



# STAFFORDSHIRE FA

MAKING A DIFFERENCE THROUGH FOOTBALL



# COUNTY HANDBOOK

## Season 2019/2020



# STAFFORDSHIRE FA

## HOW GRASSROOTS FOOTBALL IS SUPPORTED IN STAFFORDSHIRE

**OVER 46,000  
REGISTERED PLAYERS  
ACROSS ALL FORMATS  
OF THE GAME**

**OVER 1,900 AFFILIATED  
TEAMS ACROSS YOUTH,  
ADULT AND DISABILITY  
FOOTBALL**

**83% OF YOUTH TEAMS  
HAVE AN FA QUALIFIED  
COACH IN PLACE**

**OVER £19M INVESTED BY  
THE FOOTBALL  
FOUNDATION INTO  
STAFFORDSHIRE  
FACILITIES SINCE 2001**

**£80,000 INVESTED  
INTO COACH  
EDUCATION VIA  
COACHING  
BURSARIES**

**70% OF AFFILIATED  
YOUTH CLUBS WITH  
CHARTER  
STANDARD STATUS**

**41 AFFILIATED DISABILITY  
TEAMS ACROSS THE COUNTY**

**15 AFFILIATED LEAGUES  
PROVIDING 'TRADITIONAL'  
FOOTBALL OPPORTUNITIES  
AT WEEKENDS**

**13 COUNTY CUP  
COMPETITIONS FROM  
U15 UPWARDS**

**OVER 350 COACHES OFFERED  
THE OPPORTUNITY OF COACH  
MENTORING SUPPORT VIA THE  
FA COACH MENTOR  
PROGRAMME**

**OVER £250,000 INVESTED IN  
NEW TEAMS VIA THE GROW THE  
GAME INITIATIVE**

**OVER 300 PITCHES VISITED VIA  
THE FA PITCH IMPROVEMENT  
PROGRAMME**

**OVER 100 SAFEGUARDING  
VALIDATION CLUB  
VISITS COMPLETED**

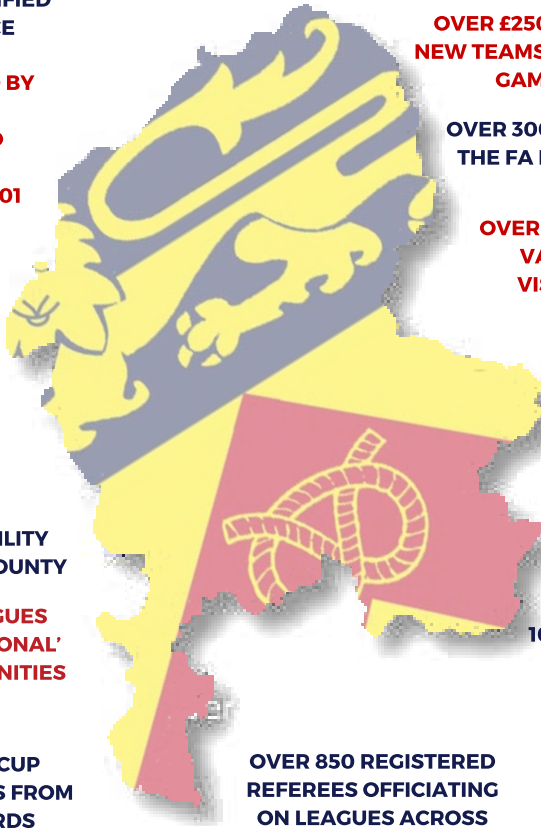
**OVER 90% OF LEAGUE  
FOOTBALL COVERED BY  
A QUALIFIED MATCH  
OFFICIAL**

**36 WALKING FOOTBALL  
SESSIONS PROVIDING  
FOOTBALL  
OPPORTUNITIES FOR  
THE OVER 50'S**

**10 AFFILIATED LEAGUES  
PROVIDING MIDWEEK  
'FLEXIBLE' FOOTBALL  
OPPORTUNITIES**

**27 SSE WILDCATS  
GIRLS FOOTBALL  
CENTRES**

**OVER 850 REGISTERED  
REFEREES OFFICIATING  
ON LEAGUES ACROSS  
THE COUNTY**





# Staffordshire FA Handbook 2019 / 2020

**Staffordshire Football Association Limited**  
(Established 1877)

*Incorporating the Staffordshire County Youth Football Association and the Walsall & District Football Association*

Dyson Court,  
Staffordshire Technology Park,  
Beaconside,  
Stafford,  
Staffordshire,  
ST18 0LQ

**Telephone:** 01785 256994

**Fax:** 01785 279837

**Email:** [support@staffordshirefa.com](mailto:support@staffordshirefa.com)

**Website:** [www.staffordshirefa.com](http://www.staffordshirefa.com)

*Registered in England: Registration Number: 3799658*

## **Office Hours:**

The office is open to receive phone calls and visitors between the following hours:

Monday – Thursday: 9:00am – 5:00pm

Friday: 9:00am – 4:00pm

Outside of these hours a telephone answering machine is in operation, along with a Frequently Asked Questions section on the website.

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## Staff Contacts



### Business Hub:

Chief Executive Officer:	Adam Evans
Head of Strategy & Investment:	Kevin Staples
Communications & Relationships Officer:	Gareth Thomas
Finance Officer:	Joanne Adams

### Workforce Hub:

Senior Workforce Officer:	Daniel Hickinbottom
Referee Development Officer:	Matthew Jones
Workforce Coordinator:	Sare Michael

### Regulatory Hub:

Senior Regulatory Officer:	Vicky Collins
Competitions & Membership Officer:	John Lilburne
Safeguarding & Education Officer:	Jan Scott
Football Administrator:	Debbie Pope

### Participation Hub:

Football Participation Officer (Inclusion):	Bethan Woolley
Football Participation Officer (Disability):	Gemma Turner
Football Participation Officer (Male Pathway):	Brent Freeman
Football Participation & Workforce Coordinator:	Jake Triggs

### Contact:

Should you require any support from any members of the team at Staffordshire FA, please contact the office via [support@staffordshirefa.com](mailto:support@staffordshirefa.com) or on 01785 256994.

## Members of Council

### President

D.E. Ramsbottom Esq.

### Chairman

M. Stokes Esq.

### Vice Chairman

R. Tooth Esq.

### Life Members

D.M. Bathurst (52)

B.G. Shenton (46)

R.M. Street (46)

### Representatives

M. Barnard (5)

C. Bennett (-)

Mrs B. Degg (3)

I. Evans (2)

D. Gilchrist (-)

A.J. Grocott (11)

K. Halliday (1)

Mrs. W. Hancock (9)

P. Heafield (2)

T. Homer (1)

J. Houston (3)

K. Hunt (-)

A. Hurst (1)

Mr B Lee (1)

A. Martin (3)

D. Mole (9)

L.G. Morris (4)

R. Mullin (4)

C. Redfern (3)

M. Sale (7)

M. Sanders (19)

A. Salt (-)

T. Sherratt (1)

M. Fisher (-)

M. Stokes (20)

Mrs. P. Stokes (-)

D. Stone (5)

R. Tooth (15)

M. Warren (5)

R. Webb (1)

TBC

TBC

TBC

TBC

TBC

TBC

### Life Vice Presidents

B. J. Adshead (23)

M.J. Cooper (39)

J.C.W. Deans (38)

E.F. Evans (35)

R.H. Jenkinson (38)

G. Leadley (50)

W.K. Martin (32)

D.E. Ramsbottom (33)

P. Savage (37)

G. Singh (25)

D.L. Stanton (56)

Mid Staffs Junior League

Inclusion Advisory Group

Uttoxeter & District Sunday League

Leek Town FC

Small-Sided Football/Futsal

Lichfield & Walsall District League

Affiliated Club Coaches

Potteries Junior Youth League

Staffordshire County Referees Association

National League System Clubs

Cannock Chase Sunday League

Stafford Rangers FC

Stoke City FC

Lichfield & District Recreational League

Staffordshire County Girls & Women's League

Walsall FC

Sentinel Football Competitions

Independent Member

Walsall Junior Youth League

Leek & District Sunday League

Coors Sunday League

North Staffs Junior Youth League

Port Vale FC

Stafford & District Sunday League

Staffordshire County Senior League

Youth Council

North Staffs Youth League

Potteries & District Sunday League

Staffordshire Schools FA

Charter Standard Community Clubs

Flexible Football

Registered Players

Staffordshire Ability Counts League

Staffordshire Football Partnership Group

Women's National League System

## **Meetings of Council**

The dates of Meetings of Council for Season 2019 / 2020 have been agreed as follows:

Thursday 26<sup>th</sup> September 2019

Thursday 23<sup>rd</sup> January 2020

Thursday 21<sup>st</sup> May 2020

Thursday 24<sup>th</sup> September 2020 (following the Annual General Meeting)

All Meetings to be held at Staffordshire FA, Dyson Court, Staffordshire Technology Park, Beaconside, Stafford, ST18 0LQ at 7.30pm, unless otherwise stated.

## **Annual General Meeting**

The Annual General Meeting of the Association will be held on **Thursday 24<sup>th</sup> September 2020, 7.30pm** at Staffordshire FA, Dyson Court, Staffordshire Technology Park, Beaconside, Stafford, ST18 0LQ.



## Board of Directors

The following Directors have been elected to serve for Season 2019 / 2020:

Messrs M. Stokes (Chairman), R. Tooth, M. Sale, M. Barnard, M. Warren,  
A.C Evans (Chief Executive)  
A. Wain, M. Hancock (Independent Members)

## Committees

### Participation

C. Redfern (Chairman)  
D. Gilchrist (Small-Sided Football/Futsal)  
A. Martin (Girls & Women's Football)  
T. Sherratt (Professional Clubs Community Trusts)  
D. Stone (Youth Football)  
R. Tooth (Sunday Football / Flexible Football)  
TBC (Disability Football)  
TBC (Flexible Football)  
TBC (Registered Players)

### Workforce

P. Heafield (Chairman)  
M. Barnard (Youth League)  
K. Halliday (Affiliated Club Coaches)  
T. Homer (National League System Clubs)  
A. Hurst (Professional Clubs Community Trusts / Referees)  
A. Martin (Girls & Women's League / Referees)  
A. Salt (Groundsman / Youth League)  
Mrs P. Stokes (Youth Council)  
M. Warren (Referees / Safeguarding)  
R. Webb (Charter Standard Community Clubs)  
TBC (Women's Football Pyramid)

### Regulatory

M.J. Cooper (Chairman)  
D.M. Bathurst  
I. Evans  
Mrs W. Hancock  
R. Mullin  
D.E. Ramsbottom  
P. Savage  
B.G. Shenton  
M. Stokes  
R.M. Street

## Officers of The Association / Long Service Awards

### President

1877 – 1879 T.C. Slaney	1938 – 1948 F. Whitter
1879 – 1881 B. Woodsworth	1948 – 1954 A.H. Oakley JP
1881 – 1887 H. Allen	1954 – 1961 Ald G. Owen OBE JP
1887 – 1891 H. Mitchell	1961 – 1964 W.H. Thursfield JP
1891 – 1894 T.C. Slaney	1964 – 1967 J.H. Marshall
1894 – 1901 S. Barker	1967 – 1990 L.A. Hickman
1901 – 1916 T.S. Sidney	1991 – 1999 G.H. Goode
1916 – 1929 H. Keys	2000 – 2006 P. Savage
1929 – 1933 J.E. Jones	2006 – 2018 D.M. Bathurst
1933 – 1938 A.C.J. Sherwin JP	2018 – D.E. Ramsbottom

### Chairman

1948 – 1954 Ald. G. Owen OBE, JP	1973 – 1979 G.H. Goode
1954 – 1961 W.H. Thursfield JP	1980 – 2000 R.N. Heath
1961 – 1967 F. Peake	2000 D.E. Barber
1967 – 1968 E.G. Morgan	2000 – 2006 P. Hodgkinson
1968 – 1970 T.B. Williamson	2006 – 2013 D.E. Ramsbottom
1970 – 1973 H. Haynes	2013 – M. Stokes

### Vice Chairman

1955 – 1956 S.W. Bailey	1987 – 1991 G.H. Goode
1956 – 1961 F. Peake	1991 – 1992 P. Savage
1961 – 1964 H. Brookes	1992 – 1996 J. Wilkie
1964 – 1967 E.G. Morgan	1996 – 2000 P. Hodgkinson
1967 – 1968 F. Peake	2000 – 2006 D.E. Ramsbottom
1968 – 1972 E.G. Wilson	2006 – 2009 M.A. Sanders
1973 – 1980 R.N. Heath	2009 – 2013 M. Stokes
1980 – 1987 S. Gutteridge	2013 – R. Tooth

### Secretary

1877 – 1891 T.C. Slaney	1976 – 1978 H. Goodall
1891 – 1915 W. Heath	1978 – 1986 T. Myatt
1915 – 1929 A.J. Barker	1986 – 1996 G.S. Brookes
1929 – 1948 J.T. Stevenson	1996 – 2016 B.J. Adshead
1948 – 1954 G. Salmon	2016 – A. C. Evans
1954 – 1976 A. Heeks	

## Long Service Awards

The following Members of Council have been presented with Long Service Awards:

B.J. Adshead	E.F. Evans
D.M Bathurst	R.H. Jenkinson
M.J. Cooper	G. Leadley
J.C.W. Deans	W.K. Martin

T. Myatt  
 D.E. Ramsbottom  
 D.R. Riley  
 M. Sanders  
 P. Savage

B.G. Shenton  
 G. Singh  
 D.L. Stanton  
 M.A. Stokes  
 R.M. Street

The following Members, since deceased or resigned, also received Long Service Awards:

E. Adams  
 J.T. Adams  
 J.H. Addenbrooke  
 F.J. Archer  
 T. Armit  
 H.D. Austerberry  
 J. Baggaley  
 G. Bailey  
 S.W. Bailey  
 A.J. Barker  
 F. Bettaney  
 J.E. Blair  
 J.K. Blower  
 H.S. Boston  
 T.J. Botham  
 G.S. Brookes  
 H. Brookes  
 B.G. Brown  
 A. Button  
 G.S. Clark  
 F. Cooper  
 F. Cork  
 J. Conshaw  
 R.N. Crutchley  
 B. Davies  
 S. Davies  
 T. Davies  
 F.J.M. De Leuw  
 R.H. Dennison  
 T.L. Duddell  
 J.L. Duff  
 F. Dunning  
 T.D. Dunning  
 A.W. Dunton  
 W. Eaton  
 S.J. Eccleston  
 C.I. Edwards  
 F. Everiss  
 P. Ford

J.F. Furby  
 G.H. Gee  
 A.N. Goode  
 G.H. Goode  
 T. Greaves  
 S. Gutteridge  
 G.B. Haddon  
 F.G. Hall  
 N.J. Harper  
 W.W. Hart  
 H. Haynes  
 R.N. Heath  
 W. Heath  
 A. Heeks  
 A.A. Henshall  
 L.A. Hickman  
 P. Hodgkinson  
 H. Holmes  
 L. Horne  
 C. Illsley  
 J.K. Johnson  
 R. Keay  
 W.T. Kendrick B.E.M.  
 H. Keys  
 S. Kimberley  
 T. Kirkham  
 M.W. Lawrence  
 S. Lawson  
 F. Lee  
 S. Leese  
 F. Leigh  
 A.D. Lewis  
 A.T. Lunn  
 J.W. Lycett  
 J. McNally  
 A. McPherson  
 H. Mayou  
 E.G. Morgan  
 T. Myatt

F. Nixon  
J. Nixon  
D. Oliver  
S.G. Osborn  
G. Owen, OBE, JP  
R. Pardoe  
F. Peake  
H. Pepper  
R. Pepper  
S. Pointon  
M.J. Potts  
D. Procter  
J. Redfern  
H.S. Richards  
R. Richardson  
D.R. Riley  
R.S. Shanahan  
T.H. Sidney  
J.T. Stevenson  
G.D. Swinton

J.N. Tatters  
C.H. Taylor  
J. Taylor  
E. Thonger  
B. Thirwall  
W.H. Thursfield  
A. Tipper  
A. Trickett  
G.W. Walker  
A. Weaver  
H.J. Westmancoat  
G. Whittaker  
A.E. Whitmore  
J.F. Wiseman  
F. Witter  
E.G. Wilson  
J.E. Williams  
T.B. Williamson  
H.N. Wootton  
F.J. Wright



# GROUP SPORTS TOUR TRAVEL INSURANCE

AVAILABLE TO BUY ONLINE

[WWW.SPORTSGUARD.CO.UK/TRAVEL](http://WWW.SPORTSGUARD.CO.UK/TRAVEL)



# Staffordshire FA Strategy 2018-2021

## Staffordshire FA Vision

We aim to ensure the long term future of the game by providing the best possible environment and infrastructure where football will flourish in the County for all backgrounds and abilities

## Staffordshire FA Mission

Making A Difference Through Football

## Staffordshire FA Objective

Build a culture of lifelong participation in Football

### Strengthen the Player Pathway for Male, Female, Futsal & Disability

#### High Quality Introduction to Football

Inspire every player and build a culture to ensure lifelong participation in football

#### Develop Clubs & Leagues to Meet Modern Needs

Supporting a forward-thinking leagues and clubs system that engages the whole community

#### Embrace All Formats, Engage All Participants

More playing opportunities through flexible and accessible formats of the game

#### Recruit, Develop and Support the Football Workforce

Investing in and upskilling the football workforce, both paid and unpaid, to support our staff, teachers, coaches, referees, club & league officials and general volunteers

## Build Capacity

#### Develop Sustainable Football Facilities

Enhancing existing and developing new playing facilities through a programme of standardised and scaled pitch developments to include; 3G pitches, Clubhouses, Grass Pitches, Recreational Space

## Develop Internal Capability

#### Modernise & Innovate

Using technology, data, insights and innovation to make quicker decisions, whilst ensuring standardised processes, good governance and robust safeguards mean we make the right decisions

## Staffordshire FA Values

insightful

innovative

inclusive

influential

inspirational

# MAKING A DIFFERENCE THROUGH FOOTBALL

## Affiliated Leagues

<b>Cannock Chase Sunday League</b>	Gary Cartwright gcartwright123@btinternet.com 01543424950
<b>Coors Sunday League (1966)</b>	Andrew Hill andyhill.ref@gmail.com 07971 309467
<b>Lichfield &amp; District Recreational League</b>	Tracey King traceykingxx@hotmail.co.uk 07882 489726
<b>Lichfield, Walsall &amp; District Sunday League</b>	Thomas Hall hall-s2@sky.com 07711 828221
<b>Mid Staffs Junior League</b>	Jackie Pritchard j-pritchard@sky.com 07743 109979
<b>North Staffs Junior Youth League</b>	Tony Sheldon tsheldon@btinternet.com 01782 635962
<b>North Staffs Youth League</b>	Darren Stone darren.stone@culina.co.uk 07825 847077
<b>Potteries &amp; District Sunday League (1964)</b>	Roy Tooth roytooth@gmail.com 07890 422644
<b>Potteries Junior Youth League (1998)</b>	Derek Herrell derek_herrell@msn.com 07737 332075
<b>Stafford &amp; District Sunday League (1969)</b>	John Lilburne jlilburne@hotmail.co.uk 07805 355331
<b>Staffordshire Ability Counts League (2008)</b>	Gemma Turner support@staffordshirefa.com 01785 256994
<b>Staffordshire County Senior League</b>	Michael Stokes michael262@btinternet.com 01543 878075
<b>Staffordshire County Girls &amp; Womens League</b>	Tiffany Heaven tiffanyheaven7@googlemail.com 07415 182418
<b>Uttoxeter &amp; District Sunday League (1973)</b>	Beverley Degg beverleydegg@yahoo.co.uk 07816 068454
<b>Walsall Junior Youth League</b>	Alberta Wood alberta_wood@hotmail.com 07958 536532

## **Affiliated Small-Sided Competitions**

For a full list of affiliated small-sided football competitions across Staffordshire, please contact the office via [support@staffordshirefa.com](mailto:support@staffordshirefa.com) or on 01785 256994.

Alternatively, please visit the Small-Sided Football page on the website: [www.staffordshirefa.com/players/ways-to-play/small-sided](http://www.staffordshirefa.com/players/ways-to-play/small-sided)

## **Affiliated Cup Competitions**

Leek & District Cup (1901)  
Sentinel Competitions (1892)  
Staffordshire County Police Cup (1920)  
Staffordshire County Referees Challenge Cup (1959)

## **Affiliated Charity Competitions**

Arthur Elden Memorial Trophy  
Bilston Cup  
Chesterton Charity Cup  
Lichfield Charity Cup (1908)  
Uttoxeter Charity Cup (1973)



## Standing Orders

1. The Council, at its first Meeting after the Annual General Meeting, shall appoint a Chairman and a Vice Chairman.
2. Each Member of Council on speaking shall rise and address him/herself to the Chairman, and not to any other Member of the Council. No speech shall exceed Five Minutes duration, except by permission of the Chairman.
3. Notice of intending Motions must be given in writing to the Secretary fourteen days before the Meeting of the Council.
4. The Mover of every original resolution, but not of any amendment (unless it becomes an original motion), shall have the right to reply not introducing therein any new matter, but confining him/herself strictly to the answering of previous objections, immediately after which the question shall be put from the Chair. No other Member shall be allowed to speak more than once on the same question unless permission be given to explain, or the attention of the Chairman be called to Point of Order.
5. When an amendment is moved upon a proposition no further amendment shall be moved or taken into consideration until the first is disposed of, no more than Three amendments may be brought forward in succession, and the question must be put in such a manner that if one amendment be negative another may be moved upon the original proposition, but if an amendment be affirmed it shall form the proposition under consideration, whereupon further amendments may be moved, the question must ultimately be put upon the original or amended proposition, as the case may be, in order to allow it being passed as a resolution.
6. When discussion arises upon amended proposition, the mover of the amendment which has displaced the original proposition may speak in reply and so in like manner respect to any further displacing amendments.
7. No resolution may be rescinded at the Meeting at which it has been placed.
8. Every question, other than a Motion for Urgency, shall be decided by a majority of votes. The Chairman's declaration of the result shall be prima facie decisive, but if not accepted shall be challenged at once and a recount claimed.
9. If on a decision being taken the votes recorded, including that of the Chairman, are equally divided, the Chairman is entitled to give a casting vote.
10. Any objection to the validity of the decision of any question shall be made at once.
11. Powers and Duties of Committees. The decisions of Committees shall come before the Board of Directors for confirmation excepting where of necessity such decisions must become operative before the next Meeting of the Board of Directors. All other decisions of

Committees shall be considered recommendations and shall be subject to adoption by the Board of Directors.

**12. Cup Competitions.** The entire control and management of the Cup Competitions shall be vested in the Board of Directors.

**13. Discipline.** The Board of Directors or any Commission thereof shall act as a Disciplinary Board and a decision of such Commission shall be deemed to be a decision of The Association and binding on all Members subject to the Right of Appeal to The Football Association, whose decision shall also be binding with the provisions of The Football Association Rule No.H1.

**14. A Minimum of THREE Members** is needed to form a quorum for the transaction of any business.

## Articles of The Association

### INTERPRETATION

1. The model articles of association for a private company limited by guarantee set out in Schedule 2 of the companies (Model Articles) regulations 2008 (S12008/3229) and any amendment or replacement from time to time shall not apply to the Association but the regulations contained in the following clauses (as originally adopted or from time to time altered by Special Resolution) shall be the Articles.

2. In these Articles:

“The Act”	means the Companies Act 2006 as amended, restated or re-enacted from time to time.
“Affiliated Club”	means a football club which the Council has accepted may affiliate to the Association as an Affiliated Club.
“Affiliated League”	means a League of Affiliated Clubs which the Council has accepted may affiliate to the Association.
“Articles”	means these Articles of Association.
“Associate Member”	means an Affiliated Club or other person who the Council has resolved may be an associate member of the Association.
“Association”	means Staffordshire Football Association Limited.
“Chairman”	means the chairman of the Association appointed from time to time in accordance with Article 43.
“Board of Directors”	means the directors of the Association for the purposes of the Act as appointed from time to time under these Articles.
“Chief Executive”	means the person appointed from time to time to be the chief executive for the Association appointed in accordance with Article 62.
“clear day”	in relation to the period of a notice means that period excluding the day when the notice is giving or deemed to be given and the day for which it is given or on which it is to take effect.
“Competitions”	means a competition of Affiliated Clubs which the Council has accepted may affiliate to the Association.
“the Council”	means the Council of the Association as constituted under these Articles and any Rules made pursuant thereto.
“Council Member”	means the person appointed or elected from time to time to be members of the Council in accordance with these Articles.
“County”	means the area described in Article 3(b).
“executed”	includes any mode of execution.
“FA Representative”	means the person appointed from time to time in accordance with Article 46 to be the Association’s representative at The Football Association under the Articles of The Football Association.
“First Council Meeting”	means the first meeting of the council to be held after the Association’s first annual general meeting.

“The Football Association”	means The Football Association Limited of Wembley Stadium, Wembley, London HA9 0WS.
“He/Him”	can also mean She/Her.
“Laws of the Game”	means the laws of Association Football as settled by the Federation Internationale de Football Associations (FIFA) from time to time.
“League Representative”	means a Council Member elected pursuant to Article 35 and in accordance with Article 36.
“Life Members”	means the persons appointed from time to time to be in the life members of the Association in accordance with Article 45.
“Life Vice Presidents”	means the persons appointed from time to time to be the life vice presidents of the Association in accordance with Article 44.
“members”	means those Affiliated League, Competitions, clubs, Associate Members and individuals admitted into membership of the Association in accordance with Article 5.
“Membership Rules”	means the membership rules of the Association created and amended from time to time pursuant to Article 8.
“office”	means the registered office of the Association.
“President”	means the person elected from time to time for a single period of four years only to be the president of the Associations in accordance with Article 42.
“Rules”	means the rules, regulations, standing orders and byelaws of the Association as amended from time to time;
“Rules of The Football Association”	means the rules of The Football Association as amended from time to time.
“secretary”	means the company secretary of the Association or any other person appointed to perform the duties of the company secretary of the Association pursuant to the Act, including a joint, assistant or deputy secretary.
“Senior Clubs”	means those Affiliated Clubs in full membership of The Football Association.
“Staffordshire Referees Association”	means the representative body for the referees recognised by the Directors as operating within the County from time to time.
“Standing Committees”	means the Standing Committees of the Council as created in accordance with Article 49 as amended from time to time in accordance with Article 50.
“United Kingdom”	means Great Britain and Northern Ireland.
“Vice-Chairman”	means the person elected from time to time to be the Vice Chairman of the Association in accordance with Article 43.

Unless the context otherwise requires, words or expressions contained in these Articles bear the same meaning as in the Act but excluding any statutory modification thereof not in force when these Articles become binding on the Association.

References to writing include references to any visible substitute for writing and to anything partly in one form and partly in another form.

Words denoting the singular number include the plural number and vice versa; words denoting the masculine gender include the feminine gender; words denoting persons include bodies corporate (however incorporated) and unincorporated, including unincorporated associations of persons and partnerships.

Headings are inserted for convenience only and do not affect the construction of these Articles.

## **OBJECTS**

3. The Objects for which the Association is established are:
  - (a) to promote, foster, develop and support the Game of Association Football (“the Game”) in every way, without discrimination, and to take all steps as shall be thought necessary or advisable for preventing infringements of the Laws of the Game as they apply from time to time, or any improper methods or practices in the Game, and for protecting the Game from abuses;
  - (b) to make, adopt, vary and publish rules, regulations and bye-laws and conditions for the regulation of the Game or otherwise within the County Boundaries of Staffordshire as defined on 31st March 1925 or such other area (“the County”) as shall be determined from time to time by The Football Association, and to take all such steps as shall be thought necessary or advisable for enforcing such rules, regulations, bye-laws and conditions;
  - (c) to promote, foster, develop and support the principle of fair play in the Game by encouraging everyone involved in the Game to show respect to each other and to behave in a sporting manner both on and off the field of play;
  - (d) to promote, foster, develop and support organisations designed in any way to promote, foster, develop and support the Game, including playing the Game, the training and regulation of players, coaches and referees, the promotion of sportsmanship, the promotion of security in relation to spectating and the advancement of science and medicine as they apply to the Game, and in any way in relation to all other aspects of the Game, including by subscribing for shares, loan stock, warrants and other instruments in such organisations, or becoming involved as a member or affiliate of such organisations, or facilitating the drafting and adoption of the constitution or memorandum and articles of association of such organisations or by making payments by way of grant or otherwise to such organisations;
  - (e) to maintain, continue and provide for the affiliation and registration of competitions, clubs and other organisations for promoting or playing the Game;
  - (f) to maintain, continue and provide for the affiliation and registration of players, referees, coaches and others involved in the Game;
  - (g) to promote, provide for, regulate and manage competitions and matches, in the County or elsewhere, and to do or provide for all or any such matters and things as may be considered necessary for or ancillary to such promotion, provision, regulation or management, including for the comfort, conduct, conveyance, convenience or benefit of players and of the public, and of any other persons concerned or engaged in such competitions or matches;

- (h) to provide for the proper custody, insurance, protection, exhibition, awarding, distribution or loan of or other dealing with all or any of the cups, shields, and other prizes of or relating to the Association;
  - (i) to provide for representation at general meetings and on the Council of The Football Association of persons involved in the Game within the County by such means and in such manner as shall be determined from time to time under the rules, regulations or bye-laws, conditions or articles of association;
  - (J) to provide for, make and vary all such rules, regulations and bye-laws as they relate to persons involved in the Game in the County from time to time;
  - (k) to provide by rules, regulations, conditions, bye-laws, or otherwise, for deciding and settling all differences that may arise between associations, clubs, competitions, players or any persons who are members of or who are employed or engaged by any such association, competition or club, or any other person in reference to due compliance with the Laws of the Game (as from time to time prescribed by The Football Association) or the rules, regulations, conditions or bye-laws of the association or of The Football Association, or in reference to contracts, or to any other matter or dispute or difference arising between such, or persons, or any of them, and whether the Association is concerned in such dispute or difference or not, and to make such provisions for enforcing any award or decision as shall be thought proper;
  - (l) to co-operate with or assist any association or club or competition or other person involved in the Game in any way which the Association shall think proper, and to enter into or adopt any agreement or arrangements with such;
  - (m) to co-operate with The Football Association in all matters relating to the Game, including compliance with the Rules of The Football Association and the rules and regulations of any body to which The Football Association is affiliated; and
  - (n) to adopt and carry out all such rules and regulations, conditions, bye-laws, agreements and arrangements of The Football Association, as are now in existence and from time to time, and to comply with or to enforce the due compliance with the same unless and until the same shall have been duly varied in accordance with the terms thereof.
4. The objects stated in each part of Article 3 shall not be restrictively construed but shall be given the widest interpretation. In Article 3, the word "association" shall, except where used to refer to the Association, mean any partnership or other body or person, whether corporate or unincorporated, and whether domiciled in the United Kingdom or elsewhere. Except where the context expressly so requires, none of the objects stated in Article 3, shall be limited by, or be deemed subsidiary or auxiliary to, any other object stated in Article 3.

#### **MEMBERS OF THE ASSOCIATION**

5. The members as at the date of adoption of these Articles and such other persons as are admitted to membership by the Council in their absolute discretion in accordance with the Articles shall be the members of the Association. Every person who wishes to become a member shall deliver to the Association an application for membership in such form as the Council requires executed by him. The provisions of section 113 of the Act shall be observed by the Association and every member shall sign a

written consent to become a member or sign the register of members on becoming a member. For the purposes of registration, the number of members is declared to be unlimited. Every corporation and unincorporated association which is admitted to membership may exercise such powers as are prescribed by section 323 of the Act. Council Members shall be members but any person who ceases to be a Council Member shall automatically cease to be a member and his name removed from the register of members.

6. A member may withdraw from membership of the Association on seven days' clear notice to the Association. Membership shall not be transferable in any event and shall cease immediately on death or dissolution or on failure of the member to comply or to continue to comply with any condition of membership set out in these Articles or the Rules or the Membership Rules.
7. The Directors may from time to time make, vary and revoke Rules relating to the levels of subscriptions or affiliation fees to be paid by the different categories of members.
8. Subject to Article 5, the Council may from time to time make, vary and revoke Membership Rules relating to all aspects of membership of the Association including (without limitation) Membership Rules:
  - (a) setting out different categories of membership of the Association including Rules for Associate Members;
  - (b) setting out rights, privileges and obligations of the different categories of members;
  - (c) relating to the organisation of members including (without limitation) rules of, finances of and financial and other records and minute books to be kept by the members;
  - (d) setting out which office holder(s) of a member may represent the member at general meetings of the Association;
  - (e) setting out disciplinary procedures for members and players.
9. It shall be the duty of the Directors, if at any time they shall be of the opinion that the interests of the Association so require, by notice in writing sent by prepaid post to a member's address, to request that member to withdraw from membership of the Association within a time specified in such notice. No such notice shall be sent except on a vote of the majority of the Directors present and voting, which majority shall include one half of the total number of the Directors for the time being.
10. If, on the expiry of the time specified in such notice, the member concerned has not withdrawn from membership by submitting written notice of his resignation, or if at any time after receipt of the notice requesting him to withdraw from membership the member shall so request in writing, the matter shall be submitted to a properly convened and constituted meeting of the Directors. The Directors and the member whose expulsion is under consideration shall be given at least 14 days' notice of the meeting, and such notice shall specify the matter to be discussed. The member concerned shall at the meeting be entitled to present a statement in his defence either verbally or in writing, and he shall not be required to withdraw from membership unless half of the Directors present and voting shall, after receiving the statement in his defence, vote for his expulsion, or unless the member fails to attend the meeting without sufficient reason being given. If such a vote is carried, or if the member shall fail to attend the meeting without sufficient reason being given, he shall

thereupon cease to be a member and his name shall be removed from the register of members.

11. The members shall pay any subscription, affiliation and other fees set by the Directors. Any member whose subscription or affiliation fee is more than one month in arrears shall be deemed to have resigned his membership of the Association.

### **GENERAL MEETINGS**

12. The Association shall hold a general meeting in every calendar year as its annual general meeting at such time and place as may be determined by the Directors and shall specify the meeting as such in the notices calling it. The annual general meeting shall be held for the following purposes:
  - (a) to receive from the Directors a full statement of account;
  - (b) to receive from the Directors a report of the activities of the Association since the previous annual general meeting;
  - (c) to announce the appointment of the Council Members appointed pursuant to paragraphs (h) to (v) inclusive of Article 35;
  - (d) to appoint the Association's auditors; and
  - (e) to transact such other business as may be brought before it in accordance with these Articles.

All general meetings other than the Annual General Meetings shall be called Extraordinary General Meetings.

13. The Directors may call general meetings and, on the requisition of one tenth of the members pursuant to the provisions of the Act, shall within 21 days proceed to convene a general meeting for a date not later than 28 days after the date of the notice convening the meeting. Such requisition must state the object of the meeting. If there are not within the United Kingdom sufficient Directors to call a general meeting, any Director or the secretary may call a general meeting.

### **NOTICE OF GENERAL MEETINGS**

14. An annual general meeting and a general meeting called for the passing of a special resolution shall be called by at least 21 clear days' notice. A general meeting may be called by shorter notice if it is so agreed:
  - (a) in the case of an annual general meeting, by all the members entitled to attend and vote thereat; and
  - (b) in the case of any other meeting, by a majority in number of the members having a right to attend and vote being a majority together holding not less than 90% of the total voting rights at the meeting of all of the members.
15. The notice shall specify the time and place of the meeting and, in the case of special business, the general nature of such business. All business shall be deemed special that is transacted at a general meeting and also all business that is transacted at an annual general meeting with the exception of:
  - (a) the consideration and adoption of the accounts and balance sheet and the reports of the Directors and auditors and other documents required to be annexed to the accounts;
  - (b) the appointment of auditors (and the fixing of their remuneration) where special notice of the resolution for such appointment is not required by the Companies Act.



The notice shall, in the case of an annual general meeting, specify the meeting as such and, in the case of a meeting to pass a special resolution, specify the intention to propose the resolution as a special resolution.

16. The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate any resolution passed or the proceedings at that meeting.

#### **PROCEEDINGS AT GENERAL MEETINGS**

17. No business shall be transacted at any meeting unless a quorum of 20 members (excluding associate members) is present in person, by proxy, or in case of a corporate member by representative.
18. If such a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting such a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the Directors may determine and if at such adjourned meeting a quorum is not present within half an hour from the time appointed for holding the meeting the members present shall be a quorum.
19. The President, or in his absence the Chairman, or in his absence the Vice Chairman shall preside as chairman of the meeting, but if neither the President, the Chairman nor the Vice Chairman be present within 15 minutes after the time appointed for holding the meeting and willing to act, the Directors present shall elect one of their number to be chairman of the meeting and, if there is only one Director present and willing to act, he shall be chairman of the meeting.
20. If no Director is willing to act as chairman of the meeting, or if no Director is present within 15 minutes after the time appointed for holding the meeting, the members entitled to vote and present in person, by proxy or in the case of a corporate member by representative, shall choose one of their number to be chairman of the meeting.
21. The chairman of the meeting may, with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had the adjournment not taken place. When a meeting is adjourned for 14 days or more, at least 7 clear days' notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.
22. The chairman of the meeting may at any time without the consent of the meeting adjourn any meeting (whether or not it has commenced, or a quorum is present) either without fixing a day for the meeting or to another time or place where it appears to him that:
  - (a) members wishing to attend cannot be conveniently accommodated in the place appointed for the meeting;
  - (b) the conduct of persons present prevents or is likely to prevent the orderly continuation of business; or;
  - (c) an adjournment is otherwise necessary so that the business of the meeting may be properly conducted.
23. If an amendment shall be proposed to any resolution under consideration but shall in good faith be ruled out of order by the chairman of the meeting, the proceedings on the substantive shall not be invalidated by any error in such ruling. With the consent

- of the chairman of the meeting, an amendment may be withdrawn by its proposer before it is voted upon. In the case of a resolution duly proposed as a special resolution, no amendment thereto (other than a mere clerical amendment to correct a typographical error) may in any event be considered or voted upon.
24. A resolution put to the vote of a meeting shall be decided on a show of hands unless before or on the declaration of the result of, the show of hands a poll is duly demanded. Subject to the provisions of the Act, a poll may be demanded:
    - (a) by the chairman of the meeting; or
    - (b) by at least 5 members present in person, by proxy or in the case of a corporate member by representative and having the right to vote at the meeting.
  25. Unless a poll is duly demanded a declaration by the chairman of the meeting that a resolution has been carried, or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.
  26. The demand for a poll may, before the poll is taken, be withdrawn but only with the consent of the chairman and a demand so withdrawn shall not be taken to have invalidated the result of a show of hands declared before the demand was made.
  27. A poll shall be taken at such time and place and in such manner as the chairman of the meeting directs and he may appoint scrutineers (who need not be members) and fix a time and place for declaring the result of the poll. The result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
  28. In the case of an equality of votes, whether on a show of hands or on a poll, if the chairman of the meeting is a member of the Association then he shall be entitled to a casting vote in addition to any other vote he may have.
  29. A poll demanded on the election of a chairman of the meeting or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken either forthwith or at such time and place as the chairman of the meeting directs not being more than 14 days after the poll is demanded. The demand for a poll shall not prevent the continuance of the meeting for the transaction of any business other than the question on which the poll was demanded. If a poll is demanded before the declaration of the result of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made.
  30. No notice need be given of a poll not taken forthwith if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In any other case at least 7 clear days' notice shall be given specifying the time and place at which the poll is to be taken.
  31. A resolution in writing executed by or on behalf of such number of members who would have been entitled to vote for the resolution had it been proposed in general meeting at which all of the members were present and voting shall be as valid and effectual as if it had been passed at a general meeting duly convened and held and may consist of several instruments in the like form each executed by or on behalf of one or more members.

#### **VOTES OF MEMBERS**

32. Subject to Article 28, on a show of hands every member who is present in person shall have one vote and on a poll every member present in person by proxy or in the

case of a corporate member by representative shall have one vote. Associate members shall not be entitled to receive notice of, attend or vote at general meetings.

- (a) Proxies may only validly be appointed by a notice in writing which:
    - (i) states the name and address of the member appointing the proxy;
    - (ii) identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed;
    - (iii) is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the Directors may determine; and
    - (iv) is delivered to the Association in accordance with the Articles and any instructions contained in the notice of the general meeting to which they relate.
  - (b) A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid proxy notice has been delivered to the Association by or on behalf of that person.
  - (c) An appointment under a proxy notice may be revoked by delivering to the Association a notice in writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given. A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.
33. If any votes are given or counted at a general meeting which shall afterwards be discovered to be improperly given or counted, the same shall not affect the validity of any resolution or thing passed or done at the said meeting, unless the objection to such votes be taken at the same meeting, and not in that case, unless the chairman of the meeting shall then and there decide that the error is of sufficient magnitude to affect such resolution or thing.
34. No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the chairman of the meeting whose decision shall be final and conclusive.

## **THE COUNCIL**

35. The Council shall comprise:
- (a) The President
  - (b) The Chairman
  - (c) The Vice Chairman
  - (d) The Life Vice Presidents
  - (e) The Past Presidents
  - (f) Up to three Life Members
  - (g) The Chief Executive Officer
  - (h) One representative from the Staffordshire County Referees' Association
  - (i) One representative from each Affiliated League with at least eight Affiliated Clubs in Membership and the Sentinel Football Competitions
  - (j) One person to represent all Clubs playing in the National League System Step 1 to 7 inclusive who are not part of (i) above
  - (k) One representative from the Staffordshire Schools Football Association
  - (l) One representative from Small-Sided Football/Futsal
  - (m) One representative from Disability Football

- (n) One representative from each of the Senior Football Clubs
- (o) One representative from Recreational Football
- (p) One Representative from all Charter Standard Community Clubs
- (q) One representative from all Registered Players
- (r) One representative from all Affiliated Club Coaches
- (s) One representative from the Women's Football Pyramid
- (t) One representative from the Youth Council
- (u) One representative from the Inclusion Advisory Group
- (v) One representative from the Staffordshire Football Partnership Group
- (w) Up to four independent persons appointed following advertising

### **APPOINTMENT TO COUNCIL**

36. Each organisation or group of organisations, entitled to nominate a person to be a Council Member pursuant to paragraphs (h) to (m) of Article 35, shall submit to the Council for approval by such time as the Board shall prescribe, the name or names of the person or persons (as the case may be) they propose to nominate as a Council Member or Council Members (as the case maybe). Those persons proposed to be nominated as Council Members pursuant to paragraphs (h) to (v) of Article 35 must be nominated on the nomination form prescribed by the Directors and such form must be submitted to the secretary by such time or times as the Directors shall prescribe. Those persons nominated pursuant to paragraphs (h) to (v) of Article 35 if approved by Council shall serve for a one-year term from the Annual General Meeting in each year and shall be eligible for reappointment.
37. In the event of a casual vacancy occurring in relation to any Council Member appointed in accordance with Article 36, the organisation or group of organisations concerned shall have power (but shall not be obliged) to appoint a substitute Council Member, suitably qualified to represent that organisation or group of organisations until such time as the person who was replaced was due to retire and such person shall be eligible for re-election in accordance with these Articles.
38. The Council Members shall remain in office until their successors have been elected and appointed. Subject to Article 37, the Council shall have the power to fill any other vacancy which may occur on Council during the year. A Council Member so appointed to fill a vacancy shall hold office until such time as the person who was replaced was due to retire and such person shall be eligible for re-election in accordance with these Articles.
39. All Council Members, without exception, are required to sign the Association's Code of Conduct and to comply with any Safeguarding regulations as stipulated by The Football Association. Failure by any Council Member to do so within three months of becoming a Council Member will disqualify that Member from their membership of the Association.
40. A Council Member may also be disqualified from his membership of the Association if:
- (a) he becomes bankrupt or makes any arrangement or composition with his creditors generally; or
  - (b) he is, or may be, suffering from mental disorder and either:
    - (i) he is admitted to hospital in pursuance of an application for admission for treatment under the Mental Health Act 1983 or, in Scotland, an application for admission under the Mental Health (Scotland) Act 1960; or

- (ii) an order is made by a court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder for his detention or for the appointment of a receiver, curator bonis or other person to exercise powers with respect to their property or affairs; or
  - (c) he resigns his office by notice to the Association; or
  - (d) he is absent for three or more consecutive Council meetings or meetings of Standing Committees of which he is a member without sufficient reason or without permission of the Board of Directors, who have the power to resolve that his office be vacated; or
  - (e) he is suspended from holding office or from taking part in any football activity relating to the administration or management of the Association by a decision of The Football Association; or
  - (f) he is removed from office by a resolution duly passed pursuant to section 168 of the Act; or
  - (g) he is removed from office by a three-quarters majority of those Council Members present and voting at the Council meeting at which a resolution to remove them is proposed.
41. No person shall be elected to serve as a Council Member if they are a member of the council of any other county football association, either at the time of nomination or after election.

#### **PRESIDENT AND PAST PRESIDENTS**

42. No person may be nominated to be President unless he is a current Council Member who has served on the Council for 15 years in aggregate. Nominations for the office of President shall be made on the prescribed form and must be sent together with the names of the proposers and seconders to the secretary on or before the 31st March in the year of election. Any member of the Council may propose or second a nomination for President. Such person shall hold office for a single maximum four-year term only, from the meeting at which he is elected. The President shall be elected at the Council meeting prior to the annual general meeting in the year of election. Past Presidents shall be entitled to remain on Council for the rest of their lives without the need to be reappointed. A person shall be deemed to have resigned as a Past President if, in the opinion of Council, he ceases to take an active role on the work of the Council.

#### **CHAIRMAN AND VICE CHAIRMAN**

43. A person can only become Chairman if they are a Council Member (excluding Life Vice Presidents) and have served on the Council for 5 years, or Vice Chairman if they are a Council Member and have served on the Council for 4 years. The Council shall decide which Council Member shall be appointed as Chairman and which as Vice Chairman. The person appointed as the Chairman shall hold office for a two-year term from the Council meeting at which he is appointed but is eligible for reappointment for a maximum of 4 further two-year terms. The person appointed as the Vice Chairman shall hold office for a two-year term from the Council meeting at which he is appointed but is eligible for reappointment for a maximum of 4 further two-year terms.

**LIFE VICE PRESIDENTS**

44. The Life Vice Presidents (previously appointed by Council) shall remain as Life Vice Presidents but shall relinquish any role relating to being a Council Member representing an affiliated organisation. Life Vice Presidents cannot become the Association Chairman, Vice Chairman or a member of the Board of Directors. They shall be entitled to receive notice of, attend and vote at all Council meetings. They shall be entitled to remain on Council for the rest of their lives without the need to be re-appointed. No further Life Vice Presidents shall be appointed until there is only one or none remaining in which event an election shall be held to bring the number of Life Vice Presidents up to a maximum of two.

