 (B)(iii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE PLAYING SEASON COMMENCING	£25.00
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS OR INACCURATE COMPLETION OF A REGISTRATION FORM	£25.00
18 (G)(ii)	REGISTRATION IRREGULARITIES	£100
18(M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£100



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18 (N)(i)	PLAYING AN INELIGIBLE PLAYER	£100.00
18 (O)(i)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£50.00
19	FAILURE TO NUMBER SHIRTS	£10.00 (per shirt, up to an aggregate maximum of £30)
19	DELAYING KICK OFF TO DUE TO NO CHANGE OF COLOURS	£30
20(A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£30.00
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£100.00
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£50.00
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£100.00
20 (E) (i) & (iii)	FAILURE TO PLAY FIXTURE	£100.00
20 (H)	NO CAPTAIN'S ARMBAND	£10.00
21 (A) & 21 (C)	LATE RESULT NOTIFICATION FORM	£20.00
21 (B)	FAILURE TO PROVIDE RESULT	£20.00
21 (C)	PUBLISHING RESULTS/GRADING TABLES FOR FIXTURES INVOLVING U7S, U8S, U9S, U10S OR U11S	£50.00
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£25.00
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£25.00
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£25.00
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£25.00



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CUP COMPETITION RULES

1. The Cup Competitions shall be called the League Trophy, League Shield and the League Cup. They will be conducted in accordance with the rules and regulations of the Hertfordshire FA and the Management Committee of the Hertfordshire Girls Football Partnership League.
2. League Trophy will be for U10's & U11's. The League Shield and League Cup are designated to teams within the U12 to U18 age group.
3. (a) Teams may play any bona-fide member, provided such a member has duly registered before 28th February of the playing Season.
(b) Except in the first round, all members must be registered members of the Club in the Hertfordshire Girls Football Partnership League, at least 14 days prior to the Match. No player is permitted to play in any other Cup Competition once they have played in a Cup Competition for their teams. Once they have played in a Cup Competition, they are deemed Cup tied, this rule also applies if a player transfer within their Club or to another Club. If a player is dual signed, they must be designated to one team in the Cup Competition.
(c) No contracted players are permitted to play in the Cup Competitions.
(d) In the event a Club being found guilty of playing an ineligible player it shall be fined a minimum of £20 and the game will be awarded to their opponents.
4. Clubs that are drawn first will be the home team and the Match will be played at their ground. Pitch and Officials expenses are the responsibility of the home team unless the Management Committee decides otherwise. Semi-finals will have 3 officials appointed and it will be the responsibility of the of the home team to pay for the Referee and one assistant, the away team will pay for the other assistant. Match day player sheets must be submitted to your fixtures Secretary no later than 7 days before the Semi-final, this is so the Fixture Secretary can check eligibility of the players. (Players must have played 4 League games or in a previous round to qualify for the semi-final) If you submit your Match Day Player sheets late, they will not be granted unless there are special circumstances, these MUST be submitted to the fixture Secretary for the League Committee to decide. Failure to submit a Match Day Player sheet on time will result in a fine of £10.
5. If the home team fails to host their Cup Competition on two occasions the fixture will be reversed to the away team venue. This is for all rounds up to and including the semi-final.
6. Matches will be played as per the time set out in the playing times relevant to the age group. There will be no extra time. If the match is a draw at full time, then the match will go to penalties to determine a winner. Any teams found to have played extra time and not going straight to penalties will be made to replay the match.