**LIFE MEMBERS**

45. A Council Member shall only be eligible to become a Life Member if they have been a Council Member for at least 30 years. Life Members are entitled to remain on the Council for life without having to be re-elected. However, there can only be three Life Members at any one time.

**F. A. REPRESENTATIVE**

46. The Council shall decide every 3 years, at the Council meeting prior to the annual general meeting, which person should be the Association's FA Representative. To comply with The Football Association's requirements, the person so elected for the first time must be under the age of 65 years and can only serve for a maximum of 9 years. Such person shall be appointed for a three-year term but will become eligible for two further terms following the appropriate Council meeting and upon such conditions as the Council thinks fit. Any person so appointed may be removed at any time by the Council. In the event of a casual vacancy arising in the office of FA Representative, the Council shall be entitled to appoint a replacement at the next Council meeting after the vacancy has arisen.

**POWERS OF COUNCIL**

47. The Council has the power to appoint and remove Directors in accordance with these Articles.

**STANDING COMMITTEES**

48. The Board of Directors has the power to regulate and manage all football matters referred to it including (without limitation) all disciplinary, selection, referees, league sanctions and other matters pertaining to the regulation and conduct of football in the County.
49. Pursuant to Article 48, following the annual general meeting the Board of Directors shall appoint such persons, whether or not Council Members, as they think fit to Standing Committees of the Council to hold office until the first Council meeting following the next annual general meeting.
50. The Board of Directors may in its absolute discretion at any time amend the number of Standing Committees and may at any time dispense with the need for any of those Standing Committees and may also amend the name of any Standing Committee at any time.
51. Each Standing Committee shall decide which of its number shall be chairman and which vice chairman of that Committee. Each Standing Committee shall conduct its

business in accordance with any terms of reference and standing orders set by the Board of Directors from time to time.

52. The President, Chairman and Vice Chairman shall be members of all Standing Committees ex officio and are entitled to receive notice of all meetings of Standing Committees and shall be entitled to attend, speak and vote at all such meetings.
53. The Chief Executive and the secretary shall be entitled to receive notice of all general meetings, all meetings of Council, all meetings of the Standing Committees and all Directors' Meetings and shall be entitled to attend, speak and vote at all such meetings.

#### **PROCEEDINGS OF COUNCIL**

54. Council Members are entitled to attend all Council meetings and general meetings and subject to the provisions of these Articles are entitled to vote at such meetings.
55. The Chief Executive may, and on the request of any 12 Council Members shall, call Council meetings. The notice shall be sent to all the Council Members individually. At least 7 days' notice shall be given of Council meetings. The accidental omission to give notice of a Council Meeting to, or the non-receipt of notice of a meeting by, any Council Member shall not invalidate any resolution passed or the proceedings at that meeting. The Council shall meet at least three times in any year. No business shall be transacted at any meeting unless a quorum of 20 Council Members is present.
56. The Council shall have the power to make standing orders for the conduct of Council meetings and the Council may otherwise regulate their proceedings as they think fit. Council Meetings shall be conducted in accordance with those standing orders. Each Council Member shall have one vote.

#### **MINUTES**

57. The Council shall cause minutes to be made in books kept for the purpose:
  - (a) of all appointments it makes; and
  - (b) of all its proceedings.

#### **DIRECTORS**

58. Subject to Article 8 the affairs of the Association shall be governed by the Directors who may authorise all such acts and the exercise of all such powers of the Association by the Directors, on whom executive management powers are conferred as Directors, as may be required to give effect to the objects as described in the provisions of the Memorandum of Association, and which are not by statute or these Articles required to be done or exercised by the Association in general meeting or by the Council.
59. In the absence of any expression to the contrary in the Articles, rules or any regulations, or standing orders, or decisions of the Directors, a matter shall be carried if supported by a simple majority of the Directors present and voting.

#### **NUMBER OF DIRECTORS**

60. Unless otherwise determined by ordinary resolution, the number of Directors shall be subject to a maximum of five but not less than four, together with the option of two additional persons being appointed as Independent Directors by the Board following advertisement and interviews.

**BOARD OF DIRECTORS**

61. The directors shall comprise:
  - (a) the Chief Executive / Company Secretary;
  - (b) the Chairman and Vice Chairman of the Association;
  - (c) up to two further persons elected by Council;
  - (d) up to two Independent Directors if so appointed by the Board
62. The Directors shall decide who shall be appointed as the Chief Executive for such term and upon such conditions as they think fit. Any person so appointed may be removed by the Directors at any time. The Directors may fill any casual vacancy in the position of Chief Executive.

**ELECTIONS TO THE BOARD**

63. At the first Council Meeting following the annual general meeting in each year, one of the Directors appointed by the Council pursuant to Article 61(c) shall retire but shall be eligible for re- election. The Director to retire shall be the longest in office since their last appointment or re-appointment. As between Directors who have served for an equal length of time the Director to retire shall (unless they otherwise agree) be determined by lot. Election of Directors to fill the places of those retiring shall be held pursuant to Articles 64 to 68.
64. Only Council Members (other than Life Vice Presidents) are eligible for election as a Director other than any Independent Directors and only Council Members may participate in the election of Directors other than Independent Directors. The Chief Executive shall send, on request, to Council Members a nomination paper on or before such date as the Directors shall prescribe each year. Such nomination paper must be completed and returned to the Chief Executive not later than such date as the Directors shall prescribe each year.
65. Any Council Member may nominate another Council Member to be a Director using the form provided, which must be seconded by another Council Member and signed by the candidate. Council Members may only nominate or second one candidate.
66. A voting paper listing the names of candidates will be provided to each Council Member at such time as the Board shall prescribe each year. The name of any person nominated as a Director who has failed to be re-appointed to the Council at the annual general meeting shall be withdrawn from the ballot.
67. In the event that a ballot is necessary, such ballot shall take place at the first Council Meeting following the annual general meeting in such manner as the Directors shall prescribe.
68. The requisite number of candidates recording the highest number of votes shall be declared elected at the first Council meeting following the annual general meeting to fill the vacancies that have arisen, such persons to serve for a two-year term from that Council meeting.

**DELEGATION OF DIRECTORS' POWERS**

69. The Directors may delegate any of their powers to any committee consisting of one or more Directors. They may also delegate to any managing Director or any Director holding any other executive office such of their powers as they consider desirable to be exercised by him. Any such delegation may be made subject to any conditions the Directors may impose, and either collaterally with or to the exclusion of their own powers and may be revoked or altered. Subject to any such conditions, the



proceedings of a committee with two or more members shall be governed by the Articles regulating the proceedings of Directors so far as they are capable of applying.

#### **APPOINTMENT AND RETIREMENT OF DIRECTORS**

70. Without prejudice to the provisions of section 168 of the Act, the members may by ordinary resolution remove any Director before the expiration of his period of office, and may by an ordinary resolution appoint another suitably qualified person in his stead; but any person so appointed shall retain his office so long only as the Director in whose place he is appointed would have held the same if he had not been removed.
71. The Directors may appoint a person who is willing to act to be a Director to fill a casual vacancy provided that the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with these Articles as the maximum number of Directors. A Director so appointed shall hold office until the person he has replaced was due to retire but shall be eligible for re-election. Any Independent Director appointed by the Board is to hold office for a single year but could be re-appointed if necessary.
72. If any Director is not re-appointed, he shall retain office until the meeting appoints someone in his place, or if it does not do so, until the end of the meeting.

#### **DISQUALIFICATION AND REMOVAL OF DIRECTORS**

73. The office of a director shall be vacated if:
  - (a) he ceases to be a Council Member;
  - (b) he ceases to be a director by virtue of any provision of the Act or he becomes prohibited by law from being a director; or
  - (c) he becomes bankrupt or makes any arrangement or composition with his creditors generally; or
  - (d) he is, or may be, suffering from mental disorder and either:
    - (i) he is admitted to hospital in pursuance of an application for admission for treatment under the Mental Health Act 1983 or, in Scotland, an application for admission under the Mental Health (Scotland) Act 1960; or
    - (ii) an order is made by a court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder for his detention or for the appointment of a receiver, curator bonis or other person to exercise powers with respect to his property or affairs; or
  - (e) he resigns his office by notice to the Association; or
  - (f) he is absent for three or more consecutive Board meetings without sufficient reason or without permission of the Chairman of the Board of Directors; or
  - (g) he is suspended from holding office or from taking part in any football activity relating to the administration or management of the Association by a decision of The Football Association; or
  - (h) he is removed from office by a resolution duly passed pursuant to section 168 of the Act; or
  - (i) he is removed from office by three-quarters majority of Council Members present and voting at the Council meeting at which the resolution to remove him is proposed.

**DIRECTORS AND COUNCIL MEMBERS' EXPENSES**

74. The Directors and Council Members may be paid all reasonable travelling and other expenses properly incurred by them in connection with their attendance at meetings of Directors or committees of Directors or general meetings or other meetings of the Association or otherwise in connection with the discharge of their duties save where the Rules provide otherwise. The Association may also fund a Director's expenditure for the purposes permitted under the Act and may do anything to enable a Director to avoid incurring such expenditure as provided in the Act.

**DIRECTORS APPOINTMENTS AND INTERESTS**

75. Subject as otherwise provided in the Act or these Articles, a Director may be in any way, directly or indirectly, interested in any contract or arrangement or transaction with the Association and he may hold and be remunerated in respect of any office or place of profit (other than the office of auditor of the Association) under the Association and he (or any firm of which he is a member) may act in a professional capacity for the Association and be remunerated and in any such case (save as otherwise agreed) he may retain for his own absolute use and benefit all profits and advantages accruing to him in consequence of so acting.
76. A Director must declare to the other Directors any situation of which he is aware in which he has, or could have, a direct or indirect interest that conflicts, or possibly might conflict, with the interests of the Association unless it relates to a contract, transaction or arrangement with the Association or the matter has been authorised by the Directors or the situation cannot be reasonably be regarded as likely to give rise to a conflict of interest.
77. The Directors may (subject to such terms and conditions, if any, as they may think fit to impose from time to time, and subject always to their right to vary or terminate such authorisation) authorise, to the fullest extent permitted by law any conflict or potential conflict disclosed under Article 76. Provided that for this purpose the Director in question and any other interested Director are not counted in the quorum for any resolution at any board meeting pursuant to which such conflict or potential conflict is authorised and it is agreed to without their voting or would have been agreed to if their votes had not been counted.
78. A Director shall not, by reason of his office, be accountable to the Association for any benefit which he derives from any matter where the conflict or potential conflict has been authorised by the Directors pursuant to Article 76 (subject in any such case to any limits or conditions to which such authorisation was subject).
79. A Director who becomes aware that he is in any way, directly or indirectly interested in a proposed or existing contract, transaction or arrangement with the Association must declare the nature and extent of that interest to the other Directors unless it cannot be reasonably be regarded as likely to give rise to a conflict of interest.
80. Save as herein provided, or otherwise agreed in writing by all of the Directors, a Director shall not vote in respect of any contract, transaction or arrangement with the Association in which he has an interest which is to his knowledge a material interest otherwise than by virtue of being a member. A Director shall not be counted in the quorum at the meeting in relation to any resolution on which he is debarred from voting.
81. Subject to the provisions of the Act and always to the provisions of Article 76 a Director shall (in the absence of some other material interest than is indicated below)

be entitled to vote (and be counted in the quorum) in respect of any resolution concerning:

- (a) the giving of any security, guarantee or indemnity in respect of a debt or obligation of the Association or any subsidiary for which he himself has assumed responsibility in whole or in part under a guarantee or indemnity or the giving of security; or
  - (b) any arrangement for the benefit of Directors or employees of the Association or Directors or employees of any subsidiary which does not award him any privilege or benefit not generally awarded to the other persons to whom such arrangement relates.
82. If any question shall arise at any time as to the materiality of a Director's interest or as to the entitlement of any Director to vote and such question is not resolved by his voluntarily agreeing to abstain from voting, such question shall be referred to the chairman of the meeting (or if the Director concerned is the chairman to the other Directors at the meeting) and his or their ruling (as the case may be) shall be final and conclusive except in a case where the nature or extent of the interests of such Director has not been fairly disclosed.
83. Subject as otherwise provided in the Act or these Articles, a Director may be in anyway, directly or indirectly, interested in any contract or arrangement or transaction with the Association and he may hold and be remunerated in respect of any office or place of profit (other than the office of auditor of the Association) under the Association and he (or any firm of which he is a member) may act in a professional capacity for the Association and be remunerated and in any such case (save as otherwise agreed) he may retain for his own absolute use and benefit all profits and advantages accruing to him in consequence of so acting.

#### **DIRECTORS GRATUITIES AND PENSIONS**

84. The Directors may provide benefits, whether by the payment of gratuities or pensions or by insurance or otherwise, for any Director who has held but no longer holds any executive office or employment with the Association or with any body corporate which is or has been a subsidiary of the Association or a predecessor in business of the Association or of any such subsidiary, and for any member of his family (including a spouse or former spouse) or any person who is or was dependent on him, and may (as well before as after he ceases to hold such office or employment) contribute to any fund and pay premiums for the purchase or provision of any such benefit.

#### **PROCEEDINGS OF DIRECTORS**

85. The Directors shall regularly report to the Council on all their activities.
86. The Board may at its discretion, award honoraria to such persons as it thinks fit.
87. Subject to the provisions of these Articles, the Directors may regulate their proceedings as they think fit. A Director may, and the secretary at the request of the Director shall, call a meeting of the Directors. It shall not be necessary to give notice of a meeting to a Director who is absent from the United Kingdom. Questions arising at a meeting shall be decided by a majority of votes. In the case of an equality of votes, the chairman of the meeting shall be entitled to a casting vote in addition to any other vote he may have.
88. Any Director may participate in a meeting of the Board, or of a committee of Directors, by way of video conferencing or conference telephone or similar

- equipment which allows every person participating to hear and speak to one another throughout such meeting. A person so participating shall be deemed to be present in person at the meeting and shall accordingly be counted in the quorum and be entitled to vote. Such a meeting shall be deemed to take place where the largest group of those participating is assembled, or if there is no such group, where the chairman of the meeting is.
89. A meeting of the Directors at which a quorum is present shall be competent to exercise all the authorities, powers and discretions by or under the regulations of the Association for the time being vested in the Association generally. The quorum for the transaction of the business of the Directors shall be three.
  90. The continuing Directors or a sole continuing Director may act notwithstanding any vacancies in their number, but, if the number of Directors is less than the number fixed as the quorum, the continuing Directors or Director may act only for the purpose of calling Council Meetings, filling vacancies or of calling a general meeting.
  91. The Board of Directors shall appoint their own chairman. If the chairman is not present within five minutes after the time appointed for the meeting, the Directors present may appoint one of their number to be chairman of the meeting.
  92. All acts carried out by a meeting of Directors, or of a committee of Directors, or by a person acting as a Director shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any Director or that any of them were disqualified from holding office, or had vacated office, or were not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a Director and had been entitled to vote.
  93. A resolution in writing signed by all the Directors entitled to receive notice of a meeting of Directors or of a committee of Directors shall be as valid and effectual as if it had been passed at a meeting of Directors or (as the case may be) a committee of Directors duly convened and held and may consist of several documents in the like form each signed by one or more Directors.
  94. Save as otherwise provided by the Articles, a Director shall not vote at a meeting of Directors or of a committee of Directors on any resolution concerning a matter in which he has, directly or indirectly, an interest or duty which is material and which conflicts or may conflict with the interests of the Association.
  95. A Director shall not be counted in the quorum present at a meeting in relation to a resolution on which he is not entitled to vote.
  96. The Association may by ordinary resolution suspend or relax to any extent, in respect of any particular matter, any provision of the Articles prohibiting a Director from voting at a meeting of Directors or of a committee of Directors.
  97. Where proposals are under consideration concerning the appointment of two or more Directors to offices or employments within the Association or any body corporate in which the Association is interested the proposals may be divided and considered in relation to each Director separately and (provided he is not for another reason precluded from voting) each of the Directors concerned shall be entitled to vote and be counted in the quorum in respect of each resolution except that concerning his own appointment.
  98. If a question arises at a meeting of Directors or of a committee of Directors as to the right of a Director to vote, the question may, before the conclusion of the meeting, be referred to the chairman of the meeting and his ruling in relation to any Director other than himself shall be final and conclusive.

**SECRETARY**

99. Subject to the provisions of the Act, the secretary shall be appointed by the Directors for such term, at such remuneration and upon such conditions as they may think fit; and any secretary so appointed may be removed by them. For the avoidance of doubt the Chief Executive may be appointed as the secretary.

**MINUTES**

100. The Directors shall cause minutes to be made in books kept for the purpose:
- (a) of all appointments made by the Directors; and
  - (b) of all proceedings at meetings of the Association, which shall include without limitation proceedings of the Council, and of the Directors, and of committees of Directors, including the names of the Directors present at each meeting. Any such minutes of any meeting, if purporting to be signed by the chairman of such meeting, or by the chairman of the next succeeding meeting, shall be sufficient evidence without any further proof of the facts therein stated.

**ACCOUNTS**

101. The Directors shall cause accounting records of the Association to be kept in accordance with section 386 of the Act and any regulations made pursuant thereto (or as the same may be hereafter amended or altered). No member shall (as such) have any right of inspecting any accounting records or other book or document of the Association except as conferred by statute or authorised by the Directors or by ordinary resolution of the Association. Once at least in every year the accounts of the Association shall be examined and the correctness of the income and expenditure account and balance sheet ascertained by one or more appropriately qualified auditor or auditors. Auditors shall be appointed and their duties regulated in accordance with the Act.

**NOTICES**

102. Any notice to be given to or by any person pursuant to the Articles shall be in writing or by electronic communication except that a notice calling a meeting of the Directors need not be in writing.
103. The Association may give any notice to a member either personally, electronically or by sending it by post in a prepaid envelope addressed to the member at his registered address or by leaving it at that address. A member whose registered address is not within the United Kingdom at which notices may be given to him shall be entitled to have notices given to him at that address, but otherwise no such member shall be entitled to receive any notice from the Association.
104. A member present at any meeting of the Association shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called.
105. Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given. A notice shall, unless the contrary is proved, be deemed to be given at the expiration of 48 hours after the envelope containing it was posted.

**DISSOLUTION**

106. If upon the winding-up or dissolution of the Association there remains after the satisfaction of all debts and liabilities any property whatsoever, the same shall be paid to or distributed among the members of the Association equally.

**RULES**

107. The Association and its members shall be bound by and subject to and shall act in accordance with the rules and the rules of The Football Association and any regulations, standing orders, decisions, rulings or other findings or orders of any nature made pursuant to the rules or the rules of The Football Association. In the case of any difference between provisions under these Articles, the rules and the rules of The Football Association, the rules of The Football Association and any provisions made pursuant to them shall take precedence.

**INDEMNITY**

108. Subject to the provisions of the Act but without prejudice to any indemnity to which a Director may otherwise be entitled, every Director or other officer or auditor of the Association shall be indemnified out of the assets of the Association against any liability incurred by him in defending any proceedings, whether civil or criminal, in which judgement is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Association.

**ALTERATIONS TO THE ARTICLES**

109. Any proposal to alter the Articles not being such as by statute requires a special resolution or to wind-up the Association shall require the approval of the Association in general meeting and the same may be passed or approved by a resolution of the Association passed by a majority of not less than three-quarters of the members of the Association for the time being entitled to vote who may be present in person in accordance with the Act and (in the case of a winding-up) in accordance with the provisions of the Insolvency Act 1986 (as amended from time to time).

**RULES, STANDING ORDERS AND BYE-LAWS**

110. The Directors have the authority, subject to approval by Council, from time to time to make, repeal and amend regulations for the better administration of the Association.
111. The Council has the power to make, repeal and amend regulations for the sanction and control of leagues and competitions, regulations for disciplinary proceedings of players and members, and regulations relating to referees.
112. Any such rules made pursuant to Articles 110 and 111 must be consistent with and subject to the rules of The Football Association.

**MEMBERS' LIABILITY AND APPLICATION OF PROPERTY**

113. The liability of the members is limited
114. The income and property of the Association shall be applied solely towards the promotion of its objects as set forth in these Articles and no portion thereof shall be paid or transferred directly or indirectly by way of distribution, bonus or otherwise by way of profit to the members of the Association save that the provisions of Article 116

shall apply on the winding-up or dissolution of the Association. Provided that nothing herein shall prevent any payment in good faith by the Association:

- (a) of reasonable and proper remuneration to any Director, member, officer, employee or consultant of the Association for any services rendered to the Association and of reasonable and proper travelling, conference and study expenses necessarily incurred in carrying out the duties of any such Director, member, officer, employee or Staffordshire County Football Association consultant of the Association;
  - (b) to any Director who is a Solicitor, Accountant or other person engaged in a profession of all reasonable professional and other charges for work done by him or his firm when instructed by the other Directors to act in that capacity on behalf of the Association;
  - (c) of interest on money lent by any member or Director of the Association at a commercial rate of interest;
  - (d) to any Director of reasonable and proper out-of-pocket expenses or other costs as permitted further to Article 74;
  - (e) of reasonable and proper rent for premises demised or let by any member or Director of the Association;
  - (f) of any premium in respect of the purchase and maintenance of indemnity insurance in respect of liability for any act or default of the Directors (or any of them) in relation to the Association.
115. Every member of the Association undertakes to contribute such amount as may be required (not exceeding £10.00) to the Association's assets if it should be wound-up while he is a member or within one year after he ceases to be a member, for payment of the Association's debts and liabilities contracted before he ceases to be a member, and the costs, charges and expenses of winding-up, and for the adjustment of the rights of the contributors among themselves.
116. If upon the winding-up or dissolution of the Association there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall be paid to or distributed among the members of the Association equally.

## Membership Rules

These Rules are made pursuant to the Association's Memorandum and Articles of Association [and may only be changed in accordance with Article 8]. If there is any conflict between these Rules and the Memorandum and Articles of Association, the Memorandum and Articles of Association shall prevail.

### 1. MEMBERSHIP

- a. All affiliated Associations, Leagues or independent Competitions shall be Members of the Association. Affiliated Associations, Leagues or independent Competitions shall forward to the Secretary on or before 31 August in each year a return in accordance with the Form marked "D" in the Schedule annexed to The Football Association Rules.
- b. All properly constituted Clubs in the County of Stafford playing under the Rules of The Football Association shall be eligible for Membership, subject to the approval of the Directors of this Association. The Secretary of each Club shall annually forward to the Secretary of this Association, on or before 30 June, a return in accordance with Form "A" in the Schedule annexed to these Rules, also a copy of the Balance Sheet, duly audited within Seven Days after its Annual General Meeting. All Clubs shall be required to keep a Minute Book containing full records of all their Meetings and showing the date of election of Members.
- c. Membership of the Staffordshire Football Association Limited is dependent upon taking out Public Liability Insurance and Personal Accident Insurance. In the case of Adult Clubs the Personal Accident Insurance shall provide their Members with a Minimum Benefit of £125.00 per week.
- d. Membership of the Staffordshire Football Association Limited is dependent upon each Playing Member of a Club completing an approved Registration Form.

### 2. LONG SERVICE

- a. A Long Service Award shall be presented to Members of Council on the completion of 15 Years active service (the definition of the term "active service" being that 50% of Meetings must be attended in the period required for qualification - except in the case of illness).
- b. A Long Service Award shall be presented to Players and Officials on the completion of 15 Years unbroken active service in either or both capacities with an individual Club or Competition. The Club or Competition must make the request together with the necessary details.
- c. A Long Service Award shall be presented to Referees on the completion of 15 Years unbroken active service as a Referee affiliated to this Association.

### 3. REPRESENTATIVES AT GENERAL MEETING

Each Member shall appoint its own representative to the General Meetings but in the event of a change in the representative at any Meeting, the Secretary of the Association must be advised by letter of such change by the Secretary of the body to whom the representatives belong.



#### **4. POWERS**

The Directors shall have the power to deal with any matter not provided for in the Laws and Rules of this Association.

#### **5. ALTERATIONS TO RULE**

No alteration shall be made in these Rules except in accordance with the Memorandum and Articles of Association.

#### **6. OFFENCES AGAINST THE RULES**

The Council may call upon Clubs or Individuals charged with offending against the Laws or Rules to prove to the satisfaction of the Council that the offence has not been committed and failing such satisfactory proofs, the Club or Individuals shall be judged guilty of the offence. The Council shall have power to call upon any Club or Individual to produce the Books, Letters or Documents, and evidence of any kind that the Council may desire.

#### **7. PUNISHMENTS**

Any Affiliated or Associate Association, Combination, Club, Player, Official, or Member being proved guilty of any breach of the Laws or Rules of Misconduct shall be dealt with in such a manner as the Council may decide; and any other Association, Combination, Club, Player, Official, or Member taking part in Football against such offender shall be liable to be similarly dealt with.

#### **8. DECISIONS AND APPEALS**

Resolutions and decisions of the Council and the Directors shall be binding on all affiliated Associations or Competitions and all Members thereof, until they are rescinded or varied in accordance with Standing Orders. The Council's decision shall be final in respect of the Cup Competitions and the Charity Fund. Any District Association, League, Competition, Club or Individual wishing to appeal against a decision of a Committee or Council of this Association shall forward to the Chief Executive of The Football Association (Wembley Stadium, PO Box 1966, London, SW1P 9EQ) within 14 DAYS from the date of the Meeting at which the Committee or Council FIRST gave its decision, and by Registered Letter, a notice setting forward the grounds of the Appeal, together with the sum of £35.00 (Thirty Five Pounds). At the same time an exact copy of the notice must be sent to the Secretary of this Association, also by Registered Letter. In the case of an Association or Club, the Appeal must be signed by the Chairman or his deputy and the Secretary. Appeals cannot be made arising out of the Competitions of this Association when the Rules provide that the decision of the Association shall be final. The Appeals Board appointed by The Football Association to hear the Appeal shall have power to order the Fee to be forfeited if it thinks fit ad may, in addition order the appellant concerned to pay the cost of the hearing of the Appeal.

#### **9. COMPLAINTS AND APPEALS**

All Complaints and Appeals shall be in writing and sent to the Discipline Manager within Fourteen Days of the Competition notifying the Club in writing. No Complaint or Appeal will be entertained by the Association if full details of the grounds or the reasons for the Appeal are not lodged. The Complaint or Appeal must be accompanied by a Deposit of £25.00 which shall be forfeited if the Complaint or Appeal is not sustained. The Council shall also have power to compel any party to the Complaint or Appeal to pay such expenses as they

deem fit. All Complaints relating to nonfulfillment of match fixtures must be made within 28 Days from the date upon which such fixtures should have been played.

#### **10. PUBLICATION OF DECISIONS**

The Association through its Secretary, shall be entitled to publish in the public press, or any other manner, report its proceedings, acts and resolutions, whether the same shall nor shall not reflect on the character or conduct of any Association or Competition, Club, Official, Player or Spectator, and every such Association or Competition, Club, Player or Spectator shall be deemed to have assented to such publications.

#### **11. CONDUCT OF OFFICIALS AND BETTING**

- a. Every Association or Club is responsible to the Council for the actions of its Players, Officials and Spectators, and is required to take all precautions necessary to prevent Spectators threatening or assaulting Officials and Players during, or at the conclusion of Matches.
- b. No Official of an Association or Club, Referee or Assistant Referee or Player shall bet on any Football Match, and Associations and Clubs are also required to prevent betting and the use of objectionable language.
- c. An Official of an Association or Club, Referee, Assistant Referee or Player, proved to have taken part in Coupon Football Betting (Authorised and Registered Football Pools excepted) shall be permanently suspended from taking part in Football or Football Management.

#### **12. CLUB FINANCE**

All books and vouchers, for at least TWO Seasons preceding the current Season, must be retained by the Club and be ready for production whenever required by this Association. The Association shall call for the books of AT LEAST TWO Clubs who are not FULL MEMBERS of The Football Association each Season. All Clubs applying for RE- AFFILIATION shall submit with their Form "A" a Statement of Accounts for their last Financial Year.

#### **13. COUNTY COMPETITIONS**

All Clubs whose parent body is this Association will be required to enter whichever of the County Competitions is considered suitable by the Council.

#### **14. GATE RECEIPTS AND ASSOCIATION ACCOUNTS**

All Gate Receipts in which the Association is interested shall be checked at the conclusion of the Match by Two Members of the Board of Directors, who shall certify the correctness of same and at the first Meeting of the Council thereafter, a report of the net receipts shall be made, the funds of which shall be deposited in such Bank as the Council may decide and all cheques shall be signed by Two Members of the Board of Directors. The Accounts shall be audited annually and a certified Balance Sheet shall be sent to each Member at least One Week prior to the Annual General Meeting.

#### **15. REPRESENTATIVE MATCHES**

- a. The Council may call upon the services of any Player registered with the Clubs in Membership of this or any affiliated or Incorporated Association if required for a Representative Match.

- b. Any Player selected to attend a Match arranged by the Association and (without good and sufficient cause) refusing to comply with the arrangements of the Council for the playing of the Match, or failing to attend such Match, may be adjudged by the Council to have been guilty of Misconduct, and any Club or Official who may be deemed to have encouraged or instigated such Player to commit a breach of Instruction or Rule, shall be deemed guilty of a similar offence.
- c. The Council may also require a Member Club to place its ground at the disposal of the Association.

## **16. REFEREES**

The Council shall have power to appoint Referees in all or any of the Matches played by Clubs under its jurisdiction and for this purpose may appoint a Committee or delegate the appointing of Referees to the Leagues and Competitions under its control and include such representatives as may be considered necessary.

## **17. REGISTRATION OF PLAYERS**

Please see Football Association Rule C 2.

## **18. PLAYERS WITH WRITTEN CONTRACTS**

Please see Football Association Rule C 2.

## **19. PLAYING SEASON**

- a. Between the period from the official commencement of the Season to 30 September and the period 15 March and 31 May in any playing Season, Leagues and Competitions (other than the Staffordshire Senior Cup, Vase, Walsall Senior Cup and Youth) Mid-Week fixtures shall be subject to the following conditions:
  - i. Leagues and Competitions sanctioned by this Association normally playing on Saturdays shall play their Mid-Week fixtures on Mondays and Wednesdays.
  - ii. Leagues and Competitions sanctioned by this Association normally playing on Sundays shall play their Mid-Week fixtures on Tuesdays and Thursdays. The only exception to this shall be for Leagues and Competitions normally playing on a Mid-Week Day shall have priority on that Day.
- b. The Close Season shall be defined as the period between First (1st) June and Thirtieth (30th) June inclusive each year, save where Council makes an order to the contrary. No Matches other than those permitted and played in accordance with Sub-Paragraphs (i), (ii) and (iii) of Paragraph c) of this Rule may be played during the Close Season. No Matches other than the following may be played during the Close Season: -
  - i. Small side Matches as specified in Rule B7 and those organised in connection with Works' Clubs Sports Days on private grounds and at fetes and similar sports functions.
  - ii. Matches between Army, Navy and Royal Air Force Teams and Teams of the Auxiliary Forces in Competitions whilst in camp. Such Competitions shall be strictly confined to the Units concerned and gate money shall not be taken.

iii. Matches involving Members of Boys Brigades, Scouts and kindred organisations in Competitions whilst in Camp.

iv. Matches in any Competitions for National Representative Teams or Clubs played under the auspices of FIFA or UEFA.

## **20. UNAUTHORISED FOOTBALL**

- a. Any Player or Club competing in any Football Competition, the proceeds of which are not devoted to a recognised Club or Football Association, or Charitable Institution, shall be liable to suspension for such time as this Association may think fit, unless permission has been first obtained.
- b. No Player registered with any affiliated Competition last Season who has since 30 June (subject to the provisions of F. A. Rule B.4) taken part in any Football Competition not sanctioned by this or a recognised Association, shall be allowed to take part in any affiliated Competition this Season unless and until they have been dealt with by this Association.
- c. Clubs and Players under the jurisdiction of this Association shall not play with or against any Club which is not a Member of this Association or some other recognised Association.

## **21. STAFFORDSHIRE FOOTBALL ASSOCIATION LIMITED CHARITY FUND**

The object of the Fund is to make grants to Players, Officials and Employees of the Staffordshire Football Association Limited who are incapacitated from earning their living, or to the widows and orphans of such persons, and to such other persons who, by virtue of service to the Association, are, in the opinion of the Council, deserving of such consideration.

## Subscriptions

In accordance with Article of Association No. 8, the Subscriptions payable annually shall be as follows:

Category	Before 1 <sup>st</sup> June 2019	Before 1 <sup>st</sup> July 2019	After 1 <sup>st</sup> July 2019
Professional Clubs	<b>£90.00*</b> plus free PL Insurance and free place on FA First Aid Course	£100.00* plus free place on FA First Aid Course	£120.00*
National League System Clubs (Step 1-7)	<b>£60.00*</b> plus free PL Insurance and free place on FA First Aid Course	£70.00* plus free place on FA First Aid Course	£90.00*
Adult Clubs (below Step 7)	<b>£30.00*</b> plus free PL Insurance and free place on FA First Aid Course	£40.00* plus free place on FA First Aid Course	£50.00*
Youth Clubs	<b>£30.00*</b> plus free PL Insurance	£40.00*	£50.00*

\* Plus £3.00 per team.

Club Membership guidance document can be accessed via the Staffordshire FA website: [www.staffordshirefa.com/leagues-and-clubs/club-management/membership](http://www.staffordshirefa.com/leagues-and-clubs/club-management/membership)

## Affiliated Tournaments

One-Day Tournaments: £30.00 (Members), £100.00 (Non-Members)

Two-Day Tournaments: £50.00 (Members), £150.00 (Non-Members)

## **Honours List Season 2018 / 2019**

### **Senior Challenge Cup**

Stafford Rangers FC 3-0 Rushall Olympic FC

### **Walsall Senior Cup**

Boldmere St Michaels FC 2-0 Sutton Coldfield Town FC

### **Senior Challenge Vase**

Silverdale Athletic FC 3-0 Leek C.S.O.B. FC

### **Challenge Cup**

Madeley White Star FC 1-0 Rushall Olympic U21 FC

### **Sunday Premier Cup**

Potters Bar FC 1-3 Yates Social FC

### **Sunday Challenge Cup**

Churnet Valley FC 5-2 Chesterton Grange FC

### **TB Williamson Cup**

Cheslyn Hay SCC FC 2-0 Cheadle United FC

### **Sam Kimberley Trophy**

AFC Cheslyn Hay 5-1 Uttoxeter Town A FC

### **Ladies Challenge Cup**

Stoke City Ladies FC 8-1 Sporting Khalsa Women FC

### **Mid-week Floodlit Youth Cup**

Rushall Olympic U18 FC 2-0 Stafford Rangers U18 FC

### **County Youth Challenge Cup**

Stone Old Alleynains U18 FC 1-2 Newcastle Town Juniors U17 FC

### **County Youth U16's Sunday Cup**

Lichfield City FC 0-2 Phoenix Rangers Juniors FC

### **County Youth U15's Sunday Cup**

Bilbrook Juniors (West) FC 3-1 Stoke Athletic FC

## Conference Dates 2019 / 2020

### Senior Challenge Cup

(Matches to be played Week Commencing)

Round 1:	Monday 7 <sup>th</sup> October 2019
Round 2:	Monday 2 <sup>nd</sup> December 2019
Quarter Finals:	Monday 3 <sup>rd</sup> February 2020
Semi Finals:	Monday 3 <sup>rd</sup> March 2020
Final:	TBC

### Walsall Senior Cup

(Matches to be played on or before)

Round 1:	Friday 11 <sup>th</sup> October 2019
Round 2:	Friday 22 <sup>nd</sup> November 2019
Quarter Finals:	Friday 24 <sup>th</sup> January 2020
Semi Finals:	Friday 20 <sup>th</sup> March 2020
Final:	TBC

### Senior Vase

Preliminary Round:	Saturday 21 <sup>st</sup> September 2019
Round 1:	Saturday 12 <sup>th</sup> October 2019
Round 2:	Saturday 9 <sup>th</sup> November 2019
Quarter Finals:	Saturday 11 <sup>th</sup> January 2020
Semi Finals:	Saturday 7 <sup>th</sup> March 2020
Final:	Monday 6 <sup>th</sup> April 2020

### Challenge Cup

Preliminary Round:	Saturday 21 <sup>st</sup> September 2019
Round 1:	Saturday 5 <sup>th</sup> October 2019
Round 2:	Saturday 2 <sup>nd</sup> November 2019
Quarter Finals:	Saturday 20 <sup>th</sup> November 2019
Semi Finals:	Saturday 1 <sup>st</sup> February 2020
Final:	Monday 23 <sup>rd</sup> March 2020

### Mid-week Floodlit Youth Cup

(Matches to be played Week Commencing)

Round 1:	Monday 21 <sup>st</sup> October 2019
Round 2:	Monday 25 <sup>th</sup> November 2019
Quarter Finals:	Monday 27 <sup>th</sup> January 2020
Semi Finals:	Monday 24 <sup>th</sup> February 2020
Final:	Monday 30 <sup>th</sup> March 2020

**Sunday Premier Cup**

Round 1:	Sunday 13 <sup>th</sup> October 2019
Quarter Finals:	Sunday 8 <sup>th</sup> December 2019
Semi Finals:	Sunday 9 <sup>th</sup> February 2020
Final:	Thursday 30 <sup>th</sup> April 2020

**Sunday Challenge Cup**

Round 1:	Sunday 22 <sup>nd</sup> September 2019
Round 2:	Sunday 20 <sup>th</sup> October 2019
Round 3:	Sunday 24 <sup>th</sup> November 2019
Quarter Finals:	Sunday 26 <sup>th</sup> January 2020
Semi Finals:	Sunday 23 <sup>rd</sup> February 2020
Final:	Thursday 11 <sup>th</sup> April 2020

**TB Williamson Cup**

Round 1:	Sunday 6 <sup>th</sup> October 2019
Round 2:	Sunday 17 <sup>th</sup> November 2019
Round 3:	Sunday 15 <sup>th</sup> December 2019
Quarter Finals:	Sunday 19 <sup>th</sup> January 2020
Semi Finals:	Sunday 16 <sup>th</sup> February 2020
Final:	Thursday 26 <sup>th</sup> March 2020

**Sam Kimberley Trophy**

Preliminary Round:	Sunday 6 <sup>th</sup> October 2019
Round 1:	Sunday 10 <sup>th</sup> November 2019
Round 2:	Sunday 8 <sup>th</sup> December 2019
Area Quarter Finals:	Sunday 12 <sup>th</sup> January 2020
Area Semi Finals:	Sunday 9 <sup>th</sup> February 2020
Area Finals:	Sunday 8 <sup>th</sup> March 2020
County Final:	Thursday 2 <sup>nd</sup> April 2020



**Ladies Challenge Cup**

Round 1:	Sunday 13 <sup>th</sup> October 2019
Round 2:	Sunday 17 <sup>th</sup> November 2019
Quarter Finals:	Sunday 15 <sup>th</sup> December 2019
Semi Finals:	Sunday 19 <sup>th</sup> January 2020
Final:	Tuesday 28 <sup>th</sup> April 2020

**County Youth Challenge Cup**

Preliminary Round:	Sunday 6 <sup>th</sup> October 2019
Round 1:	Sunday 10 <sup>th</sup> November 2019
Round 2:	Sunday 8 <sup>th</sup> December 2019
Quarter Finals:	Sunday 12 <sup>th</sup> January 2020
Semi Finals:	Sunday 9 <sup>th</sup> February 2020
Final:	Tuesday 5 <sup>th</sup> May 2020

**County Youth U16's / U15's Sunday Cup**

Preliminary Round:	Sunday 29 <sup>th</sup> September 2019
Round 1:	Sunday 3 <sup>rd</sup> November 2019
Round 2:	Sunday 1 <sup>st</sup> December 2019
Round 3:	Sunday 5 <sup>th</sup> January 2020
Quarter Finals:	Sunday 2 <sup>nd</sup> February 2020
Semi Finals:	Sunday 1 <sup>st</sup> March 2020
U15 Final:	Tuesday 31 <sup>st</sup> March 2020
U16 Final:	Tuesday 7 <sup>th</sup> April 2020

## External Competitions

### Leek Cup

5 <sup>th</sup> October	2 <sup>nd</sup> November	4 <sup>th</sup> January	1 <sup>st</sup> February
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### Sentinel Sunday Cup

29 <sup>th</sup> September	3 <sup>rd</sup> November	2 <sup>nd</sup> February	1 <sup>st</sup> March
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### Sentinel Cup

29 <sup>th</sup> September	3 <sup>rd</sup> November	2 <sup>nd</sup> February	1 <sup>st</sup> March
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### Sentinel Shield

10 <sup>th</sup> November 8 <sup>th</sup> March	8 <sup>th</sup> December	12 <sup>th</sup> January	9 <sup>th</sup> February
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### Lichfield Charity Cup

29 <sup>th</sup> September 2 <sup>nd</sup> February	3 <sup>rd</sup> November	1 <sup>st</sup> December	5 <sup>th</sup> January
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### Bilston Cup

6 <sup>th</sup> October 2 <sup>nd</sup> February	3 <sup>rd</sup> November 1 <sup>st</sup> March	1 <sup>st</sup> December 5 <sup>th</sup> April	5 <sup>th</sup> January
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## Rules of the

**Senior Challenge Cup**

This handbook contains the full Competition Rules for the Senior Challenge Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these Rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Senior Challenge Cup' but may be referred to as the 'Senior Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Challenge Cup, the FA Challenge Trophy and the FA Challenge Vase.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to:
  - (i) all senior clubs in membership of the Association competing in the FA Premier League, English Football League or at Steps 1 to 6 of the National League System;
  - (ii) other senior clubs not affiliated to this Association on payment of an entry fee of £60.00, and subject to the approval of the Committee.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.

- (c) The entry fee is £60.00, to be paid directly to the Association along with the affiliation fee.
- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

#### **5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on the home club's recognised mid-week playing day during the periods specified by the Association, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (h) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (i) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

#### **6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first, unless otherwise mutually agreed, and the consent of the Committee obtained, or as otherwise decided by Committee. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf.

The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).

- (d) Separate dressing and washing accommodation shall be provided for each team and the Match Officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval shall be fifteen minutes, and this may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) Each team participating in a match shall represent the full available strength of their club. Clubs competing in the FA Premier League and English Football League shall be represented by teams of at least reserve team strength. If in the opinion of the Committee and the spirit of this rule has been broken they have the discretion to impose a fine and dismiss the club from the Competition.

- (b) A player shall be a registered player of his club to be eligible to play in this Competition
- (c)
  - (i) A registered player is one who has either, in the case of a player under written contract registered with The Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Football Association or league not later than 12 noon on the day prior to the date of the match, and the registration must be continuous through to the date of the match.
  - (ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a player's registration. Therefore, this is also required not later than 12 noon on the day prior to the date of the match for the player's registration to be valid.
  - (iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association not later than 12 noon on the day prior to the date of the match. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club with whom he is registered, to be received by the Association not later than 12 noon on the day prior to the date of the match. The Association will not give permission for players on loan to play against the lending club.
  - (iv) A player recalled, at any time prior to the date of the match, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.
- (d) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (e) To play in this Competition a player must have attained the age of 16.
- (f) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (g) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (h) A club may nominate a maximum of five substitutes and may at their discretion use three at any time in a match in this Competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).
- (i) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents at least forty-five minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

- (j) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie. The Match Officials shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees and expenses of the Match Officials shall be paid by the home club unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
- |                    |        |
|--------------------|--------|
| Referee:           | £45.00 |
| Assistant Referee: | £30.00 |
- (c) In all matches up to the final tie, the Match Officials shall be paid travelling expenses of 40p per mile in respect of private car use. In the final tie, the Match Officials shall receive a medal & a match fee.
- (d) In the event of a match not being played the Match Officials shall be paid:
- (i) half the fee plus travelling expenses to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee plus travelling expenses if they travel to the ground and find one club has defaulted; the defaulting club shall pay the fees and travelling expenses;
  - (iii) in the event of a match being started and abandoned, the full fee and travelling expenses paid by the home club.

#### 12. Protests

- (a) All questions relating to the qualification of players, interpretation of the Rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the



match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.

- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as they consider necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Walsall Senior Cup**

This handbook contains the full Competition Rules for the Walsall Senior Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Walsall Senior Cup' but may be referred to as the 'Walsall Senior Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) The Competition is played on an invitation only basis and does not take precedence over any other competition.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to:
  - (i) all senior clubs in membership of the Association, within forty miles of The Bridge, Walsall, who have approved floodlighting facilities.
  - (ii) other senior clubs not affiliated to this Association on payment of an entry fee of £40.00, and subject to the approval of the Committee.
- (b) The entry fee is £40.00, to be paid directly to the Association along with the affiliation fee.

- (c) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## **5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on the home club's recognised mid-week playing day during the periods specified by the Association, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponent club and the date by which the match shall be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (h) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (i) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## **6. Grounds for Matches**

- (a) Each match shall be played on the ground of the club first drawn, unless otherwise mutually agreed, and the consent of the Committee obtained, or as otherwise decided by Committee. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear

requirements when confirming the match arrangements in accordance with Competition Rule 5(e).

- (d) Separate dressing and washing accommodation shall be provided for each team and the Match Officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) Each team participating in a match shall represent the full available strength of their club. Clubs competing in the FA Premier League and English Football League shall be represented by teams of at least reserve team strength. If in the opinion of the Committee the spirit of this rule has been broken they have the discretion to impose a fine and dismiss the club from the Competition.

- (b) A player shall be a registered player of his club to be eligible to play in this Competition
- (c)
  - (i) A registered player is one who has either, in the case of a player under written contract registered with The Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Football Association or league not later than 12 noon on the day prior to the date of the match, and the registration must be continuous through to the date of the match.
  - (ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a player's registration. Therefore, this is also required not later than 12 noon on the day prior to the date of the match for the player's registration to be valid.
  - (iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association not later than 12 noon on the day prior to the date of the match. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club with whom he is registered, to be received by the Association not later than 12 noon on the day prior to the date of the match. The Association will not give permission for players on loan to play against the lending club.
  - (iv) A player recalled, at any time prior to the date of the match, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.
- (d) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (e) To play in this competition the player must have attained the age of 16.
- (f) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (g) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.
- (h) A club may nominate a maximum of five substitutes and may at their discretion use three at any time in a match in this Competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).
- (i) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

- (j) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie. The Match Officials shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees and expenses of the Match Officials shall be paid by the home club unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
- |                    |        |
|--------------------|--------|
| Referee:           | £45.00 |
| Assistant Referee: | £30.00 |
- (c) In all matches up to the final, the Match Officials shall be paid travelling expenses of 40p per mile in respect of private car use. In the final tie, the Match Officials shall receive a medal & a match fee
- (d) In the event of a match not being played the Match Officials shall be paid:
- half the fee plus travelling expenses to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - the full fee plus travelling expenses if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees and the travelling expenses;
  - in the event of a match being started and abandoned, the full fee and travelling expenses paid by the home club.

#### 12. Protests

- (a) All questions relating to the qualification of players, interpretation of the Rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the

match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.

- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as they consider necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.



## Rules of the

**Senior Vase**

This handbook contains the full Competition Rules for the Senior Vase for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these Rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Senior Challenge Vase' but may be referred to as the 'Senior Vase' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Challenge Cup, the FA Challenge Trophy, the FA Challenge Vase and the Association's Senior Challenge Cup.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing at Step 7 of the National League System and those clubs playing in divisions in which the promoted clubs are promoted to Step 7 of the National League System.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £40.00, to be paid directly to the Association along with the affiliation fee.

- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## 5. Organisation of the Competition

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Matches preceding the final tie shall kick off as follows:
 

First drawn clubs with floodlights:	3.00pm
First drawn clubs without floodlights: (as follows)	
August / September / October:	2.30pm
November / December / January:	2.00pm
February / March / April:	2.30pm
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## 6. Grounds for Matches

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.

- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).
- (d) Separate dressing and washing accommodation shall be provided for each team and the Match Officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) The Committee have the power to order a match to be played as originally drawn or at the ground of a neutral club or at the ground of the opposing club.

## **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

## **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost

through accident or other cause, and his decision on this matter is not subject to appeal.

- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

## 9. Provisions Concerning Players

- (a) Each team participating in a match shall represent the full available strength of their club. If in the opinion of the Committee the spirit of this rule has been broken they have the discretion to impose a fine and dismiss the club from the Competition.
- (b) A player shall be a registered player of his club to be eligible to play in this Competition
- (c)
  - (i) A registered player is one who has either, in the case of a player under written contract registered with The Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Football Association or league not later than seven days prior to the date of the match, and the registration must be continuous through to the date of the match.
  - (ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a players registration. Therefore, this is also required not later than seven days prior to the date of the match for the player's registration to be valid.
  - (iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association not later than seven days prior to the date of the match. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club with whom he is registered, to be received by the Association not later than seven days prior to the date of the match. The Association will not give permission for players on loan to play against the lending club.
  - (iv) A player recalled, at any time prior to the date of the match, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.
- (d) A player who during the current season has played in a match in the Association's Senior Cup is not eligible to play in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) To play in this Competition a player must have attained the age of 16.

- (g) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.
- (i) A club may nominate a maximum of five substitutes and may at their discretion use three at any time in a match in this Competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie. The Match Officials shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees of the Match Officials shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
 

Referee:	£36.00
Assistant Referee:	£27.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee..
- (d) In the event of a match not being played the Match Officials shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;

- (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
- (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

## 12. Protests

- (a) All questions relating to the qualification of players, interpretation of the Rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as they consider necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

## 13. Appeals

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

## 14. General

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Challenge Cup**

This handbook contains the full Competition Rules for the Challenge Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these Rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)



**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Challenge Cup' but may be referred to as the 'Challenge Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Challenge Cup, the FA Challenge Trophy, the FA Challenge Vase, the Association's Senior Challenge Cup and Senior Challenge Vase.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, it considers expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association who are not accepted for the Senior Challenge Cup or the Senior Challenge Vase Competitions.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £30.00, to be paid directly to the Association along with the affiliation fee.

- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## 5. Organisation of the Competition

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Matches preceding the final tie shall kick off as follows:
- |   |        |
|---|--------|
| First drawn clubs with floodlights:                 | 3.00pm |
| First drawn clubs without floodlights: (as follows) |        |
| August / September / October:                       | 2.30pm |
| November / December / January:                      | 2.00pm |
| February / March / April:                           | 2.30pm |
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as it deems appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## 6. Grounds for Matches

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other

- considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
  - (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).
  - (d) Separate dressing and washing accommodation shall be provided for each team and the Match Officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.
  - (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
  - (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
  - (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
  - (h) The Committee have the power to order a match to be played as originally drawn or at the ground of a neutral club or at the ground of the opposing club.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

## **9. Provisions Concerning Players**

- (a) Each team participating in a match shall represent the full available strength of their club. If in the opinion of the Committee the spirit of this rule has been broken they have the discretion to impose a fine and dismiss the club from the Competition.
- (b) A player shall be a registered player of his club to be eligible to play in this Competition
- (c)
  - (i) A registered player is one who has either, in the case of a player under written contract registered with The Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Football Association or league not later than seven days prior to the date of the match, and the registration must be continuous through to the date of the match.
  - (ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a players registration. Therefore, this is also required not later than seven days prior to the date of the match for the player's registration to be valid.
  - (iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association not later than seven days prior to the date of the match. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club with whom he is registered, to be received by the Association not later than seven days prior to the date of the match. The Association will not give permission for players on loan to play against the lending club.
  - (iv) A player recalled, at any time prior to the date of the match, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.
- (d) A player who during the current season has played in a match in the FA Challenge Cup, the FA Trophy or Vase, or The Football League, or the Association's Senior Cup or Senior Vase, shall not be eligible to play in this competition.

- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) To play in this Competition a player must have attained the age of 16.
- (g) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.
- (i) A club may nominate a maximum of five substitutes and may at their discretion use three at any time in a match in this Competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie. The Match Officials shall report to the ground at least one hour before the kick off time. Their duties shall be as defined in the Laws of Association Football.
- (b) The fees of the Match Officials shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
 

Referee:	£32.00
Assistant Referee:	£24.00

- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (d) In the event of a match not being played the Match Officials shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

## 12. Protests

- (a) All questions relating to the qualification of players, interpretation of the Rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

## 13. Appeals

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

**14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Sunday Premier Cup**

This handbook contains the full Competition Rules for the Sunday Premier Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)



**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Sunday Premier Cup' but may be referred to as the 'Sunday Premier Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Sunday Cup.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated Sunday Football League, subject to a maximum of one team per club.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £20.00, to be paid directly to the Association along with the affiliation fee.

- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## **5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as it deems appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## **6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.

- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).
- (d) The home club shall provide changing facilities and a toilet. If this is not possible, they shall inform their opponents and the Association within seven days of the draw being notified. If the opposing team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club which fails to comply with this Rule shall be fined £10.00.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

## **9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) To play in this competition the player must have attained the age of 16.
- (g) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is

qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie. The Match Officials shall report to the ground at least one hour before the kick off time. Their duties shall be as defined in the Laws of Association Football.
- (b) The fees of the Match Officials shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
 

Referee:	£32.00
Assistant Referee:	£24.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee..
- (d) In the event of a match not being played the Match Officials shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

#### 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has

been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.

- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Sunday Challenge Cup**

This handbook contains the full Competition Rules for the Sunday Challenge Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Sunday Challenge Cup' but may be referred to as the 'Sunday Challenge Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Sunday Cup.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated Sunday Football League, who are not accepted for the Sunday Premier Cup.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £20.00, to be paid directly to the Association along with the affiliation fee.



- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## **5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie. Rounds 1 of the Competition shall be competed for on a regionalised basis.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## **6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.

- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).
- (d)
  - (i) In rounds competed for on a regional basis in accordance with Competition Rule 5(c), the home club is not obliged to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.
  - (ii) In subsequent rounds, the home club shall provide changing facilities and a toilet. If this is not possible, they must inform their opponents and the Association within seven days of the draw being notified. If the opposing team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club who fails to comply with this Rule shall be fined £10.00.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

## **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) To play in this competition the player must have attained the age of 16.
- (g) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the

advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.
- (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
- (b) The Match Officials appointed by the Committee shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (c) The fees of the Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
 

Referee:	£32.00
Assistant Referee:	£24.00
- (d) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (e) In the event of a match not being played the Match Officials shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

#### 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**TB Williamson Cup**

This handbook contains the full Competition Rules for the TB Williamson Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association TB Williamson Cup' but may be referred to as the 'TB Williamson Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Sunday Cup.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, it considers expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated Sunday Football League, who are not accepted for the Sunday Premier Cup or the Sunday Challenge Cup.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £20.00, to be paid directly to the Association along with the affiliation fee.
- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## 5. Organisation of the Competition

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie. Rounds 1 and 2 of the Competition shall be competed for on a regionalised basis.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## 6. Grounds for Matches

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).
- (d) (i) In rounds competed for on a regional basis in accordance with Competition Rule 5(c), the home club is not obliged to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.



- (ii) In subsequent rounds, the home club shall provide changing facilities and a toilet. If this is not possible, they must inform their opponents and the Association within seven days of the draw being notified. If the opposing team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club who fails to comply with this Rule shall be fined £10.00.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

## **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

## **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

**9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) To play in this competition the player must have attained the age of 16.
- (g) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

**10. Club Colours**

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

**11. Match Officials**

- (a) (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.

- (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
- (b) The Match Officials appointed by the Committee shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (c) The fees of the Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
  - Referee: £32.00
  - Assistant Referee: £24.00
- (d) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (e) In the event of a match not being played the Match Officials appointed by the Committee shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

## 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

**13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

**14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Sam Kimberley Trophy**

This handbook contains the full Competition Rules for the Sam Kimberley Trophy for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Sam Kimberley Trophy' but may be referred to as the 'Sam Kimberley Trophy' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Sunday Cup.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, it considers expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated Sunday Football League, who are not accepted for the Sunday Premier Cup, the Sunday Challenge Cup or the TB Williamson Cup.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £20.00, to be paid directly to the Association along with the affiliation fee.

- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## **5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie. All rounds up to and including the area finals shall be competed for on a regionalised basis.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.
- (g) Matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## **6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.

- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).
- (d) The home club is not obliged to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

## **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

## **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.



- (b) The half time interval is fifteen minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board

## 9. Provisions Concerning Players

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) To play in this competition the player must have attained the age of 16.
- (g) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

## 10. Club Colours

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a)
  - (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.
  - (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
- (b) The Match Officials appointed by the Committee shall report to the ground at least one hour before the kick off time. Their duties shall be as defined in the Laws of Association Football.
- (c) The fees of all Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
 

Referee:	£32.00
Assistant Referee:	£24.00
- (d) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (e) In the event of a match not being played the Match Officials appointed by the Committee shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

#### 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.
- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Ladies Challenge Cup**

This handbook contains the full Competition Rules for the Ladies Challenge Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Ladies Challenge Cup' but may be referred to as the 'Ladies Challenge Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which she may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated Ladies Football League.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £20.00, to be paid directly to the Association along with the affiliation fee.
- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## 5. Organisation of the Competition

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.
- (g) Matches preceding the final tie shall kick off at 2pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## 6. Grounds for Matches

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear

requirements when confirming the match arrangements in accordance with Competition Rule 5(e).

- (d) The home club shall provide changing facilities and a toilet. If this is not possible, they must inform their opponents and the Association within seven days of the draw being notified. If the opposing team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club who fails to comply with this Rule shall be fined £10.00.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

## **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

## **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval shall be fifteen minutes, and this may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes. If the score is still level after

such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) A player who has taken part in five or more matches in the FA Women's Super League or the FA Women's Championship during the current season is not eligible to compete in this competition.
- (d) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (e) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (f) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (g) To play in this competition the player must have attained the age of 16.
- (h) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (i) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (j) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted herself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (k) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (l) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which she belongs, or for which she played, to prove that she is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### **10. Club Colours**

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule



- 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
  - (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

## 11. Match Officials

- (a)
  - (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.
  - (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
  - (iii) The Match Officials appointed by the Committee shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees of all Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
  - Referee: £25.00
  - Assistant Referee: £20.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (d) In the event of a match not being played the Match Officials appointed by the Committee shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

## 12. Protests

- (a) All questions relating to the qualification of players, interpretation of the Rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as they consider necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall

require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.

- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

Rules of the  
**County Youth Challenge Cup**

This handbook contains the full Competition Rules for the County Youth Challenge Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association County Youth Challenge Cup' but may be referred to as the 'County Youth Challenge Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, it considers expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated under-17 or under-18 Sunday Football League.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £15.00, to be paid directly to the Association along with the affiliation fee.
- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## 5. Organisation of the Competition

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie. Any Preliminary Rounds and Round 1 of the Competition shall be competed for on a regionalised basis.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.
- (g) Matches preceding the final tie shall kick off at 2pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as it deems appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## 6. Grounds for Matches

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf.

The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).

- (d) The home club are not obliged to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is ten minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in

accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) The Competition is confined to players under the age of eighteen years and not under the age of fifteen years on 31st August in the current season.
- (g) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### **10. Club Colours**

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a)
  - (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.
  - (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
  - (iii) The Match Officials appointed by the Committee shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees of all Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
  - Referee: £25.00
  - Assistant Referee: £20.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (d) In the event of a match not being played the Match Officials appointed by the Committee shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

#### 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.



- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**Midweek Floodlit Youth Cup**

This handbook contains the full Competition Rules for the Midweek Floodlit Youth Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these Rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association Midweek Floodlit Youth Cup' but may be referred to as the 'Midweek Floodlit Youth Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions with the exception of the FA Youth Challenge Cup.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, they consider expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to:
  - (i) all affiliated clubs in membership of the Association, who have approved floodlighting facilities;
  - (ii) any other club not affiliated to this Association on payment of an entry fee of £30.00, and subject to the approval of the Committee.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £30.00, to be paid directly to the Association along with the affiliation fee.

- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

## **5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.
- (g) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as they deem appropriate, not exceeding £20.00.
- (h) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (i) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

## **6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first, unless otherwise mutually agreed, and the consent of the Committee obtained, or as otherwise decided by Committee. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in accordance with Competition Rule 5(e).

- (d) Separate dressing and washing accommodation shall be provided for each team and the Match Officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval shall be fifteen minutes, and this may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) Each team participating in a match shall represent the full available strength of their club. If in the opinion of the Committee the spirit of this rule has been broken they have the discretion to impose a fine and dismiss the club from the Competition.
- (b) A player shall be a registered player of his club to be eligible to play in this Competition
- (c) (i) A registered player is one who has either, in the case of a player under written contract registered with The Football Association, or in the case

- of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Football Association or league not later than seven days prior to the date of the match, and the registration must be continuous through to the date of the match.
- (ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a player's registration. Therefore, this is also required not later than seven days prior to the date of the match for the player's registration to be valid.
  - (iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association not later than seven days prior to the date of the match. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club with whom he is registered, to be received by the Association not later than seven days prior to the date of the match. The Association will not give permission for players on loan to play against the lending club.
  - (iv) A player recalled, at any time prior to the date of the match, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.
- (d) The Competition is confined to players under the age of eighteen years and not under the age of fifteen years on 31st August in the current season.
  - (e) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
  - (f) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.
  - (g) A club may nominate a maximum of five substitutes and may at their discretion use three at any time in a match in this Competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).
  - (h) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.
  - (i) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

**10. Club Colours**

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.
- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

**11. Match Officials**

- (a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie. The Match Officials shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees of the Match Officials shall be paid by the home club unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:

Referee:	£32.00
Assistant Referee:	£24.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee..
- (d) In the event of a match not being played the Match Officials shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee paid by the home club.

**12. Protests**

- (a) All questions relating to the qualification of players, interpretation of the Rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as they may consider necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall

require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.

- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.



## Rules of the

**County Youth U15's Sunday Cup**

This handbook contains the full Competition Rules for the County Youth U15's Sunday Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)

**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association County Youth U15's Sunday Cup' but may be referred to as the 'County Youth U15's Sunday Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, it considers expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated under-15 Sunday Football League.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £15.00, to be paid directly to the Association along with the affiliation fee.
- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

**5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie. Any Preliminary Rounds and Rounds 1 and 2 of the Competition shall be competed for on a regionalised basis.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.
- (g) Matches preceding the final tie shall kick off at 2pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as it deems appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

**6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf.

The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).

- (d) The home club are not obliged to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be eighty minutes played in two halves of forty minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is ten minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional twenty minutes played in two halves of ten minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in

accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) The Competition is confined to players under the age of fifteen years and not under the age of thirteen years on 31st August in the current season.
- (g) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### **10. Club Colours**

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a) (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.
- (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
- (iii) The Match Officials appointed by the Committee shall report to the ground at least one hour before the kick off time. Their duties are as defined in the Laws of Association Football.
- (b) The fees of all Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
 

Referee:	£25.00
Assistant Referee:	£20.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee..
- (d) In the event of a match not being played the Match Officials appointed by the Committee shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

#### 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.

- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

## Rules of the

**County Youth U16's Sunday Cup**

This handbook contains the full Competition Rules for the County Youth U16's Sunday Cup for the 2019/20 Season. The Rules are broken down into numbered sections as follows:

<b>Rule No</b>	<b>Rule</b>
1	Details of the Cup
2	Medals
3	Control of the Competition
4	Eligible Clubs and Entry Fees
5	Organisation of the Competition
6	Grounds for Matches
7	Expenses and Proceeds of Matches
8	Duration of Matches
9	Provisions Concerning Players
10	Club Colours
11	Match Officials
12	Protests
13	Appeals
14	General

If you have any queries regarding the interpretation of any of these rules, then please do not hesitate to contact the Association directly during office hours (contact details below) for further guidance.

Telephone: 01785 256994  
 Email: [competitions@staffordshirefa.com](mailto:competitions@staffordshirefa.com)



**1. Details of the Cup**

- (a) The Cup is named 'The Staffordshire Football Association County Youth U16's Sunday Cup' but may be referred to as the 'County Youth U16's Sunday Cup' or any other name that the Competition may adopt from time to time.
- (b) The Cup is the property of the Staffordshire Football Association, which is referred to as 'the Association'.
- (c) The Association President (or his Deputy) shall present the Cup to the club winning the final tie. That club shall return it in good order and condition to the Association on or before 1<sup>st</sup> February in the following year.
- (d) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the club shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty which the Association may impose.

**2. Medals**

- (a) The Association shall present medals to the players, substitutes and Club Secretaries in the final tie.
- (b) If a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the match.

**3. Control of the Competition**

- (a) This Competition takes precedence over all other competitions.
- (b) The ownership, organisation, control and management of the Competition is vested entirely and exclusively in the Association.
- (c) The Association's Regulatory Committee ("the Committee") have the power to make decisions on all matters concerning the organisation, control and management of the Competition. Such decisions are deemed to be decisions of the Association's Council and are binding on all participants in the Competition.
- (d) The Committee have the power to make, amend and delete rules for the organisation, control and management of the Competition as, from time to time, it considers expedient.
- (e) All clubs taking part in the Competition shall be bound by and comply with the Competition Rules.

**4. Eligible Clubs and Entry Fees**

- (a) The Competition is annual and is open to all affiliated clubs in membership of the Association competing in an affiliated under-16 Sunday Football League.
- (b) All eligible clubs shall be entered into the Competition upon the completion of their annual affiliation.
- (c) The entry fee is £15.00, to be paid directly to the Association along with the affiliation fee.
- (d) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee have the power to remove the club from the Competition.

**5. Organisation of the Competition**

- (a) The Committee have discretionary power to grant exemption from earlier rounds of the Competition.
- (b) Matches in all rounds up to and including the semi finals shall be played on published conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (c) The names of the clubs entered for the Competition shall be drawn in pairs. These pairs shall compete and the winners shall be drawn and compete in the same manner, continuing until the final tie. Any Preliminary Rounds and Rounds 1 and 2 of the Competition shall be competed for on a regionalised basis.
- (d) After each draw is made notice shall be given to each club of the name of its opponents and the date on which the match is to be played.
- (e) Not later than five days before the date of each match, the home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.
- (f) Using the prescribed form, the Secretaries of both clubs shall send notice of the result together with the names of the players competing, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.
- (g) Matches preceding the final tie shall kick off at 2pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.
- (h) Referees shall order matches to start at the appointed time and shall report all late starts to the Association. The Committee have the power to impose a fine as it deems appropriate, not exceeding £20.00.
- (i) The Committee have the power to disqualify any competing club, or player, or players of any competing club who is/are proved to be guilty of any breach of the rules of the Association.
- (j) The Association shall fix the ground for the final tie and have direct control of the arrangements for the match.

**6. Grounds for Matches**

- (a) Each match shall be played at the ground of the club drawn first. If that ground is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played at the ground of their opponents. If neither ground is available, the match shall be played at the ground of the home club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for a change of ground.
- (b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used.
- (c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf.

The home club is also responsible for advising participants of the footwear requirements when confirming the match arrangements in accordance with Competition Rule 5(e).

- (d) The home club are not obliged to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.
- (e) If the home club's ground is considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played at the appealing club's ground, or at a neutral ground. The payment of expenses incidental to the appeal shall be at the Committee's discretion.
- (f) Each club shall take every precaution to keep its ground in playing condition. If necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee has the power to decide as to the fitness of the ground.
- (g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played at the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.
- (h) If a match is postponed on two occasions, the Committee have the power to order the match to be played on the opposing club's ground.

#### **7. Expenses and Proceeds of Matches**

- (a) In all matches prior to the final tie, the home club shall pay the expenses of staging the match and retain any gate proceeds.
- (b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.
- (c) In all matches the clubs shall be responsible for payment of their own travelling expenses.
- (d) In the final tie the Association shall take the gate, and if the proceeds are insufficient to cover the entire expenses of the tie, shall stand the loss.

#### **8. Duration of Matches**

- (a) The duration of each match shall be eighty minutes played in two halves of forty minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.
- (b) The half time interval is ten minutes. This may only be altered with the Referee's consent.
- (c) When a match has resulted in a draw it shall be decided by an additional twenty minutes played in two halves of ten minutes. If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in

accordance with the procedure adopted by the International Football Association Board.

#### **9. Provisions Concerning Players**

- (a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league not later than seven days prior to the date of the match.
- (b) A player under written contract registered with the Football Association is not eligible to compete in this Competition.
- (c) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.
- (d) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.
- (e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition are eligible to play in the final tie.
- (f) The Competition is confined to players under the age of sixteen years and not under the age of fourteen years on 31st August in the current season.
- (g) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.
- (h) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.
- (i) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).
- (j) Using the prescribed form, both clubs shall complete a team sheet stating the names of all of their players and nominated substitutes, and hand a copy of the sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.
- (k) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the Rules, and failing satisfactory explanation the Committee have the power to disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

#### **10. Club Colours**

- (a) All players shall wear distinguishable colours. The home club shall inform their opponents of the colours in which they intend to play, in accordance with Rule 5(e). Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

- (b) Any objection to the colours shall be lodged before the match commences with the Referee, who has the power to order any necessary change.
- (c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

#### 11. Match Officials

- (a)
  - (i) In all matches the Committee shall appoint the Referee, including a Reserve Official for the final tie.
  - (ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.
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- (b) The fees of all Match Officials appointed by the Committee shall be shared equally by both clubs unless otherwise instructed by the Committee. The fees to be paid in all rounds up to and including the semi finals are as follows:
  - Referee: £25.00
  - Assistant Referee: £20.00
- (c) In the final tie, the Match Officials shall receive a medal and shall be paid a match fee.
- (d) In the event of a match not being played the Match Officials appointed by the Committee shall be paid:
  - (i) half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play;
  - (ii) the full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees;
  - (iii) in the event of a match being started and abandoned, the full fee shared equally by both clubs.

#### 12. Protests

- (a) All questions relating to the qualification of players, or interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.
- (b) A protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association if the protest is not sustained.
- (c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- (d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the start of the match. The Referee shall require the responsible club to correct the cause of objection, if this is practicable, without unduly delaying the progress of the match.

- (e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.
- (f) The Association shall send a copy of the protest and particulars to the club protested against.
- (g) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.
- (h) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members. Each club may support its case by witnesses.

### **13. Appeals**

- (a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.
- (b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.
- (c) The Board of Appeal have the power to compel any party to the appeal to pay such expenses as they deem fit.

### **14. General**

The Laws and Rules of the Association apply to this Competition, and the Committee have the power to deal with anything not provided for in these Rules, including dismissal from the Competition.

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## SANCTION AND CONTROL OF COMPETITIONS REGULATIONS

### REGULATIONS FOR THE SANCTION AND CONTROL OF COMPETITIONS AT STEP 1 OF THE NATIONAL LEAGUE SYSTEM AND BELOW

#### Preamble

Competitions receive sanction from The Association or County FAs to demonstrate that each Competition comprises clubs that are affiliated to a County FA; that each set of rules complies with FA requirements and that the Competitions may benefit from the use of registered match officials, may play against other affiliated clubs and benefit from other services offered by The Association and County FAs. All Affiliated Associations sanctioning Competitions and all Competitions shall observe the Rules and Regulations of The Association. Any rule, regulation or practice of any such Association or Competition that is inconsistent with the Rules and Regulations of The Association shall be void and unenforceable. For further avoidance of doubt, the fact that a Competition has been sanctioned whether directly or indirectly by The Association shall not render enforceable any such rule, regulation or practice that would otherwise be void and unenforceable under the Rules of The Association.

In order to receive sanction from The Association or an Affiliated Association, a Competition must have its Rules approved by the sanctioning Association and provide a list of its member clubs and teams, all of which must be affiliated to an Affiliated Association for the appropriate season.

Applications to form new Competitions should be directed to the Affiliated Association which has the majority of clubs expected to participate. The application must state whether the Competition comprises new clubs/teams or whether it proposes to invite clubs/teams from existing Competitions. Applications to form a new Competition involving clubs/ teams from existing Competitions must allow time for the sanctioning Association to consult with the existing Competitions and relevant Associations in order to assess the impact of the new Competition before deciding whether to approve or reject the application.

1. A Competition consisting of clubs, all of which are Members of one Affiliated Association only, shall make application for sanction to, and the Competition shall be sanctioned by, and be under the jurisdiction of that Association.
2. Competitions at Steps 1 to 6 of the National League System and competitions in the top five tiers of the Women's Pyramid shall make application for sanction to The Association. Other competitions consisting of clubs within the area of, or affiliated to, two or more Affiliated Associations shall make application for sanction to, and may be affiliated with, the association which has the majority of the Competition's clubs in membership. In the case of any dispute as to the correct sanctioning Association, this will be determined by The Association. In its absolute discretion, The Association may vary the provisions of this Regulation as it sees fit.
3. Licensing System
  - (a) The Association shall through the appropriate committee operate a Licensing System to apply to all Clubs competing at Steps 1 to 4 of the National League System ("NLS"). A Club is required to hold a Licence to be a member of a Competition at Steps 1 to 4 of the NLS. The Licensing System to be applied is as shown at the Appendix to the Standardised Rules.
  - (b) Each Competition at Steps 1 to 4 of the NLS shall be responsible for the operation, assessment and granting of the Licence in respect of its Clubs through the Standardised Rules as approved by a Committee of The Association. A Competition at Steps 1 to 4 shall take all reasonable and practical steps to co-operate with The Association in the application of the Licence.
  - (c) In the event that a Competition fails to apply the Licensing System set out in the Standardised Rules to the satisfaction of The Association, then The Association shall have the powers of the Board of that Competition as set out in the Standardised Rules to apply such Licensing System. In addition, The Association may, if necessary, bring an action against the Competition for Misconduct under the Rules of The Association.
4. A Competition may be used for advertising and/or sponsorship purposes and the name of the donor of a Trophy or any other presentation may form part of the title of a Competition only with the prior consent of The Association or appropriate Affiliated Association. The title sponsor of a Competition may be changed from season to season.
5. 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 in accordance with the Competition rule governing the dissolution of the Competition as set out in The Association's Standard Codes of Rules and approved by the sanctioning Association.
6. The sanctioning Association (s) may not allot a club/team to a Competition. The sanctioning Association may permit the Competition to make provision in its Rules to restrict the number of Competitions, except FA and County Cup Competitions, in which its teams take part. An exception to the Regulation shall be in Competitions that form part of the National League System and the Women's Football Pyramid and Girls' Football, as determined from time to time by The Association. In accordance with FIFA Statutes, Clubs applying to play in a Competition under the jurisdiction of another National Association must have the permission of their County FA, The Association, other National Association, UEFA and FIFA.
7. In accordance with FA Rule C2, Players without a written contract are not restricted as to the clubs for which they may register and play provided they comply with the Rules and Regulations of any Competition in which their club(s) may be engaged.
8. Application for sanction of a Competition must be made in a timely fashion. Following approval of the Rules by the sanctioning Association, Competitions shall complete and submit FA Form "D" giving a full list of clubs participating in the Competition for the relevant season. All participating clubs must be correctly affiliated to an Affiliated Association before the Competition starts the season.

#### All Competitions

- i. Applications for sanction must receive approval from the Competition's sanctioning Association for:
  - ii. The rules of the Competition and related Competitions (e.g. League plus League Cups); and
  - iii. All Member clubs being correctly affiliated to an Affiliated Association; and
  - iv. The terms and conditions of any offer of sponsorship, which must include details of the offer made and the proposed distribution/use of sponsorship monies.

- v. The proposed Rules of the Competition must be submitted to the sanctioning Association at least 28 days prior to the date set for the Competition's AGM or SGM. The request for approval must clearly set out the proposed departures from the Standard Code of Rules, highlighting any alterations.
- vi. Late submissions may result in the Rules not being approved in time to be considered at the General Meeting.
- vii. For Competitions sanctioned for the previous season only changes to the Rules of the previous season need be submitted. Such changes to the Rules of the previous season must be set out clearly alongside the existing rule with an explanation for the proposed change and state whether the change has been proposed by clubs, the Board or Management Committee or is a mandatory change required by The Association or sanctioning Association.
- viii. Proposed rules that do not comply with the mandatory elements of the Standard Code of Rules published by The Association from time to time will need to be amended to satisfy the requirements of the sanctioning Association before being put before the Competition's General Meeting. Any proposed rule that runs contrary to FA policies shall also be amended or withdrawn before being considered by the Competition's AGM or SGM.
- ix. A Competition is not allowed to alter its Constitution, Rules or clubs without the consent of The Association or the Affiliated Association(s) sanctioning the Competition.
- x. Rule changes may not be made after they have been approved by the sanctioning Association(s) giving consent to the Competition, unless such intended alteration has first been submitted to, and approved by, that Association, and subsequently by a General Meeting of the Competition.
- xi. Competitions shall submit a complete list of all member clubs prior to each season on FA Form "D" or in the manner prescribed by The Association from time to time.
- xii. Prior to the start of a Competition's season, the Competition shall ensure that all participating teams are correctly affiliated and shall make available to the sanctioning Association a list of all participating teams.
- xiii. Applications for sponsorship may be made at any time although sanctioning Associations will require up to 14 days to consider and approve applications.
- xiv. Sponsorship terms and conditions can only apply and refer to the Competition and its member clubs. The terms of sponsorship must not impose any requirement on clubs which refers to their participation in other unrelated Competitions.
- xv. When required to do so by the sanctioning Association, Competitions shall provide a copy of the minutes of their AGM and a copy of the Annual Report, Balance Sheet and Statement of Accounts.
- xvi. Competitions shall not allow matches to be played until their member clubs are affiliated and Rules or Rule changes are approved by the sanctioning Association(s).
- xvii. Youth (up to and including U18) Competitions must have appointed a Youth League Welfare Officer (YLWO) before sanction may be granted.
- xviii. Separate rules must be submitted for Youth sections/Competitions.

#### **Charity Competitions/Matches**

Charity Competitions should refer to FA Rule B3 for specific guidance on staging charity matches. Sanctioning Associations will need to know whether the match / Competition involves affiliated teams or scratch teams.

- 9. When an application for sanction is made by a Competition the Affiliated Association(s) concerned may require that the Competition Rules provide that representation of the association(s) be by the inclusion of non-voting member(s) of the Management Committee. This arrangement is for the guidance of the Competition to ensure compliance with Association Rules and instructions.
- 10. The sanctioning Association(s) may approve modifications of the Laws of the Game defined by the International FA Board in Competitions for players under the age of 16, women's football, veterans' football (over 35 years of age) and disability football.
- 11. If a difference of opinion arises between Affiliated Associations over the right of sanction and jurisdiction, any of the association(s) may appeal to The Association in accordance with FA Rule H and the Appeal Regulations.
- 12. In the event of a Competition being refused sanction or affiliation by an Affiliated Association the applicants have the right of appeal to The Association in accordance with FA Rule H and the Appeal Regulations.
- 13. A Competition shall consist of a maximum number of member clubs as approved by the sanctioning Association. The voting rights of member clubs shall be determined by the Rules of the Competition subject to the approval of the sanctioning Association(s).
- 14. With the exception of any club competing in The FA Women's Super League, if a club is required to do so by its parent Affiliated Association, a club must enter a suitable Cup Competition of that Association. However, in the absence of any existing suitable County Cup Competition, women's clubs may enter a Competition jointly organised by a neighbouring Affiliated Association. Only the matches of such Competition(s) will take precedence over other Competitions in which the club competes, except the Premier League, the EFL and the EFL Cup Competition.  
With the consent of its parent Affiliated Association, a club may enter suitable Cup Competition(s) of other Affiliated Association(s). Ties in The FA Youth Challenge Cup Competition will take precedence with the exception of ties in other FA Competitions and first team League fixtures.  
Affiliated Association(s) Cup Competition games which involve the Reserve or Youth teams of a club do not take precedence over arranged first team League fixtures of The National League, Northern Premier, Isthmian and Southern Leagues.
- 15. (a) A club may not withdraw or resign without penalty unless it has complied with the obligations set out in the Rules of the Competition, in so far as such Rules are consistent with the following provisions of this Regulation and the other Rules and Regulations of The Association. Competitions may, through the sanctioning Association, use the regulations of the Football Debt Recovery process to collect football debts of clubs/teams that withdraw without satisfying their obligations to the Competition.

- (b) A Competition may require a club to give written notice of an intention or provisional intention to resign or withdraw at the end of a season. Where such notice has been submitted a club must either confirm or rescind the notice, in writing, by 31st March in that season.
  - (c) A Competition may not, in its Rules and Regulations, adopt or give effect to any Rule, Regulation or practice whereby:-
    - (i) a club intending or having a provisional intention to resign or withdraw at the end of a season is required to give notice of such intention before 31st December in that season;
    - (ii) any penalty or other obligation is imposed upon a club intending to resign or withdraw at the end of a season for not having given notice of such intention prior to 31st December.
    - (iii) any club is or can be required to give notice of an intention or provisional intention to resign or withdraw before being able to apply for membership of another Competition.
  - (d) Subject to the provisions of this Regulation, a club shall be permitted to resign or withdraw from a Competition at the end of a season.
  - (e) For the avoidance of doubt and without prejudice to the generality of Regulation 19, any rule, regulation or practice in breach of this Regulation shall be void and unenforceable.
  - (f) Without at least seven days' written notice to a Competition, a Participant (FA Rule A2) may not make an approach to or have contact with a club still in membership of that Competition with regard to the club becoming a member of another Competition. The approaching Participant (A) may not approach the same Club a second time in the same playing season; (B) may approach only one Club within the same Competition at any time; and (C) may not approach another Club in the same Competition within 28 days of an earlier notice of approach or acknowledgement.
16. (a) A Competition must make provision in its Rules for a right of appeal to the sanctioning Association, as provided for in FA Rule B1(b). The Rules of Competitions sanctioned by The Association must make provision for the payment of a minimum fee of £50.
- (b) No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.
17. In Charity Competitions:-
- (a) conducted on a league principle, not less than 1/10th of the gross gate receipts of each match must go to Charity. If the receipts are insufficient to cover ground expenses of the match the percentage may not be taken. Expenses must not include those of the competing clubs;
  - (b) conducted as a knock-out cup, of the gross gate receipts at least 1/10th of the Preliminary Round(s) and at least 1/3rd of the Semi-Final and Final Ties must go to charity;
  - (c) a salary or honorarium must not be paid to any official;
  - (d) at the close of each Competition an audited Balance Sheet or Financial Statement must be forwarded to the sanctioning Association together with confirmation from the Charity(ies) of the amount donated
18. Competitions shall fix the fees and expenses to be paid to Match Officials officiating in their matches within the limits laid down by the sanctioning Association. Officials shall neither ask for, nor receive a larger fee than that fixed by the Competition.
19. Referees must not be called upon to perform duties extraneous to the Laws of the Game which would bring them into direct contact unnecessarily with participating players, e.g. when match report cards were being signed by players.
20. Competitions must not impose bonds on their member clubs as a guarantee of the good behaviour of their players on or around the field of play.
21. The Rules of the Competition must comply with the Standard Code of Rules issued by The Association and as altered from time to time for the level at which the Competition competes.

## REGULATIONS FOR THE REGISTRATION AND CONTROL OF REFEREES

### PREAMBLE

Pursuant to The Football Association Rule J1(d), the Council is authorised to make regulations with reference to Match Officials as they deem expedient. These 'Regulations for the Registration and Control of Referees' (the "Regulations") are the regulations made under that Rule.

Affiliated Associations are responsible for the administration of Referees registered with The Association who reside in their area as determined by The Association. Service Associations have administrative responsibility for Referees who are serving members of the Armed Forces.

Affiliated Associations shall appoint a Referees' Committee to carry out its' functions under these Regulations.

These regulations fully embrace The Association's Equality Policy, Safeguarding Children Policy and Regulations and Safeguarding Adults at Risk Regulations.

For the purpose of these Regulations the terms used will be defined as follows:

**Administer** - to carry out the administrative procedures relating to the registration and control of Referees as required or determined by The Association from time to time.

**Affiliated Association** - a County Football Association or Service Association.

**Annual Review** - the review by a Competition of its List of Match Officials entitled to be appointed for a match in that Competition, to establish the suitability of each Referee to continue to be eligible to be retained on that List. This will take place between the last day of the playing season and the 31st July each year. Such a review will take into consideration the Referee's administration, fitness, conduct and performance on the field of play as defined in these Regulations, as modified by any written instructions to a Competition from the Association from time to time. The Competition must provide reasons for the removal of a Match Official from their List to the Parent Association of the Match Official.

**Club Mark** - a numerical indication of a Referee's performance on the field of play, reported by competing Clubs after a match, on a scale defined by The Association.

**Contributory Leagues** - those nominated divisions, within specific Leagues as determined and considered by The Association, suitable for Level 3 Referees.

**County Referee** - a Referee who has demonstrated to the satisfaction of The Association, Affiliated Association or Service Association, as required by these Regulations, the ability to officiate at Level 6 and above.

**Examine** - to supervise, in written and/or other form of examination, Trainee Referee candidates to the requirements and standards determined by The Association from time to time.

**FA Basic Referee Course (previously referred to as The Basic Referee Training Course)** - a course of instruction for 11-a-side football as determined by The Association leading to the examination of Referee candidates.

**FIFA List** - those Referees and Assistant Referees, nominated by The Association and selected by FIFA, eligible for appointment to international matches.

**Futsal** - the only form of small sided football approved by FIFA.

**Futsal Observer** - those individuals authorised by The Association to produce Observer reports at levels determined by The Association in relation to futsal.

**Junior County Referee** - a Referee who has completed successfully the Basic Referee Training Course, having reached the age of 16 years.

**League** - a Competition sanctioned under relevant Regulations by The Association or an Affiliated Association.

**Marking Season** - except as otherwise determined by The Association, the marking season for promotion/retention shall be from the 1st July until the last day of April in the following year.

**National List** - those Referees selected by The Association, eligible for appointment to games in the Premier League, EFL and other matches as determined from time to time.

**Observer report** - written appraisal of a Referee's performance on the field of play, carried out by an Observer, or a Futsal Observer, on behalf of The Association, Affiliated Association or competition and submitted to the appropriate body.

**Observers** - those individuals authorised by The Association to produce out Observer reports at levels determined by The Association.

**Panel List** - those Referees selected by The Association, eligible for appointment to games within specific Panel Leagues as determined by The Association, suitable for Level 2 Referees.

**Parent Association** - the Affiliated Association within whose boundaries a referee resides (except for Service referees and the Amateur Football Alliance).

**Playing Season** - that period of the year when The Association permits football to be played.

**Referee** - a person registered as qualified under these Regulations who may be appointed as a Match Official.

**Registration Period** - from 1 June in each year, (or the date of successful completion of the Basic Referee Training Course if later) to the following 30 June.

**Senior County Referee** - a Referee who has demonstrated to the satisfaction of The Association, Affiliated Association or Service Association, as required by these Regulations, the ability to officiate at Level 5 and above.

**Service Association** - an Affiliated Association having responsibility for the administration of the game as determined by The Association from time to time in or relating to Her Majesty's Regular Forces (the Royal Navy, the Army, the Royal Air Force).

**Specialist Assistant Referee** - Referees who are permitted by The Association to officiate almost exclusively as Assistant Referees.

**Supply League** - those nominated divisions, within specific Leagues as determined and considered by The Association, suitable for Level 4 Referees.

**The Association** - means The Football Association.

**Trainee Referee** - a Referee candidate who is undergoing the FA Basic Referee Course, will be recognised and classified as a Level T Referee and may be appointed as a Match Official in accordance with these regulations.

**Youth Referee** - means a registered Referee who is aged 14 or 15.

For the purposes of these Regulations, The Association shall act through the Council, which shall delegate such functions to the Referees' Committee.

### 1. REGISTRATION

- (a) No person shall be appointed as a Match Official in any Match or Competition under the jurisdiction of The Association either directly or indirectly unless registered in accordance with these Regulations.

A Competition may include in its regulations a provision by which a person who is not a registered Match Official may carry out the duties of a Match Official in a specific Match but only in circumstances where a registered Match Official cannot be appointed to or officiate in that Match. In these circumstances the appointed unregistered and/or unqualified Match Official will carry the same powers and duties of an appointed registered Match Official for the purpose of that match.

- (b) A Referee must be registered with The Association through the Affiliated Association within the area in which the Referee resides, which will be deemed that referee's Parent Association (or County). The Parent Association for serving members of The Armed Forces is the Affiliated Association of the service in which they serve; such referees may also register as an Associate Referee with the Affiliated Association in whose area they reside. A Referee will be required to pay the standard national registration fee to be determined annually by The Association. Registration will run from the date of registration until the following 30 June. A Referee may become an Associate Referee with another Affiliated Association but will not be required to pay a further fee.

The Memorandum attached to these regulations details the responsibilities of Affiliated Associations in respect of Referees administered by them.

- (c) In cases where the boundaries of Affiliated Associations overlap, the Affiliated Associations concerned must mutually agree responsibility of the training and examination of Trainee Referees. Once the FA Basic Referee Course has been completed, the registration of the Referee must then be transferred to the Affiliated Association of the area in which the Referee resides. A Referee who changes residence from one administrative area to another will be required to be released by the original Association before being registered with their new Association for administrative purposes but will not be required to pay a further registration fee for that season.
- (d) Referees shall not be registered with The Association until they are able to satisfy the Affiliated Association of their date of birth. A Trainee Referee must be 14 years of age or older at the time of registration.
- (e) A Referee who has failed to register as a Referee with The Association for between two and five seasons shall not be re-registered until they have successfully undertaken and completed the FA Basic Referee Course written examination. The Affiliated Association may then register the Referee at their former Level (up to Senior County Referee) once they are satisfied with his/her competence. A Referee who has not been registered for more than five seasons must attend and successfully complete the FA Basic Referee Course at which point they will be registered as a Junior County Referee.
- (f) A Referee's registration may be cancelled or suspended by the Affiliated Association in consultation with The Association where the Referee has not acted in the best interests of the game. The Association may take any action it deems appropriate. Applications for the re-instatement of a Referee who has previously been disqualified under this Regulation must be referred to The Association.

### 2. REFEREE RECRUITMENT, TRAINING AND EXAMINATION

- (a) The Association and Affiliated Associations shall be responsible for the recruitment, training and examination of Referees.
- (b) The requirements and standards for Referee training and examination shall be agreed by The Association.
- (c) Initial Referee training course fees shall be set by The Association for:
- FA Basic Referee Course
  - Futsal
  - Small Sided Football
  - Mini Soccer
  - Disability Football
- (d) FA Basic Referee Course - A candidate will undergo training and evaluation, including practical and written assessments as determined by The Association.
- (e) All other formats of initial Referee training will be examined at the end of the period of training.
- (f) The minimum age a candidate may be presented for initial examination of the FA Basic Referee Course and all other forms of refereeing will be 14 years.
- (g) Candidates who do not reach the standard required by The Association in the initial examination may be re-examined at a time appropriate to the needs of the individual as determined by The Association and/or the Affiliated Associations.

### 3. CLASSIFICATION

- (a) On behalf of The Association, each Affiliated Association must classify Referees administered by their Association. The classification period runs from 1 June in each year, or the date of successful completion of the initial examination, to the following 31 May.

As at 1 June in each year every Referee is to be classified as follows:

International	FIFA List Referee
Level 1	Select Group or National List Referee
Level 2a	Panel Select List Referee
Level 2b	Panel List Referee
Level 3	Contributory League Referee

Level 4	Supply League Referee*
Level 5	Senior County Referee. This classification includes Referees who have served at a higher Level.* *
Level 6	County Referee
Level 7	Junior County Referee (16 years of age or over)
Level Y	Youth Referee (14 or 15 years of age)
Level D	Referee Workforce (an active Referee officiating in 6 or fewer matches a season)
	- Tutor
	- Observer
	- Mentor
	- Coach

*\*Any such referee registered with the Guernsey FA, Jersey FA and the Isle of Man FA and officiating on those islands may be classified as Level 4i according to criteria approved by The Association.*

*\*\* Where a Referee has achieved a Level higher than Level 5 and is not retained, the Referee will usually be reclassified as a Level 5 Referee, with the option of further promotion in the normal way or until a status of non-active is declared by the individual.*

The Association may designate Referees as Specialist Assistant Referees who will officiate almost exclusively as Assistant Referees according to guidelines determined from time to time.

A Referee may be registered as one or more of the following specialist categories; such registration may be in addition to a Level 1 to 10 registration.