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7. Finals will be at a location chosen by the Hertfordshire Girls Football Partnership League Committee. ALL teams that reach the finals will be expected to attend and play on the date set, failure to comply may result in that team not being able to enter the Competition next Season. Each finalist team will be provided with a match ball and the League will cover the official's expenses. Match Day Player sheet must be submitted no later than 7 days prior to the final. Failure to submit will result in a fine of £10 and the League will use the semi-final Match Day sheet in its place.
8. If there is a clash of kits, the away team must arrange an alternative kit. Failure to comply will result in a £10 fine. (It is recommended that you check this well in advance of the fixture)
9. Should a match be abandoned at any stage of the Competition due to misconduct of players, officials or spectators, the Management Committee will have the power to order the result to stand irrespective of the time played. If a club is proven of abandonment by misconduct, then that club will be removed from the competition or both clubs if both are proven.
10. Matches that have been abandoned due to serious player injury will be rescheduled by the fixture's secretary as soon as possible.
11. The format in which the Cup Competitions will be determined by the Management Committee, this may be knock-out or group stages. If the latter is decided, then all Matches must be played with a winner and not a draw. If the match is tied at full time, then penalty kicks will take place.
12. In all other matters, the Rules of Hertfordshire Girls Football Partnership League will apply.

MATCH GUIDANCE NOTES:

Pre-Match:

- All matches on full-time will have a default time of 8am. The HOME team MUST update KO times on Full Time no later than Tuesday 9pm before the weekend Fixture. This can be done by logging in to Full-time or by emailing your fixtures secretary. The reason for this to be done is to assist referee appointments.
- Confirm match details with opponent & referee by email no later than 9:pm Tuesday prior to the match. Please confirm your kit colours for the players and goalkeeper and please give clear details on how to find the ground. Toilet facilities must be made available.
- Referees will hopefully be appointed by Tuesday 9pm, if for any reason your appointed referee is not available, you MUST notify the Referee Secretary, and they will try to replace them. If this is not possible, please use the guide in RULE 23 to assist you.
- Match dates are set by the Fixtures Secretary, you are expected to fulfill your matches. If you have any reasons as to why this will not happen, you must inform the Opposition, Referee and the Fixtures



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Secretary with an explanation. Fines will be applied in accordance with the Fines Tariff should this be necessary.

- At the match, all players that are registered and are intending on playing the Match, must be shown to the opposition via the LIVE WGS PORTAL. This is security password protected and is compliant with GDPR. YOU CANNOT PRINT OFF SQUAD SHEETS AND SHOW THEM. These are not current, and you are breach of GDPR if you use this system of sharing players. If your opposition tries to use this method, you MUST REPORT TO THE RESULTS SECRETARY.
- Match Delegate Bibs MUST be worn by both Home & Away teams. Please check the guidelines on the Role of the Match Delegate as it is not just a Jacket to wear on the day.
- Please remind your spectators of the Code of Conduct and that they must RESPECT all Players and the Referee at all times. All poor & bad behaviours must be reported to your County FA.

Post Match:

- The Home team must pay the official as soon as the match has finished. If the Manager is too busy with the players, please nominate a volunteer to cover this as they must not be kept waiting.
- Respond to the SMS match text, this must be returned by 5:pm match day. It must be sent by the phone that receives the message as this is registered to the League System. Up to 2 members of the team can use this system as long as the Fixtures Secretary is made aware of this and can set this up.
- Please make sure you record the STATS from the game on Full-time with your login that is set-up. PLEASE DO NOT USE MATCHDAY APP, this has proved unreliable and doesn't update all information we require. If you use it and you are later fined for missing information, you will not be able to appeal the fine. Result STATS on full-time must be completed by TUESDAY 9pm.
- There will be a fine amnesty for result STATS ONLY through the month of September, this will allow the League to deal with any administrative issues that arise. NON-FULLFILMENTS will still be fined in accordance with the fines tariff.
- If you mark a referee 60 Marks or below, you must send a report to the Referee Secretary. Marks just above maybe randomly questioned. Reports must be in by 9pm Tuesday after the Match.
- Results pages will be locked at 9pm Tuesday for the League to check STATS.

All divisions have been set by the Committee with the Fixtures Secretaries. Child friendly will be reviewed as required. Competitive will be reviewed at the end of September and changes will ONLY be made if deemed necessary.