MSR	-	Mini Soccer Referee
SS	-	Small Sided Referee
International	-	FIFA List Referee
1W	-	Women's Super League Referee
2W	-	Women's Championship Referee
3W	-	Women's National Referee
4W	-	Women's Regional Referee
YW	-	Women's Youth Referee
International	-	FIFA List Referee
FR1	-	Select Group Referee
FR2	-	National List Referee
FR3	-	Regional Referee
FR4	-	County Referee
FRY	-	Youth Referee
FRT	-	Trainee Referee

- (b) When a Referee changes residence from one Affiliated Association to another, the classification Level will be accepted by the Affiliated Association into whose area the Referee has moved.
- (c) A Referee moving to England from another country must provide proof of their current Referee status from their National Association. The Association will determine their classification Level.
- (d) Trainee Referees undertaking the FA Basic Referee Course must be registered as Level T by the end of module 3. A Level T Referee will automatically become a Level 7 Referee (16 years of age or over) or Level Y (14 or 15 years of age) upon successful completion of the FA Basic Referee Course.
- (e) A Level Y Referee will automatically become a Level 7 Referee on reaching the age of 16
- (f) FIFA nominations:

Nominations will be approved annually by The Association's Referees' Committee

Priority will be given to developing English officials who show the potential to officiate at future major international finals and tournaments

A FIFA official who ceases to be on the FIFA list will not be considered for future nomination although consideration may be given in exceptional circumstance to an official who resigned from the FIFA list for significant personal reasons

The following factors will be taken into consideration for each potential nominee:

- Domestic performances
- International performances
- Potential to officiate in future major international tournaments with special consideration being given to UEFA EURO Championships and FIFA World Cups
- Fitness and body composition
- Availability
- Ambassadorial qualities
- Organisation and attitude (including feedback, reporting, self-analysis etc...)

Consideration will be given to operational requirements and the strategic planning of the overall make up of the English FIFA lists

#### 4. PROMOTION

In addition to specific criteria outlined below, candidates for promotion may be required to undertake all or some of the following:

- Physical fitness test(s).
- Laws of the Game test(s).
- Competition rule and regulations test(s).
- Interview.

Account may also be taken of administration and availability.

##### Men

(a) Selection and promotion within Levels 4 to International will be determined as follows:

International Level	Annual nomination by The Association to FIFA, selected from those eligible Referees as at the date of nomination determined by FIFA.
Level 1	Referees who have been promoted from Level 2A for outstanding ability as determined by The Association.
Level 2A	Referees who have been promoted from Level 2B for outstanding ability as determined by The Association.
Level 2B	Referees who have been promoted from Level 3 for outstanding ability as determined by The Association.
Level 3	Referees who have been promoted from Level 4 for outstanding ability as determined by The Association.
Level 4	Referees who have been promoted from Level 5 for outstanding ability as determined by The Association following nomination by the Affiliated Association to act as an Assistant Referee on the National Contributory Leagues and as a Referee on a Supply League.

Referees will be required to complete successfully an annual fitness test and other criteria as determined by The Association prior to having their classification confirmed. On initial selection for promotion to a higher Level, Referees may be required to attend an interview to ascertain their suitability against criteria determined by The Association. The Association will determine the acceptable number of matches required for consideration to be selected for Levels 4 and above.

(b) Selection and promotion within Levels 7 to 5 will be determined as follows:

Referees must apply for promotion in writing to their Parent Association no later than 1 August in the season in which promotion is sought. Referees considered for promotion in the preceding season, but not successful, will automatically be included in the promotion scheme for the following season unless they indicate otherwise, in writing, to their Parent Association.

(c) The Parent Association may charge promotion candidates an administration fee (the sum to be determined from time to time by The Association); the administration fee will be refunded to a candidate who completes the promotion process, regardless of whether or not they are promoted.

The responsibility of promoting Referees within Levels 7 to 5 rests with the Referee's Parent Association. All selections must be made by 31 May each year.

##### *Levels 5 and 6*

Promotion from Level 6 to Level 5 and Level 7 to Level 6 shall be based on a Referee's practical performance on the field of play and other criteria as follows:

- Observer reports by Observers on a minimum of three games.
- Club marks from competitions over the age of 16 years over a minimum of 20 games (a minimum of 70% must be in open age competitions) officiated in as a Referee in the marking season.
- A Level 6 Referee wishing to be considered for future promotion to Level 4 must complete at least 5 games as an Assistant Referee.
- Attending at least one promotion in-service training event.
- Successful completion of a written examination as determined by The Association.

##### *Level 7 - Reclassification from Level Y and T*

(d) At an interim meeting at the end of September County Associations may:

- Identify Level 7 Referees who are showing promise and consider them for accelerated promotion from Level 7 to 5 in one season providing they meet the criteria as determined above
- To gather supporting evidence for this "accelerated promotion" the Affiliated Association should provide the Referee with more challenging matches eg higher division matches in local leagues, games in later rounds of County Competitions. Referees being considered for this promotion would require an additional 20 games and a further three Observer reports at the higher Level of challenge. The Referee must attend an in-service training event for Level 6 to 5 and take the appropriate examination as determined in the criteria set by The Association.
- Review for promotion to Level 6 or 5 a Referee who was ineligible for consideration in the annual promotion meeting because of shortage of games. Referees who meet the criteria may be promoted to Level 6 or Level 5 with effect from 1 December.

- (e) A Level 7 Referee must officiate as a Referee in a minimum of 20 games in one registration period before applying for promotion. No Affiliated Association may impose any other qualification periods which cause delayed passage through the promotion pyramid.

#### Women

- (f) Promotion through the Women's Football pyramid will follow the criteria above, excepting that Referees choosing the women's pathway cannot automatically cross over to the same Men's pyramid classification.

As at 1 June in each year Referee is to be classified as follows;

International	-	FIFA List Referee
Level 1W	-	Women's Super League Referee
Level 2W	-	Women's Championship Referee
Level 3W	-	Women's National Referee
Level 4W	-	Women's Regional Referee
Level YW	-	Women's Youth Referee (14 or 15 years of age)
International Level	-	annual nomination by The Association to FIFA, selected from those eligible Referees as at the date of nomination determined by FIFA. Nominees must operate regularly at the highest level of the national women's competition.
Level 1W	-	Referees who have been promoted from Level 2W for outstanding ability as determined by The Association.
Level 2W	-	Referees who have been promoted from Level 3W for outstanding ability as determined by The Association.

Promotion to Level 1W and Level 2W will be based on a Referee's practical performance on the field of play by considering the criteria determined as follows:

- Observer reports on a minimum of three games on competitions as determined by The Association.
- Club marks from competitions over the age of 16 years over a minimum of 20 games (a minimum of 70% must be in women's competitions) officiated in as a Referee in the marking season.
- Attending at least one women's football in-service training event.
- Successful completion of a written examination as determined by The Association.
- Successful completion of a fitness test as determined by The Association.

Referees will be required to complete successfully an annual fitness test and other criteria as determined by The Association prior to having their classification confirmed. On initial selection for promotion to a higher Level, Referees may be required to attend an interview to ascertain their suitability against criteria determined by The Association. The Association will determine the acceptable number of matches required for consideration to be selected for Levels 2 and above.

#### Level 3W

Promotion from Level 4W to Level 3W shall be based on a Referee's practical performance on the field of play by considering the criteria determined as follows:

- Observer reports by Observers on a minimum of three games.
- Club marks from competitions over the age of 16 years over a minimum of 20 games (a minimum of 70% must be in women's competitions) officiated in as a Referee in the marking season.
- Completion of at least 5 games as an Assistant Referee.
- Attendance at at least one in-service training event
- Successful completion of a written examination as determined by The Association.

Trainee Referees undertaking the FA Basic Referee Course must be registered as Level 7 by the end of module 3. A Level 7 Referee will automatically become a Level 4W Referee (16 years of age or over) or Level YW (14 or 15 years of age) upon successful completion of the FA Basic Referee Course

A Level YW Referee will automatically become a Level 4W Referee on reaching the age of 16.

#### Futsal

International FIFA List Referee

Annual nomination by The Association to FIFA, selected from those eligible Futsal Referees as at the date of nomination determined by FIFA. Nominees must operate regularly on the FA Futsal National League competitions.

**FR1** – Officiates all National competitions and Home internationals (if FIFA fitness test has been passed)

Promotion from Level 2 to 1 shall be based on the following criteria:

- Successful completion of a fitness test as determined by The Association.
- Successful completion of a Laws of the Game examination.
- Attendance at in-service training events as determined by The Association.
- Officiate at least 50% of games in the playing season.
- Attain Observer Report average as determined by The Association.

**FR2** – Officiates FA National League 2 and below; and BUCS Premier Leagues and below

Promotion from Level 3 to 2 shall be based on the following criteria:



- Successful completion of a fitness test as determined by The Association.
- Successful completion of a Laws of the Game examination.
- Attendance at in-service training events as determined by The Association.
- Officiate at least 50% of games in the playing season.
- Attain Observer Report average as determined by The Association.

**FR3** – Officiates FA National League 3 and below; and BUCS Tier 2 competitions

Promotion from Level 4 to 3 shall be based on the following criteria:

- Successful completion of a Laws of the Game examination.
- Have a minimum of one year's experience as a Futsal Referee.

**FR4** – Officiates County Futsal leagues and other sanctioned competitions

Reclassification from FRY upon reaching the age of 16.

A FRT referee will automatically become FR4 upon successful completion of the FA Futsal Referee Course.

**FRY** – Officiates FA and County FA Youth competitions

**FRT** – Officiates County Futsal leagues and other sanctioned competitions

A Level 7 Futsal Trainee Referee will automatically become a Level 5 Referee (16 years of age or over) or Level 6 (14 or 15 years of age) upon successful completion of the Futsal Referee Training Course.

## 5. COMPETITIONS

- Affiliated Associations must advise successful candidates of the result of the initial examination, in writing, as well as providing them with details of local competitions on which they are eligible to officiate.
- Referees under the age of 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. e.g. a 15 year old referee may only referee in competitions where the age banding is 14 or younger. This also applies to those mentioned in regulation 1(a) regarding unregistered and/or unqualified Referees.
- Referees under the age of 16 must not participate either as a Referee or Assistant Referee in any open age competition. This also applies to those mentioned in regulation 1(a) regarding unregistered and/or unqualified Referees.
- The Association will advise Affiliated Associations annually of those Competitions, and the recognised Leagues and divisions, which have been granted Supply League status.
- A Competition acting alone may not suspend a Match Official from its List at any time during the playing season (such power resting solely with The Association, Affiliated Association or Service Association as appropriate under Regulation 7 below).

A Competition can only remove a Match Official from its List during the season with the written approval and permission of the Association or the Parent Association of the Match Official.

A Competition may remove a Match Official from its List as part of the Annual Review and must provide reasons for the removal to the Parent Association of the Match Official.

- The practical performance on the field of play of Match Officials officiating at Supply Leagues and above shall be appraised and reviewed during and at the end of each marking season.

Competitions at Supply Leagues and above are responsible for informing Referees of their performance at regular intervals during the season.

Competitions shall provide annually to The Association or Affiliated Association as appropriate a List of the Match Officials they have appointed with the Marks and Observer reports obtained in accordance with the requirements of paragraph 12 of these Regulations.

All affiliated football clubs are to mark Referees on a scale of 1-100. An example of the marking Guide and form to be used in Supply Leagues is shown at [Appendix A](#). Similarly an example of a marking guide and form for all other affiliated football is shown at [Appendix B](#).

- A Match Official may appeal to the relevant Affiliated or Service Association, or where appropriate The Association, against a decision of a Competition to remove or suspend the Match Official from its List.
- A Competition shall not have the power to act in relation to the Registration of a Referee.
 

Any allegation of behaviour alleged to constitute a breach under Regulation 7 (a)(i) or (ii) below must be reported to The Association, Affiliated Association or Service Association in accordance with Regulation 7 (c) below.
- Match Officials' Fees and Expenses are set or approved by Affiliated Associations. Match Officials officiating in competitions at Supply League and above may not receive any other financial reward or incentive based on their on field of play performances from any Affiliated Association or Competition, other than the set fees and expenses.
- A Competition may add a new referee to its List for a period not exceeding 6 months, on a probationary basis. By the end of this period of time, the Competition must either confirm the referee as an addition to its List or inform the Parent Association of the Match Official that it will no longer offer them appointments.

## 6. TRAINING

- The Association shall identify the training requirements of Referees at all levels and be responsible for accrediting courses of instruction to meet those requirements.
- Referees will be required to attend accredited training at intervals determined by The Association. Only training delivered by accredited or approved Referee tutors will be valid.
- Training may be delivered, at the appropriate levels, in conjunction with Affiliated Associations, Match Officials' associations or the Referees' Association by Referee tutors accredited or approved by The Association.

## 7. CONDUCT OF REFEREES

- (a) The Association, Affiliated Association or Service Association, as appropriate, shall have the power to act at any time in relation to the registration of a Referee who has:
- (i) less than proficiently applied the Laws of the Game; or
  - (ii) committed a technical irregularity; or
  - (iii) proved to have been concerned as an agent for a Club or a Player in the transfer or attempted transfer and/or engagement of a Player; or
  - (iv) wilfully mis-stated his/her age, or, date of birth; or
  - (v) as a player, violated the Laws of the Game to such a degree that a Regulatory Commission or a Disciplinary Committee subsequently imposes a penalty of suspension from playing; or
  - (vi) been found to have committed an act of Misconduct (as defined in and) pursuant to the Rules of The Association or an Affiliated Association or Service Association; or
  - (vii) a Football Banning Order imposed on him or her; or
  - (viii) has not acted in the best interests of the game.

- (b) Only The Association, Affiliated Association or Service Association may act in relation to the Registration of a Referee. Such action may only be taken by its Referees' Committee. Where an alleged breach of Regulation 7(a) is committed by a Referee whilst acting as a Match Official in any capacity (on or off the field) the matter will be dealt with by a Referees' Committee or Commission thereof except where a charge is brought under FA Rule E. A Regulation 7(a) breach can only be subject to a charge under FA Rule E if brought by, or after consultation with, The Association. Where a charge is raised under FA Rule E, and in all other circumstances, the Referee will be dealt with by a Disciplinary or Regulatory Commission as any other Participant.

- (c) Any behaviour alleged to constitute a breach under 7(a) (i) or (ii) above must have been notified to, or otherwise come to the attention of The Association, Affiliated Association or Service Association within 14 days of the relevant incident(s) for such to be acted upon under 7(a).

- (d) A technical irregularity under 7 (a)(ii) above shall be any failure by a Referee to meet any requirement imposed on, or notified to, a Referee by The Association, Affiliated or Service Association as appropriate from time to time.

A "technical irregularity" includes, but is not in any way limited to, any failure to comply with administrative requirements imposed on a Referee such as the requirements to file reports, answer correspondence, attend match venues or disciplinary or regulatory hearings at a particular time, etc or any breach of Regulation 10 or 13.

- (e) Where a Referee is alleged to have breached 7(a) (i) – (viii) above, the Referees' Committee shall advise the Referee, in writing, of the relevant allegation(s) and supporting facts and state that the matter will be considered by the Committee or a duly appointed Commission thereof.

The Referee shall respond within 14 days and may either:

- (i) deny the allegation(s), setting out a statement of his case; or
- (ii) request a personal hearing, in which case a fee of £25 must accompany the request; or
- (iii) admit the allegation(s). A Referee who admits the allegation(s) may set out any submissions which he wishes the Referees' Committee to consider when considering what, if any, action to take. The Referee may also request a personal hearing as above.

In considering any allegation at a personal hearing, a Referees' Committee or Commission thereof, may adopt such procedures as it considers appropriate and expedient for the determination of the matter brought before it; and shall not be bound by any enactment of rule or law relating to the admissibility of evidence in proceedings before a court of law.

### *Guide to Procedures at Personal Hearings*

The following may be used as a guide to the procedures to be followed at a personal hearing, unless the Referees' Committee or Commission consider it appropriate to amend them:

- (a) The allegation(s) will be read out to the Referee, who will be asked if the allegation(s) are admitted or denied.
- (b) Evidence in support of the allegation(s) to be called.
- (c) Evidence in response to the allegation(s) to be submitted by the Referee, who may, with the permission of the Referees' Committee or Commission, be accompanied by a representative. (Any such representative shall not be permitted to give evidence as a witness).
- (d) The Referees' Committee or Commission and the Referee (as appropriate) shall be entitled to ask questions of any witness giving evidence in support of the allegation(s). The Referees' Committee or Commission shall be entitled to ask questions of the Referee, who may give evidence in defence of the allegation(s).

The Referees' Committee or Commission may draw such inferences as it considers appropriate from the failure of the Referee to give evidence or answer a question.

- (e) In the event of evidence submitted in answer to the allegation(s) disclosing a point which the Referees' Committee or Commission considers was not covered in the evidence of, or not put to, any witness in support of the allegation(s), the Referees' Committee or Commission may recall and ask questions of such witness. The Referee or relevant representative may also ask questions.
- (f) After the evidence has been completed to the satisfaction of the Referees' Committee or Commission, the Referee or representative shall be entitled to make submissions based upon the evidence, but this may not include reference to facts not disclosed in the evidence presented to the Referees' Committee or Commission. At the conclusion of the submissions all persons shall withdraw whilst the Referees' Committee or Commission considers the evidence and submissions presented to it and determines whether the allegation(s) has been proved or not. After reaching a decision, the Referees' Committee or Commission shall recall the Referee and any representative, and announce whether the allegation(s) have proved or not proved. The decision shall be subsequently confirmed in writing. As an alternative the Referees' Committee or Commission may, where it considers it appropriate, not announce its decision at the meeting but inform the Referee that such a decision will be communicated in writing.

- (g) Where the Referees' Committee or Commission find the allegation(s) proved, it shall have the power to act in relation to the Registration of the Referee as it considers appropriate. This may include, but is not limited to, censure, a period of remedial training, suspension or removal of Registration.
- (h) A Referee may be dealt with in the normal course as a participant for any alleged Misconduct (i.e. by a Regulatory Commission or another Disciplinary Commission as appropriate), in addition to having issues relating to the Registration as a Referee considered by The Association, Affiliated Association or Service Association through its Referees' Committee in relation to the same behaviour. In such cases, a charge of Misconduct shall be considered before any matter relating to the issue of Registration is dealt with by the Referees' Committee under Regulation 7 (a)(vi).  
Action in respect of the Registration of Match Officials appointed to Competitions of The Association and other Competitions including Contributory League Level and above in the Order of Precedence (Section 9) will be considered by the appropriate committee of The Association.
- (i) In circumstances where it is considered appropriate, the Referees' Committee may order that the Registration of a Referee be suspended with immediate effect, pending determination of a charge of Misconduct or pending the determination of a charge under 7(a)(i) or (ii) above and in the latter case the reason for such suspension is to be notified to the Referee in writing and reported to the Commission hearing any resultant charge.

## 8. APPEALS AGAINST DECISIONS OF A REFEREES' COMMITTEE OR COMMISSION THEREOF

- (a) Where The Association or an Affiliated or Service Association, through its Referees' Committee, makes an order in relation to the registration or classification of a Referee there shall be a right of appeal by the Referee against the decision.

Where the order is made under Regulation 7, the appeal procedure is outlined below. In all other cases the appeal shall follow the procedure determined by the appropriate body i.e. The Association, Affiliated Association or appointing authority.

- (b) (i) Notice of an appeal against a decision of a Referees' Committee or Commission thereof made under Regulation 7 must be lodged with The Association or appropriate Affiliated Association within 14 days of notification of the decision appealed against, accompanied by a fee as determined by The Association.
- (ii) An Appeal shall be considered by an "Appeals Panel" comprising Members of the Council of The Association or appropriate Affiliated Association established specifically to deal with appeals from decisions under Regulation 7, none of whom shall have been party to the original decision. A decision of the Appeals Panel shall be final and binding.
- (iii) The Notice of Appeal must:
  - (1) identify the specific decision(s) being appealed
  - (2) set out the grounds of appeal; and
  - (3) set out a statement of the facts upon which the appeal is based.
- (iv) The grounds of appeal shall be that the body whose decision is appealed against:
  - (1) misinterpreted or failed to comply with any rules or regulations relevant to its decision; and/or
  - (2) came to a decision to which no reasonable such body could have arrived at; and/or
  - (3) made an order, which is excessive.
- (v) The Appeals Panel may adopt such procedures as it considers appropriate and expedient for the just determination of an appeal brought before it, and shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law.

The following is set out as a guide to the conduct of a hearing before the Appeals Panel:

- (1) The Appellant to address the Appeals Panel, summarising its case;
- (2) The Respondent to address the Appeals Panel, summarising its case;
- (3) The Appeals Panel may put questions to the parties at any stage;
- (4) The Respondent to make closing submissions;
- (5) The Appellant to make closing submissions;
- (6) The Appellant and the Respondent to withdraw whilst the Appeals Panel considers the submissions and determines the matter.
- (7) The Appellant and the Respondent to be recalled and the decision and any orders consequential to it announced to both parties. Alternatively, where it considers it appropriate, the Appeals Panel may decide not to announce its decision, but make it known at a later date, in writing. In any event, the Appeals Panel shall publicise a written statement of its decision (see 8(b)(ix) below).
- (vi) The Appeals Panel shall proceed in the absence of any party, unless it is satisfied that there are reasonable grounds for the failure of the party to attend, and shall do so in such manner as it considers appropriate.
- (vii) A decision of the Appeals Panel shall be final and binding and there shall be no right of further challenge.
- (viii) The Appeals Panel shall have power to:
  - (1) allow or dismiss the appeal; or
  - (2) remit the matter for re-hearing by the Referees' Committee; or
  - (3) exercise any power which the body against whose decision the appeal was made could have exercised; or
  - (4) make any further or other order considered appropriate, either generally, or for the purpose of giving effect to its decision. Any fee may be returned or forfeited, in whole or in part, at the discretion of the Appeals Panel, who shall also have the power to determine by whom the costs of the appeal shall be borne.
- (ix) As soon as practicable after the hearing, the Appeals Panel shall publish a written statement of its decision, which shall state:
  - (1) the names of the parties, the decision(s) appealed against and the grounds of appeal;
  - (2) whether or not the appeal is allowed; and

(3) the order(s) of the Appeals Panel.

The written statement shall be signed and dated by the chairman of the Appeals Panel and be the conclusive record of the decision.

## 9. APPOINTMENTS

- (a) Registered Referees shall not officiate in any Competition, which is not sanctioned, or match in which unaffiliated clubs compete.
- (b) The "Order of Precedence" of appointments, whether as a Referee or Assistant Referee shall be as follows:
- (1) The FA Challenge Cup Competition and The FA Women's Challenge Cup Competition (Fourth Round Proper onwards);
  - (2) The Premier League;
  - (3) EFL;
  - (4) The FA Women's Super League and The FA Women's League Cup;
  - (5) The FA Challenge Trophy Competition;
  - (6) The FA Challenge Vase Competition;
  - (7) Affiliated Association Cup Competitions\*
  - (8) The Panel Leagues and The FA Women's Championship;
  - (9) The FA Youth, FA County Youth Challenge Cup Competitions and The FA Women's Challenge Cup (prior to Fourth Round Proper).
  - (10) Contributory Leagues (recognised divisions only), National League Systems Cup and FA Sunday Cup
  - (11) Supply Leagues (marking divisions only)
  - (12) Non Supply League divisions operating at Step 6 in the National League System
  - (13) Senior County Leagues
  - (14) Intermediate County League
  - (15) Women's National League and Cup
  - (16) Women's Regional League and Cup
  - (17) County Junior Leagues
  - (18) County Women's Leagues and Cup
  - (19) All other competitions, including Youth Competitions

\*Affiliated Association appointments only take precedence over Panel Leagues, The FA Youth and FA County Youth Challenge Cup Competitions, Contributory League and Supply League appointments. If the appointment is in the Affiliated Association's nominated Senior Cup Competition or in the Semi-final and/or Final of any other Affiliated Association Competition whether the appointment is as a Referee or an Assistant Referee.

\*\*Fourth Officials where appointed do not form part of the Order of Precedence and usually do not take precedence over an active appointment.

- (c) Referees must attend personal hearings when required to do so. At Contributory Level or above Match Officials' appointments already received, take precedence over requests to attend personal hearings. On receipt of notification of a personal hearing Referees must close the date with all appropriate competitions.
- (d) Where release from an appointment is required to enable a Referee to take a more senior appointment at least four days' notice must be given to the relevant Affiliated Association or competition by the association or competition requesting the release. Where fewer than four days' notice is given, The Association or Competition must obtain permission from the Affiliated Association or Competition for the Referee to be released.
- (e) Once The Association or an Affiliated Association has appointed a Match Official if, subsequently, the match is postponed, abandoned or results in a draw and the rearranged fixture is then scheduled to take place less than four complete days from the date of the original match, The Association or Affiliated Association appointment will take priority over any other appointment already accepted by the Referee from a competition lower in the order of precedence, unless The Association or Affiliated Association waive their right to the services of the match official so appointed.
- (f) "Fourth Officials" are appointed to certain rounds of FA Competitions, Premier League and EFL matches and associated Competitions, and the Panel Competitions. The duties and responsibilities of the Fourth Official are detailed in the Laws of the Game and in the Competition Rules. Such appointments form part of the Order of Precedence within the Competitions listed above.
- (g) Reserve Assistant Referees may only be appointed in FA, Premier League and EFL Competitions, with the approval of The Association. They have no duties other than to replace an official who is unable to officiate.
- (h) With the exception of appointments made by The Association, Referees must obtain permission from their Parent Association (or County Association), or The Association in order to officiate in matches outside the United Kingdom.

## 10. CONFLICTS OF INTEREST

A Referee shall at all times act impartially. Where a Referee believes that there is a material interest conflicting with the duties and obligations of a Match Official and any appointment, then the Referee shall decline to act or officiate and declare it to the appointing authority (whose decision in relation to any dispute or difference in such matters shall be final and binding).

## 11. REFEREES' UNIFORMS

- (a) (i) All Match Officials in Competitions under the jurisdiction of The Association and Affiliated Associations must wear uniforms comprising a plain shirt which shall be almost entirely black with a white or black collar and black shorts. Socks will be black; the sock top will be black, white or the colour of the shirt or its collar. Affiliated Associations may give permission for Referees to wear non-black shirts in a Competition which the Affiliated Association organises and/or

sanctions. The shirt(s) must be almost entirely of a single colour. Where a Competition appoints neutral assistant referees, only one non-black coloured shirt is permitted; the colour must be designated and competition rules must ensure that the match officials can wear black or the designated colour without clashing with the Players.

- (ii) Referees' uniforms must not carry any form of advertising.
- (b) Headgear may be worn in extreme weather conditions. It must be plain black and not restrict the vision of the Match Official.
- (c) The following Competitions may be exempt from (a) above, on application to The Association subject to the conditions below:
  - The FA Women's Super League and The FA Women's Championship
  - The Premier League
  - EFL
  - Competitions of Panel and Contributory League Status

Application must be submitted annually prior to 1 May for the following season. Approval will be considered only for shirts that are almost entirely of a single colour and where the competition confirms to The Association that all Match Officials will be provided with shirts, shorts and socks free of charge.

- (d) Match Officials officiating in FA Competition matches are required to wear the FIFA or Football Association badge (where awarded) or the badge of their Affiliated Association. No other competition badge should be worn.
- (e) Advertising and branding on Match Officials' uniforms (where permitted in accordance with sub-paragraph 11(c) above) must be in accordance with The Association's Regulations relating to advertising on the clothing of Players, Club Officials and Match Officials.

## 12. RETURNS

- (a) Annually, in accordance with the instructions of The Association issued from time to time, competitions shall provide to The Association or appropriate Affiliated Association lists of Match Officials used. Such lists shall include the marks awarded by clubs, and Observer reports where appropriate, during the specified period, together with any other information required.
- (b) Not later than the date decided by The Association, Affiliated Associations shall nominate suitable Referees for consideration by The Association for selection to the Contributory League Assistant Referees List.
- (c) Competitions that are required to administer fitness tests must submit the results to The Association and the Referee's Parent Affiliated Association.

## 13. CODES OF CONDUCT

Match Officials shall be bound by Codes of Conduct such as are instructed by The Association from time to time ([Appendix C](#)).

## 14. REPORTING MISCONDUCT

- (a) Referees must submit full details on all matters of misconduct, sendings off and cautions only to the appropriate Association or Affiliated Association responsible for administering misconduct and not to any other organisation or Competition.
- (b) Referees may include on the normal Competition match report forms the names and club details of those personnel reported for misconduct but must not include any details of the incident and for all on-field offences they can only report the name of the player/players cautioned/sent off, the club, the time of offence and the relevant FA offence code.
- (c) Should any match official be approached to supply any details, they should immediately report the matter to the Association or Affiliated Association.

## KIT AND ADVERTISING REGULATIONS

### Introduction

These Regulations are made pursuant to FA Rule J2 and The Association's Regulation's for the Registration and Control of Referees. Clubs are also referred to the Laws of the Game.

All references to a club or clubs in these Regulations include any team, whether or not part of a club.

Clubs participating in International competitions must also comply with all relevant regulations of FIFA, UEFA and other Confederations.

It is recommended that clubs and football boot and clothing manufacturers seeking clarification of any of the regulations do so by referring to the specific competition rules and The Association.

We would encourage clubs and football boot and clothing manufacturers to seek feedback at the earliest possible time, in relation to designs and advertising from The Association and their specific competition. Clubs and manufacturers are reminded to obtain the necessary permissions before manufacture.

### Definitions and Interpretation

**"Advertising"** means any designation, message, logo, trademark, name or emblem of any nature.

**"Clothing"** means the Match clothing of a Player, Club Official or Match Official and shall include without limitation shirts, shorts, socks, undershorts, t-shirts (or any other item of clothing worn under the shirt), sweat-bands, headbands, hairbands, caps, captain's armband, tracksuits, "walk on jackets" (i.e. that worn by Players for the pre-match player line up), gloves, waterproofs, sweat tops, sock tie-ups. Also, any outer garments worn by substitutes and Club Officials in the Technical Area at any time. Save where stated to the contrary, Football Boots are not considered as Clothing.

**"Clothing manufacturer"** means any undertaking that carries out the business of the manufacture or licensing of football clothing and has been appointed by the Club concerned to supply the clothing.

**"Club Officials"** in these Regulations includes any Club Official as defined in the Rules who has team duties such as managers, coaches, physiotherapists, and doctors and includes any person who takes up a position in the Technical Area at any time during a Match

**"Football Boots"** means any footwear worn during the period of a Match by a Player or Match Official.

**"Other Equipment"** means medical bags, kit bags, blankets, towels, bottles and any medical equipment worn by a Player (including head protection, face masks, casts, kneepads or knee braces, elbow pads) that may be used on the field of play and / or in the Technical Area.

**"Technical Area"** shall have the meaning given to it in the Laws of the Game.

[Note: In calculating the area of any Advertising referred to in these Regulations, the usual mathematical formula will be used, and any outlines or box surrounds of the relevant designation, message, name, logo, emblem or mark, and all included space, shall be considered as part of the area of Advertising. If any further guidance is needed please contact The Association - [sanctioning@thefa.com](mailto:sanctioning@thefa.com)]

### A. GENERAL

1. Save as set out in these Regulations, Advertising on Clothing and Football Boots is prohibited during the period of a Match. This applies to Players, including substitutes, any others in the Technical Area, including Club Officials and to Match Officials. The rules of an Affiliated Association or Competition may provide that for matches under their jurisdiction a Club is obliged to obtain permission for any of the Advertising listed in Section C below, subject always to these Regulations. Clubs must seek the permission of the Competition organiser in order to wear any

items of Clothing during any pre-match warm-up, ceremony or player line up that bear any slogan or message not otherwise covered by these Regulations (for example but not limited to a message of support regarding an ill team-mate).

2. Where the rules of an Affiliated Association or Competition require a Club to obtain permission under A(1), a new application for permission must be made to the appropriate body each time it is proposed to amend the Advertising. Subject to the provisions of Section B2 and Section C(5) below, or any relevant provisions of the appropriate Competition, there is no restriction on the number of such applications that may be made during the course of each season.
3. Disciplinary action in accordance with the Rules may be taken against a Club, Player, Club Official or Match Official for any breach of these Regulations.
4. The appearance on, or incorporation in, any item of Clothing, Football Boots or Other Equipment of any distasteful, threatening, abusive, indecent, insulting, discriminatory or otherwise ethically or morally offensive message, or any political or religious message, is prohibited. The Advertising of tobacco products is prohibited.
5. A Club shall observe all recognised Advertising standards and in particular those of the Advertising Standards Authority.
6. Advertising entailing the use of numerals is permitted only if such numerals clearly form part of the Advertising and cannot in any way be confused with Players' shirt numbers.
7. No colour or design may be used in Advertising that might create problems of identification for Match Officials and/or opponents. The colour and design of the Clothing of opponents, goalkeepers and match officials must be taken into account.
8. Without limiting the effect of the above, in the case of a team comprising players all under the age of 18 years on 31 August in the current season, the appearance on or incorporation in any item of Clothing, Football Boots or Other Equipment of any reference whatsoever to a product, service or other activity which is considered by The Association as detrimental to the welfare, health or general interest of young persons, or is otherwise considered inappropriate, having regard to the age of the players, is prohibited

It is the view of The Association that examples of such products, services or related activities would include, but are not limited to, age restricted products, services and related activities such as alcohol and gambling. Generally, reference to a public house or restaurant may be permissible, unless the establishment primarily or exclusively exists for the supply and consumption of alcohol (which is likely to be reflected in its alcohol licensing conditions). Alcoholic drinks, breweries and products, services or activities related to gambling are unlikely to be permissible under any circumstances.

Prior to entering into any contractual agreement with a product, activity or service that may be considered to be detrimental or inappropriate to young persons, clubs should contact The Association to seek approval.

9. Any issues arising in relation to the interpretation or effect of these Regulations shall be referred to The Association for its determination, which shall be final and binding (subject to provisions relating to Match Officials).
10. A Club shall supply on demand to The Association any item of Clothing for consideration as to whether it complies with these Regulations.

#### **B. PERMITTED ADVERTISING (not relating to sponsors)**

The following Advertising is permitted:

1. Club emblem and name

(i) On Football Boots

The officially designated Club emblem (or part thereof), name, initials, nickname or a trademark registered by the Club, or a combination of such, may appear without restriction.

(ii) On all other Clothing

The officially designated Club emblem (or part thereof), name, initials, nickname, foundation year or a trademark by the Club, or a combination of such, may appear:

- (a) once only on the front of the shirt, providing it does not exceed an area of 100 square centimetres (see Fig 1); and
- (b) once only anywhere on the shorts providing it does not exceed an area of 50 square centimetres (see Fig 2); and
- (c) once only on each sock providing it does not exceed an area of 50 square centimetres (see Fig 3).

An additional officially designated Club emblem (or part thereof), name, initials, nickname or a trademark registered by the Club, or a combination of such, may appear on each sock providing it does not exceed an area of 50 square centimetres and, where it appears on a sock, is covered when a Football Boot is worn (see Fig 3).

- (d) once only on each sock tie-up providing it does not exceed an area of 100 square centimetres. The sock tie-up may show the Player's name, Player's squad number, Competition name, sponsor designation and date of match or any combination of the same. Clubs must receive the approval of the Competition for the use of sock tie-ups.
- (e) No more than two of the officially designated Club emblem (or part thereof), name, initials, nickname, foundation year, a trademark registered by the Club or web site address, may appear on the collar or collar zone of a shirt and/or tracksuit. Any single item may be used once only. Each item to have a surface area not exceeding 12 square centimetres, and and lettering in written / text identifications must not exceed 2 centimetres in height (see Fig 5). The collar zone is a 5 centimetre band starting at the base of a clearly defined collar.
- (f) The club may incorporate one of its types of club identification or parts thereof, in jacquard weave form, as tonal print or by embossing the shirt and/or shorts. There is no limitation as to the number, size and positioning of the type of club identification chosen.

The design of such jacquard weave may also be the names of individuals (eg club supporter) providing each is limited to 20 square centimetres, with unlimited repeats being acceptable. Clubs must receive the approval of the Competition to apply the names of individuals into a jacquard weave or similar technique.

The jacquard weave must be incorporated in the main colour and/or in one of the minor colours. It must not dominate, contain a contrasting colour, or affect the distinctiveness of the kit.



- (g) once only on the front of any walk on jackets and outer garments of Clothing including that worn by substitutes and Club Officials in the Technical Area at any time with size and positioning consistent with B1(ii)(a) and (b) above, except that there are no restrictions as to the position and size of the Club name. In addition once only on the back with no restriction as to the position or size.
- (h) Once only without restriction of location on:
  - (a) Goalkeeper's gloves and outfield player's gloves up to a maximum area of 20 square centimetres.
  - (b) sweatbands, headbands, goalkeeper's caps (see Fig 4) and hairbands up to a maximum area of 50 square centimetres.

## 2. Clothing Manufacturer

### (i) On Football Boots

The established mark, logo, name or model/style of Football Boots or their manufacturer, or a combination of the same, may appear without restriction.

### (ii) On all other Clothing

The established mark, logo or name of a Clothing manufacturer, or a combination of the same, may appear once only:

- (a) on the shirt and on the shorts provided it is an area no greater than 20 square centimetres (see Fig 7).
- (b) on each of a goalkeeper's gloves, on a goalkeeper's cap, sweatbands, headbands and hairbands provided such does not exceed an area of 20 square centimetres (see Fig 6).
- (c) on each of an outfield player's gloves provided such does not exceed an area of 20 square centimetres.
- (d) on the front and back of any t-shirt or any other item of Clothing worn under the shirt provided such does not exceed an area of 20 square centimetres and this is not visible outside the playing shirts during the period of the Match.
- (e) on undershorts worn under playing shorts provided such does not exceed an area of 20 square centimetres and this is not visible outside the playing shorts during the period of the Match.
- (f)
  - (i) The established mark, logo or name of a Clothing manufacturer, or a combination of the same, may also appear up to twice on each sock between the top edge and the ankle, provided that it is an area no greater than 20 square centimetres for such mark, logo or name (or combination thereof) where it appears once on each sock or 10 square centimetres where it appears twice on each sock. It may be incorporated into the design of the socks, but must be limited to 10 square centimetres repeats and must be restricted to any turn-over on the socks (see Fig 8).
  - (ii) An additional established mark, logo or name of a Clothing manufacturer, or a combination of the same, may appear once only on each sock providing it does not exceed an area of 50 square centimetres and it is not visible when wearing a Football Boot.

- (g) (i) An additional established mark, logo or name of the Clothing manufacturer may be used once or repeatedly on either/or both sleeves as part of the design on the trim or taping of shirts, shorts and socks. Such trim or taping shall be limited to down the outer seam of the shirt (armhole to the bottom of the shirt), or the length of the sleeve (neck to cuff), or across the bottom of each sleeve (cuffs) and to the bottom edge of the shorts or down the outer seam of the shorts and across the top edge of the socks (see Fig 9).
- (ii) The mark, logo or name of the Clothing manufacturer which appears once or repeatedly, as part of the design on the trim or taping of the shirts, shorts and socks shall be restricted to a maximum width of 10cm on the shirts and shorts and to a maximum width of 5cm on brand-new (unworn) socks (see Figs 8 and 9).
- (h) An established mark, logo or name or combination of the Clothing Manufacturer must appear on all Clothing of all Players and Club Officials wherever such Advertising appears consistent with the size and positioning set out at B.2(ii) above. Once submitted to and approved by a Competition, the established mark, logo or name or combination on players' and Club Officials' Clothing may not be modified during the course of that season, without the approval of the Competition.
- (i) In addition to the club identification, the manufacturer may incorporate one of its types of identification in jacquard weave form or by embossing in the shirt and/or shorts. The type of manufacturer identification chosen must not exceed 20 square centimetres. There is no limitation as to the number and positioning of the type of manufacturer identification chosen.  

The jacquard weave must be incorporated in the main colour and/or one of the minor colours. It must neither dominate nor affect the distinctiveness of the kit.

### 3. Product marks and seals of quality

- (i) On Football Boots  

The official licensing product mark or seal of quality is permitted on the outside of Football Boots without restriction.
- (ii) On all other Clothing  

An official licensing product mark or seal of quality is permitted on the outside of the Clothing only if Competition rules so allow. When placed on a shirt, such mark or seal may not exceed 10 square centimetres in size and shall be placed on an area which is hidden when the shirt is tucked inside the shorts.

A second, smaller licensing mark or seal of quality is allowed on the shirt which must not exceed 5 square centimetres and must be placed along the torso outer seam. In addition to any licensing product mark(s) or seal(s) of quality which may appear on the shirt, such a mark or seal is permitted on the shorts. It may not exceed 5 square centimetres.

### 4. Numbers

- (i) On Football Boots  

A Player's shirt number may appear on his boots without restriction.

## (ii) On all other Clothing

Where the Competition rules require a number on the back of the shirt, it should be clearly legible and positioned in the centre of the back of the shirt.

The number should be between 20 cm and 35 cm in height with provision for each competition to set specific criteria.

A number may also appear on the front of the shorts which must correspond with the number on the shirt.

The number should be between 10 cm and 15 cm in height with provision for each competition to set specific criteria.

Subject to any Competition rules that may apply, the officially designated logo or name of the Competition (or combination of the same) or the officially designated Club emblem may appear once only on each of the player's shirt numbers providing the logo, name or combination does not exceed an area of 20 square centimetres. The officially designated logo or name of the Competition's designated charity or combination of the same may also appear once only on each of the player's shirt numbers providing the logo, name or combination does not exceed an area of 20 square centimetres. No other Advertising or any other marking is allowed on players' shirt numbers.

## 5. Players Names and Personalisation

## (i) On Football Boots

A Player's name, including any appropriate nickname or initials, may appear on that Player's boots without restriction. Other names, places, appropriate nicknames or numbers of personal significance to that Player (e.g. the name or birthday of a family member, or the number of playing appearances made) may also appear on that Player's boots without restriction.

## (ii) On all other Clothing

The name of a player may appear on the back of shirts or tracksuits only if Competition rules so permit. The height of the lettering must not be greater than 7.5 centimetres.

## 6. Other Logos

## (i) On Football Boots

Except as permitted by paragraphs 1 - 5 above, the appearance of any logo of any description on a Player's Football Boots is prohibited.

## (ii) On goalkeeper gloves

A goalkeeper's name, including any appropriate nickname or initials, may appear on the goalkeeper's gloves providing such name etc does not exceed an area of 20 square centimetres.

## (iii) On all other Clothing

(a) The officially designated logo or name of an Affiliated Association or Competition may appear once only on each sleeve of shirts, provided Affiliated Associations or Competition rules so permit. Such mark must appear between the shoulder seam and the elbow and must not exceed 100 square centimetres.

(b) The officially designated logo, name of any awards or titles won in previous seasons or commemorative occasions (which may

include any match details e.g. date, venue, opponents) or a unique number for each Player that represents their place in the chronological list of Players that have played for that Club may appear on shirts, provided such does not exceed an area of 100 square centimetres and permission has been granted from the Competition in which the kit is to be worn.

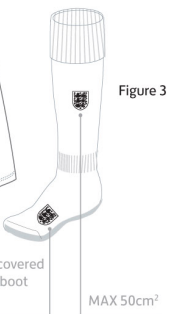
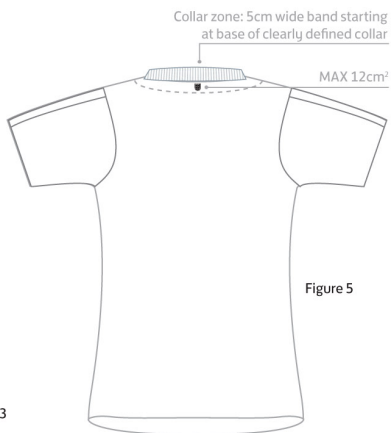
- (c) A single image of the national flag of the country to which the Club is affiliated may appear once only on each sleeve of the playing shirt provided that the rules of the Affiliated Associations and the Competition so permit and that it does not exceed an area of 25 square centimetres.
- (d) The officially designated name, logo or emblem of a registered charity may appear once only on shirts, provided that such name, logo or emblem does not exceed an area of 100 square centimetres. Alternatively, such a charity name, logo or emblem may appear on shirts in the space reserved for the main club sponsor, either alone or in combination with a club sponsor logo, provided that a total area of 250 square centimetres is not exceeded.

Before any such charity name, logo or emblem is used on a kit, permission must be granted from the Competition in which the kit is to be worn. Such permission may only be granted on a maximum of three occasions in any one season.

- (e) A Competition may request permission from The Association for the inclusion of a designated name, logo or emblem of an initiative to appear once only on shirts, provided that such name, logo or emblem does not exceed an area of 100 square centimetres. Alternatively, such a name, logo or emblem may appear on shirts in the space reserved for the main club sponsor, either alone or in combination with a club sponsor logo, provided that a total area of 250 square centimetres is not exceeded. Permission will be at the sole discretion of The Association.
- (f) The captain of each team may wear an armband in accordance with Affiliated Association or Competition Rules. If worn the captain's armband must not include any form of Advertising or sponsorship. With the prior agreement of the Affiliated Association or Competition the captain's armband may include the official club emblem, the Affiliated Association or Competition logo, or any initiative or emblem that promotes the game of football.

### CLUB EMBLEM

Regulation B.1



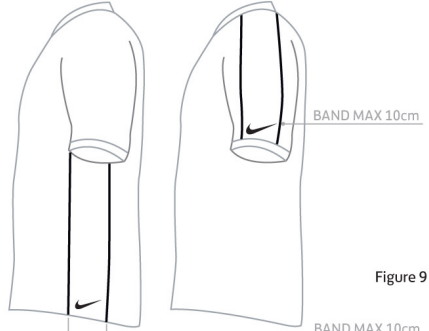
# CLOTHING MANUFACTURER

Regulation B.2



MAX 20cm<sup>2</sup>

BAND MAX 10cm



BAND MAX 10cm

Figure 9

BAND MAX 10cm

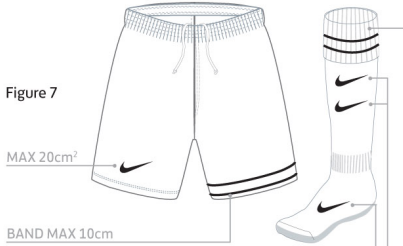


Figure 7

MAX 20cm<sup>2</sup>

BAND MAX 10cm



BAND MAX 10cm

Logo must be covered when wearing boot MAX 50cm<sup>2</sup>

MAX 20cm<sup>2</sup> FOR ONE MARK, OR 10cm<sup>2</sup> FOR TWO MARKS

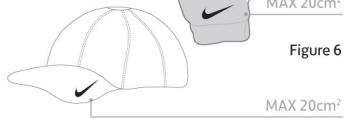
Figure 8

BAND MAX 5cm



MAX 20cm<sup>2</sup>

Figure 6



MAX 20cm<sup>2</sup>

## C. SPONSOR DESIGNATIONS

### 1. On Football Boots

Except as permitted by paragraphs B1 - 5 above, the appearance of any Advertising of any description, including sponsors' designations, on a Player's Football Boots is prohibited.

### 2. On all other Clothing

No sponsor Advertising is permitted anywhere on the Clothing of a Player on the field of play during a match except as provided for in this part C.

#### **The following Advertising is permitted:**

#### (i) Playing kit

##### (a) On the Clothing of a Player on the field of play, the following areas shall be permitted to be used for Advertising

- One single area not exceeding 250 square centimetres on the front of the shirt (see Fig 10);
- One single area not exceeding 100 square centimetres on the back of the shirt (see Fig 13);
- One single area not exceeding 100 square centimetres on each sleeve of the shirt, between the shoulder seam and the elbow (provided Affiliated Association or Competition Rules so permit) (see Fig 12);
- One single area not exceeding 100 square centimetres on the back of the shorts (see Fig 14); and
- Once only on each sock tie-up providing it does not exceed an area of 100 square centimetres (see Fig 11).

One or more company may be advertised and, in respect of any one company, one or more of its products. The same Advertising must appear in the same form on the Clothing of all Players and Club Officials, wherever such Advertising appears, throughout the entirety of the match.

##### (b) Any Advertising under C2(i) must be clearly separated from the items described in B above.

#### (ii) Walk on jackets and Tracksuits and other Clothing worn in the Technical Area

Advertising may appear on (a) walk on jackets; and (b) the tracksuits and other Clothing worn by Players and Club Officials in the Technical Area in accordance with the size and locations set out in C2(i) and can be either:

- the same sponsor(s) as worn on the playing kit (home or away strips)
- be additional to the sponsors as worn on the playing kit
- be different to the sponsors as worn on the playing kit
- a single sponsor that is an official partner of the relevant competition

### 3. Clubs may conclude sponsorship arrangements with different companies in respect of Advertising permitted under C2(i) above for both their 'home' and 'away' strips. Where Competition rules allow for a third strip to be worn, this may carry Advertising as worn on either the "home" or "away" shirt. The third strip may carry an alternative sponsor advertisement with the permission of the Competition. The

Advertising must appear in the same form on the Clothing of all Players and Club Officials wherever such Advertising appears, throughout the entirety of the match.

4. Clubs with more than one team may conclude separate shirt Advertising agreements in respect of each of its teams.

5. Club playing name

No Club in Membership of the Premier League, EFL, a League at Steps 1 to 6 of the National League System, The FA Women's Super League, The FA Women's Championship or The FA Women's National League, may include the name of a sponsor in its Club playing name unless in the sole opinion of The Association the Club's playing name arises from a historical association with that Club such as a works sports and social club. Any other Club may include the name of a sponsor in its playing name with the prior written consent of its Affiliated Association and where such consent is given, Advertising on behalf of one company only shall be carried on the Club's match shirts irrespective of the provisions of B(4) and C2(i) above.



## SPONSOR DESIGNATIONS

Regulation C.2(i) front of the shirt and sock tie-up



Figure 10

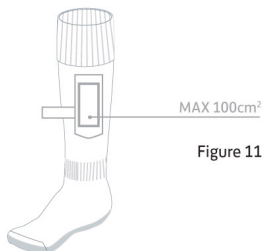


Figure 11

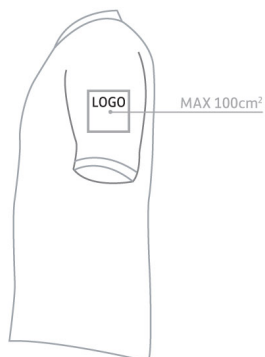
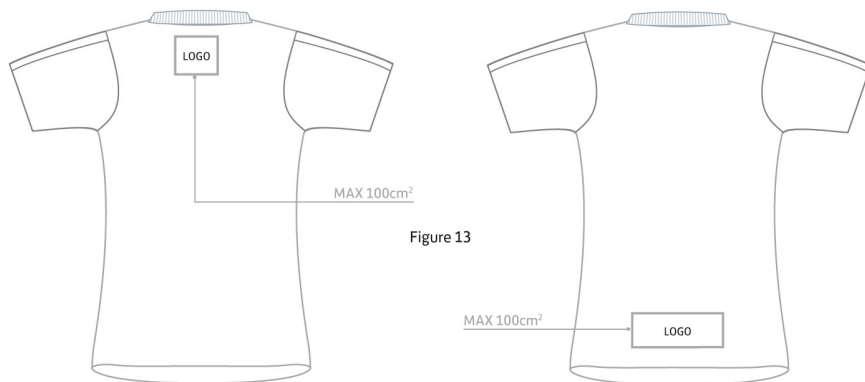


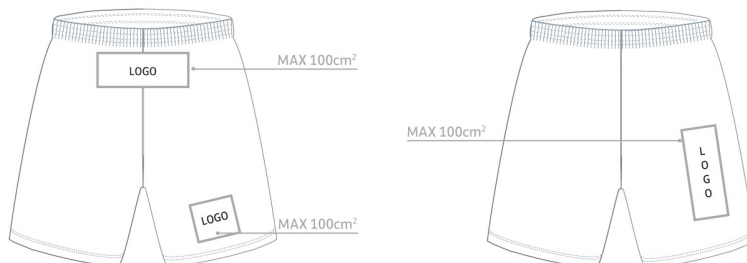
Figure 12

## SPONSOR DESIGNATIONS

Regulation C.2(i) Back of the shirt and shorts



(Examples of where a single logo could be located)

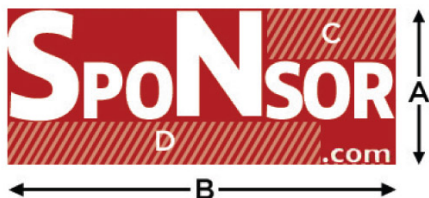


**MEASUREMENT PROCEDURES**

In order to help clubs maximise the space for their sponsors within the regulations, we have provided some practical examples of how The FA would measure sponsor advertising on football club shirts.

If you would like assistance or require clarification of measurement and sizing relevant to your club sponsor, please email [sanctioning@TheFA.com](mailto:sanctioning@TheFA.com)

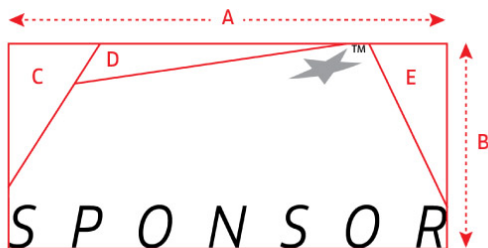
(A multiplied by B)



(A multiplied by B less C + D)

Items on kit will be measured according to their smallest geometric form (square, rectangle, triangle, circle etc), and the dimensions calculated using the usual mathematical formula.

To calculate the surface area, the widest part of the items will be measured from edge to edge. Exceptionally, items may be divided into several individual geometric forms for the purpose of calculating the surface area.



MAXIMUM 250cm<sup>2</sup>

(A multiplied by B less C + D + E)

## MEASUREMENT PROCEDURES OF NEUTRAL COLOURED PATCHES/SHIRT COLOURS

- A. Sponsor advertising on a neutral coloured patch - i.e. white sponsor logo on a black patch on a predominantly white/green shirt.

In this scenario the area measured would be the total area covered by the black patch on which the logo sits.



- B. Sponsor advertising on a patch which is based on one of the main colours of the shirt - i.e. white sponsor logo on a red and white striped shirt.

In this scenario the area measured would only be that around the sponsor's logo even if this logo may stand out more prominently because of the white stripes in the shirt.



- C. Measuring of a 'chest ring' - e.g. the white band around a club's shirt

If a club's traditional shirt contains a chest ring and that is one of the official colours of the playing kit, the area that is measured will only be around the sponsor's logo and not the whole of the chest ring.



## D. MATCH OFFICIALS

No Advertising of any nature, save as set out below, is permitted on Match Officials' Clothing or Football Boots without the consent of The Association.

The following Advertising is permitted:

1. The mark, logo or name of a Clothing manufacturer or a combination of the same, may appear:
  - (a) once only on the shirt provided it is an area no greater than 20 square centimetres.
  - (b) once only on the shorts provided it is an area no greater than 12 square centimetres.
  - (c) incorporated into the design of the socks, but must be limited to an area no greater than 12 square centimetres.
2. Jacquard Weave  
A jacquard weave or similar technique such as embossing shall be allowed providing each is limited to 20 square centimetres, with unlimited repeats being acceptable. The design of such jacquard weave may be the manufacturer's mark, logo or name. The jacquard weave shading shall be restricted to two shades differing from the base colour, using a standard Pantone reference manual.
3. Sponsor Advertising  
Sponsor Advertising is permitted only on shirt sleeves and the total surface area of the Advertising shall not exceed 200 square centimetres. Any sponsorship contract must be made between the sponsor and The Association or Professional Game Match Officials Limited. Individual Affiliated Associations or Leagues are not permitted to enter into sponsorship contracts.
4. Badges  
Match kit shirts may carry the recognised badge of the appropriate Competition once only, which must be on either site of the breast pocket. This badge must not exceed an area of 20 square centimetres and, where it contains the established trademark, trade name or logo of a sponsor of the Competition, must be approved by The Association in advance.  
In addition to the recognised competition badge the match kit shirt may carry once only on either site of the breast pocket an officially designated badge of FIFA, The Association, the relevant Affiliated Association or the Referees' Association (where relevant).
5. Sock Tie-Up  
Each sock tie-up may show the name and/or badge of appropriate Affiliated Association or the Referees' Association providing it does not exceed an area of 100 square centimetres.  
No Advertising is allowed.

## THE ASSOCIATION'S SAFEGUARDING CHILDREN POLICY

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Every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in football, thus every club is required to endorse and adhere to The Association's Safeguarding Children Policy.

The Association recognises its responsibility to safeguard the welfare of children and young people who play or participate in football by protecting them from abuse and harm. The Association is committed to working to provide a safe environment for all children and young people to participate in the sport to the best of their abilities for as long as they choose to do so.

The Association recognises that the terms 'child or young person', 'abuse' and 'harm' are open to interpretation and challenge but for the purpose of this Safeguarding Children policy they are defined as follows:

A child or young person shall be defined as:

'anyone who has not yet reached their 18th birthday.'

Abuse shall be defined as:

'a violation of an individual's human or civil rights by any other person or persons and, for the purposes of safeguarding children, shall include physical abuse, emotional abuse, sexual abuse, neglect, bullying and hazing.'

Harm shall be defined as:

'ill treatment and forms of ill treatment (including sexual abuse and forms of ill-treatment which are not physical) and also the impairment of or an avoidable deterioration in physical or mental health and the impairment of physical, intellectual, emotional, social or behavioural development.'

'Harm' may be caused by acts of commission and acts of omission.

The Safeguarding Children Policy is supported by The Association's Respect programme to address verbal abuse and bullying of youngsters by parents and coaches on the sidelines. The Association's Safeguarding Children Policy principles are that:

- The child's welfare is, and must always be, the paramount consideration;
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, race, faith, belief or sexual orientation;
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately; and
- Working in partnership with other organisations, children and young people and their parents and carers is essential.

The Association is committed to working in partnership with the Police, Children's Services Departments, Local Safeguarding Children's Boards (LSCB) and the Disclosure and Barring Service (DBS) in accordance with their procedures. This is essential to enable these organisations to carry out their statutory duties to investigate concerns and protect all children and young people.

The Association's Safeguarding Children Policy is in response to government legislation and guidance, developed to safeguard the welfare and development of children and young people.

Clubs and Leagues with youth teams must appoint a Welfare Officer in line with The Association affiliation requirements. A Club's Welfare Officer must sit on the management committee of that Club

All League and Club Welfare Officers are expected to abide by the Code of Conduct for volunteer Welfare Officers.

## **A. CODE OF CONDUCT FOR VOLUNTEER WELFARE OFFICERS**

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The role of the Welfare Officers is to:

1. Be clear about the Club's/League's responsibilities when running activities for children and young people
2. Help those actively involved with children and young people understand what their duty of care means on a day to day basis

As a Welfare Officer they will act as a role model to others in accordance with the roles and responsibilities of their position, in line with The Association's Rules and Regulations, the Respect codes of conduct for officials and the laws of the game.

In fulfilling the role they accept that within the role of Welfare Officer they will:

- Be child centered at all times and promote a fun safe environment for children and young people
- Follow all of the The Association's policies and in particular procedures for reporting safeguarding concerns including discrimination
- Act appropriately in all situations brought to their attention
- Champion Best Practice within their Club/League
- Communicate and positively engage with the CFA WO on all poor practice/safeguarding matters brought to the attention of CFA /The Association
- Attend meetings as reasonably required by the Club Committee, Youth League and CFA
- Manage and deal with poor practice issues in an appropriate and timely manner

- Ensure appropriate levels of confidentiality and data security are maintained at all times
- Implement and manage a responsible recruitment process in line with The Association's policy and procedures
- Attend continued personal development (CPD) opportunities as offered by their CFA and show a commitment to keeping their training up to date

If they do not follow the above code any/all of the following actions may be undertaken by their Club, League, County FA or The Association (This is not an exhaustive list):

- Required to meet with the Club/League Committee, YLWO or CFA WO
- Required to follow an action plan monitored by the YLWO/CFA WO
- Required to complete an FA education course
- Imposing a fine or suspension
- Required to leave the Club/League they represent
- Removed from role by the Club/League/County FA/The Association
- On appointment, all League and Club Welfare Officers agree to uphold the Code of Conduct for volunteer Welfare Officers and understand the actions that may be taken should they fail to act in accordance with the Code. In agreeing to fulfil the role they confirm that they meet the criteria outlined within The Association's Suitability Checklist for YLWO/CWOs.

## **B. WELFARE OFFICER PERSON SPECIFICATION AND SUITABILITY CHECKLIST** Person Specification -

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- Experience of dealing or working with young people
- Knowledge and understanding of safeguarding children issues<sup>1</sup>
- A good communicator in a variety of situations with people from diverse backgrounds
- Committed to and ability to abide by The Association Rules and Regulations and promote The Association's Respect programme and safeguarding children education
- Empathy when dealing with individuals, sometimes in demanding situations
- Ability to listen and assess situations fairly
- Ability to handle confidential information sensitively and with integrity



- Reasonable level of administration experience and how to deal with confidential documentation
  - Willingness to attend any in-service training facilitated by either The Association or the local County FA
2. Suitability Checklist -
- Understanding of child protection issues and some knowledge of safeguarding legislation
  - Knowledge of and positive attitudes to equal opportunities
  - Willing and able to provide relevant current references
  - Previous experience of dealing or working with children
  - Commitment to treat all children as individuals and with equal concern
  - Physical health – appropriate to carry out tasks
  - Integrity and flexibility
  - At least 18 years of age
  - Completion of The Association’s Criminal Records Checks (CRC) process and acceptance by The Association of the outcome
  - Understanding of the need for confidentiality when dealing with issues
  - Reasonable level of administration experience and how to deal with confidential documentation
  - Completion of The Association’s Safeguarding Children Workshop and Welfare Officer Workshop
  - Willingness to update skills and knowledge and attend in-service training facilitated by The Association or the local County FA
  - Has agreed to and agree to abide by the Code of Conduct for volunteer Welfare Officers

NB - If anyone is known to be unsuitable to work with children his/her application should be refused by the Club/League. If in any doubt about an applicant contact your County FA Welfare Officer.

## **MORE INFORMATION AND FOOTNOTE REFERENCES**

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If you need any further advice or information please contact your County FA Welfare Officer who will be happy to help you. More information about the role of the Welfare Officer is available on [www.thefa.com/football-rules-governance/safeguarding](http://www.thefa.com/football-rules-governance/safeguarding) and clicking on Welfare Officer FAQs under the Welfare Officer section and also on the Respect pages under ‘My Role’ simply click on Welfare Officer.

1. This can be gained through The Association's Safeguarding Children Education Programme; see [www.thefa.com/football-rules-governance/safeguarding](http://www.thefa.com/football-rules-governance/safeguarding) for further information or speak to your County FA Welfare Officer.
2. The Association's Policy on CRCs has been amended in light of the Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Act 2012. For more information please visit [www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks](http://www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks) or e-mail [FAchecks@thefa.com](mailto:FAchecks@thefa.com) or call 0845 210 8080.
3. Some people with a history of offending can still be considered for role in football that involve children. For more information please visit [www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks](http://www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks) or e-mail [FAchecks@thefa.com](mailto:FAchecks@thefa.com) or call 0845 210 8080.

The Association reserves the right to prevent an individual from becoming a Welfare Officer or remaining as a Welfare Officer where it deems the individual does not meet the suitability criteria, or it reasonably believes there is another compelling reason why that individual is not suitable.

## SAFEGUARDING REGULATIONS

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### THE ASSOCIATION'S SAFEGUARDING CHILDREN REGULATIONS

#### PREAMBLE

This Preamble is provided for guidance. If there is any inconsistency between the Preamble and the operative parts of the Safeguarding Children Regulations below, the operative parts shall prevail.

As set out in The Association's Safeguarding Children Policy, The Association is committed to safeguarding children within football and has Case Management procedures in place to assess the suitability of individuals to be involved with children in football.

In assessing that suitability, children's welfare is the paramount consideration.

Towards this, The Association has the power under the Safeguarding Children Regulations to issue an order where any one or more of the following applies:

- (i) The individual fails to comply with any part of The Association's Criminal Records Check (CRC) process;
- (ii) The individual has been barred by the Independent Safeguarding Authority (ISA) or the Disclosure and Barring Service (DBS) from engaging in regulated activity relating to children;
- (iii) The individual has been disqualified from working with children under the Criminal Justice and Court Services Act 2000;
- (iv) The individual is subject to any other restriction on their involvement with children not within (ii) or (iii) made pursuant to statute;
- (v) The individual has been convicted of, or made the subject of a caution for, an "Offence" defined in Regulation 1.1; or
- (vi) Following a risk assessment, The Association is satisfied that the individual poses or may pose a risk of harm to children; or
- (vii) Following a risk assessment, The Association is satisfied that the individual is or was in a position of trust in relation to another person and has engaged in sexual activity and/or an inappropriate relationship with that person.

#### GENERAL

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1.1 In these Regulations the expression "Offence" shall mean any one or more of the offences contained in the Schedules of the Criminal Justice and Court Services Act 2000 and any other criminal offence which reasonably causes The Association to believe that the person accused of the offence poses or may pose a risk of harm to a child or children.

The expression "position of trust" shall mean any position where an individual is in a relationship of trust with any person with responsibility and / or authority in relation to that person, and shall include without limitation those who care for, advise, supervise, train, coach, teach, manage, tutor, mentor, assess, develop, guide, treat or provide therapy to children and young people.

1.2 The Safeguarding Review Panel shall determine its own procedures save that in making findings of fact the test that the Safeguarding Review Panel shall apply shall be the civil standard of the balance of probability. Where a case is referred to the Safeguarding Review Panel pursuant to these Regulations it shall have the discretion to depart from the procedures set out in these Regulations where it considers it appropriate to do so.

1.3 The actions that may be taken under these Regulations by a Case Manager may also be taken by the Case Manager's nominee.

1.4 The Association may notify other parties of the terms of any order imposed under these Regulations where the Case Manager considers that such notification is appropriate in order to give effect to the terms of the order.

1.5 Where urgent cases arise under these Regulations the Chairman of the Safeguarding Review Panel may exercise the functions and powers of the Case Manager and/or the Safeguarding Review Panel, as provided for by these Regulations, on an interim basis. An interim decision taken by the Chairman of the Safeguarding Review Panel shall not be final until such time as it has been ratified by the Safeguarding Review Panel, which shall have the right to ratify, modify or make any other order as it considers appropriate in relation to the decision taken by the Chairman of the Safeguarding Review Panel.

## THE ASSOCIATION'S SAFEGUARDING PROCESS

2. Any person, regardless of their age, applying for or currently in such a position that The Association in its discretion considers relevant must comply with the requirements of The Association's Safeguarding process.

Such persons will include but not be limited to:

(i) Those in "Regulated Activity" as defined in Part V of the Protection of Freedoms Act 2012. An individual will fall within the definition where:

(a) his/her duties include teaching, training, instructing, caring for, supervising or providing guidance or advice on wellbeing to Children or driving a vehicle (on behalf of an organisation) only for Children; and

(b) such duties happen frequently (e.g. once a week or more often) or intensively (e.g. on 4 or more days in a 30 day period, or overnight); and

(c) The individual carrying out any of the duties described in (a) and (b) above is unsupervised.

Any person falling within this Regulation 2(i) shall be referred to as a "Regulated Activity Person"; and

(ii) Those who would otherwise fall within the definition of a Regulated Activity Person but for the fact that their duties are supervised (a "Supervised Person").

The requirements of The Association's Safeguarding process are:

2.1

(a) In respect of a Regulated Activity Person, to obtain and provide to The Association a DBS Enhanced Criminal Records Check with Children's Barred List

(b) In respect of a Supervised Person, to obtain and provide to The Association a DBS Enhanced Criminal Records Check

2.2 To provide any such further detail, explanation or clarification of any part of the matters disclosed pursuant to Regulation 2.1 (a) or (b) above, as may be required by The Association;

2.3 To comply with any other request or requirement which may assist The Association in progressing or completing any investigation, risk assessment or other enquiry as part of the Safeguarding process;

2.4 Where required, to provide at least two references that attest to their suitability to be involved in youth football. The spouse or partner of the person subject to this requirement cannot act as a referee for this purpose. Any reference provided by a spouse or partner will not be accepted; and

2.5 To comply with each of the requirements set out in Regulations 2.1 – 2.4 within any such time limit as The Association may stipulate.

2.6 To comply with any order imposed by the Safeguarding Review Panel.

Any person who fails to comply with any of the requirements set out in Regulation 2 shall be subject to an immediate suspension from football activity, on such terms and/or for such period as The Association may stipulate.

Where an individual is subject to a suspension under Regulation 2.6, that suspension will remain effective (and not subject to any review by The Association) until such time as:

(i) The individual successfully appeals against their suspension pursuant to Regulation 5; or

(ii) The individual complies with the requirements set out in Regulation 2 that resulted in his or her suspension.

Any requirement under this Regulation 2, or any suspension arising from any failure to comply with any of the requirements of this Regulation, shall apply whether or not a person withdraws their application or ceases to hold the relevant position at any time before, during or after the investigation, risk assessment or final order of the Safeguarding Review Panel.

## INTERIM ORDERS

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3. Upon receipt by The Association of:

3.1 Notification that an individual has been charged with an Offence;

3.2 Notification that an individual is the subject of an investigation by the Police, Children's Services or any other authority relating to an Offence; or

3.3 Any other information which causes The Association reasonably to believe that a person poses or may pose a risk of harm to a child or children,

The Association shall have the power to make any interim order including, but not limited to, issuing an interim suspension order suspending the individual from all or any specific football activity for such a period and on such terms and conditions as it considers appropriate. Interim orders shall be issued by the Case Manager, who shall provide the individual with written notification of the interim order, the reason(s) for its imposition and of the right of appeal pursuant to Regulation 6.

4.1 In determining whether an order under Regulation 3 should be made, the Case Manager shall give consideration, *inter alia*, to the following factors:

4.1.1 Whether a child is or children are or may be at risk of harm;

4.1.2 Whether the matters are of a serious nature; and/or

4.1.3 Whether an order is necessary or desirable to allow the conduct of any investigation by The Association or any other authority or body to proceed unimpeded having regard to the need for any suspension order to be proportionate.

If the Association believes it requires further information from an individual in order to assess whether an order under Regulation 3 should be made and/or to properly assess the factors in Regulation 4.1, the Case Manager may request further information from that individual. Such information must be provided in accordance with the deadline set by the Case Manager.

4.2 The Case Manager will notify the individual in writing of the terms of any interim suspension order or other interim order, such notification to be sent by registered post to the individual's usual or last known address.

5. An individual who is subject to an interim order under Regulation 3 or under Regulation 2.6 shall have the immediate right to appeal the interim order.

6. Appeals under Regulation 5 shall be considered by the Safeguarding Review Panel.

7. To bring an appeal under Regulation 5, the individual as the appellant, must give notice in writing to The FA Judicial Services Department with a copy sent to the Case Manager. The notice must request an appeal and state the grounds for that appeal. The appellant may submit any written material in support of the appeal. Such material must be submitted to The Association, as the respondent, and the Safeguarding Review Panel within 14 days of giving such notice or it may not be considered by the Safeguarding Review Panel.

8. The Safeguarding Review Panel shall determine all procedural matters for the conduct of the appeal, including requiring more information from either the appellant or the respondent. Unless the Safeguarding Review Panel in its discretion exceptionally allows the appellant and the respondent to address it in person, the Safeguarding Review Panel shall only consider the written material submitted by the appellant in support of the appeal, together with any written material submitted by the respondent. In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person (whether through a representative or otherwise), whether that be as a result of the application made by the appellant or otherwise, the Safeguarding Review Panel shall give consideration to the following reasons (which is not an exhaustive list):

8.1 Whether the terms of any order under consideration would affect the individual's paid employment within football, in which case, the appellant shall be entitled to address the Safeguarding Review Panel in person; and/or

8.2 Whether exceptional material is put before the Safeguarding Review Panel.

9. In determining an appeal, the Safeguarding Review Panel shall have the power to make any order in relation to the interim order as it considers appropriate, including ratifying, modifying or removing it.

10. Any appeal under Regulation 5 shall be determined by the Safeguarding Review Panel at the earliest opportunity, following the receipt of notice in writing and any written material in support of the appeal from the appellant and written material submitted by the respondent (and, in cases where the individual and Case Manager were permitted to address it in person, following any oral hearing).

11. All interim orders will be reviewed at the first opportunity following the expiry of 6 months from the date of the order being imposed or, if that order has been appealed under Regulation 5, the date upon which that appeal is determined (whether on the written papers or following an oral hearing), and at the same interval thereafter. The Safeguarding Review Panel will not review an interim order before the expiry of the relevant 6 month period except in exceptional circumstances and/or where there is a material change in the circumstances in which the order was made. Any review under Regulation 11 shall be considered by the Safeguarding Review Panel which conducted an appeal in the same case under Regulation 5. The Safeguarding Review Panel may maintain, modify, or remove any interim order, or make any other order it considers appropriate.

12. The total period of an interim order under Regulation 3 shall not last beyond the final determination of any related case under the Rules of the Association. Where an interim order is

imposed on an individual under Regulation 3 above, The Association shall bring and conclude any proceedings under the Rules of The Association against the person relating to the matters as soon as reasonably practicable.

#### **DETERMINATION FOLLOWING ANY ORDER MADE PURSUANT TO STATUTE BARRING OR RESTRICTING INVOLVEMENT WITH CHILDREN**

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13.1 Where any individual is:

13.1.1 Barred from regulated activity relating to children in accordance with section 3 of the Safeguarding Vulnerable Groups Act 2006 (as may be amended);

13.1.2 Disqualified from working with children in accordance with section 35 of the Criminal Justice and Court Services Act 2000; and/or

13.1.3 Subject to any other order, not within Regulations 13.1.1 or 13.1.2, issued pursuant to statute restricting their involvement with children,

The Association shall have the power to make any order, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate. Any such order shall be issued by the Case Manager.

13.2 The Case Manager shall notify the individual in writing of the order and shall invite the individual to make any written representations within 14 days as to why the order should not be ratified by the Safeguarding Review Panel.

13.3 All such orders shall be reviewed at the next meeting of the Safeguarding Review Panel. In reviewing the order the Safeguarding Review Panel shall consider any written material submitted by the individual in accordance with Regulation 13.2, together with all written material submitted by the Case Manager. The Safeguarding Review Panel may ratify, modify or remove any such order, or make any other order as it considers appropriate.

#### **ORDER FOLLOWING CONVICTION OR CAUTION**

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14.1 The Association's Safeguarding Review Panel shall have the power to make any order in respect of any individual convicted of, or made the subject of a caution in respect of, an Offence, including but not limited to a suspension from all or any specific football activity for such period and on such terms and conditions as it considers appropriate.

14.2 Where a case is to be considered by the Safeguarding Review Panel under Regulation 14.1, the Case Manager shall notify the individual in writing and shall invite the individual to make any written representations within 14 days.

14.3 Before making any order under Regulation 14.1, the Panel shall consider all information gathered in respect of an individual including, where applicable, information gathered pursuant to The Association's CRC process under Regulation 2, any written representations made by the individual under Regulation 14.2, together with all written material submitted by the Case Manager.

#### **ORDER FOLLOWING RISK ASSESSMENT**

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15. In addition to The Association's powers under Regulations 2.6, 3, 13 and 14 the Safeguarding Review Panel shall have the power to make any order that it considers appropriate, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate, if it is satisfied that the individual poses or may pose a risk of harm to a child or children and/or that the individual is or was in a position of trust in relation to any person and has engaged in sexual activity and/or an inappropriate relationship with that person.

16. Cases may be referred to the Safeguarding Review Panel in order to seek an order under Regulation 15 by the Case Manager where the Case Manager has reasonable cause to suspect that there are grounds for concern about an individual's continued participation in football activity involving a child or children.

17. The Case Manager shall reach this decision on the basis of a risk assessment of that individual's suitability for such participation. This risk assessment may be in such form and prepared by any person, as the Case Manager, at his/her discretion, considers appropriate.

18. Before a referral is made under Regulation 16, the Case Manager must use reasonable endeavours to notify the individual in writing. Such written notification must explain the order sought and the reason for it, and include a copy of the risk assessment and all other written material that the Case Manager intends to rely upon in seeking the order, save for any exceptional material dealt with under Regulation 24.

19. The individual shall have 14 days to reply to this notification and to provide any written material that he/she wishes the Safeguarding Review Panel to take into account in considering whether or not to impose any order under Regulation 15.

20. Following the receipt of the reply and/or other written material from the individual, or the expiry of the 14 day period if no reply is received, the Case Manager may:

20.1 Decide that no further action is currently required as there are no longer grounds for a referral under Regulation 16;

20.2 Make any such further inquiries as he or she considers appropriate in light of any matters raised by the individual in response to the written notification; or

20.3 Refer the case to the Safeguarding Review Panel under Regulation 16.

21. Where further inquiries are made by the Case Manager, any written material arising from those inquiries may only be relied on by the Case Manager in applying for any order under Regulation 15 if that written material has been sent to the individual and he or she has had 14 days to reply to it, save for any exceptional material dealt with under Regulation 24. If the written material is relied upon, any response by the individual must also be considered by the Safeguarding Review Panel.

22. The Safeguarding Review Panel shall determine all procedural matters for the conduct of a case referred to it under Regulation 16. Unless the Safeguarding Review Panel in its discretion exceptionally allows the individual and the Case Manager to address it in person, the case shall be considered on the basis of the following written material only:

22.1 The written notification and all written material provided with it by the Case Manager to the individual;

22.2 The reply, if any, and all other written material submitted by the individual in response to the written notification;

22.3 Any further written material provided by the Case Manager to the individual subsequently to the written notification; and

22.4 Any response from the individual to such further written material and all other written material submitted with that response.

23. In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person, whether that be as a result of an application made by either party or otherwise, the Safeguarding Review Panel shall give consideration, inter alia, to the following factors:



23.1 Whether the terms of any order under consideration would affect the individual's paid employment within football in which case the individual shall be entitled to address the Safeguarding Review Panel in person;

23.2 Whether exceptional material is to be put before the Safeguarding Review Panel; and/or

23.3 Whether an oral hearing has previously been conducted pursuant to Regulation 9 in relation to the same matter.

## **EXCEPTIONAL MATERIAL**

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24.1 In considering an interim order under Regulation 5, a review of any interim order under Regulation 11, or whether or not to make any order under Regulation 15, as a general rule the Safeguarding Review Panel may not consider any material provided by either the Case Manager or the individual which the other party has not seen and had a reasonable opportunity to reply to.

24.2 Exceptionally, in respect of any of the matters set out at Regulation 24.1, the Case Manager may make an application to an Exceptional Material Panel for permission to submit material to the Safeguarding Review Panel that has not been sent to the individual ("exceptional material"), where the Case Manager considers that the exceptional material concerned should not be sent to the individual for any one or more of the following reasons:–

24.2.1 Revealing it to the individual may create a risk of harm to any person or persons, and/or

24.2.2 Revealing it to the individual may amount to a criminal offence or otherwise be unlawful.

24.3 Where the Case Manager makes an application to an Exceptional Material Panel for permission to submit exceptional material to the Safeguarding Review Panel under Regulation 24.2 above, the Case Manager shall give notice of the application to the individual in writing at least fourteen days before the Exceptional Material Panel considers the application, unless the Case Manager considers that such written notice should not be given, as to give such notice may in itself:

24.3.1 Create a risk of harm to any person or persons; and/or

24.3.2 Amount to a criminal offence or otherwise be unlawful.

24.4 Any reply by an individual to a notice referred to in Regulation 24.3 must be passed to the Exceptional Material Panel for consideration.

24.5 The Exceptional Material Panel may, at its discretion, allow or reject the application in whole or in part.

24.6 In the event that the Exceptional Material Panel grants an order allowing the exceptional material to be submitted to the Safeguarding Review Panel, the Exceptional Material Panel shall give consideration as to whether either or both of the following may be provided to the individual:

24.6.1 A redacted version of the exceptional material; and/or

24.6.2 A summary of the exceptional material.

24.7 An Exceptional Material Panel shall be made up of one or more of the members of the Safeguarding Review Panel. A person that sits on an Exceptional Material Panel determining an application under Regulation 24.2 in relation to a particular individual may

not be a member of the Safeguarding Review Panel that will have conduct of the case referred under Regulation 16 in relation to that individual.

#### **OTHER ORDERS AVAILABLE FOLLOWING RISK ASSESSMENT**

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25. Following a referral under Regulation 16, in addition to its ability to make an order under Regulation 15, the Safeguarding Review Panel may make any other order consistent with the aims of the Safeguarding Children Policy that it considers appropriate in the circumstances.

#### **SUPERVISION ORDERS**

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26. Unless otherwise discharged, a Supervision Order will last for the length of time ordered by the Panel. Before its expiry, The Association may apply for an extension, or further extensions, for a period not exceeding 3 years from the date of the first order.

#### **DISCRETION TO REFER TO THE SAFEGUARDING REVIEW PANEL**

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27. Any of the powers and/or case management functions exercised by a Case Manager under these Regulations may instead be exercised by the Safeguarding Review Panel if the Case Manager, in his or her sole discretion, determines that the matter should be referred to the Safeguarding Review Panel ("a general referral"). The Case Manager shall make a general referral to the Safeguarding Review Panel where the facts and circumstances of a case are exceptional and/or of significant public interest, though the Case Manager's discretion to make a general referral will not be limited to such cases.

28. Where the Case Manager makes a general referral to the Safeguarding Review Panel, the same rights of review and appeal arise as if the decision of the Safeguarding Review Panel had been made by the Case Manager. Any review or appeal of the decisions of the latter will be heard by a Safeguarding Review Panel, none of the members of which shall have been a member of the Safeguarding Review Panel which was involved in any earlier decision on that case.

#### **RIGHT OF APPEAL**

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29.1 A Participant or The Association may appeal to an Appeal Board any decision of the Safeguarding Review Panel made under Regulations 13.1.3, 14 or 15. Subject to Regulation 29.3 and 29.4, such appeals shall be conducted in accordance with Part C: Appeals Non-Fast-Track of the Disciplinary Regulations ("Appeal Regulations"). Subject to this right of appeal, decisions of the Safeguarding Review Panel shall be final and binding.

29.2 Notwithstanding any provision to the contrary in the Appeal Regulations, an Appeal Board convened to hear an appeal pursuant to Regulation 29.1 shall take place as a full rehearing of the case.

29.3 Paragraph 10 of the Appeal Regulations shall be replaced with the following: "The Appeal Board shall hear new evidence only where it has given leave that it may be presented. An application for leave to present new evidence must be made in the Notice of Appeal or the Response. Such application must set out the nature and the relevance of the new evidence, and why it was not presented at the original hearing. The Appeal Board shall not grant leave to present new evidence unless satisfied with the reason given as to why it was not, or could not have been, presented at the original hearing and that such evidence is relevant. The Appeal Board's decision shall be final. Where leave to present new evidence has been granted, in all cases the other party will be given an opportunity to respond"

29.4 Any decision of the Appeal Board shall be final and binding with no further right of appeal.

#### **WRITTEN MATERIAL**

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30. For the purposes of these Regulations, "written material" may include photographic, video, electronic and/or audio evidence.

## **SAFEGUARDING ADULTS AT RISK POLICY**

### **DEFINITIONS**

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For the purpose of this Policy the following definitions apply:

#### 1. Adult at Risk

A person aged 18 or over who has needs for care and support (whether or not a local authority is meeting any of those needs); and

- is experiencing, or at risk of, abuse or neglect; and
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

#### 2. Abuse

Abuse is defined as a violation of an individual's human and civil rights by any other person or persons. It includes acts of commission (such as an assault) and acts of omission (situations where the environment fails to prevent harm). Abuse may be single act or omission or series of acts or omissions.

#### 3. Capacity\*

Capacity refers to an individual adult's ability to take a specific decision or take a particular action at a particular time even if they are able or not able to make other decisions at other times. The starting point should be that the person has capacity to make a decision unless it can be established that they cannot.

## **POLICY**

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The Association is committed to football being inclusive and providing a safe and positive experience for every adult participant involved in the game regardless of age, gender, gender reassignment, disability, culture, language, race, faith, belief or sexual orientation.

The Association recognises that some adult participants some may need additional safeguards and/ or protection. These adults are referred to as Adults at Risk.

The Association recognises its responsibility to safeguard and protect Adults at Risk, and to respond appropriately to any allegations or suspicions of abuse. Everyone who works with Adults at Risk has a responsibility to commit to this.

If abuse is suspected, or reported, The Association will work in partnership with the Adult at Risk wherever possible, depending on their capacity and the risk to them and others. The Association will also work in partnership with the police, the Disclosure and Barring Service, Safeguarding Adults Boards and local authorities so these organisations can carry out their statutory duties to safeguard and protect Adults at Risk. When responding to abuse or allegations of abuse and considering the sharing of information, The Association will put the needs of the adult first, work in their best interests and take into account the six principles of safeguarding adults detailed in the Care Act 2014: empowerment; protection; prevention; proportionality; partnership; and accountability. These principles will underpin all work with Adults at Risk.

\* Mental Capacity Act, 2005

## **SAFEGUARDING ADULTS AT RISK REGULATIONS**

### **PREAMBLE**

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This Preamble is provided for guidance. If there is any inconsistency between the Preamble and the operative parts of the Safeguarding Adults at Risk Regulations below, the operative parts shall prevail.

As set out in The Association's Safeguarding Adults at Risk Policy, The Association is committed to safeguarding Adults at Risk within football and has Case Management procedures in place to assess the suitability of individuals to be involved with Adults at Risk in football.

In assessing that suitability, the welfare of Adults at Risk is the paramount consideration. Towards this, The Association has the power under the Safeguarding Adults at Risk Regulations to issue an order where any one or more of the following applies:

- (i) The individual fails to comply with any part of The Association's Criminal Records Check (CRC) process;
- (ii) The individual has been barred by the Independent Safeguarding Authority (ISA) or the Disclosure and Barring Service (DBS) from engaging in regulated activity relating to Adults at Risk
- (iii) The individual is included on the Disclosure and Barring Service (DBS) Adults Barred List;
- (iv) The individual has been convicted of, or made the subject of a caution for, an "Offence" defined in Regulation 1.1; or
- (v) Following a risk assessment, The Association is satisfied that the individual poses or may pose a risk of harm to Adults at Risk.
- (vi) Following a risk assessment, The Association is satisfied that the individual is or was in a position of trust in relation to another person and has engaged in sexual activity and / or an inappropriate relationship with that person.

### **GENERAL**

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1.1 In these Regulations the expression "Offence" shall mean any one or more of the offences contained in the Schedules of the Criminal Justice and Court Services Act 2000 and any other criminal offence which reasonably causes The Association to believe that the person accused of the offence poses or may pose a risk of harm to an Adult at Risk .

The expression "position of trust" shall mean any position where an individual is in a relationship of trust with any person with responsibility and / or authority in relation to that person and shall include without limitation those who care for, advise, supervise, train, coach, teach, manage, tutor, mentor, assess, develop, guide, treat or provide therapy to Adults at Risk

1.2 The Safeguarding Review Panel shall determine its own procedures save that in making findings of fact the test that the Safeguarding Review Panel shall apply shall be the civil standard of the balance of probability. Where a case is referred to the Safeguarding Review Panel pursuant to these Regulations it shall have the discretion to depart from the procedures set out in these Regulations where it considers it appropriate to do so.

1.3 The actions that may be taken under these Regulations by a Case Manager may also be taken by the Case Manager's nominee.

1.4 The Association may notify other parties of the terms of any order imposed under these Regulations where the Case Manager considers that such notification is appropriate in order to give effect to the terms of the order.

1.5 Where urgent cases arise under these Regulations the Chairman of the Safeguarding Review Panel may exercise the functions and powers of the Case Manager and/or the Safeguarding Review Panel as provided for by these Regulations, on an interim basis. An interim decision taken by the Chairman of the Safeguarding Review Panel shall not be final until such time as it has been ratified by the Safeguarding Review Panel, which shall have the right to ratify, modify or make any other order as it considers appropriate in relation to the decision taken by the Chairman of the Safeguarding Review Panel.

2. For these purposes, the term Adult at Risk or Adults at Risk means any person who falls within any one or more of the following:

2.1 The Care Act 2014

2.2 Section 59 of the Safeguarding Vulnerable Groups Act 2006 as amended by the Protection of Freedoms Act 2012; and 2.3 any adult who is or may be in need of community care services by reason of mental health issues, learning or physical disability, sensory impairment, age or illness and who is or may be unable to take care of him/herself or unable to protect him/ herself against significant harm or serious exploitation.

### **SAFEGUARDING ADULTS AT RISK PROCESS**

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3. Any person, regardless of their age, applying for or currently in such positions that The Association in its discretion considers relevant whose duties include regularly caring for, training, supervising, administering treatment and/or therapy or medical treatment to an Adult at Risk may be required by The Association to comply with the requirements of The Association's Safeguarding Adults at Risk process. These requirements are:

3.1 To obtain and provide to The Association a DBS Enhanced Criminal Records Check (to include the Adults Barred List check where the duties fall within the definition of "Regulated Activity" under the Protection of Freedoms Act 2012) or to obtain and provide to The Association a DBS Enhanced Criminal Records Check without a check of the adults barred list where the duties do not fall within the definition of "Regulated Activity" under the Protection of Freedoms Act 2012 or other DBS check according to role.

3.2 To provide any such further detail, explanation or clarification of any part of the matters disclosed pursuant to Regulation 3.1 above as may be required by The Association;

3.4 Where required, to provide at least two references that attest to their suitability to be involved in football involving Adults at Risk. The spouse or partner of the person subject to this requirement cannot act as a referee for this purpose. Any reference provided by a spouse or partner will not be accepted; and

3.5 To comply with each of the requirements set out in Regulations 3.1-3.4 within any such time limit as The Association may stipulate.

3.6 To comply with any order imposed by the Safeguarding Review Panel.

Any person who fails to comply with any of the requirements set out in Regulation 3 shall be subject to an immediate suspension from football activity, on such terms and/or for such period as The Association may stipulate.

Where an individual is subject to a suspension under Regulation 3.6, that suspension will remain effective (and not subject to any review by The Association) until such time as:

(i) The individual successfully appeals against their suspension pursuant to Regulation 6; or

(ii) The individual complies with the requirements set out in Regulation 3 that resulted in his or her suspension.

Any requirement under this Regulation 3, or any suspension arising from any failure to comply with any requirement of this Regulation, shall apply whether or not a person withdraws their application or ceases to hold the relevant position at any time before, during or after the investigation, risk assessment or final order of the Safeguarding Review Panel.

## INTERIM ORDERS

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4. Upon receipt by The Association of:
  - 4.1 Notification that an individual has been charged with an Offence;
  - 4.2 Notification that an individual is the subject of an investigation by the Police or any other authority relating to an Offence; or
  - 4.3 Any other information which causes The Association reasonably to believe that a person poses or may pose a risk of harm to an Adult at Risk, The Association shall have the power to make any interim order including, but not limited to, issuing an interim suspension order suspending the individual from all or any specific football activity for such a period and on such terms and conditions as it considers appropriate. Interim orders shall be issued by the Case Manager, who shall provide the individual with written notification of the interim order, the reason(s) for its imposition and of the right of appeal pursuant to Regulation 7.
- 5.1 In determining whether an order under Regulation 4 should be made, the Case Manager shall give consideration, inter alia, to the following factors
  - 5.1.1 Whether Adults at Risk may be at risk of harm from the individual
  - 5.1.2 Whether the matters are of a serious nature; and/or
  - 5.1.3 Whether an order is necessary or desirable to allow the conduct of any investigation by The Association or any other authority or body to proceed unimpeded having regard to the need for any suspension order to be proportionate.

If the Association believes it requires further information from an individual in order to assess whether an order under Regulation 4 should be made and/or to properly assess the factors in Regulation 5.1, the Case Manager may request further information from that individual. Such information must be provided in accordance with the deadline set by the Case Manager.
- 5.2 The Case Manager will notify the individual in writing of the terms of any interim suspension order or other interim order, such notification to be sent by registered post to the individual's usual or last known address.
6. An individual who is subject to an interim order under Regulation 4 or under Regulation 3.6 shall have the immediate right to appeal the interim order.
7. Appeals under Regulation 6 shall be considered by the Safeguarding Review Panel.
8. To bring an appeal under Regulation 6, the individual as the appellant, must give notice in writing to The FA Judicial Services Department with a copy sent to the Case Manager. The notice must request an appeal and state the grounds for that appeal. The appellant may submit any written material in support of the appeal. Such material must be submitted to The Association, as the respondent, and the Safeguarding Review Panel within 14 days of giving such notice or it may not be considered by the Safeguarding Review Panel.
9. The Safeguarding Review Panel shall determine all procedural matters for the conduct of the appeal, including requiring more information from either the appellant or the respondent. Unless the Safeguarding Review Panel in its discretion exceptionally allows the appellant and the respondent to address it in person, the Safeguarding Review Panel shall only consider the written material submitted by the appellant in support of the appeal, together with any written material submitted by the respondent. In exercising its discretion as to whether exceptionally to allow the

individual and the Case Manager to address it in person (whether through a representative or otherwise), whether that be as a result of the application made by the appellant or otherwise, the Safeguarding Review Panel shall give consideration to the following reasons (which is not an exhaustive list):

9.1 Whether the terms of any order under consideration would affect the individual's paid employment within football, in which case, the appellant shall be entitled to address the Safeguarding Review Panel in person; and/or

9.2 Whether exceptional material is put before the Safeguarding Review Panel.

10. In determining an appeal, the Safeguarding Review Panel shall have the power to make any order in relation to the interim order as it considers appropriate, including ratifying, modifying or removing it.