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GUIDELINES FOR MIDWEEK GAMES

- Midweek games can be arranged at any time during the season. The Fixtures Secretary will give at least 7 days' notice of such games. They are a last resort and are usually caused by fixture congestion from postponed games from bad weather.
- Midweek matches will be published on full-time and both teams will be advised via an email from full-time. If the date is not suitable to one or both teams, you are permitted to try and make a mutual agreement to play the match on an earlier date (not later). If you cannot mutually agree a date, then the Fixtures Secretary will set the date and that will be final.
- If the date is agreed mutually with both teams, you must give the Fixtures Secretary at least 7 days' notice of the change so a referee can be appointed.
- If the Home team fails to communicate this information to the Fixtures Secretary, then the Management Committee will be within their rights to take action, and it will be discussed at their next meeting.
- You must respond to the SMS text message by 9pm on the evening of the game.
- Full-time STATS must be entered on Full-time by 9pm within 3 days of the match being played.

GUIDELINES FOR DOUBLE HEADERS

- Double Headers will be set by the Fixtures Secretary to avoid teams having to play midweek if they are geographically a large distance apart.
- The Fixtures Secretary will set the Venue for the double header to be played on full-time and this must stand.
- Both teams are responsible for paying the officials for one match each. The fee is set at the normal price for a full match for each.
- Both matches are treated as two separate matches, you can play a different set of players for each match as long as they are registered to your team.
- You will receive two SMS text messages for the games, you must reply to both. Please check full-time to make sure the results have been registered correctly. If they are shown incorrectly, please contact your results Secretary and they can amend this.
- If you are scheduled to play a double header, you are not permitted to change the second game and play at a time that suits you. If you are found to have done this without the Leagues knowledge, then action may be taken by the Management Committee.



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- Allow extra time for pitch allocation if you are hosting a double header.
- Update the kickoff time for the first match on full-time so a referee can be appointed. As a guide, the second match can be set an hour later.
- Rest time between both matches must be at least 10 minutes but no longer than 20 minutes.
- Match times are reduced for double headers so maximum playing times for each age group is not breached. Please use the table below

AGE GROUP	TIMINGS FOR EACH GAME	REFEREE FEE FOR EACH GAME
U12	2 Games of 20 minutes for each half	£25 to be paid by each team
U13	2 Games of 25 minutes for each half	£25 to be paid by each team
U14	2 Games of 25 minutes for each half	£30 to be paid by each team
U15	2 Games of 25 minutes for each half	£35 to be paid by each team
U16	2 Games of 25 minutes for each half	£35 to be paid by each team
U18	2 Games of 30 minutes for each half	£40 to be paid by each team

HEADING IN U7 - U11 YOUTH FOOTBALL

Starting with U7-U9 levels from the 2024-25 season, then increasing to include U10 level from 2025-26, and U11 level from 2026-27, the deliberate heading in Grassroots Football is being removed. All referees will be trained in the new rules. Here are some video links to give guidance on this.

<https://www.youtube.com/watch?v=zoBwWcntmmU> Deliberate Heading in Youth Football

https://www.youtube.com/watch?v=jP_DzpoMSXg Introducing pass-ins and dribble-ins

OTHER USEFUL LINKS

<https://www.calameo.com/read/001230235e58276231094?authid=BWqyBKqaSaH0> Disciplinary Guide 2024-25



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HGFPL FIXED LEAGUE DATES FOR 2024/25

- **Registration Deadline: 10th August 2024**
- **Proposed Fixtures released: 17th August 2024**
- **Managers Meeting: Via Zoom**

- Monday 3rd September 2024 - U7, U8 & U9 at 7pm
- Monday 3rd September 2024 - U10 & U11 at 8pm
- Tuesday 4th September 2024 – U12 at 7pm
- Tuesday 4th September 2021 – U13, U14, U15, U16 & U18 at 8pm

- **Season start: 7th September 2024**
- **Christmas break: No fixtures 21st December to 28th December 2024**
- **Season Resumes: 4th January**
- **Managers Meeting New Non-Competitive: Via Zoom**

- Wednesday 3rd January 2025 TBC

- **Easter weekend: No game 19th April 2025**
- **Finals Day: 10th May 2025 (age groups up to and including U16)**
- **U18's Finals Day: 17th & 18th May 2025**
- **AGM: 10th June 2025**

The Management Committee will be meeting every 5 to 6 weeks on a Tuesday evening depending on the members availability