11. Any appeal under Regulation 6 shall be determined by the Safeguarding Review Panel at the earliest opportunity, following the receipt of notice in writing and any written material in support of the appeal from the appellant and written material submitted by the respondent (and, in cases where the individual and Case Manager were permitted to address it in person, following any oral hearing).

12. All interim orders will be reviewed at the first opportunity following the expiry of 6 months from the date of the order being imposed or, if that order has been appealed under Regulation 6, the date upon which that appeal is determined (whether on the written papers or following an oral hearing), and at the same interval thereafter. The Safeguarding Review Panel will not review an interim order before the expiry of the relevant 6 month period except in exceptional circumstances and/or where there is a material change in the circumstances in which the order was made. Any review under Regulation 12 shall be considered by the Safeguarding Review Panel which conducted an appeal in the same case under Regulation 6. The Safeguarding Review Panel may maintain, modify, or remove any interim order, or make any other order it considers appropriate.

13. The total period of an interim order under Regulation 4 shall not last beyond the final determination of any related case under the Rules of the Association. Where an interim order is imposed on an individual under Regulation 4 above, The Association shall bring and conclude any proceedings under the Rules of The Association against the person relating to the matters as soon as reasonably practicable.

#### **DETERMINATION FOLLOWING ANY ORDER MADE PURSUANT TO STATUTE BARRING OR RESTRICTING INVOLVEMENT WITH ADULTS AT RISK**

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14.1	Where any individual is:
14.1.1	Barred from regulated activity relating to Adults at Risk;
14.1.2	Included in the list of individuals considered unsuitable to work with Adults at Risk, as kept by the Disclosure and Barring Service (DBS); and/or
14.1.3	Subject to any other order, not within Regulation 14.1.1 or 14.1.2, issued pursuant to statute restricting their involvement with Adults at Risk,

The Association shall have the power to make any order, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate. Any such order shall be issued by the Case Manager.

14.2 The Case Manager shall notify the individual in writing of the order and shall invite the individual to make any written representations within 14 days as to why the order should not be ratified by the Safeguarding Review Panel.



14.3 All such orders shall be reviewed at the next meeting of the Safeguarding Review Panel. In reviewing the order the Safeguarding Review Panel shall consider any written material submitted by the individual in accordance with Regulation 14.2, together with all written material submitted by the Case Manager. The Safeguarding Review Panel may ratify, modify or remove any such order, or make any other order as it considers appropriate.

#### **ORDER FOLLOWING CONVICTION OR CAUTION**

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15.1 The Association's Safeguarding Review Panel shall have the power to make any order in respect of any individual convicted of, or made the subject of a caution in respect of, an Offence, including but not limited to a suspension from all or any specific football activity for such period and on such terms and conditions as it considers appropriate.

15.2 Where a case is to be considered by the Safeguarding Review Panel under Regulation 15.1, the Case Manager shall notify the individual in writing and shall invite the individual to make any written representations within 14 days.

15.3 Before making any order under Regulation 15.1, the Panel shall consider all information gathered in respect of an individual including, where applicable, information gathered pursuant to The Association's CRC process under Regulation 3, any written representations made by the individual under Regulation 15.2, together with all written material submitted by the Case Manager.

#### **ORDER FOLLOWING RISK ASSESSMENT**

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16. In addition to The Association's powers under Regulations 3.6, 4, 14 and 15 the Safeguarding Review Panel shall have the power to make any order that it considers appropriate, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate, if it is satisfied that the individual poses or may pose a risk of harm to Adults at Risk and/or that the individual is or was in a position of trust in relation to any person and has engaged in sexual activity and/or an inappropriate relationship with that person.

17. Cases may be referred to the Safeguarding Review Panel in order to seek an order under Regulation 16 by the Case Manager where the Case Manager has reasonable cause to suspect that there are grounds for concern about an individual's continued participation in football activity involving Adults at Risk.

18. The Case Manager shall reach this decision on the basis of a risk assessment of that individual's suitability for such participation. This risk assessment may be in such form and prepared by any person, as the Case Manager at his/her discretion, considers appropriate.

19. Before a referral is made under Regulation 17, the Case Manager must use reasonable endeavours to notify the individual in writing. Such written notification must explain the order sought and the reason for it, and include a copy of the risk assessment and all other written material that the Case Manager intends to rely upon in seeking the order, save for any exceptional material dealt with under Regulation 25.

20. The individual shall have 14 days to reply to this notification and to provide any written material that he/she wishes the Safeguarding Review Panel to take into account in considering whether or not to impose any order under Regulation 16.

21. Following the receipt of the reply and/or written material from the individual, or the expiry of the 14 day period if no reply is received, the Case Manager may:

21.1 Decide that no further action is currently required as there are no longer grounds for a referral under Regulation 17;

21.2 Make any such further inquiries as he or she considers appropriate in light of any matters raised by the individual in response to the written notification; or

21.3 Refer the case to the Safeguarding Review Panel under Regulation 17.

22. Where further inquiries are made by the Case Manager, any written material arising from those inquiries may only be relied on by the Case Manager in applying for any order under Regulation 16 if that written material has been sent to the individual and he or she has had 14 days to reply to it, save for any exceptional material dealt with under Regulation 25. If the written material is relied upon, any response by the individual must also be considered by the Safeguarding Review Panel.

23. The Safeguarding Review Panel shall determine all procedural matters for the conduct of a case referred to it under Regulation 17. Unless the Safeguarding Review Panel in its discretion exceptionally allows the individual and the Case Manager to address it in person, the case shall be considered on the basis of the following written material only:

23.1 The written notification and all written material provided with it by the Case Manager to the individual;

23.2 The reply, if any, and all other written material submitted by the individual in response to the written notification;

23.3 Any further written material provided by the Case Manager to the individual subsequently to the written notification; and

23.4 Any response from the individual to such further written material and all other written material submitted with that response.

24. In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person, whether that be as a result of an application made by either party or otherwise, the Safeguarding Review Panel shall give consideration, inter alia, to the following factors:

24.1 Whether the terms of any order under consideration would affect the individual's paid employment within football in which case the individual shall be entitled to address the Safeguarding Review Panel in person;

24.2 Whether exceptional material is to be put before the Safeguarding Review Panel; and/or

24.3 Whether an oral hearing has previously been conducted pursuant to Regulation 10 in relation to the same matter.

## **EXCEPTIONAL MATERIAL**

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25.1 In considering an interim order under Regulation 6, a review of any interim order under Regulation 12, or whether or not to make any order under Regulation 16, as a general rule the Safeguarding Review Panel may not consider any material provided by either the Case Manager or the individual which the other party has not seen and had a reasonable opportunity to reply to.

25.2 Exceptionally, in respect of any of the matters set out at Regulation 24.1, the Case Manager may make an application to an Exceptional Material Panel for permission to submit material to the Safeguarding Review Panel that has not been sent to the individual ("exceptional material"), where the Case Manager considers that the exceptional material concerned should not be sent to the individual for any one or more of the following reasons:

25.2.1 Revealing it to the individual may create a risk of harm to any person or persons, and/or

25.2.2 Revealing it to the individual may amount to a criminal offence or otherwise be unlawful.

25.3 Where the Case Manager makes an application to an Exceptional Material Panel for permission to submit exceptional material to the Safeguarding Review Panel under Regulation 25.2, the Case Manager shall give notice of the application to the individual in writing at least fourteen days before the Exceptional Material Panel considers the application, unless the Case Manager considers that such written notice should not be given, as to give such notice may in itself:

25.3.1 Create a risk of harm to any person or persons; and/or

25.3.2 Amount to a criminal offence or otherwise be unlawful.

25.4 Any reply by an individual to a notice referred to in Regulation 25.3 must be passed to the Exceptional Material Panel for consideration.

25.5 The Exceptional Material Panel may, at its discretion, allow or reject the application in whole or in part.

25.6 In the event that the Exceptional Material Panel grants an order allowing the exceptional material to be submitted to the Safeguarding Review Panel, the Exceptional Material Panel shall give consideration as to whether either or both of the following may be provided to the individual:

25.6.1 A redacted version of the exceptional material; and/or,

25.6.2 A summary of the exceptional material.

25.7 An Exceptional Material Panel shall be made up of one or more of the members of the Safeguarding Review Panel. A person that sits on an Exceptional Material Panel determining an application under Regulation 25.2 in relation to a particular individual may not be a member of the Safeguarding Review Panel that will have conduct of the case referred under Regulation 17 in relation to that individual.

## **OTHER ORDERS AVAILABLE FOLLOWING RISK ASSESSMENT**

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26. Following a referral under Regulation 16, in addition to its ability to make an order under Regulation 17, the Safeguarding Review Panel may make any other order consistent with the aims of the Adults at Risk Policy that it considers appropriate in the circumstances.

## **SUPERVISION ORDERS**

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27. Unless otherwise discharged, a Supervision Order will last for the length of time ordered by the Panel. Before its expiry, The Association may apply for an extension, or further extensions, for a period not exceeding 3 years from the date of the first order.

## **DISCRETION TO REFER TO THE SAFEGUARDING REVIEW PANEL**

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28. Any of the powers and/or case management functions exercised by a Case Manager under these Regulations may instead be exercised by the Safeguarding Review Panel if the Case Manager, in his or her sole discretion, determines that the matter should be referred to the Safeguarding Review Panel ("a general referral"). The Case Manager shall make a general referral to the Safeguarding Review Panel where the facts and circumstances of a case are exceptional and/or of significant public interest, though the Case Manager's discretion to make a general referral will not be limited to such cases.

29. Where the Case Manager makes a general referral to the Safeguarding Review Panel, the same rights of review and appeal arise as if the decision of the Safeguarding Review Panel

had been made by the Case Manager. Any review or appeal of the decisions of the latter will be heard by a Safeguarding Review Panel, none of the members of which shall have been a member of the Safeguarding Review Panel which was involved in any earlier decision on that case.

## **RIGHT OF APPEAL**

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30.1 A Participant or The Association may appeal to an Appeal Board any decision of the Safeguarding Review Panel made under Regulations 13.1.3, 14 or 15. Subject to Regulation 30.3 and 30.4, such appeals shall be conducted in accordance with Part C: Appeals Non-Fast-Track of the Disciplinary Regulations (the "Appeal Regulations"). Subject to this right of appeal, decisions of the Safeguarding Review Panel shall be final and binding.

30.2 Notwithstanding any provision to the contrary in the Appeal Regulations, an Appeal Board convened to hear an appeal pursuant to Regulation 30.1 shall take place as a full rehearing of the case.

30.3 Paragraph 10 of the Appeal Regulations shall be replaced with the following: The Appeal Board shall hear new evidence only where it has given leave that it may be presented. An application for leave to present new evidence must be made in the Notice of Appeal or the Response. Such application must set out the nature and the relevance of the new evidence, and why it was not presented at the original hearing. The Appeal Board shall not grant leave to present new evidence unless satisfied with the reason given as to why it was not, or could not have been, presented at the original hearing and that such evidence is relevant. The Appeal Board's decision shall be final. Where leave to present new evidence has been granted, in all cases the other party will be given an opportunity to respond.

30.4 Any decision of the Appeal Board shall be final and binding with no further right of appeal.

## **WRITTEN MATERIAL**

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31. For the purposes of these Regulations, "written material" may include photographic, video, electronic and/or audio evidence.

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## **DISCIPLINARY: GENERAL PROVISIONS**

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1 These General Provisions are split into two parts:

1.1 The provisions in Section One shall apply to Inquiries, Commissions of Inquiry, Regulatory Commissions, Disciplinary Commissions, Appeal Boards and Safeguarding Review Panels.

1.2 The provisions in Section Two shall apply to Regulatory Commissions and, where stated in paragraph 27, Disciplinary Commissions.

### **SECTION ONE: ALL PANELS**

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#### **SCOPE**

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2 This Section One shall apply to Inquiries, Commissions of Inquiry, Regulatory Commissions, Disciplinary Commissions, Appeal Boards and Safeguarding Review Panels.

3 In relation to proceedings before a Disciplinary Commission, references in this Section One to The Association shall be taken to mean the relevant Affiliated Association.

#### **GENERAL**

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4 The bodies subject to these General Provisions are not courts of law and are disciplinary, rather than arbitral, bodies. In the interests of achieving a just and fair result, procedural and technical considerations must take second place to the paramount object of being just and fair to all parties.

5 All parties involved in proceedings subject to these General Provisions shall act in a spirit of co-operation to ensure such proceedings are conducted expeditiously, fairly and appropriately, having regard to their sporting context.

6 The bodies subject to these General Provisions shall have the power to regulate their own procedure.

7 Without limitation to paragraph 6 above, any breach of procedure by The Association, or a failure by The Association to follow any direction given (including any time limit), shall not invalidate the proceedings or its outcome unless the breach is such as to seriously and irredeemably prejudice the position of the Participant Charged.

8 Save where otherwise stated, the applicable standard of proof shall be the civil standard of the balance of probabilities.

#### **EVIDENCE**

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9 A panel to which these General Provisions apply:

9.1 shall not be obliged to follow the strict rules of evidence;

9.2 shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law;

9.3 may admit such evidence as it thinks fit and accord such evidence such weight as it thinks appropriate in all the circumstances; and

9.4 may draw such inference from the failure of a witness (including the Participant Charged) to give evidence or answer a question as it considers appropriate.

#### **REPRESENTATION**

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10 A Participant Charged attending a personal hearing, or an individual attending a Safeguarding Review Panel, may be represented by an or individuals (including a legal representative), provided that they notify The Association both of the fact that they are to be

represented and of the identity of the representatives by the date on which the Reply is served. The representatives may speak on behalf of the Participant Charged / the individual.

11 An individual acting as a representative for a Participant Charged shall not be allowed to give evidence.

12 The Association may nominate an individual or individuals to represent it at a personal hearing.

### **CONSOLIDATION OF PROCEEDINGS**

13 Where the subject matter of or facts relating to a Charge or Charges against one or more Participant(s) is sufficiently linked (including, but not limited to, where offences are alleged to have been committed in the same Match or where there is common evidence of The Association or the defence) and where appropriate for the timely and efficient disposal of the proceedings, The Association and/or the relevant panel shall have the power to consolidate proceedings so that they are conducted together and the Charges may be determined at a joint hearing. In respect of such matters:

13.1 evidence adduced by or on behalf of a Participant shall be capable of constituting evidence against another Participant (the relevant panel shall give appropriate weight to such evidence);

13.2 Participants or their representatives shall be entitled to cross-examine other Participants and their witnesses; and

13.3 the relevant panel may hear evidence in any order and shall have complete discretion to take matters out of order for the timely, efficient and appropriate disposal of the proceedings.

### **CONFIDENTIALITY / PUBLICATION**

14 The proceedings of a Commission of Inquiry, a Regulatory Commission, a Disciplinary Commission, Appeal Board and Safeguarding Review Panel shall take place in private.

15 All oral or written representations, submissions, evidence and documents created in the course of any proceedings shall be subject to qualified privilege.

16 Subject to paragraphs 17 to 19 below, all oral or written representations, submissions, evidence and documents created in the course of any proceedings are confidential between The Association and the individual or body concerned.

17 The Association shall have the power to publish in the public press, on a web site or in any other manner considered appropriate:

17.1 the outcome of any proceedings or inquiry (irrespective of whether a Charge is issued in respect of that inquiry);

17.2 reports of any hearing, order, requirement, instruction, decision, proceedings, acts, resolution, finding and penalty; or

17.3 any representations, submissions, evidence and documents created in the course of any proceedings or inquiry (including but not limited to the written reasons of a Regulatory Commission and Appeal Board) whether or not this reflects on the character or conduct of a Participant.

18 Each Participant will take part in any Commission of Inquiry, Regulatory Commission, Disciplinary Commission, Appeal Board, or Safeguarding Review Panel as required to ensure the appropriate discharge of these Regulations, and acknowledges that reports of decisions will be published.



19 The Association shall have the right to use and rely upon any representations, submissions, evidence and documents that are provided to it during the course of any inquiry pursuant to Rule F (or otherwise) and/or are created or otherwise generated during the proceedings of a panel to which these General Provisions apply for the purpose of carrying out its regulatory functions and monitoring and implementing compliance with its Rules and Regulations (including, but not limited to, taking action against any Participant under Rule E).

### SERVICE OF DOCUMENTS

20 A document may be served by:

- 20.1 giving it to the person to whom it is addressed;
- 20.2 leaving it at, or sending it by first class post to, the last known address of the addressee or, in the case of an individual, the Club with which they are associated; or
- 20.3 sending it by e-mail or by fax to the last known email address or fax number of the addressee or, in the case of an individual, the Club with which they are associated.

### FEES

21 Where a Participant lodges a Notice of Appeal in respect of:

- 21.1 a decision of a Regulatory Commission, they must pay an appeal fee of £100;
- 21.2 a decision of an Affiliated Association, they must pay an appeal fee of £50;
- 21.3 any other decisions of The Association subject to appeal, or a decision of Competition, they must pay an appeal fee as follows:

RELEVANT COMPETITION	FEE
Premier League, EFL Championship, EFL League One, EFL League Two and National League	£500
Steps 2 to 4 of the National League System	£250
Steps 5 to 7 of the National League System	£100
Any other Competition (including those outside the National League System)	£50

22 In respect of other matters where fees are payable, the relevant fees shall be as prescribed in the relevant regulations.

### OTHER PROCEEDINGS

23 The fact that a Participant is liable to face or has pending any other criminal, civil, disciplinary or regulatory proceedings (whether public or private in nature) in relation to the same matter shall not prevent or fetter The Association commencing, conducting and/or concluding proceedings under the Rules.

24 The result of those proceedings and findings upon which such result is based shall be presumed to be correct and true unless it is shown, by clear and convincing evidence, that this is not the case.

## **EXCLUSION OF LIABILITY**

25 Panel members to which these General Provisions apply and any executive staff member of The Association involved in any proceedings subject to these General Provisions, shall not be held liable for any acts or omissions in relation to any such proceedings.

## **SECTION TWO: REGULATORY COMMISSIONS**

### **SCOPE**

26 This Section Two sets out provisions applicable to matters of Misconduct proceeding before Regulatory Commissions. Further detail, to include the timetable to be followed in respect of such matters, is found in:

26.1 Part B: Non-Fast Track Regulations (where the matter proceeds according to the ordinary timetable);

26.2 Part E: Fast Track Regulations (where the matter proceeds according to an expedited timetable).

As such, the procedures set out at Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations should be read in conjunction with these provisions.

27 In addition, the following paragraphs of this Section Two shall apply to matters of Misconduct proceeding before Disciplinary Commissions: paragraphs 28, 31, 38 to 43, 46 to 50 and 52 to 53. The content of those paragraphs shall be construed accordingly (e.g. references to The Association shall be taken to mean the relevant Affiliated Association).

### **THE COLLECTION OF EVIDENCE**

28 In accordance with Rule F, all Participants must take all reasonable measures to assist The Association in the collection of evidence. Where The Association requests the production of evidence from any Participant, that Participant shall (subject to considerations of legal professional privilege) be under an obligation to provide it.

29 Where on-field offences are concerned, The Association may request that a Club provides or procures the delivery of video evidence to assist it in investigating possible Misconduct. Clubs must provide such video evidence to The Association as soon as reasonably practicable and in any event no later than 12 noon on the next Business Day following The Association's request (or a later date if stipulated by The Association). Failure to provide such evidence within this deadline may result in The Association issuing a Charge against the Club.

### **CHARGE**

30 The decision that facts or matters may give rise to Misconduct and that a Charge be brought will be made by the Chief Regulatory Officer (or their nominee) on behalf of The Association.

31 Where any facts or matters give rise to alleged Misconduct by a Participant, The Association will serve on the Participant a Charge which shall:

31.1 state briefly the nature of the alleged Misconduct;

31.2 identify the provision(s) alleged to have been breached; and

31.3 enclose copies of documents or other material referred to in the Charge.

32 The Charge may include a request for the provision of a summary of the current terms and conditions of employment of a Participant.

33 A copy of the Charge shall be forwarded to the Judicial Panel Chairman who shall appoint a Regulatory Commission in accordance with, and subject to, the Terms of Reference for the Composition and Operation of the Judicial Panel.

## **TIME LIMITS AND DIRECTIONS**

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### General

34 The standard directions for a Regulatory Commission processing a matter under these Regulations shall be as set out in Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations.

35 In complex cases the standard directions may, at the discretion of the Regulatory Commission, be the subject of a directions hearing which may be conducted in accordance with paragraph 26 of Part B: Non-Fast Track Regulations.

### Exceptional Circumstances

36 Where the circumstances of a case are such that the Chief Regulatory Officer (or their nominee) or a Participant considers that it would be impractical or unfair for a Charge to be processed in accordance with the directions or other time limits set out in Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations, the Chief Regulatory Officer (or their nominee) or a Participant may apply to the Judicial Panel Chairman (or their nominee) for an order that the relevant time limits be amended, suspended, reduced or dispensed with.

37 Examples of circumstances in which the processing of a Charge would be impractical or unfair within the time limits set out in Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations are where:

- 37.1 there is a pending police investigation; or
- 37.2 the seriousness or complexity of the matter necessitates a longer period of investigation; or
- 37.3 substantial evidence needs to be obtained from non-Participants.

## **REGULATORY COMMISSION DELIBERATIONS**

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38 Deliberations of a Regulatory Commission shall take place in private.

39 The decision of the Regulatory Commission shall be determined by majority. Each member of the Regulatory Commission shall have one vote, save that the Chairman of the Regulatory Commission shall have a second and casting vote in the event of a deadlock.

## **PENALTIES AND ORDERS**

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### General

40 Save where expressly stated otherwise, a Regulatory Commission shall have the power to impose any one or more of the following penalties or orders on the Participant Charged:

- 40.1 a reprimand and/or warning as to future conduct;
- 40.2 a fine;
- 40.3 suspension from all or any specified football activity from a date that the Regulatory Commission shall order, permanently or for a stated period or number of Matches;
- 40.4 the closure of a ground permanently or for a stated period;
- 40.5 the playing of a Match or Matches without spectators being present, and/or at a specific ground;

40.6 any order which may be made under the rules and regulations of a Competition in which the Participant Charged participates or is associated, which shall be deemed to include the deduction of points and removal from a Competition at any stage of any playing season;

40.7 expulsion from a Competition;

40.8 expulsion from membership of The Association or an Affiliated Association;

40.9 such further or other penalty or order as it considers appropriate.

41 In imposing penalties, a Regulatory Commission shall consider any:

41.1 applicable standard sanctions or sanction guidelines as may be communicated by The Association from time to time. A Regulatory Commission shall have the discretion, to depart from such sanction guidelines where it, in its absolute discretion, deems it appropriate having regard to the facts of an individual case (for example, where a particular act of Misconduct is sufficiently serious that the guideline sanction would not constitute a sufficient penalty for the Misconduct that has taken place);

41.2 mitigating and/or aggravating factors, to include but not limited to the disciplinary record of the Participant and others factors that may be communicated by The Association from time to time.

#### Suspended Penalty

42 Save where any Rule or regulation expressly requires an immediate penalty to be imposed, and subject to paragraphs 43 to 45 below, the Regulatory Commission may order that a penalty imposed is suspended for a specified period or until a specified event and on such terms and conditions as it considers appropriate.

43 Where the penalty to be imposed is to be suspended, no more than three-quarters of any such penalty may be suspended. If the period of such a suspension is a lifetime, the non-suspended period must be no less than eight years.

44 Where a Participant has committed a breach of Rules E5, E8 or E14, the Regulatory Commission must consider suspending a portion of the penalty to be imposed if:

44.1 that Participant has provided assistance and / or information to any Competition, The Association, UEFA, FIFA, any other national football association, a law enforcement agency or professional disciplinary body; and

44.2 the assistance and / or information provided results in the discovery or establishment of a criminal offence or the breach of disciplinary rules by another person relating to betting or integrity (not including anti-doping, in respect of which the Anti-Doping Regulations shall apply) in football or sport generally.

45 Where the Regulatory Commission, in exercising its discretion under paragraph 44, considers it to be appropriate to suspend a portion of the penalty, the extent to which the penalty may be suspended will be based on the significance of the assistance provided by the Participant to the effort to eliminate corruption from sport.

#### Aggravated Breaches (Rule E3(2))

46 Whether or not a suspension has been imposed by the Regulatory Commission in accordance with paragraphs 47 to 50 below, in respect of an Aggravated Breach that Regulatory Commission:

46.1 must order that the Participant who commits an Aggravated Breach be subject to an education programme, the details of which will be provided to the Participant by The Association;

46.2 may impose a financial penalty or any other sanction that it considers appropriate.

47 Subject to paragraphs 48 and 49 below:

47.1 where a Participant commits an Aggravated Breach for the first time, a Regulatory Commission shall impose an immediate suspension of at least six Matches on that Participant. The Regulatory Commission may increase the suspension where additional aggravating factors are present.

47.2 where a Participant commits a second (or further) Aggravated Breach, a Regulatory Commission shall impose an immediate suspension of no fewer than seven Matches. In determining the suspension to be imposed, the Regulatory Commission shall use as an entry point an immediate suspension of 11 Matches. The Regulatory Commission may depart from the entry point where aggravating or mitigating factors are present.

48 Where an Aggravated Breach is committed:

48.1 by a Participant for whom a match-based suspension would be inappropriate due only to that Participant's particular role in football (for the avoidance of doubt, this subparagraph shall not apply to a Manager, coach or Player);

48.2 in writing only;

48.3 via the use of any communication device, public communication network (to include, but not limited to, social media) or broadcast media only; or

48.4 by reference to nationality only,

a Regulatory Commission will not be bound to impose an immediate suspension of at least six Matches for a first such breach, or of no fewer than seven Matches for a second or further such breach. Instead the Regulatory Commission may impose any sanction that it considers appropriate, taking into account any aggravating or mitigating factors present.

49 Where a Player in youth football aged 12 to 15 (inclusive) commits an Aggravated Breach for the first time, a Regulatory Commission shall impose a suspension of at least six Matches on that Player. The Regulatory Commission may increase the suspension where additional aggravating factors are present. A minimum of one Match shall come into effect immediately, however the Regulatory Commission may suspend such number of the remaining Matches on such terms and for such period as it considers appropriate. For the avoidance of doubt, where such a Player commits a second (or further) aggravated breach, a Regulatory Commission shall apply the provisions of paragraph 47.2 above.

50 Where a Regulatory Commission sanctions a Club in accordance with Rule E3(4), it may impose any sanction it considers appropriate, taking into account any aggravating or mitigating factors present.

#### Drug Rehabilitation and Counselling

51 Where a Participant has breached the provisions of the Anti-Doping Regulations or the Social Drugs Policy Regulations, a Regulatory Commission may order a compulsory period of target testing, rehabilitation and counselling, and attach such conditions as it considers appropriate.

#### Compensation Orders

52 The Regulatory Commission may, where it considers it appropriate, order the Participant Charged to pay compensation to another Participant (the "**Compensation Claimant**"), instead of or in addition to any penalty or other order. Such an order may be for such amount as the Regulatory Commission considers appropriate.

53 The Regulatory Commission may order compensation only where:

53.1 it receives, in advance of its determination as to whether a Charge has been proven, a written claim by or on behalf of the Compensation Claimant which sets out the amount claimed and detailed reasons for the claim;

53.2 it is satisfied that the Compensation Claimant has suffered loss as a consequence of the Misconduct of the Participant Charged; and

53.3 the Participant Charged has had an opportunity both of seeing the claim in advance of an order being made and of making submissions to the Regulatory Commission in relation to it.

## **COSTS ORDERS**

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54 Save where otherwise provided, any costs incurred:

54.1 in bringing or defending a Charge will be borne by the party incurring the costs; and

54.2 by a Regulatory Commission, which are considered by the Chairman of the Regulatory Commission to be appropriate, may be ordered to be paid in full or in part by either party (such costs may include, but are not limited to, the costs of the Regulatory Commission and related expenses).

55 The applicable deadlines for any appeal against only the quantum of costs shall be those set out in paragraph 5 of Part C: Appeals – Non-Fast Track. Any such appeal shall be heard and determined by a single person appointed by Sport Resolutions (UK) (or similar independent body as determined by The Association from time to time). That person shall decide all matters of procedure for how such an appeal will be conducted.

56 A Notice of Appeal against a decision of a Regulatory Commission shall be deemed not to have been lodged unless either:

56.1 all financial orders, including costs orders, relating to the Participant in question have been paid in full; or

56.2 the Chairman of the Regulatory Commission has made an order to set aside the relevant financial orders pending the outcome of the Appeal.

57 In the event of an appeal being lodged, where applicable payments of costs made will be held in escrow by The Association.

## **COMPLIANCE WITH PENALTIES AND ORDERS**

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58 Unless the Regulatory Commission determines otherwise, a penalty or order shall come into effect immediately at the date of the notification of the decision.

59 A Regulatory Commission may issue such further order, requirement or instruction as it considers appropriate for the purpose of giving effect to its decision.

60 Where a Regulatory Commission is satisfied that a Participant Charged has failed to observe or comply with a penalty or order imposed by the Regulatory Commission, it shall have the power to order that the Participant Charged be suspended immediately from all or any football activity for such period and on such conditions as it considers appropriate.

61 In respect of any appeal made by a Participant Charged against a decision of a Regulatory Commission, the Regulatory Commission shall have the power, upon application and its absolute discretion, to stay the effect of, or compliance by the Participant Charged with, a penalty or order of a Regulatory Commission.

#### **PAYMENT OF FEES, FINES AND COMPENSATION ORDERS**

62 Payment of any administration fee, fine or compensation shall be made to The Association by such deadline and under such terms as ordered by The Association at the time of the written notification or decision.

63 The failure to make payment within the deadline ordered may result in an automatic increase of 25% of the amount due. Failure to pay within a further 30 days from the deadline ordered may result in the automatic suspension of the Participant until such time as payment has been received. Where the Participant is a person, such suspension will be from all football and football activity. Where the Participant is a Club, such suspension will be from playing in any Match or Competition.

#### **WRITTEN DECISION**

64 The Regulatory Commission shall as soon as practicable send to the Participant Charged and the Chief Regulatory Officer (or their nominee) a written statement of its decision, which shall state:

- 64.1 the Charge(s) considered and whether admitted or denied;
- 64.2 the decision as to whether Misconduct has been proven or not; and
- 64.3 any penalty or other order imposed.

65 The written decision shall be signed and dated by the Chairman of the Regulatory Commission and be the conclusive record of the Regulatory Commission's decision. A copy of the written decision shall be forwarded to The Association.

#### **WRITTEN REASONS**

66 Where the relevant parts of Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations so provide, written reasons may be requested and provided.

67 Where written reasons are provided they shall state in writing:

- 67.1 the findings of fact made by the Regulatory Commission;
- 67.2 the reasons for the Regulatory Commission's decision finding the Charge(s) proven; and
- 67.3 the reasons for any penalty or order.

#### **APPEALS**

68 The rights of appeal shall be as set out in Part B: Non-Fast Track Regulations or Part E: Fast Track Regulations.

#### **REGULATION CHANGES- NOTE TO PARTICIPANTS**

Participants should be aware that any of The Association's Regulations may be amended during the season following publication of The FA Handbook. Reference should be made to The FA's website, located at [www.TheFA.com](http://www.TheFA.com), for updated versions of the Regulations.

## C - APPEALS - NON-FAST TRACK

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These Regulations set out the provisions relating to appeals conducted in accordance with the Rules, save for appeals arising from matters proceeding under Part E: Fast Track Regulations (which shall be conducted in accordance with Part E: Fast Track 7: Appeals – Fast Track therein).

### GROUNDS OF APPEAL

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1 The grounds of appeal available to The Association shall be that the body whose decision is appealed against:

- 1.1 misinterpreted or failed to comply with the Rules and/or regulations of The Association relevant to its decision; and/or
- 1.2 came to a decision to which no reasonable such body could have come; and/or
- 1.3 imposed a penalty, award, order or sanction that was so unduly lenient as to be unreasonable.

2 The grounds of appeal available to Participants shall be that the body whose decision is appealed against:

- 2.1 failed to give that Participant a fair hearing; and/or
- 2.2 misinterpreted or failed to comply with the Rules and/or regulations of The Association relevant to its decision; and/or
- 2.3 came to a decision to which no reasonable such body could have come; and/or
- 2.4 imposed a penalty, award, order or sanction that was excessive.

3 Where an appeal is brought by FIFA, UKAD or WADA against a decision of a Regulatory Commission pursuant to the Association's Anti-Doping Regulations, any of the grounds set out at paragraphs 1 and 2 above may be relied upon.

### APPEAL PROCESS

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#### Commencement of Appeal and Response

4 Appeal timings shall run from the date of notification of the decision being appealed against ("**Notification Date**"). The Notification Date shall be:

- 4.1 the date of provision of the written decision; or
- 4.2 where the relevant rules or regulations provide that written reasons may be produced or requested, the date of provision of the written reasons.

5 In the case of an appeal from a decision of a Regulatory Commission or Disciplinary Commission;

- 5.1 notification of the intention to appeal shall be made in writing to The Association (or to the relevant Participant, where The Association is the appellant) within seven days of the Notification Date.
- 5.2 a notice of appeal (the "**Notice of Appeal**") with The Association by email to [Disciplinary@TheFA.com](mailto:Disciplinary@TheFA.com) (or, where The Association is the appellant, with the relevant Participant) within 14 days of the Notification Date.

6 In case of all other appeals, the timings set out in paragraph 5 above shall apply, unless the relevant rules provide otherwise.



7 The Notice of Appeal must:

- 7.1 identify the specific decision(s) being appealed;
- 7.2 set out the ground(s) of appeal and the reasons why it would be substantially unfair not to alter the original decision;
- 7.3 set out a statement of the facts upon which the appeal is based;
- 7.4 save for where the appellant is The Association, in which case no appeal fee will be payable, be accompanied by the relevant appeal fee as set out in paragraph 21 of Part A: General Provisions. Where an appeal is lodged electronically, the appeal fee must be received not later than the third day following the day of despatch of the electronic notification (including both the day of despatch and receipt);
- 7.5 where appropriate, apply for leave to present new evidence under paragraph 10 below.

8 The respondent shall serve a written reply to the Notice of Appeal (the “**Response**”) on an appellant and the Appeal Board within 21 days of the lodging of the Notice of Appeal. Where appropriate, the Response must include an application for leave to present new evidence under paragraph 10 below.

9 Where the Regulatory Commission or other body appealed against has not stated the reasons for its decision, either:

- 9.1 the appellant shall request written reasons from that body which shall be provided to the Appeal Board; or
- 9.2 the Appeal Board shall require that a member of that body attends the appeal hearing. In which case: (i) questions may be put by the Appeal Board at a hearing to satisfy itself as to the reasons for the decision); (ii) cross-examination by the appellant or respondent shall not be permitted; (iii) representations may be made by the parties to the Appeal Board who may then put questions to the member of the body that made the decision.

#### New Evidence

10 The Appeal Board shall hear new evidence only where it has given leave that it may be presented. An application for leave to present new evidence must be made in the Notice of Appeal or the Response. Such application must set out the nature and the relevance of the new evidence, and why it was not presented at the original hearing. Save in exceptional circumstances, the Appeal Board shall not grant leave to present new evidence unless satisfied with the reason given as to why it was not, or could not have been, presented at the original hearing and that such evidence is relevant. The Appeal Board’s decision shall be final. Where leave to present new evidence has been granted, in all cases the other party will be given an opportunity to respond.

#### Appeal Board Proceedings

11 The appellant shall prepare a set of documents which shall be provided to the Appeal Board and respondent at least seven days before the hearing and which shall comprise the following (or their equivalent):

- 11.1 the Charge;
- 11.2 the Reply;
- 11.3 any documents or other evidence referred to at the original hearing relevant to the appeal;
- 11.4 any transcript of the original hearing;

11.5 the notification of decision appealed against and, where they have been given, the reasons for the decision;

11.6 any new evidence;

11.7 the Notice of Appeal;

11.8 the Response.

12 An appeal shall be by way of a review on documents only. The parties shall however be entitled to make oral submissions to the Appeal Board. Oral evidence will not be permitted, except where the Appeal Board gives leave to present new evidence under paragraph 10 above.

13 Once an appeal has been commenced, it shall not be withdrawn except by leave of the Appeal Board. Where an appeal is so withdrawn, the Appeal Board may make such order for costs, or such order in respect of any bond lodged pursuant to paragraphs 27 to 37 below, as it considers appropriate.

14 The chairman of an Appeal Board may upon the application of a party or otherwise, give any instructions considered necessary for the proper conduct of the proceedings, including but not limited to:

14.1 extending or reducing any time limit;

14.2 amending or dispensing with any procedural steps set out in these Regulations;

14.3 instructing that a transcript be made of the proceedings;

14.4 ordering parties to attend a preliminary hearing;

14.5 ordering a party to provide written submissions.

The decision of the chairman of the Appeal Board shall be final.

15 The Appeal Board may adjourn a hearing for such period and upon such terms (including an order as to costs) as it considers appropriate.

16 The Appeal Board shall proceed in the absence of any party, unless it is satisfied that there are reasonable grounds for the failure of the party to attend, and shall do so in such manner as it considers appropriate.

17 The following procedures shall be followed at an appeal hearing unless the Appeal Board thinks it appropriate to amend them:

17.1 the appellant to address the appeal board, summarising its case;

17.2 any new evidence to be presented by the appellant;

17.3 the respondent to address the appeal board, summarising its case;

17.4 any new evidence to be presented by the respondent;

17.5 each party to be able to put questions to any witness giving new evidence;

17.6 the Appeal Board may put questions to the parties and any witness giving new evidence at any stage;

17.7 the respondent to make closing submissions;

17.8 the appellant to make closing submissions.

18 The Appeal Board may, in the event of a party failing to comply with an order, requirement or instruction of the Appeal Board, take any action it considers appropriate, including an award of costs against the offending party.

## **APPEAL BOARD DECISIONS**

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### General

19 A decision, order, requirement or instruction of the Appeal Board shall (save where to be made under the Rules by the Chairman of the Appeal Board alone) be determined by a majority. Each member of the Appeal Board shall have one vote, save that the Chairman shall have a second and casting vote in the event of deadlock.

20 The Appeal Board shall notify the parties of its decision to the parties as soon as practicable in such a manner as it considers appropriate; and unless it directs otherwise, its decision shall come into effect immediately.

21 The Appeal Board shall have power to:

21.1 allow or dismiss the appeal;

21.2 exercise any power which the body against whose decision the appeal was made could have exercised, whether the effect is to increase or decrease any penalty, award, order or sanction originally imposed;

21.3 remit the matter for re-hearing;

21.4 order that any appeal fee be forfeited or returned as it considers appropriate;

21.5 make such further or other order as it considers appropriate, generally or for the purpose of giving effect to its decision.

21.6 order that any costs, or part thereof, incurred by the Appeal Board be paid by either party or be shared by both parties in a manner determined by the Appeal Board.

22 Decisions of the Appeal Board shall be final and binding and there shall be no right of further challenge, except in relation to appeals:

22.1 to CAS brought by FIFA or WADA pursuant to the Anti-Doping Regulations; or

22.2 concerning the amount of costs any party is ordered to pay by the Appeal Board (which is considered in paragraph 24 below).

### Other Costs

23 Any costs incurred in bringing, or responding to, an appeal shall normally be borne by the party incurring the costs. In exceptional circumstances the Appeal Board may order one party to pay some or all of the other party's costs. Such costs will not include any legal costs. Any applications for such costs must be made at the Appeal Board and must include details of the exceptional circumstances.

24 An appeal against only the quantum of costs ordered to be paid shall be heard and determined by a single person appointed by Sport Resolutions (UK) (or a similar independent body as determined by The Association from time to time). That person shall decide all matters of procedure for how such an appeal will be conducted.

### Written Decision and Written Reasons

25 As soon as practicable after the hearing, the Appeal Board shall publish a written statement of its decision, which shall state:

- 25.1 the names of the parties, the decision(s) appealed against and the grounds of appeal;
- 25.2 whether or not the appeal is allowed; and
- 25.3 the order(s) of the Appeal Board.

26 The Appeal Board shall, upon the request of the appellant or the respondent (such request to be received at The Association within three days of the date of the notification of the decision), give written reasons for the decision.

#### **APPEALS FROM DECISIONS OF LEAGUES: BOND APPLICATIONS**

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27 The provisions relating to bond applications at paragraphs 28 to 37 shall only apply where an appellant is appealing a decision of a League (save for decisions of the Premier League or the EFL).

28 Within seven days of lodging the Notice of Appeal, the League (as respondent) may make an application for the Appeal Board to require a bond to be lodged by the appellant before the appeal may progress.

29 Whilst such a bond application is being processed, no Response to the Notice of Appeal will be due from the Respondent in accordance with paragraph 8 above.

30 Any bond application must be copied to the appellant, and must:

- 30.1 state the grounds for the application; and
- 30.2 state the amount applied for.

31 The appellant may provide a response to the bond application within seven days of its submission.

32 Whether or not the appellant has provided any response to it, the Appeal Board shall consider the bond application as soon as practicable after the seventh day following its submission. The Appeal Board may, in its discretion, consider the bond application on papers alone, or require the parties to attend a personal hearing. Any such personal hearing shall be conducted according to such timings and procedure as the Appeal Board may determine at its discretion.

33 The test to be applied by the Appeal Board is whether it is satisfied that there is a real risk that the appellant will not pursue the appeal to a final determination by the Appeal Board. Where it is so satisfied, the Appeal Board may order the appellant to lodge a bond with The Association on such date and in such amount as it considers appropriate. The Appeal Board's decision in this respect shall be final and binding with no further right of appeal. For the avoidance of doubt, consideration of a bond may only be given by an Appeal Board following submission of an application by a respondent in accordance with paragraph 28.

34 Where an Appeal Board orders a bond to be lodged with The Association, the Appeal may not proceed until the bond is duly lodged. In any such appeal, notwithstanding the terms of paragraph 8 above, the respondent shall serve its response to the Notice of Appeal within 14 days from the date that the bond is lodged with The Association.

35 Where an Appeal Board decides not to order a bond to be lodged with The Association, notwithstanding the terms of paragraph 8 above, the respondent shall serve its response to the Notice of Appeal within 14 days from the date of the Appeal Board's decision.

36 Any bond lodged with The Association pursuant to paragraph 33 above will be held by The Association until the final determination of the appeal by an Appeal Board. Following such final determination, the bond shall in all cases be returned to the appellant in full.

37 Notwithstanding the terms of paragraph 23 below, in any case where a bond has been lodged with The Association, and the appeal is not pursued by the appellant to a final determination by the Appeal Board, the Appeal Board shall have a discretion to order the forfeiture of any part or all of the bond, such amount to be paid in full to the respondent to cover any costs it has so far incurred in responding to the appeal.

## D - ON-FIELD REGULATIONS

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- 1 Section One of these On-Field Regulations applies to Players associated with:
- 1.1 **Category 1:** Clubs in the Premier League, EFL Leagues, the National League, The FA WSL and The FAWC playing First Team Competitive Matches;
  - 1.2 **Category 2:** Clubs in the Premier League, EFL Leagues, the National League playing Non-First Team Competitive Matches in male open aged teams, Under 19s, Under 18s and Academy teams; and
  - 1.3 **Category 3:** a team competing in the National League (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League playing Matches in any League, League cup competition, the FA Challenge Cup and the FA Trophy.
- 2 Section Two of these On-Field Regulations applies to Players associated with:
- 2.1 **Category 4:** Clubs in the Premier League, EFL Leagues, the National League, The FA WSL and The FAWC playing Friendly Matches.
- 3 Section Three of these On-Field Regulations applies to Players (and, where stated, other Participants) associated with:
- 3.1 **Category 5:**
    - a) a team competing in all divisions of Leagues at Steps 5 to 7 of the National League System playing Matches in any Competition;
    - b) a team competing outside the National League System playing in Saturday Football, Sunday Football, Midweek Football, Representative Football, Veterans Football, Further Education Football and Youth Football (as recognised by The Association from time to time); and
    - c) any affiliated team of a Club to which Categories 1 to 4 above do not apply playing Matches in any Competition.
- 4 Section Four of these On-Field Regulations applies to Technical Area Occupants associated with:
- 4.1 Clubs in Category One playing First Team Competitive Matches; and
  - 4.2 Clubs or teams in Category 3 and Category 5 (as set out above).

### SECTION ONE: PROVISIONS APPLICABLE TO CATEGORIES 1, 2 AND 3

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#### CHARGES

- 5 The Association may issue a Charge against a Player in relation to an incident whether or not the same incident has been dealt with by the Referee and/or pursuant to this Section One. In deciding whether or not to issue a Charge, The Association will have particular (but not exclusive) regard to the following:
- 5.1 any applicable Law(s) of the Game or Rules and Regulations or FIFA instructions and/or guidelines;
  - 5.2 the nature of the incident, and in particular any intent, recklessness, negligence or other state of mind of the Player;

- 5.3 where applicable, the level of force used;
- 5.4 any injury to any Participant caused by the incident;
- 5.5 any other impact on the Match in which the incident occurred;
- 5.6 the prevalence of the type of incident in question in football generally;
- 5.7 the wider interests of football in applying consistent sanctions.

6 A Regulatory Commission considering a Charge pursuant to paragraph 5 above shall have regard to any standard punishment imposed pursuant to paragraphs 23 to 32 below for the same incident when considering any penalty in accordance with paragraph 40 of Part A: General Provisions Section Two.

7 The Association may issue a Charge against a Club at any time during the playing season in relation to cautionable or sending-off offences committed by Players of the Club.

#### **MATCH OFFICIALS' REPORTING OF OFFENCES TO THE ASSOCIATION**

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8 Where a Referee fails to show a Player the appropriate card when communicating a caution or a sending-off, the relevant disciplinary action shall not be invalidated. However, the attention of the Referee should be drawn to the correct procedure.

9 Referees must submit a report to The Association following a Match stating the cautionable and/or sending-off offences. In the case of sending-off offences, the Assistant Referees must also submit a report.

10 The deadline for the submission of report(s) to The Association under paragraph 9 is:

- 10.1 for Matches falling within Category 1, 12 noon the day following the Match; or
- 10.2 for Matches falling within Categories 2 and 3, within two days of the Match (excluding Sundays).

#### **NOTIFICATION OF CAUTIONABLE AND SENDING-OFF OFFENCES**

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11 A Player who has been cautioned or sent off in a Match will be notified by The Association, through their Club, of:

- 11.1 the cautionable and/or sending-off offence reported by the Referee to The Association;
- 11.2 in the case of a cautionable offence, the total number of cautions accumulated by the Player under this Section One during the current playing season; and
- 11.3 any automatic suspension, fine or other consequences resulting from an accumulation of cautions or the sending-off offence pursuant to paragraphs 23 to 32 below. Any automatic suspension will take effect regardless as to whether the notification is received by the Club from The Association before it is due to take effect in accordance with this Section One.

12 An administration fee of £10.00 will be charged to the Player through their Club for the cost of processing each notification made in accordance with paragraph 11. It is the responsibility of the Club to collect the administration fee from the Player and forward it to The Association upon request.

#### **MISTAKEN IDENTITY (CAUTIONABLE AND SENDING-OFF OFFENCES)**

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13 Where a Player has been cautioned or sent off in a Match but claims they have been the victim of mistaken identity, that Player or their Club may make a claim of mistaken identity in relation

to that cautionable or sending-off offence in accordance with the procedure set out in Fast Track 3 of the Fast Track Regulations.

14 Where, despite there being clear evidence that there is a case of mistaken identity, a Player or their Club does not submit a claim within the specified time limits, The Association may within seven days of the incident request a Regulatory Commission to review the matter. A Club failing to submit a claim for mistaken identity may be charged with Misconduct by The Association if there is evidence that the Club sought to gain an advantage by remaining silent on the matter.

#### **WRONGFUL DISMISSAL (SENDING-OFF OFFENCES)**

15 Where a Player has been sent off in a Match but claims that the dismissal was wrongful, that Player and their Club may seek to limit the disciplinary consequences of that dismissal by making a claim of wrongful dismissal in accordance with the procedure set out in Fast Track 4 of the Fast Track Regulations. In order to demonstrate that the decision was wrongful, the Player / their Club must establish that the Referee made an obvious error in sending off the Player.

16 A Player and their Club may make a claim of wrongful dismissal for any sending-off offence under the provisions of Law 12 of the Laws of the Game, save for where the Player is sent off for a receiving a second caution in the same Match.

17 Notwithstanding the outcome of the claim of wrongful dismissal, the relevant sending-off offence will remain on the record of the Club and the Player.

18 Where a Player or their Club:

18.1 submits a notification of their intention to claim wrongful dismissal in accordance with the provisions of Fast Track 4 of the Fast Track Regulations but fails to complete the claim; or

18.2 withdraws a complete claim prior to it being considered by a Regulatory Commission,

18.3 withdraws a complete claim prior to it being considered by a Regulatory Commission, and, in either case, The Association believes that the notification or claim of wrongful dismissal had no prospect of success or amounted to an abuse of process, the Participant may be charged with Misconduct by The Association.

#### **CLEARLY EXCESSIVE OR CLEARLY INSUFFICIENT CLAIMS (SENDING-OFF OFFENCES)**

19 In truly exceptional circumstances:

19.1 a Player and their Club may seek to limit the disciplinary consequences of a sending-off offence by making a claim that the standard punishment would be clearly excessive in accordance with the procedure set out in Fast Track 5 of the Fast Track Regulations. In bringing such a claim, the Player / their Club must establish that the circumstances of the particular sending-off offence were truly exceptional, such that the standard punishment otherwise applicable to that sending-off offence would be clearly excessive. Such claims may only be made by a Player and their Club for the following sending-off offences: (a) using offensive, insulting or abusive language and/or gestures; (b) serious foul play; (c) violent conduct; or (d) spitting at an opponent or any other person.

19.2 The Association may seek to increase the disciplinary consequences of a sending-off offence by making a claim that the standard punishment is clearly insufficient in accordance with the procedure set out in Fast Track 6 of the Fast Track Regulations. The Association may bring such a claim where it is satisfied that the standard punishment otherwise applicable to that sending-off offence would be clearly insufficient. Such claims may only be made by The Association for the following sending-off offences: (a) serious foul play; (b) violent conduct; or (c) spitting at an opponent or any other person.

20 The ability to claim under paragraphs 19.1 and 19.2 above is provided only so exceptional cases may be rectified. It is not intended to lead to the systematic, regular review of standard punishments. Regulatory Commissions will be instructed to approach such cases with these



principles in mind and it is envisaged that, for the vast majority of sending-off offences, the standard punishments applicable pursuant to paragraph 27 below will be appropriate and will be applied.

21 Notwithstanding the outcome of a claim made pursuant to paragraph 19.1 or paragraph 19.2 above:

21.1 the Player will be suspended for at least one Match, save where a successful claim for wrongful dismissal is made pursuant to paragraph 15 above; and

21.2 the sending-off offence:

21.2.1 will remain on the record of the Club and the Player;

21.2.2 will remain the subject of the administration fee set out in paragraph 12 above; and

21.2.3 will still accrue the applicable number of penalty points as set out in paragraph 62 below.

22 Where a Participant:

22.1 submits a notification of their intention to make a claim that the standard punishment is clearly excessive in accordance with the provisions of Fast Track 5 of the Fast Track Regulations but fails to complete the claim; or

22.2 withdraws a complete claim prior to it being considered by a Regulatory Commission,

and, in either case, The Association believes that the notification or claim had no prospect of success or amounted to an abuse of process, the Participant may be charged with Misconduct by The Association.

## **STANDARD PUNISHMENTS**

### Accumulation of Cautions

23 The accumulation of a set number of cautions by a Player in certain Competitions during a playing season will, subject to any applicable cut-off points, result in that Player receiving an automatic suspension and/or fine.

24 The relevant number of cautions, automatic suspensions and/or fines, the applicable cut-off points and the Competition(s) in which the automatic suspensions are to be served are as set out in:

24.1 **Category 1**: Table 1;

24.2 **Category 2**: Table 3; and

24.3 **Category 3**: Table 5.

25 Unless otherwise stated, such automatic suspensions shall only be served in the Competition in which the cautions were accumulated.

26 Where a Player accumulates 20 cautions in certain Competitions (as set out in Tables 1, 3 and 5) during a playing season, that Player shall be required to attend a Regulatory Commission within seven days of the date of the last caution. The Regulatory Commission shall have the power to deal with the Player in such manner as it deems fit. The same procedure will apply for every further five cautions received by that Player.

### Sending-Off Offences

27 The commission of a sending-off offence by a Player will result in that Player receiving an automatic suspension and/or fine.

28 The relevant automatic suspensions and/or fines arising from a sending-off offence by a Player and the Competition(s) in which the automatic suspensions are to be served are as set out in:

28.1 **Category 1:** Table 2;

28.2 **Category 2:** Table 4; and

28.3 **Category 3:** Table 6.

#### *Additional Sending-Off Offences*

29 **Category 1:** subject to paragraph 30 below, a Player who, in the same playing season, has previously been sent off in a Match falling within Category 1 (or suspended by a Regulatory Commission under Fast Track 1 of the Fast Track Regulations in relation to a Match falling within Category 1) will be automatically suspended for one extra Match for each such previous sending-off offence or suspension, in addition to the automatic suspension applicable to the latest sending-off offence.

For the purposes of this paragraph 29, a sending-off offence committed by a Player in a Match falling within Category 2 will only be taken into account where it was for a) violent conduct, b) serious foul play or c) spitting at any opponent or any other person.

30 **EFL Trophy only:** a Player who, in the same playing season, has previously been sent off in an EFL Trophy Match (or suspended by a Regulatory Commission under Fast Track 1 of the Fast Track Regulations in relation to an EFL Trophy Match) will be automatically suspended for one extra EFL Trophy Match for each such previous sending-off offence or suspension, in addition to the automatic suspension applicable to the latest sending-off offence.

31 **Category 2:** a Player who, in the same playing season, has previously been sent off in a Match falling within Categories 1 or 2 will be automatically suspended for one extra Match falling within Category 2 for each such previous sending-off offence, in addition to the automatic suspension applicable to the latest sending-off offence.

For the purposes of this paragraph 31, a sending-off offence committed by a Player in a Match falling within Category 1 (or a suspension under Fast Track 1 of the Fast Track Regulations) will only be taken into account where it was for a) violent conduct, b) serious foul play or c) spitting at any opponent or any other person.

32 **Category 3:** a Player who, in the same playing season, has previously been sent off in a Match falling within Category 3 will be automatically suspended for one extra Match falling within Category 3 for each such previous sending-off offence, in addition to the automatic suspension applicable to the latest sending-off offence.

#### Commencement of Suspension

33 **Categories 1 and 2:** a period of suspension arising from an accumulation of cautions or a sending-off offence by a Player associated with a Club in Categories 1 and 2 will commence forthwith, save for where a Player / their Club have brought a claim under paragraphs 13 in relation to a cautionable or sending-off offence or paragraph 15 above in relation to a sending-off offence.

34 **Category 3:** a period of suspension arising from an accumulation of cautions or a sending-off offence by a Player of a team in Category 3 will commence on the seventh day following either the date of the last offence (in relation to an accumulation of cautions) or the date of the relevant offence (in relation to sending-off offences), save for where a Player / their Club have brought a claim under paragraph 13 in relation to a cautionable or sending-off offence or paragraph 15 in relation to a sending-off offence.

### Scope of Suspension

35 **Category 1:** a period of suspension applicable to a Player associated with a Club in Category 1 will, where the period of suspension arises from either an accumulation of cautions or a sending-off offence apply only to the relevant number and type of First Team Competitive Matches as set out in Tables 1 or 2.

36 **Category 2:** a period of suspension applicable to a Player associated with a Club in Category 2 will, where the period of suspension arises from either an accumulation of cautions or a sending-off offence, apply to the relevant number of Non-First Team Competitive Matches (as set out in Tables 3 and 4) played during the period between the opening date in the League in which their Club's first team participates to the final Match of any Competition in which their Club is participating during that playing season.

Any dispute in relation to this paragraph 36 above shall only be dealt with by a Regulatory Commission on written submissions. Such written submissions must be received by The Association within three days of the suspension notice being received by the Player's Club.

37 **Category 3:** a period of suspension applicable to a Player associated with a team in Category 3 will:

37.1 only constitute a suspension from playing Saturday Football for teams competing at Steps 2-4 of the National League System, save for a period of suspension arising from sending-off offences for serious foul play, violent conduct or spitting which will constitute a suspension from Saturday Football of any kind during the relevant period;

37.2 where the period of suspension arises from a sending-off offence, encompass a suspension from Friendly Matches during the relevant period (Friendly Matches will not however count towards the service of such a suspension); and

37.3 where a suspension is as a result of a Charge, also constitute a suspension from playing any Match falling within Category 5.

38 In exceptional cases, a Player may make a claim to The Association that a suspension is disproportionately harsh, due to the period of time required to serve the suspension. In such circumstances, The Association may at its absolute discretion amend the suspension to a Football Category-specific suspension.

### *Re-arranged Matches*

39 A Regulatory Commission may determine that a Match shall not count towards the service of a suspension if it is satisfied that the Match has been arranged by the Club with a view to enabling a Player to complete their suspension so that the Player may be eligible to play in a particular Match.

### Collection of Fines

40 The Player's Club is responsible for collecting from the Player any fine payable pursuant to paragraph 23 and/or 27 above and forwarding the amount to The Association upon request.

### Imposition of Fines by a Club under a Player's Employment Contract

41 Clubs may impose a fine on Players for cautionable and sending-off offences under their employment contract (where applicable). If a Club chooses to impose such a fine it must, without delay, notify The Association of the details of the fine.

42 Clubs in Categories 1 and 2 are required to submit a nil return for any offence under the guidelines on Club discipline issued from time to time by the Professional Football Negotiating Consultative Committee for which a Player was not fined.

Outstanding Suspensions

43 Subject to paragraph 44 below, any period of suspension or part thereof arising from this Section One or as a result of a Charge which remains outstanding at the end of the playing season must be served at the commencement of the following playing season.]

44 Any period of suspension or part thereof arising from an accumulation of cautions in relation to the FA Cup, EFL Cup, EFL Trophy or FA Trophy which remains outstanding at the end of the playing season will be repealed and need not be served at the commencement of the following playing season.

45 Any period of suspension arising from this Section One related to Category 2 which remains outstanding shall be served at the commencement of the relevant period outlined in paragraph 36 above in the following playing season.

Transfer of Outstanding Suspensions

46 Where a Player, who is subject to an outstanding suspension arising from a sending-off offence in an EFL Trophy Match, either:

46.1 remains registered to the same Club, but that Club becomes ineligible for or does not enter the EFL Trophy; or

46.2 moves to a different Club that is ineligible or does not enter the EFL Trophy;

that period of suspension shall be transferred so that it may be served with reference to Matches other than those in the EFL Trophy (to which the suspension originally applied).

Players Moving Between Clubs

47 Where a Player moves between Clubs at a time when that Player is subject to a suspension, the following shall apply:

47.1 until the Player moves, the suspension shall be served by reference to Matches completed by the Club from which that Player moves;

47.2 where the Club that the Player moves to competes at the same level as the Club that the Player moves from, any remaining period of suspension at the time that the Player moves shall be served by reference to Matches completed by the Club to which that the Player moves;

47.3 where the Club that the Player moves to competes at a different level as the Club that the Player moves from, any remaining period of suspension at the time that the Player moves shall continue to be served by reference to Matches completed by the Club that the Player moves from unless dispensation has been granted in writing by The Association for the suspension to be served with reference to Matches completed by the Club to which that Player moves.

48 For the purposes of paragraph 47, Clubs compete at three different levels. Each level is comprised as follows:

48.1 Premier League, EFL Leagues and the National League;

48.2 The National League (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League;

48.3 Steps 5 to 7 of the National League System, or any other League outside the National League System which operates a match-based disciplinary system.

49 Paragraph 47 applies to all moves by Players between Clubs which are completed and evidenced to the satisfaction of The Association, however they occur. This includes, but is not limited

to, all transfers, loans and the expiration of loans, and Players whose registration is cancelled by the Club that the Player moves from, where that Player is subsequently registered by the Club to which that Player moves.

#### **DISCIPLINARY ACTION AGAINST CLUBS – MULTIPLE OFFENCES IN A SINGLE MATCH**

50 The Association will take disciplinary action against a Club if six or more of the Club's Players are either cautioned or sent off in a Match falling within Category 1 or Category 3.

51 On the first occasion that this happens in a playing season, The Association may offer the Club a standard punishment as set out in the following table:

<b>LEAGUE</b>	<b>FINE</b>
Premier League	£25,000
EFL Championship	£5,000
EFL League One	£2,500
EFL League Two	£1,000
National League	£750
National League (North and South)	£500
Northern Premier League, Southern League and the Isthmian League	£250

52 For each successive occasion that this happens in the same playing season, the standard punishment offered will be a fine that is double and then treble (and so on) the amount set out in the table at paragraph 51 above.

53 A Club may either; a) accept The Association's offer of a standard punishment or; b) make written representations in mitigation before a Regulatory Commission. In the event the written representations in mitigation are rejected, the Regulatory Commission may consider whether or not the standard punishment should be increased.

#### **DISCIPLINARY ACTION AGAINST CLUBS – ACCUMULATION OF PENALTY POINTS BY A CLUB'S PLAYERS**

##### General

54 For the purposes of paragraphs 55 to 71 below, in relation to Category 3, references to a Club's Players shall mean a reference to Players of a Club's team competing in Matches falling with Category 3.

55 The purpose of the penalty points system is to assess the disciplinary record of a Club's Players across two periods during a playing season:

- 55.1 penalty points period 1: the beginning of a playing season to 31 December (inclusive);
- and

55.2 penalty points period 2: the beginning of a playing season to the end of a playing season (inclusive).

56 The number of penalty points accumulated by a Club is calculated in accordance with paragraphs 60 to 64 below.

57 In determining whether to issue a Charge against a Club, The Association will (in accordance with paragraphs 65 and 67 below) compare the number of penalty points accumulated by a Club during each penalty point period against the number of penalty points accumulated by other Clubs competing in the same League during the same penalty points period.

58 A Club required to appear before a Regulatory Commission for matters related to an accumulation of penalty points must be represented by at least one of its Directors and its Manager.

59 A Club's disciplinary record will be subject to interim review as at 31 December annually. Any such record may be requested from the Club by The Association pursuant to Rule F2. Clubs may be ordered to attend a Regulatory Commission to discuss a disciplinary record that is deemed to be poor at that stage of the playing season.

#### Calculating Penalty Points Totals

60 Each cautionable or sending-off offence committed by a Club's Players in each Match falling within Category 1 or Category 3 during a playing season will incur that Club a set number of penalty points in accordance with the table at paragraph 62 below.

61 Cautionable or sending-off offences committed by a Club's Players in Matches falling within Category 2 will not incur that Club any penalty points.

62 The number of penalty points incurred for a cautionable offence and each sending-off offence is as follows:

OFFENCE	PENALTY POINTS INCURRED
Any cautionable offence	4 penalty points
Denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball	10 penalty points
Denying a goal or an obvious goal-scoring opportunity to an opponent whose overall movement is towards the offender's goal by an offence punishable by a free kick	10 penalty points
Serious foul play	12 penalty points
Spitting at an opponent or any other person	12 penalty points
Violent conduct	12 penalty points
Using offensive, insulting or abusive language	12 penalty points

OFFENCE	PENALTY POINTS INCURRED
and/or gestures	
Receiving a second caution in the same Match	10 penalty points

63 In relation to teams in Category 3 only, Players of those teams charged with Misconduct for a breach of Rule E3 which is subsequently found proven will incur 12 penalty points.

64 Where any sending-off offence is subject to a successful claim for wrongful dismissal under paragraph 15 above, any penalty points that the sending-off offence would otherwise have incurred shall be disregarded for the purposes of calculating a Club's cumulative total of Penalty Points in accordance with paragraphs 60 and 63 above.

#### Accumulation of Penalty Points and Sanctions

##### *Penalty Points Period 1*

65 A Club whose Players accumulate a total number of penalty points (as calculated in accordance with paragraphs 60 to 64 above) in Matches between the start of the playing season and 31 December (including any Match played on that day) which is 40% or more above the median number of penalty points per Match average in the same League, will be required to appear before a Regulatory Commission to explain the conduct of its Players.

66 The Regulatory Commission may order that a visit be made to the Club by representatives of The Association and/or PGMOL or other appropriate body, in order to discuss and/or offer advice on the Club's disciplinary record.

##### *Penalty Points Period 2*

67 A Club whose Players accumulate a total number of penalty points (as calculated in accordance with paragraphs 60 to 64 above) in Matches during the whole playing season which is 40% or more above the median number of penalty points per Match average in the same League, will be required to appear before a Regulatory Commission to explain the conduct of its Players.

68 If the Regulatory Commission considers that the Club is not able to provide a reasonable explanation for such occurrence, the Club may be warned and/or ordered to pay a fine up to the relevant amount set out in the following table:

LEAGUE	FINE (MAXIMUM)
Premier League	£100,000
EFL Championship	£50,000
EFL League One	£25,000
EFL League Two	£12,500
National League	£6,000

LEAGUE	FINE (MAXIMUM)
National League (North and South)	£1,000
Northern Premier League, Southern League and the Isthmian League	£500

69 Where any Club's Players accumulate a total number of penalty points which is between 40% and 50% (inclusive) above the median number of penalty points per Match average in the same League, any fine will normally be suspended in whole or in part for a period of one playing season, unless the Regulatory Commission determines that this is not appropriate, in which case it will be imposed immediately.

70 Where any Club's Players accumulate a total number of penalty points which is more than 50% above the median number of penalty points per Match average in the same League, any fine will normally be imposed immediately, unless the Regulatory Commission determines that this is not appropriate, in which case it will be suspended in whole or in part for a period of one playing season.

71 In addition, the Regulatory Commission may order the Club to pay the cost of the hearing to The Association. Any action taken by the Club to discipline its Players under paragraph 41 above may be taken into consideration by the Regulatory Commission.

## SECTION TWO: PROVISIONS APPLICABLE TO CATEGORY 4

### CHARGES

1 The Association may issue a Charge against a Player in relation to an incident whether or not the same incident has been dealt with by the Referee and/or pursuant to this Section Two.

2 A Regulatory Commission considering a Charge pursuant to paragraph 1 above shall have regard to any standard punishment imposed pursuant to paragraphs 6 to 9 below for the same incident when considering any penalty in accordance with paragraph 40 of Part A: General Provisions Section Two.

### MATCH OFFICIALS' REPORTING OF OFFENCES TO THE ASSOCIATION

3 Where a Referee fails to show a Player the appropriate card when communicating a caution or a sending-off, the relevant disciplinary action shall not be invalidated. However, the attention of the Referee should be drawn to the correct procedure.

4 Referees must submit a report to The Association following a Match stating the cautionable and/or sending-off offences. In the case of sending-off offences, the Assistant Referees must also submit a report to The Association.

5 The deadline for the submission of report(s) to The Association under paragraph 4 above is within two days of the Match (excluding Sundays).

### STANDARD PUNISHMENTS

#### *Cautionable Offences*

6 The Association shall not impose any standard punishments in respect of cautionable offences.

7 Where standard punishments are imposed on Players in respect of cautionable offences with their agreement (for example, as part of tournament rules), any such standard punishment can only apply to Matches played by Clubs falling within Category 4, as determined by The Association.

#### *Sending-Off Offences*



8 The commission of a sending-off offence by a Player will result in that Player receiving an automatic suspension of one Match.

9 Such automatic suspension can only apply to Matches played by Clubs falling within Category 4, as determined by The Association.

### **SECTION THREE: PROVISIONS APPLICABLE TO CATEGORY 5**

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#### **GENERAL**

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1 Each Affiliated Association must set out in its rules or regulations a copy of this Section Three, which is to be followed where a Participant of a Club in Category 5 commits an alleged act of Misconduct and where a Player commits a cautionable or sending-off offence in a Match.

2 Nothing in this Section Three shall preclude:

2.1 an Affiliated Association delegating to The Association or to another Affiliated Association its powers and duties to investigate and/or adjudicate in cases where it may be advantageous so to do; or

2.2 the exercise by The Association of its powers pursuant to Rule G1.

3 All written communications from a Player to the Affiliated Association Secretary must be sent by the secretary of the Player's Club unless the Player is no longer registered with that Club (in which case written communications must be sent by the Player or the secretary of the Club to which that Player has moved).

4 Where a Club receives a notification pursuant to this Section Three, it is the duty of the Club Secretary and the Player, by the deadline stated on any notification, to ensure that either (a) the Affiliated Association Secretary receives the completed player reply form or (b) ensure that a response has been provided via the electronic system operated by The Association from time to time with such information that includes:

4.1 the full name and address of the Player;

4.2 the Player's date of birth (and other personal identification data requested);

4.3 the name of each Club for which the Player is currently registered or was registered in the previous two playing seasons;

4.4 the signature of the Player concerned (where applicable); and

4.5 the names of any school, college or other educational establishment currently attended by the Player.

Where the Player is not available to sign the player reply form, the Club should complete and return it indicating the reason for the non-completion together with the administration fee and confirmation as to whether or not the Player has been made aware of the contents. Where the Club provides a response via the electronic system operated by The Association from time to time, in doing so the Club Secretary acknowledges that the Player has been made aware of the contents. Any suspension order resulting from failure to comply with this paragraph 4 shall be on the Club and the individual Player, subject to paragraph 108 below.

5 Clubs may participate in a pilot programme as set out by Council and will be required to abide by the regulations and terms of that programme.

6 Payment of any fine or costs in respect of disciplinary matters must be paid in accordance with the terms set out by the Affiliated Association.

7 Any period of suspension under this Section Three shall apply only to football at Step 5 and below of the National League System and for Clubs operating outside of the National League System, unless approval has been granted by The Association for such suspension to be extended across all levels of football.

### **CHARGES**

8 An administration fee of £15.00 will be charged to the Player through their Club for the cost of processing each Charge.

9 References to cautionable offences in this Section Three shall include those punished by a temporary dismissal.

10 An Affiliated Association may issue a Charge against a Player in relation to an incident whether or not the same incident has been dealt with by the Referee and/or pursuant to this Section Three. In deciding whether or not to issue a Charge, an Affiliated Association will have particular (but not exclusive) regard to the following:

- 10.1 any applicable Law(s) of the Game or rules and regulations or FIFA instructions and/or guidelines;
- 10.2 the nature of the incident, and in particular any intent, recklessness, negligence or other state of mind of the Player;
- 10.3 where applicable, the level of force used;
- 10.4 any injury to any Participant caused by the incident;
- 10.5 any other impact on the Match in which the incident occurred;
- 10.6 the prevalence of the type of incident in question in football generally;
- 10.7 the wider interests of football in applying consistent sanctions.

11 A Disciplinary Commission considering a Charge pursuant to paragraph 10 above shall have regard to any automatic suspension or sanction imposed pursuant to paragraphs 51 and 56 for the same incident when considering any sanction.

### **MATCH OFFICIALS' REPORTING OF OFFENCES TO AFFILIATED ASSOCIATIONS**

12 Where a Referee fails to show a Player the appropriate card when communicating a caution or a sending-off, the relevant disciplinary action shall not be invalidated. However, the attention of the Referee should be drawn to the correct procedure.

13 Referees must submit a report to the relevant Affiliated Association within two days of the Match (excluding Sundays) stating the cautionable, sending-off offences and/or extraordinary incidents. In the case of sending-off offences and extraordinary incidents, the Assistant Referees may also submit a report.

14 Reports related to Players participating in Matches in County Representative and FA County Youth Cup football must be sent to the Affiliated Association of the Club of the offending Player. A copy of each such report may also be provided to The Association.

15 An Affiliated Association may reserve the right not to process a caution if the report is deemed to be invalid for any reason.

### **NOTIFICATION OF CAUTIONABLE AND SENDING-OFF OFFENCES**

16 A Player who has been cautioned or sent off in a Match will be notified by the relevant Affiliated Association, through their Club, of:

16.1 the cautionable and/or sending-off offence reported by the Referee to the Affiliated Association;

16.2 in the case of a cautionable offence, the total number of cautions accumulated by the Player under this Section Three during the current playing season; and

16.3 any automatic suspension, fine or other consequences resulting from an accumulation of cautions, sending-off offence and/or multiple temporary dismissals pursuant to paragraphs 51 and 56 below. Any automatic suspension will take effect regardless as to whether the notification is received by the Club from The Association before it is due to take effect in accordance with this Section Three.

17 Save for single cautionable offences also punished by a temporary dismissal, an administration fee will be charged to the Player through their Club for the cost of processing each notification made in accordance with paragraph 16 above. The applicable administration fee is £10.00 for each notification of a cautionable offence and £15.00 for each notification of a sending-off offence. It is the responsibility of the Club to collect the administration fee from the Player and forward it to the Affiliated Association upon request.

### **MISTAKEN IDENTITY (CAUTIONABLE OR SENDING-OFF OFFENCES)**

18 Where a Player has been cautioned or sent off in a Match but claims they have been the victim of mistaken identity, that Player or their Club may make a claim of mistaken identity in relation to that cautionable or sending-off offence in accordance with the procedure set out at paragraphs 19 to 20 below.

#### Making a Claim of Mistaken Identity

19 To make a claim of mistaken identity, the Players concerned and their Club must submit to the Affiliated Association:

19.1 written particulars upon which the claim is founded (which must include identifying specifically the name of the Player responsible for the relevant offence);

19.2 any evidence in support of the claim; and

19.3 the relevant fee as set out in paragraph 36.

20 The relevant timings for a Player or their Club to make a claim of mistaken identity are as follows:

<b>TIMINGS</b>		<b>GENERAL GUIDE*</b>
<b>Claim / Evidence</b>	5pm on the third Business Day following the incident	Wednesday
<b>Disciplinary Commission</b>	To be determined prior to the suspension being served.	Friday

\* based on a Match taking place on Saturday or Sunday

#### Disciplinary Commission Procedure

21 If the Affiliated Association is satisfied that the claim of mistaken identity warrants further investigation, a Disciplinary Commission shall be convened and will meet before any automatic suspension is due to take effect.

22 The Disciplinary Commission shall determine the matter on video and/or written evidence only, and parties shall not be present or represented in person. For the avoidance of doubt, none of the Match Officials nor the Club or Player are entitled to be present or represented in person at the Disciplinary Commission established for such purpose.

23 If the appointed Disciplinary Commission is satisfied that the claim of mistaken identity has been proven, the record of the offence will be transferred to the appropriate offender, who will be subject to any applicable disciplinary consequences in accordance with this Section Three.

### **WRONGFUL DISMISSAL (SENDING-OFF OFFENCES)**

#### General

24 Where a Player has been sent off in a Match but claims that the dismissal was wrongful, that Player and their Club may seek to limit the disciplinary consequences of that dismissal by making a claim of wrongful dismissal in accordance with the procedure set out in paragraphs 26 to 28 below. In order to demonstrate that the decision was wrongful, the Player and/or their Club must establish that the Referee made an obvious error in dismissing the Player.

25 A Player and their Club may make a claim of wrongful dismissal for any sending-off offence under the provisions of Law 12 of the Laws of the Game, save for where the Player is sent off for a) receiving a second caution in the same Match or b) using offensive, insulting or abusive language and/or gestures.

#### Making a Claim of Wrongful Dismissal

26 Where a Player and their Club intend to make a claim of wrongful dismissal, they must notify the Affiliated Association that they intend to make such a claim. Notification can be provided to the Affiliated Association by fax or email. If confirmation is provided via email it should be sent to discipline@[insert name of county]jfa.com – for example discipline@kentfa.com.

27 To make a claim of wrongful dismissal, the Player and their Club must submit to the Affiliated Association:

- 27.1 written particulars upon which the claim is founded;
- 27.2 any evidence in support of the claim (this must include video footage showing the incident if available); and
- 27.3 the relevant fee as set out in paragraph 36.

28 The relevant timings for a Player and their Club to make a claim of wrongful dismissal are as follows:

	<b>TIMINGS</b>	<b>GENERAL GUIDE*</b>
<b>Notification of Intention to Submit a Claim</b>	5pm on the second Business Day following the incident	Tuesday
<b>Claim / Evidence</b>	5pm on the fourth Business Day following the incident	Thursday
<b>Disciplinary Commission</b>	To be determined prior to the suspension being served.	Friday

\* based on a Match taking place on Saturday or Sunday

29 Upon receipt of a claim of wrongful dismissal by the Affiliated Association, it will determine whether the claim is capable of acceptance by determining whether the claim complies with the requirements set out at paragraph 27 above and the timings set out at paragraph 28 above.

30 Claims of wrongful dismissal accepted by the Affiliated Association will be placed before a Disciplinary Commission for consideration as soon as possible but no later than the date upon which an automatic suspension is due to take effect.

#### Disciplinary Commission Procedure

31 The Disciplinary Commission shall determine the matter on video and/or written evidence only, and parties shall not be present or represented in person. For the avoidance of doubt, none of the Match Officials nor the Club or Player are entitled to be present or represented in person at the Disciplinary Commission established for such purpose.

32 After considering the evidence, the Disciplinary Commission will decide whether the claim of wrongful dismissal is rejected or is successful. A claim will only be successful where the Disciplinary Commission is satisfied that the Referee made an obvious error in dismissing the Player.

33 If the claim of wrongful dismissal is successful, the automatic suspension will be withdrawn the fee is returned to the Player and their Club. If the claim is unsuccessful, the fee is not returned to the Player and their Club.

34 Where the standard punishment is withdrawn, the sending-off offence shall not be counted for the purposes of paragraph 58 below.

35 Notwithstanding the outcome of a claim of wrongful dismissal, the relevant sending-off offence will remain on the record of the Club and the Player.

#### **FEE FOR CLAIMS OF MISTAKEN IDENTITY OR WRONGFUL DISMISSAL**

36 The following fees apply in respect of claims of mistaken identity or wrongful dismissal proceeding under this Section Three:

<b>LEVEL OF CLUB</b>	<b>FEE</b>
Steps 5-7 of the National League System	£50
Outside of the National League System	£30

#### **CLEARLY INSUFFICIENT CLAIMS (SENDING-OFF OFFENCES)**

##### General

37 In truly exceptional circumstances, an Affiliated Association may seek to increase the disciplinary consequences of a sending-off offence by making a claim that the standard punishment is clearly insufficient. An Affiliated Association may bring such a claim where it is satisfied that the standard punishment otherwise applicable to the sending-off offence would be clearly insufficient. Such claims may only be made by an Affiliated Association for the following sending-off offences: (a) serious foul play; (b) violent conduct; or (c) spitting at an opponent or any other person.

38 The ability for an Affiliated Association to bring a claim under paragraph 37 above is provided only so exceptional cases may be rectified. It is not intended to lead to the systematic, regular review of standard punishments. Disciplinary Commissions will be instructed to approach such cases with these principles in mind and it is envisaged that, for the vast majority of sending-off offences, the standard punishments applicable pursuant to paragraph 57 below will be appropriate and will be applied.

39 Where an Affiliated Association brings such a claim:

39.1 a Referee's report showing that a Player was sent off for a) serious foul play; (b) violent conduct; or (c) spitting at an opponent or any other person shall be conclusive evidence that the Player committed the relevant sending-off offence under Law 12 of the Laws of the Game and shall not be subject to challenge, save for where a sending-off is subject to a claim for wrongful dismissal pursuant to paragraph 24 above; and

39.2 the Player will be provided notice of the claim together with any evidence in support of the claim and will be invited to submit a written reply to the claim together with any evidence and submissions in support of that reply.

40 A Disciplinary Commission that considers a claim of wrongful dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. This role is not to usurp the role of the Referee.

41 Notwithstanding the outcome of a claim made by an Affiliated Association pursuant to paragraph 37 above:

41.1 the Player will be suspended for at least one Match, save where a successful claim for wrongful dismissal is made pursuant to paragraph 24 above; and

41.2 the sending-off offence:

41.2.1 will remain on the record of the Club and the Player;

41.2.2 will remain the subject of the administration fee set out in paragraph 17 above; and

41.2.3 will still accrue the applicable number of penalty points as set out in paragraph 90 below.

#### Disciplinary Commission

42 A claim made by an Affiliated Association pursuant to paragraph 37 above will be determined by a Disciplinary Commission on the basis of video and/or written evidence only, and parties shall not be present or represented in person. For the avoidance of doubt, none of the Match Officials nor the Club or Player are entitled to be present or represented in person at the Disciplinary Commission established for such purpose.

43 Claims pursuant to paragraph 37 above will be placed before a Disciplinary Commission for consideration prior to the commencement of the automatic suspension (if possible) but in any event no later than the date upon which an automatic suspension is completed.

44 A Disciplinary Commission will be convened to decide the matter on any relevant video and written evidence submitted.

45 The following procedures will be used at a Disciplinary Commission unless the Disciplinary Commission thinks it appropriate to amend them:

45.1 the Disciplinary Commission Secretary will produce:

45.1.1 the Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action;

45.1.2 any video and written evidence provided in support of the claim.

45.1.3 the written reply and all evidence and submissions provided by the Player in response to the claim.

45.2 after considering the evidence, the Disciplinary Commission will decide whether the claim should be successful or rejected.

45.3 The claim will only be successful where the Affiliated Association satisfies the Disciplinary Commission so that it is sure that:

45.3.1 the circumstances of the sending-off offence under review are truly exceptional, such that the standard punishment should not be applied; and

45.3.2 the standard punishment would be clearly insufficient.

45.4 in considering the matters at paragraph 45.3, the Disciplinary Commission shall have regard to those factors set out at paragraphs 10.1 to 10.7 above.

45.5 in the event the claim is rejected, the Player shall serve the standard punishment.

45.6 in the event the claim is successful, the Disciplinary Commission will then decide on the additional punishment to be applied to the Player in respect of the sending-off offence. In deciding on such punishment, the Disciplinary Commission shall have regard to the matters at paragraphs 10.1 to 10.7 above.

46 The decision will be subject to appeal only:

46.1 in the event that the additional suspension imposed (over and above the automatic suspension) is in excess of three Matches; and

46.2 on the single ground that the additional suspension is excessive; and

46.3 in respect of that part of the additional suspension in excess of the additional three Matches, not accounting for any additional Matches included in the penalty as a result of a Player having served a suspension earlier in the same playing season.

For example, where a Player is suspended for 8 Matches following a sending-off for violent conduct, they may appeal only in respect of the two Matches in excess of the three automatic and three additional Match suspension.

47 Appeals shall proceed in accordance with Part C: Appeals - Non-Fast Track.

## **STANDARD PUNISHMENTS**

### Friendly Matches

#### *Cautionable Offences*

48 An Affiliated Association shall only impose standard punishments in respect of cautionable offences committed by Players during Friendly Matches where Participants have agreed, for example as part of tournament rules, that such punishments apply. Any such punishment may only apply to Friendly Matches.

#### Multiple Temporary Dismissals

49 Where a Player is the subject of more than one temporary dismissal during a Friendly Match, that Player will receive an automatic suspension of 1 Friendly Match and a fine of £25.00.

#### *Sending-Off Offences*

50 The commission of a sending-off offence by a Player in a Friendly Match will result in that Player receiving an automatic suspension from Friendly Matches until such time as their Club has completed its next Friendly Match, as decided by the relevant Affiliated Association.

Competitive Matches*Accumulation of Cautions*

51 The accumulation of a set number of cautions by a Player in the same Football Category or Competition during a playing season will, subject to any applicable cut-off points, result in that Player receiving an automatic suspension and/or fine.

52 The relevant automatic suspensions and/or fines, the applicable cut-off points and the Football Categories or Competition in which the automatic suspensions are to be served are as set out in Table 7. Unless otherwise stated, such automatic suspensions shall only be served in the Football Category or Competition in which the cautions were accumulated.

53 Where a Player accumulates 20 cautions in the same Football Category (as set out in Table 7) during a playing season, that Player shall be required to attend a Disciplinary Commission within seven days of the date of the last caution. The Disciplinary Commission shall have the power to deal with the Player in such manner as it deems fit. The same procedure will apply for every further five cautions received by that Player during the same playing season.

54 For the avoidance of doubt, the accumulation of cautions by a Player in relation to Matches in the same Football Category shall include those that are punished by a temporary dismissal.

55 Where a Player is the subject of more than one temporary dismissal during a Match in a Football Category, that Player will receive a fine of £25.00 and an automatic suspension of 1 Match to be served in the same Football Category in which the temporary dismissals were incurred.

*Sending-Off Offences*

56 The commission of a sending-off offence by a Player will result in that Player receiving an automatic suspension and/or fine.

57 The relevant automatic suspensions and/or fines arising from a sending-off offence by a Player and the Football Category and Competition(s) in which the automatic suspensions are to be served are as set out in Table 8.

*Additional Sending-Off Offences*

58 A Player who, in the same playing season, has previously been sent off in a Match, will be automatically suspended for one extra Match for each such previous sending-off offence in addition to the automatic suspension applicable to the latest sending-off offence as set out in Table 8.

*Commencement of Suspension*

59 Any period of suspension arising from an accumulation of cautions, a sending-off offence or multiple temporary dismissals will commence on the seventh day following either the date of the last offence (in relation to an accumulation of cautions) or the date of the relevant offence(s) (in relation to multiple temporary dismissals and sending-off offences), irrespective of whether paperwork has been received from the relevant Affiliated Association.

*Period of Suspension*

60 During a period of suspension, a Player will

60.1 be suspended from operating as a Match Official:

60.2 will remain eligible to play in Matches in a Football Category (or Competition) other than that to which the suspension applies.



61 If the suspension is as a result of a Charge, during the whole period of suspension the Player is suspended from playing all football (including Friendly Matches). The Football Categories affected by this paragraph are Saturday, Sunday, Midweek, Veterans, Further Education and Representative Football. This will be deemed to be a suspension from playing only, unless specified otherwise by a Disciplinary Commission.

62 A period of suspension will be complete once the Player's team has completed the appropriate number of Matches in the Football Category or Competition in which the suspension must be served as set out in Tables 7 and 8. In respect of suspensions arising from County Association and League Representative Football, any such suspension will be from Representative Football only and not any other Football Category unless a Disciplinary Commission has specified that the suspension is to be from all football.

63 In exceptional cases, the Player may make a claim to the Affiliated Association that a suspension from all football is disproportionately harsh due to the period taken to serve the suspension. In such circumstances, The Association may at its absolute discretion amend the suspension so that it applies only to a single Football Category.

64 Where a Player has to serve more than one suspension at the same time the following criteria will apply:

64.1 any suspensions arising from this Section Three and due to commence on the same date will result in the total number of Matches involved running consecutively.

64.2 any suspensions that overlap (i.e. where a suspension starts before the previous suspension ends) will also run consecutively.

64.3 Matches cannot be used more than once to cover two or more suspensions.

#### *Payment to Players Under Suspension*

65 During a Player's applicable period of suspension, Clubs must not pay a Player more than the basic wage payable under the Player's contract (where applicable).

#### *Outstanding Suspensions*

66 Subject to paragraph 67 below, any period of suspension or part thereof arising from this Section Three or as a result of a Charge which remains outstanding at the end of playing season must be served at the commencement of the following playing season.

67 Any period of suspension or part thereof arising from an accumulation of cautions in relation to the FA Cup or FA Vase which remains outstanding at the end of the playing season will be repealed and need not be served at the commencement of the following playing season.

68 Affiliated Associations will impose split suspension periods where suspensions have to be carried over to the following playing season. The last day of the first suspension period shall be the Player's team's last competitive Match of the playing season. The suspension will recommence upon that team's start of the following playing season.

#### *Players Moving Between Clubs*

69 Where a Player moves between Clubs at a time when that Player is subject to a suspension, the following shall apply:

69.1 until the Player moves, the suspension shall be served by reference to Matches completed by the Club from which the Player moves;

69.2 where the Club that the Player moves to is within the same level as the Club that the Player moves from, any remaining period of suspension at the time that the Player moves shall be served by reference to Matches completed by the Club to which the Player moves;

69.3 where the Club that the Player moves to is within a different level as the Club that the Player moves from, any remaining period of suspension at the time that the Player moves shall continue to be served by reference to Matches completed by the Club that the Player moves from unless dispensation has been granted in writing by The Association for the suspension to be served with reference to Matches completed by the Club to which the Player moves.

70 For the purposes of paragraph 69, Clubs compete at three different levels. Each level is comprised as follows:

70.1 Premier League, EFL Leagues and the National League;

70.2 The National League (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League;

70.3 Steps 5 to 7 of the National League System, or any other League outside the National League System which operates a match-based disciplinary system.

71 Paragraph 69 applies to all moves by Players between Clubs which are completed and evidenced to the satisfaction of The Association, however they occur. This includes, but is not limited to, all transfers, loans and the expiration of loans, and Players whose registration is cancelled by the Club that the Player moves from, where that Player is subsequently registered by the Club that the Player moves to.

72 Players who are otherwise eligible (i.e. but for any suspension) to play for two or more Clubs competing at the level referred to at paragraph 70.3 above will not be taken to have moved between those Clubs for the purposes of this paragraph by virtue only of the fact that they are so eligible to play for them.

#### *Re-arranged Matches*

73 A Disciplinary Commission may determine that a Match shall not count towards the completion of a suspension if it is satisfied that the Match has been arranged by the Club with a view to enabling a Player to complete their suspension and thus enable the Player to play in a specific Match.

### **RESPECT SANCTION SYSTEM**

#### Respect Offences

74 A Respect Offence for the purposes of Respect Sanctions comprises any of the following:

74.1 a caution received by a Player for dissent;

74.2 a sending-off of a Player for using offensive, insulting or abusive language and/or gestures;

74.3 or any proven Charge issued to a Player or an occupant of the technical area for Misconduct on a Match day.

75 Where any team accumulates a set number of Respect Offences during a playing season, a Respect Sanction shall be imposed on that team's Club in accordance with the table at paragraph 77 below.

76 Where any team accumulates 20 Respect Offences during a playing season, that team's Club shall be issued a Charge for a breach of Rule E20. Further Charges for a breach of Rule E20

shall be issued against the team's Club for every five Respect Offences accumulated after the twentieth.

Respect Sanctions

77 The Respect Sanctions referred to in paragraph 75 above are as follows:

	STAGE 1	STAGE 2	STAGE 3	STAGE 4
	ACCUMULATION OF 6 RESPECT OFFENCES	ACCUMULATION OF 10 RESPECT OFFENCES	ACCUMULATION OF 15 RESPECT OFFENCES	ACCUMULATION OF 20 RESPECT OFFENCES
STEP 5	Warning as to future conduct	£150	£300	Club issued with a Charge
STEP 6		£75	£150	
Outside the National League System (including Youth Football)		£50	£100	

78 An administration fee of £10.00 will be charged to the team's Club for the cost of processing each Respect Sanction.

Responding to the imposition of a Respect Sanction

79 A Club may submit a written plea in mitigation in respect of the Respect Sanctions imposed at Stages 2 and 3 only and this mitigation may be considered by a Disciplinary Commission at a non-personal hearing.

80 There is no right of appeal in relation to the Respect Sanctions imposed up to and including Stage 3.

**DISCIPLINARY ACTION AGAINST CLUBS – MULTIPLE OFFENCES IN A SINGLE MATCH**

81 An Affiliated Association will take disciplinary action against a Club if six or more Players in one of a Club's teams are either cautioned or sent off in a single Match.

Clubs at Steps 5 to 7 of the National League System

82 On the first occasion that this happens in a playing season, the Affiliated Association will impose an automatic fine on the Club in accordance with the following table:

STEP OF THE NATIONAL LEAGUE SYSTEM	FINE
Step 5	£150

STEP OF THE NATIONAL LEAGUE SYSTEM	FINE
Step 6	
Step 7	£75

83 For each successive occasion that this happens in the same playing season, the automatic fine imposed by the Affiliated Association will be a fine that is double and then treble (and so on) the amount set out in the table at paragraph 82 above.

#### Clubs Outside the National League System

84 On the first occasion that this happens in a playing season, the Affiliated Association will issue a Charge against the Club and warn the Club as to the future conduct.

85 On the second occasion that this happens in the same playing season, the Affiliated Association will impose an automatic fine on the Club of £25. For each successive occasion that this happens in the same playing season, the automatic fine imposed by the Affiliated Association will increase by £25.

#### Plea in Mitigation

86 In truly exceptional circumstances, a Club may submit a written plea in mitigation against the imposition of a fine under paragraphs 82, 83 or 85 above.

### **DISCIPLINARY ACTION AGAINST CLUBS – ACCUMULATION OF PENALTY POINTS BY A CLUB'S PLAYERS**

#### General

87 The purpose of the penalty points system is to assess the disciplinary record of Players of each of a Club's teams across a playing season.

88 The number of penalty points accumulated by a one of a Club's teams is calculated in accordance with paragraphs 89 to 90 below.

#### Calculating Penalty Points Totals

89 Each cautionable offence and sending-off offence committed by a team's Players in each Match during a playing season (together with each Charge issued to a team's Players in that playing season) will incur that team a set number of penalty points.

90 The number of penalty points incurred for a cautionable offence, each sending-off offence and Charge are as follows:

TYPE OF OFFENCE/CHARGE	PENALTY POINTS INCURRED
Cautionable Offences	1 penalty point (with the exception of a caution for dissent, which will incur 2 penalty points)
Denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball	3 penalty points

TYPE OF OFFENCE/CHARGE	PENALTY POINTS INCURRED
Denying a goal or an obvious goal-scoring opportunity to an opponent whose overall movement is towards the offender's goal by an offence punishable by a free kick	3 penalty points
Serious foul play	5 penalty points
Spitting at an opponent or any other person	7 penalty points
Violent conduct	6 penalty points
Using offensive, insulting, or abusive language and/or gestures	4 penalty points
Receiving a second caution in the same Match	3 penalty points
Charge	5 penalty points (subject to any increase by the Disciplinary Commission)

#### Accumulation of Penalty Points

91 Where a team accumulates 75 penalty points during a playing season, that team's Club shall be issued a Charge for a breach of Rule E20.

#### **DISCIPLINARY ACTION AGAINST CLUBS - MISCELLANEOUS**

92 A Club may be the subject of a Charge for a breach of Rule E20 where that Club:

92.1 has been the subject of two or more proven Charges where the Matches to which the Charges relate were abandoned as a result of the Misconduct;

92.2 has four or more incidents of violent conduct across any of its teams. Violent conduct includes all sending-off offences for violent conduct and any proven Charge relating to an assault on a Match Official, physical contact on a Match Official or assault on a Participant; or

92.3 has two or more Charges for an Aggravated Breach issued against any of the Club's Players in a 12-month period which are found proven.

#### **ABANDONED MATCHES**

93 If a Referee's report indicates that a Match has been abandoned due to alleged acts of Misconduct of either team, the Affiliated Association shall without delay conduct an investigation in to the matter.

94 Following the investigation, the Affiliated Association, may issue a Charge against the Club or the relevant Participants.

95 A Disciplinary Commission shall meet to consider the Charge within 28 days of the abandoned Match.

## OFFENCES AGAINST MATCH OFFICIALS

### Categories of Offence

96 The three categories of offence against Match Officials are as follows:

96.1 *Threatening behaviour*: words or action that cause the Match Official to believe that they are being threatened;

96.2 *Physical contact or attempted physical contact*: examples include but are not limited to: pushing the Match Official, pulling the Match Official (or their clothing or equipment), barging or kicking the ball at a Match Official (causing no injury) and/or attempting to make physical contact with the Match Official (for example, attempting to strike, kick, butt, barge or kick the ball at the Match Official); and

96.3 *Assault*: acting in a manner which results in an injury to the Match Official. This includes spitting at the Match Official (whether it connects or not).

### Investigation and Process

97 If a Match Official's report indicates that an offence has been committed against a Match Official (as categorised in paragraph 96 above), the Affiliated Association will without delay investigate the Match Official's report.

98 Following the investigation, the Affiliated Association, if it is satisfied that a prima facie case can be made out against the alleged offender, may:

98.1 issue a Charge against the Participant; and

98.2 may issue an Interim Suspension Order in accordance with paragraph 113 below against the alleged offender from all football activity until a Disciplinary Commission has adjudicated on the matter.

99 The Affiliated Association will take all reasonable steps to notify the Participant (and their Club, where applicable) of the suspension order issued in accordance with paragraph 98.2 above.

100 A Disciplinary Commission shall meet to consider the Charge within 28 days of (the date of) the interim suspension.

101 The recommended (or mandatory, where stated) sanctions for each of the three categories of offence where a Charge issued in accordance with paragraph 98.1 above has been found proven against the Participant are as follows:

#### *Threatening behaviour:*

101.1 suspension from all football activity for a period of 112 days / 12 Matches, with a mandatory minimum suspension from all football activity for a period of 56 days / 6 Matches; and

101.2 a fine of up to £100, with a mandatory minimum fine of £50.

#### *Physical contact or attempted physical contact:*

101.3 suspension from all football activities for a period of 182 days, with a mandatory minimum of 112 days from all football and football activity.

101.4 a fine of up to £150.

**Assault:**

101.5 mandatory suspension from all football and football activity for 5 years from the date of the suspension. Where the assault causes serious injury the review period should be extended to 10 years. Such mandatory suspension shall be reduced to 2 years for a Participant aged 14 or under.

102 The recommend sanctions set out in paragraph 101 above should only be varied where appropriate aggravating or mitigating factors are present, save that they may not be varied to a level below the mandatory where stated.

103 A Match Official that has reported a Participant for an offence against them may make a written request for notification of the decision and punishment awarded, which must be made available to the Match Official at the earliest opportunity.

**ASSAULTS BY PARTICIPANTS ON OTHER PARTICIPANTS**

104 If a Match Official's report indicates that a Participant has perpetrated an assault on another Participant causing serious bodily harm before, during or after a Match, the Affiliated Association shall without delay investigate the Referee's report.

105 Following the investigation, the Affiliated Association, if it is satisfied that a prima facie case can be made out against the alleged offender, may:

105.1 issue a Charge; and

105.2 may issue an Interim Suspension Order in accordance with paragraph 113 below against the alleged offender from all football activity until a Disciplinary Commission has adjudicated on the matter.

106 A Disciplinary Commission shall meet to consider the Charge within 28 days of (the date of) the Charge letter.

107 The recommended (or mandatory, where stated) sanctions where a Charge issued in accordance with paragraph 105.1 above has been found proven against the Participant are as follows:

<b>PARTICIPANT CHARGED</b>	<b>RECOMMENDED / MANDATORY MINIMUM SANCTIONS</b>
Player	1. Mandatory minimum: suspension for all football activity for 140 days
Club Official	2. £150 fine
Match Official	1. Mandatory suspension from all football and football activity for 5 years from the date of suspension. Where the assault causes serious injury the suspension period should be extended to 10 years.  2. A recommendation to the relevant Referees' Committee that the Match Official's registration is removed and no request for reinstatement is to be allowed until the suspension has been completed or removed.

**FAILURE TO COMPLY**

108 Where a Participant fails to comply with any applicable deadlines or other procedural requirements set out in this Section Three, the Participant's right to a personal hearing or right to make a plea in mitigation is forfeited and the Disciplinary Commission may deal with the reported Misconduct on such evidence as is available.

109 Where a Player or their Club fails to respond to a request for information (to include, but not limited to, a request pursuant to paragraph 4 above):

109.1 a fine will be imposed and a further seven days given to respond;

109.2 failure to respond within the further seven days will result in the Player and the Player's team being suspended from all football activities from the following Monday; and

109.3 may result in a Charge against the Player, their Club (or both).

110 The Club Secretary must make Players aware of the applicable punishment where an automatic suspension and/or sanction applies. The Club Secretary must sign and return the reply form to the Affiliated Association by the response date. By signing the form, the Club Secretary is confirming that they have made the Player so aware.

111 Where a Participant has been issued with a Charge both the Club Secretary and the Participant will be required to sign and return the form to the Affiliated Association.

112 When dealing with compliance issues the Affiliated Association must consider the following:

112.1 whether the Player has responded to their Club;

112.2 whether the Club has failed to pass on the Player's reply;

112.3 whether the Club has informed the Affiliated Association that the Player has failed to respond; and

112.4 whether the Player has left the Club.

**SUSPENSION PENDING MISCONDUCT HEARING**

113 An Affiliated Association shall have the power, in consultation with and upon the agreement of The Association, to issue an Interim Suspension Order in relation to a Club Official affiliated to, or a Player registered with, that Affiliated Association where the Club Official or Player has been:

113.1 issued with a Charge by the Affiliated Association in relation to an alleged act of serious Misconduct;

113.2 charged with a criminal offence; or

113.3 charged by a League in connection with disciplinary action pursuant to the relevant regulations of the League.

114 As soon as reasonably practicable, notification of an Interim Suspension Order shall be communicated to the Player and/or the Club.

115 The Interim Suspension will be lifted when either the Charge is dealt with by a Disciplinary Commission, the criminal charges are withdrawn or found not to have been proven or the charge has been dealt with by the League.

**DISCIPLINARY PROCEEDINGS BEFORE DISCIPLINARY COMMISSIONS**



## General

116 These provisions should be read in conjunction with:

116.1 Part A: General Provisions;

116.2 Part G: Appendix II: County and Other Affiliated Associations – Hearings before Disciplinary Commissions.

117 Disciplinary proceedings shall commence no later than 90 days from receipt by the Affiliated Association of the report of alleged Misconduct, and, subject to paragraph 118, the outcome shall be determined no later than 180 days. In the event of non-compliance with these time limits, the disciplinary proceedings shall be void, unless written dispensation is received from The Association to extend or dispense with either or both of these time limits. If deemed reasonable, any period of delay requested or caused by the Participant shall not count towards these time limits.

118 Where an Interim Suspension Order has been imposed or where the Misconduct relates to playing whilst suspended, the Affiliated Association must aim to conclude disciplinary proceedings within 28 days.

119 A Disciplinary Commission, which shall comprise members appointed by the Affiliated Association, shall be appointed by the Affiliated Association to consider a Charge. It shall comprise of not less than three nor more than five members. The appointed Disciplinary Commission shall have no previous personal knowledge of the events or any involvement with any of the Participants concerned.

120 Financial penalties for Misconduct must not be imposed on any Player in Youth Football. Where a punishment or Disciplinary Commission decision applicable to a Player in Youth Football includes any financial sanction, the Player's Club shall pay the sum imposed.

## Personal Hearings

### *Right to Request a Personal Hearing*

121 A Participant issued with a Charge has the right to a personal hearing on request.

122 A Disciplinary Commission may, whether on the application of one of the parties or otherwise, require a Participant (whether before or during a hearing) to attend before it to provide information, in which case questions may be put to them by the Disciplinary Commission.

123 Where the Participant accepts the Charge, the appropriate Match Official(s) will not be required to attend a Disciplinary Commission. If the Participant denies the Charge, the appropriate Match Official(s) may be required to attend the Disciplinary Commission.

124 The Participant, through their Club Secretary, shall be notified of:

124.1 the date, time and venue fixed for the hearing; and

124.2 the attendance of any witnesses in support of the Charge, in particular the Match Official(s) on whose report the Charge has been issued.

125 Both the Participant issued with the Charge and the Match Official(s) concerned should be given a minimum 14 days' notice of details of the personal hearing. Any written request to the Disciplinary Commission for a postponement of the personal hearing should be given consideration. If the reason submitted is considered valid, then a postponement should be granted, and in such circumstances costs may be charged. A request for a second postponement by the same party should not ordinarily be granted.

*Personal Hearing Procedures*

126 In the case of a Participant under 18 years of age on the date fixed for the hearing, the hearing shall take place either in the presence of a parent or guardian of the Participant or another appropriate adult.

127 At a personal hearing a Disciplinary Commission may adopt such procedures as it considers appropriate and expedient for the just determination of the Charge.

128 Subject to paragraph 127 above, a Disciplinary Commission shall follow the procedure set out in "County and Other Affiliated Associations – Hearings before Disciplinary Commissions" (at Part G: Appendix II).

Disciplinary Commission Decisions and Costs

129 Save where otherwise provided, a Disciplinary Commission may impose such penalties as provided for in paragraph 40 of Part A: General Provisions Section Two.

130 Where the Charge is found not proven, any record of it will be expunged from the Player's record.

131 Where the Charge is found proven the Disciplinary Commission will decide what punishment, if any, is to be imposed. In so doing, the Disciplinary Commission must consider the overall nature and effect of the offence(s) and the Player's disciplinary record during the current playing season and the previous five playing seasons and any plea in mitigation. In cases where the Disciplinary Commission can order costs in accordance with paragraph 132 below, it shall take into account any deposit lodged by the Player.

132 Where a personal hearing is requested in accordance with paragraph 121, and the Charge is subsequently found proven at that hearing, the Disciplinary Commission may, in addition to any other penalty, order:

132.1 the Player to pay all or part of the costs of the personal hearing. Such costs may include some or all of the costs incurred in relation to the holding of the Disciplinary Commission.

132.2 any deposit lodged by the Player be forfeited.

133 Where:

133.1 a personal hearing is requested in accordance with paragraph 121, and the Charge is subsequently not found proven at that hearing;

133.2 a Player is instructed to attend a personal hearing by the Affiliated Association or the relevant Disciplinary Commission; or

133.3 a case is considered on written submissions only,

there shall be no costs order made against the Player. In such cases, any deposit lodged by the Player shall be returned.

134 Save where an appeal has been submitted in accordance with paragraph 139 below, any fines or costs that are ordered must be paid before the expiry of 14 days from the date of the order. Failure to make payment shall constitute Misconduct.

135 The Player and their Club are jointly and severally responsible for payment of any fine and costs. The Club shall take such action as may be necessary to recover any sum paid on the Player's behalf.

### Notification of Disciplinary Commission Decisions

136 Decisions of Disciplinary Commissions will be provided to the Player or (in the cases of Players) Club Secretaries of all Clubs for whom the Player is known to be currently playing and to the Player's home address if known. Each of these Club Secretaries is responsible for informing the Player of the decision.

137 The commencement date of any suspension imposed on a Player is at the discretion of the Disciplinary Commission, subject to the suspension starting on a Monday. Such date must allow for the time permitted for notification of an intention to appeal.

138 A Disciplinary Commission decision may be notified to the relevant Match Officials, subject to (a) the Player being aware of the decision, and (b) the Match Officials having requested to be so notified.

### **APPEALS FROM DISCIPLINARY COMMISSION DECISIONS**

139 Participants shall have the right to appeal decisions of a Disciplinary Commission to an Appeal Board in accordance with Part C: Appeals – Non-Fast Track. A Participant wishing to appeal must:

139.1 lodge notification of an intention to appeal within seven days of notification of the decision being appeal against;

139.2 submit their appeal within 14 days of notification of the decision being appeal against.

140 The Association shall also have the right to appeal decisions of a Disciplinary Commission to an Appeal Board. Where The Association wishes to appeal it must submit its appeal within 28 days following the receipt of the reasons of the Disciplinary Commission.

141 In respect of any appeal made by a Participant against a decision of a Disciplinary Commission, upon application and its absolute discretion, the Judicial Panel Chairman may stay the effect of, or compliance by the Participant Charged with, a penalty or order of a Disciplinary Commission.

### **FURTHER DISCIPLINARY ACTION**

142 The rules or regulations of an Affiliated Association must provide for disciplinary action to be taken against a Player who fails to reimburse their Club where the Club has had a claim upheld in accordance with the Football Debt Recovery Regulations.

143 An Affiliated Association in formulating its rules and regulations for Misconduct may adopt and include the power to make an order that a Club whose Players are persistently the subject of proven Charges:

143.1 is censured and/or fined in accordance with the penalty point system in accordance with paragraphs 87 to 91 above;

143.2 may have its affiliation suspended or cancelled;

143.3 is subject to any other power approved in writing by The Association.

144 A power approved by The Association pursuant to paragraph 143.3 shall continue from year to year until such time as the approval is withdrawn. Such approval may be withdrawn by The Association giving notice in writing before 30 April in any year.

**SECTION FOUR: PROVISIONS APPLICABLE TO TECHNICAL AREA OCCUPANTS****CHARGES**

1 The Association may issue a Charge against a Technical Area Occupant in relation to an incident whether or not the same incident has been dealt with by the Referee and/or pursuant to this Section Four.

2 A Regulatory Commission considering a Charge pursuant to paragraph 1 above shall have regard to any automatic suspension or sanction imposed pursuant to paragraphs 6 to 9 below for the same incident when considering any penalty in accordance with paragraph 40 of Part A: General Provisions Section Two.

**MATCH OFFICIALS' REPORTING OF CAUTIONS TO THE ASSOCIATION**

3 Referees must submit a report to The Association following a Match stating the Cautions and providing a description of the incident(s).

4 The deadline for the submission of a report to The Association under paragraph 3 above is:

4.1 for Matches involving Clubs in Category One playing in First Team Competitive Matches, 12 noon on the day following the Match; and

4.2 for Matches involving Clubs or teams in Category 3 and Category 5, within two days of the Match (excluding Sundays).

**NOTIFICATION OF CAUTIONS&NBSP;**

5 A Technical Area Occupant who has received a Caution in a Match will be notified by The Association, through their Club, of:

5.1 the Caution reported by the Referee to The Association;

5.2 the total number of Cautions accumulated by the Technical Area Occupant under this Section Four during the current playing season; and

5.3 any automatic touchline suspension or other consequences resulting from an accumulation of Cautions pursuant to paragraph 7 below. Any automatic touchline suspension will take effect regardless as to whether the notification is received by the Club from The Association before it is due to take effect in accordance with this Section Four.

**STANDARD PUNISHMENTS****Accumulation of Cautions**

6 The accumulation of a set number of Cautions by a Technical Area Occupant during a playing season will, subject to paragraph 11 below, result in that Technical Area Occupant receiving an automatic touchline suspension.

7 The relevant automatic touchline suspensions and the Competitions in which the automatic touchline suspensions are to be served are set out in Table 9.

8 Where an automatic touchline suspension is imposed on a Technical Area Occupant associated with a team in Category 5 in accordance with paragraphs 6 and 7 above, that individual shall be banned from entering the ground at which the relevant Match is to be played.

9 Where a Technical Area Occupant accumulates 16 Cautions during a playing season, that Technical Area Occupant shall be required to attend a Regulatory Commission within seven days of the date of the last Caution. The Regulatory Commission shall have the power to deal with the Technical Area Occupant in such manner as it deems fit. The same procedure will apply for every further four Cautions received by that Technical Area Occupant.

### Commencement of Suspension

10 Subject to paragraph 11 below, any period of suspension arising from an accumulation of Cautions by Technical Area Occupants under this Section Four will:

10.1 for Matches involving Clubs in Category One playing First Team Competitive Matches commence forthwith; and

10.2 for Matches involving Clubs or teams in Category 3 and Category 5, commence on the seventh day following the date of the last offence.

### Matches Exempt from an Automatic Period of Suspension arising from an Accumulation of Cautions

11 The following Matches shall be exempt from any automatic period of suspension arising from an accumulation of Cautions by Technical Area Occupants under paragraph 7 above:

11.1 Play-Off Matches (Semi-Finals and Finals) in the EFL Leagues, and National League System Leagues from Steps 1 to 4;

11.2 the final of the FA Challenge Cup;

11.3 the final of the EFL Cup;

11.4 the final of the EFL Trophy; and

11.5 the final of the FA Trophy.

For the avoidance of doubt, this paragraph 11 shall not apply to any period of suspension ordered by a Regulatory Commission pursuant to paragraph 9 above.

### Outstanding Suspensions

12 Any period of suspension or part thereof arising from this Section Four which remains outstanding at the end of the playing season will be repealed and need not be served at the commencement of the following playing season.

### Technical Area Occupants Moving Between Clubs

13 Where a Technical Area Occupant moves between Clubs to which this Section Four applies at a time when they are subject to a suspension, the following shall apply:

13.1 until the Technical Area Occupant moves, the suspension shall be served by reference to Matches completed by the Club from which that Technical Area Occupant moves;

13.2 upon the Technical Area Occupant moving Club, any remaining period of suspension at the time the Technical Area Occupant moves shall be served by reference to Matches completed by the Club to which the Technical Area Occupant moves.

14 Where a Technical Area Occupant moves to a Club to which this Section Four does not apply, the suspension shall be suspended until such time as the Technical Area Occupant moves to a Club to which this Section Four does apply.

## FOOTBALL DEBT RECOVERY REGULATIONS

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The FDR Regulations are applicable to Participants at Steps 5 and below only and The FA Women's Football Pyramid excluding The FA Women's Super League.

Each Affiliated Association shall operate a system to adjudicate upon and facilitate the recovery of Football Debt, which conforms with the FDR Regulations.

Unless otherwise defined in the FDR Regulations, words and expressions shall have the same meaning as set out in the Rules, as amended from time to time.

The following defined terms are used in the FDR Regulations only:

“Alleged Creditor” means a Club, Competition or local authority which is allegedly owed a Football Debt by an Alleged Debtor;

“Alleged Debtor” means a Player (except Players who are under 18 years old and play in an Under 18 Competition), Club Official, Official, Manager, Match Official, Management Committee Member, or member or employee of a Club which allegedly owes a Football Debt to an Alleged Creditor;

“Appeal Board” means the appeal board of an Affiliated Association;

“Appeal Notification” means a written and dated notification of the decision of the Appeal Board in respect of a claim;

“Deadline” means the expiry date of the 112 day period which commenced when the relevant Football Debt arose;

“FDR Regulations” means the Football Debt Recovery Regulations;

“Football Debt” means any cost incurred by an Alleged Creditor on behalf of an Alleged Debtor which is (i) equal to or larger than £25 (save for the recovery of disciplinary fines) and (ii) arose directly from football activity including, but not limited to, disciplinary fines and costs, Match fees and costs, Club subscriptions and playing expenses (e.g. pitch hire). For the avoidance of doubt, incidental costs (e.g. fund raising activities) do not fall within the scope of the FDR Regulations. In the event of a dispute as to what constitutes a Football Debt, the relevant Affiliated Association may, in its absolute discretion, determine the matter.

“Formal Request” means a written and dated request for payment of a Football Debt;

“Notice of Appeal” means a written and dated notice of appeal against a decision of the Affiliated Association in respect of a claim;

“Notice of Claim” means a written notice of claim for the recovery of a Football Debt from an Alleged Debtor which is submitted by the Alleged Creditor to the Alleged Creditor's Affiliated Association prior to the Deadline ;

“Notification” means a written and dated notification of the decision of the Affiliated Association in respect of a claim.

## **COMMENCING A CLAIM**

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1. In the first instance, an Alleged Creditor must take reasonable steps to recover a Football Debt, including the serving of a Formal Request on the Alleged Debtor.
2. If a Football Debt has not been recovered within 28 days of the date of the Formal Request, the Alleged Creditor may submit a Notice of Claim, provided this is done prior to the Deadline.
3. In order for a Notice of Claim to be valid, an Alleged Creditor must (i) include all relevant details about the Football Debt(s) which is the subject of the claim and the manner in which it is alleged to have arisen and what steps have been taken to recover it; (ii) provide a copy of the Formal Request and; (iii) provide the full name, last known address and date of birth of the Alleged Debtor (if known); (iv) pay an administration fee of £25 in respect of each Football Debt detailed in the Claim at the same time as filing the Notice of Claim. This fee may be added to the total debt claimed from the Alleged Debtor.
4. Upon receipt of a valid Notice of Claim, the Affiliated Association shall take steps to verify whether the Football Debt(s) is payable by the Alleged Debtor to the Alleged Creditor. The Affiliated Association shall provide a Notification to the Alleged Creditor and Alleged Debtor within 21 days of receipt of the Notice of Claim.

## **PAYMENT OF A CLAIM**

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5. If a claim is upheld by the Affiliated Association, the Alleged Debtor must make payment of the Football Debt directly to the Alleged Creditor within 21 days of the date of the Notification.
6. If a claim is partially upheld by an Affiliated Association, the Alleged Debtor must make payment of such proportion of the Football Debt as directed by the Affiliated Association, in its absolute discretion, in the Notification, directly to the Alleged Creditor within 21 days of the date of the Notification.
7. If a claim is rejected by the Affiliated Association, no payment is payable by the Alleged Debtor to the Alleged Creditor.

## **APPEALS**

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8. If a Claim is upheld or partially upheld by the Affiliated Association, the Alleged Debtor may submit a Notice of Appeal to the Affiliated Association within 21 days of the date of the Notification.
9. If a Claim is rejected or partially upheld by the Affiliated Association, the Alleged Creditor may submit a Notice of Appeal to the Affiliated Association within 21 days of the date of the Notification.
10. In order for a Notice of Appeal to be valid, the Alleged Debtor/Alleged Creditor must (i) detail all relevant reasons why the Notification should be overturned in full or in part; (ii) provide a copy of the Notification and copies of all paperwork previously submitted to the Affiliated Association in respect of the claim; (iii) provide the full

name, last known address and date of birth of the Alleged Debtor/Alleged Creditor (if known).

11. Upon receipt of a valid Notice of Appeal, an Appeal Board shall determine, in its absolute discretion, whether to uphold, partially uphold or reject the appeal and shall provide an Appeal Notification to the Alleged Creditor and Alleged Debtor within 21 days of receipt of the Notice of Appeal. The decision of the Appeal Board shall be final.

12. If an appeal is rejected by an Appeal Board, the Appeal Fee shall be retained by the Affiliated Association.

13. If an Appeal Notification directs that the entirety or a proportion of the Football Debt(s) is payable by the Alleged Debtor to the Alleged Creditor, such sum must be paid directly to the Alleged Creditor within 21 days of the date of the Appeal Notification.

### **MISCELLANEOUS**

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14. If a claim is upheld or partially upheld by an Affiliated Association/Appeal Board and payment of the Football Debt has not been received by the Alleged Creditor within 21 days of the date of the Notification/Appeal Notification, the Alleged Debtor will be automatically suspended from all footballing activity by the Affiliated Association until (i) the sum directed to be paid by the Affiliated Association/Appeal Board has been paid to the Alleged Creditor in full, and (ii) the Alleged Debtor has received notification from the Affiliated Association that the suspension has been lifted. Any Alleged Debtor breaching such a suspension will be liable to be charged under FA Rule E10 of the Rules of The Association



## AFFILIATED ASSOCIATIONS –

### HEARINGS BEFORE DISCIPLINARY COMMISSIONS

#### Disciplinary Commission Members and Secretaries

- 1 A Disciplinary Commission must be chaired by a Chairman that has completed The FA Chairman training and passed the online assessment within the previous two years.
- 2 At least one member of the Disciplinary Commission shall be independent.
- 3 A Disciplinary Commission may appoint members from outside of the Affiliated Association Council. Members of the County Local Football Association Anti-Discrimination Panel are eligible for all Disciplinary Commission appointments and are co-opted members to the County Disciplinary Committee.
- 4 All Disciplinary Commission members must have completed and passed the relevant online assessment as communicated by The Association from time to time.
- 5 A Disciplinary Commission Secretary must attend all Disciplinary Commissions. Neither the Chairman of the Disciplinary Commission nor any of the members of the relevant Disciplinary Commission may act as Disciplinary Commission Secretary.
- 6 The Disciplinary Commission Secretary must have completed The FA Secretary training and passed the online assessment within the previous two years.

#### Attendance of Children at Personal Hearings

- 7 A child aged 13 or under must not appear at a Disciplinary Commission as either a witness or the Participant Charged. An alternative method should be adopted which could include:
  - 7.1 convening a meeting to bring the parties together to talk through the issues.
  - 7.2 the Affiliated Association Welfare Officer talking to the child to warn them about their behaviour. A parent/carer should be present at any meeting.
  - 7.3 the Affiliated Association Welfare Officer obtaining a written statement from the child, with the Disciplinary Commission proceeding on the basis of written submissions. The Affiliated Association Welfare Officer may need to write the statement in conjunction with the child and parent/carer.
- 8 A child between the ages of 14 and 18 years inclusive may attend a Disciplinary Commission provided that:
  - 8.1 they understand it is their duty to speak the truth;
  - 8.2 their evidence is sufficiently important to justify it being heard;
  - 8.3 the appropriate procedures relating to minors are adopted. The child must be accompanied by a parent/carer.
- 9 Where a Disciplinary Commission is considering matters in adult football involving a child between the ages of 16 and 18 (inclusive), best practice would be to follow the guidance established for adults, except in cases where the individual has learning development needs. Those with learning development needs should be treated in a manner consistent with their mental capacity. If the suggestion is that the Participant has the cognitive reasoning of a child of a particular age, that age appropriate guidance should be followed.

#### Young people as witnesses

- 10 Evidence should only be received from young people (accompanied by a responsible adult) in front of the Disciplinary Commission, the Disciplinary Commission Secretary, the Participant Charged and their representative.
- 11 All others present at a hearing must remove themselves from the hearing whilst a young person is giving evidence.
- 12 Questions are to be asked by the Chairman of the Disciplinary Commission only.
- 13 At the end of the questioning the representative or Participant Charged will be asked whether there are any other questions that they believe should be asked of the witness.
- 14 If required additional questions may be put to the witness but only by the Chairman of the Disciplinary Commission.
- 15 Once all the questioning has been completed the young person will then leave the Disciplinary Commission room and will not be required to remain for the remainder of the hearing.

#### Disciplinary Commission Procedures

##### Case Papers

- 16 Case papers shall ordinarily be distributed:
  - 16.1 in the case of a personal hearing, to the Participant Charged and the Disciplinary Commission at least three days prior to the hearing; and
  - 16.2 in the case of hearing being conducted on written submissions, to the Disciplinary Commission at least one day prior to the hearing.

##### Personal Hearings

- 17 The duties of the Disciplinary Commission Secretary at a personal hearing shall include calling the evidence to be submitted in support of the Charge and generally assisting the Disciplinary Commission in its determination of the Charge.
- 18 A Participant Charged may be represented in accordance with, and subject to, paragraphs 10 and 11 of Part A: General Provisions.
- 19 The Participant Charged and any representative shall be admitted to the hearing. The Disciplinary Commission shall satisfy itself that the Participant Charged has had details of the Charge.
- 20 Evidence (including witness evidence) in support of the Charge shall be received by the Disciplinary Commission. In cases concerning a report from a Match Official, that report shall be received in evidence first. This report may have been submitted by email or through a web-site, in accordance with accepted procedures of The Association.

- 21 The Participant Charged or their representative shall have the right to ask questions relevant to the matters in issue of any witness in support of the Charge.
- 22 After evidence in support of the Charge has been received by the Disciplinary Commission, any written statement made by the Participant Charged shall be considered by the Disciplinary Commission. The Participant Charged may then give evidence on their own behalf and in such event they may have questions asked of them by the Disciplinary Commission. The Participant Charged or their representative may then submit evidence and call witnesses.
- 23 At any time the Chairman and members of the Disciplinary Commission may ask questions of any witness or any representative. The Disciplinary Commission may draw such inferences as it considers appropriate from the failure of the Participant Charged to give evidence or answer a question put to them.
- 24 In the event of the evidence submitted in answer to the Charge disclosing a point which the Disciplinary Commission considers was not covered in the evidence of, or not put to, any witness in support of the Charge, the Disciplinary Commission may recall any witness and ask questions of them. The Participant Charged or their representative may also ask questions as at paragraph 21 above.
- 25 The evidence having been completed to the satisfaction of the Disciplinary Commission, the Participant Charged or their representative shall be entitled to make closing submissions based upon the evidence, but this may not include reference to facts not disclosed in the evidence presented to the Disciplinary Commission.
- 26 At the conclusion of the closing submissions, all persons shall withdraw from the Disciplinary Commission room whilst the Disciplinary Commission considers the evidence and submissions presented to it and determines whether the Charge has been proven or not. After reaching its decision, the Disciplinary Commission shall recall the Participant Charged and their representative. The Disciplinary Commission Secretary shall announce whether the Charge has been found proven or not proven.
- 27 If the Charge is found not proven the hearing will be declared closed.
- 28 If the Charge is found proven details of the record of Misconduct of the Participant Charged shall be received by the Disciplinary Commission. The Participant Charged, or their representative, may then make a plea in mitigation.
- 29 At the conclusion of the plea in mitigation, the Participant Charged and their representative shall again withdraw from the Disciplinary Commission room and the Disciplinary Commission shall determine what order or orders, if any, shall be made under paragraph 40 of Part A: General Provisions Section Two.
- 30 Subject to paragraph 31 below, the Participant Charged and their representative shall then be re-admitted and informed of the decision of the Disciplinary Commission by the Disciplinary Commission Secretary. This shall subsequently be confirmed in writing.
- 31 A Disciplinary Commission may, where it considers it appropriate, not announce its decision at the hearing but inform the Participant Charged that such decision will be communicated to them in writing through their Club Secretary.

## APPENDIX IV: SMALL-SIDED FOOTBALL – DISCIPLINE PROCESS

### THE FOOTBALL ASSOCIATION DISCIPLINE PROCESS FOR SMALL-SIDED FOOTBALL

#### Introduction

Implementing an effective disciplinary process is an important factor for all formats of football, helping to establish a quality, organised, safe and enjoyable football experience for all players and officials. The issue of discipline is of equal importance in Small Sided Football as it is in the 11v11 football, and subsequently should be shown proper attention and regard by Small Sided Football providers when organising their competitions; particularly if the competitions wish to be appropriately sanctioned and affiliated to The Association.

The Association has developed this disciplinary process to accommodate the varied and different needs of Small Sided Football. The Association recognises that applying the same disciplinary processes to Small Sided Football as it does in 11v11 football does not satisfactorily meet the differing demands of this version of the game. However, this does not mean that The Association takes ill-discipline in Small Sided Football any less seriously.

It is important to note for all Small Sided Football providers, that failure or disregard in establishing and effectively implementing these disciplinary processes can and will lead to The Association removing affiliation and classifying providers competitions as being unsanctioned by The Association.

For all Small Sided Football providers that affiliate to The Association nationally it is a condition of affiliation to agree to abide by the 'Heads of Agreement' that clearly state that the provider will manage disciplinary issues in accordance with this disciplinary process.

It is recommended that County FAs that affiliate local Small Sided Football providers establish similar agreements.

The implementation of this disciplinary process will help create a safer and more enjoyable football environment for Small Sided Football players and officials, but also importantly for the providers it can assist in retaining Participants playing in their competitions.

#### 1. Discipline Ownership & Control

All issues of discipline that occur at a Small Sided Football provider affiliated to The Association fall under the jurisdiction of the local County FA.

The ability for Small Sided Football providers to manage discipline in their competitions for incidents outlined in Table 1 below have been delegated to the provider by the local County FA.

It is at the discretion of The Association to remove this delegated responsibility from a Small Sided Football provider if the provider is unable to demonstrate competence in handling and managing disciplinary issues. In such cases the responsibility for all discipline in that competition will be returned to the local County FA.

#### 2. Affiliation & Provision of Team Information

When affiliating competitions and slots to The Association or County FAs, all Small Sided Football providers must provide the following information for all teams playing in their competitions to ensure that disciplinary cases can be managed appropriately:

- Team Name
  - Team Captain/Manager contact details (name, address, email or telephone number)
- The Small Sided Football provider must also ensure that The Association or County FA is updated with accurate team information throughout the course of the affiliation period. Small Sided Football providers will not be affiliated unless this team information is provided accurately.

The only exceptions to this rule are outlined below:

#### 2.1. Disciplinary Agreement:

On affiliation to The Association or County FA the Small Sided Football Provider signs the Disciplinary Agreement in Appendix B where the provider agrees to operate a comprehensive system of recording and maintaining accurate team and player details. This agreement also requires the Small Sided Football Provider to provide The Association/ County FA with team information (team name and team captain contact details) within 48 hours of receiving a request for this information. It also accepts that from time-to-time The Association or County FA may request to undertake a random spot-check of a Small Sided Football providers competition to ensure that the provider has accurate team information for all teams in that competition.

As well as signing this Disciplinary Agreement, at the point of affiliation the Small Sided Football provider must also provide written evidence to The Association or County FA to demonstrate the current systems that they operate and maintain to record accurate team information.

If the Small Sided Football provider is able to comply with these points, the organisation will not be required to provide all team information to The Association / County FAs upon affiliation. If however, the Small Sided Football provider consistently fails to provide accurate team information when requested this privilege can be revoked by The Association.

#### 2.2. FA Small Sided Football Accreditation

Small Sided Football providers that have attained The FA Small Sided Football Accreditation have demonstrated through the accreditation process that they have sufficient systems in place for recording and managing team information, and that as part of the accreditation they will provide The Association/County FAs with team details within 48 hours when requested in order for disciplinary cases to be managed. As a consequence, accredited Small Sided Football providers will not be required to provide team information upon affiliation.

#### 3. Issuing of Cautions and 'Timed Suspensions'

In Small Sided Football yellow cards and associated cautions are not employed.

Referees should instead issue a blue card for a cautionable offence. The issuing of a blue card indicates that the recipient will serve an immediate 'timed suspension' ('sin bin').

The options for disciplining offenders are therefore as follows:

- Player shown a blue card and temporarily suspended from play
  - Player issued with a discretionary second blue card and temporarily excluded from play
  - Player issued with a red card and permanently excluded from play
- A blue card offence should always be accompanied by a temporary suspension from play.

The period of timed suspension in Small Sided Football shall be two minutes. The release of Players from a temporary suspension should be at the direction of the Referee.

#### 3.1. Recording of Blue Cards

In Small Sided Football cautionable offences that result in a blue card and a timed suspension from the match shall not be recorded and reported by the match official or Small Sided Football provider.

Blue card offences should not be reported back to the County FA, and no disciplinary fine shall be incurred by the player.

#### 4. Disciplinary Procedures for Red Card Offences

#### 4.1. 'Serious' Red Card Offences

Offences not classified in Table 1 below will be the responsibility of the local County FA. Once the County FA has reviewed the case the Small Sided Football provider along with the player will be informed of the outcome and any disciplinary action.

For these offences match official are required to complete the Disciplinary Report in Appendix A and submit a copy to the Small Sided Football provider and the relevant County FA.

#### 4.2. 'Less Serious' Red Card Offences (as outlined in Table 1)

Offences classified within Table 1 should be dealt with by the Small Sided Football provider under the delegated-authority of the County FA covered in paragraph 1 above.

The match official should complete a 'Disciplinary Report' (Appendix A) and ensure that it is sent to the Small Sided Football provider.

The Small Sided Football provider should employ the following disciplinary tariff of suspensions in such cases as outlined in Table 1. The provider shall not fine the player.

Match Suspension Tariff:

Table 1	
OFFENCE	PENALTY (TO BE ADMINISTERED BY SMALL SIDED)
Receiving a second 'blue card' in the same match	1 Match suspension
Denying a goal or an obvious goal scoring	1 Match suspension
Use of offensive, insulting or abusive gestures	2 Match suspension
Attempting to kick or strike another player Violent conduct Serious foul play	3 Match suspension

#### 5. Remit of Disciplinary Action

Any suspensions for offences dealt with by the County FA that are not covered in Table 1 apply to all levels of football (i.e. 11 a side and Small Sided Football).

Red cards administered in Small Sided Football for offences within Table 1 are the responsibility of the organiser to deal with according to The Association's recommended tariff of suspensions and are from Small Sided Football only.

#### 6. Personal Liability for 'Serious' Disciplinary Offences

Initial responsibility for a disciplinary issue will be with the individual that committed the offence. If this individual leaves the team but can be accurately identified, this individual shall retain responsibility for the payment of a fine and should be suspended from all forms of football until the fine is paid in accordance with the Football Debt Recovery Regulations.

If the individual responsible for the offence cannot be accurately identified, the responsibility for the payment of this fine will be with (in order of responsibility):

1. The small sided team that the individual played for when committing the offence.
2. The team captain of the team that the individual played for.
7. Implementation of Disciplinary Procedures

A robust disciplinary process can only operate if a record is kept of the identity of participating teams and Players.

All Small Sided Football providers should maintain details of participating teams and team contacts prior to the beginning of a competition. Providers should ensure that these details remain updated.

In addition Small Sided Football providers should identify a system whereby the identity of participating Players is recorded prior to a game commencing. These records should be retained by the Organisers and referred to in the event of a serious incident or on suspicion that a Player is playing whilst under suspension.

The existence of these systems (in line with paragraph 2 above) shall be a requirement before The Association or County FA will provide sanction to a competition taking place.

In order for an effective discipline, affiliation and Referees appointment procedure to exist a good working relationship should exist between the Small Sided Football provider and the County FA. County FA's and Small Sided Football providers should establish a 'Heads of Agreement' document which identifies the responsibilities of each party in relation to maintenance of discipline and affiliation processes.

## **APPENDIX A**

### **SMALL-SIDED FOOTBALL DISCIPLINARY REPORT**

How to use:

- The Referee should complete this form after a red-card has been issued.
- One form should be completed for each red-card.
  - The first copy of this form should be retained by the Small Sided Football provider
  - The second to be retained by the Referee
  - The third copy should be forwarded to the County FA (Red Cards Type Two Offences only)

Referees must report to the local County FA **all** Red Card Type Two Offence.

Venue	
Date	
Player	
Team	
Opposition Team	

I have disciplined this player for the following Offence:

CARD TYPE	OFFENCE	PLEASE TICK
Red Card Type One	Denying a goal or an obvious scoring opportunity by physical means or by deliberately handling	
	Use of offensive, insulting or abusive language/ gesture (including at a Referee)	
	A second blue card offence	
	Violent conduct	
	Serious Foul Play	
Red Cards Type Two (to be)	Serious Violent Behaviour causing injury, including any form of assault	
	Spitting	
	Any offences where the offender has also acted in a discriminatory manner for reasons of ethnic	
	Any other offence not covered above including offences after the match or after being dismissed	

CARD TYPE	OFFENCE	PLEASE TICK
Notes of incident		

Referee Name: .....

Signature: .....

Email Address: .....

Date: .....



**APPENDIX B****SMALL SIDED FOOTBALL PROVIDER DISCIPLINARY AGREEMENT**

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This Disciplinary Agreement must be signed and adhered to by a Small Sided Football provider upon affiliating to The Association or County FA if they do not wish to submit all team information details as part of the affiliation process.

The Small Sided Football provider agrees to adhere to the following:

- 1 The Small Sided Football provider agrees to appropriately affiliate all leagues and teams to The Association or County FA for the duration of this agreement.
- 2 The Small Sided Football provider will work with The Association and appropriate County FAs to manage and maintain a robust discipline process in their competitions and will adhere to The Football Association Small Sided Football Disciplinary Policy.
- 3 The Small Sided Football provider will promptly forward all incident reports to the relevant County FA for every sending off for offences not covered under Table 1 of the procedures that occurs in their competitions within 5 working days. The Small Sided Football provider will manage suspensions and disciplinary incidents that are considered 'less serious' and are covered within Table 1. in line with The Football Association Small Sided Football Disciplinary Policy.
- 4 The Small Sided Football provider will provide within 48 hours after receiving a request from a County FA the details of players that are involved in offences being dealt with by the County FA. If the Small Sided Football provider is unable to identify or provide details for the player involved, as a minimum the Small Sided Football provider must be able to produce the team captain / manager's name, address and contact details.
- 5 The Small Sided Football provider will ensure that suspended players are unable to play in their competitions for the duration of the player's suspension.
- 6 The local County FA will manage disciplinary incidents outlined in The Football Association's Small Sided Football Disciplinary Policy.
- 7 The County FAs will ensure that the Small Sided Football provider is made aware of all outcomes that affect Players involved in their competitions.
- 8 The County FAs will ensure that the Small Sided Football provider is informed of all Players that are suspended from participating in affiliated football.
- 9 The Small Sided Football provider will ensure that they operate a robust and thorough system of recording and maintaining accurate team and Player details in all of their affiliated competitions. The Small Sided Football provider at the point of affiliation will provide the County FA or The Association written details of this system that they operate.
- 10 The Association or County FA from time-to-time may request to undertake a spot-check of a Small Sided Football provider's competition to ensure that the provider has the necessary team details for all teams involved in the competition.

The Small Sided Football provider (named below) agrees to adhere to all of the points listed in this Disciplinary Agreement during the period of affiliation to The Association or County FA.

This agreement needs to be signed by the Small Sided Football provider and returned to either The Association or County FA at the point of affiliation.

Name of Small Sided Football provider:	
Name of Senior Representative at the Small Sided Football provider:	
Role at the Organisation:	
Signed:	
Date:	

## GOALPOST SAFETY GUIDELINES

### Updated June 2018

The Football Association, along with the Department for Culture, Media and Sport, the Health and Safety Executive and the British Standards Institution, would like to draw your attention to the following guidelines for the safe use of goalposts.

Several serious injuries and fatalities have occurred in recent years as a result of unsafe or incorrect use of goalposts. Safety is always of paramount importance and everyone in football must play their part to prevent similar incidents occurring in the future:

To minimise the risk of poorly designed, badly installed or inadequately maintained goals being used the BSI have a standard for football goals, nets, maintenance and management which has been agreed across Europe. Only goals and nets that are certified as complying with the relevant British Standard should be purchased or used for all forms of football.

Traditionally larger sized/weighted goals have been designed to withstand the types of misuse that can occur on unsupervised sites (people swinging on the cross bar, etc.); making the goals strong enough to withstand abuse does result in them being quite heavy and concerns have been expressed that there is the possibility of a greater risk of injury occurring through a heavy goal tipping or when a free-standing type, as often used on 3G pitches, is being moved around a field. Lighter goals have been developed for these pitches and a new standard established. BS EN 16579

When selecting goals and other sports equipment, consideration must be given to the precise uses of the pitch, so that changes in activity can take place with the minimum of effort and inconvenience. Goals can be freestanding, and therefore easily moved, although it is important to make proper provision for their storage when not in use (the run-offs of the pitch must not be used for this purpose) or they can be socketed when semi-permanent installation is required.

1. For safety reasons goalposts of any size (including those which are portable and not installed permanently at a pitch or practice field) must always be anchored securely to the ground or have a weighted back bar.

- Portable goalposts must be secured as per the manufacturer's instructions; this is also a requirement for the Laws of the Game.
- Under no circumstances should children or adults be allowed to climb on, swing or play with the structure of the goalposts;
- Particular attention is drawn to the fact that if not properly assembled and secured, portable goalposts may overturn; and
- Regular inspections of goalposts must be carried out to check that they are properly maintained.

2. Portable goalposts should not be left in place after use. They should either be dismantled or removed to a place of secure storage, or placed together and suitable fixings applied to prevent unauthorised use at any time.

3. Goalposts which are "homemade" or which have been altered from their original size or construction should not be used under any circumstances as they potentially pose a serious safety risk.

4. There is no BS/CEN standard for wooden goals and it is unlikely that wooden goals will pass a load or stability test. The FA recommends that wooden goals should be replaced with British Standard compliant metal, aluminium or plastic goalposts. All wooden goals previously tested by independent consultants have failed strength and stability tests.

The FA and BSI, recognise the previous industry standards for goalposts - BSEN 748 (2013) BS8461:2005 +A1: 2009 and BS 8462: 2005 +A2: 2012 along with the new BS EN standard 16579. It is strongly recommended that you ensure that all goals purchased comply with the relevant standard. A Code of Practice BS 8461 is also available and copies of all of these standards are available from the BSI. Funding for the replacement of unsafe goals is available via the Football Foundation and eligibility criteria and further details can be obtained from their website.

**REMEMBER TO USE GOALPOSTS SAFELY AT ALL TIMES**

## GOALPOST AND PITCH SIZES

The FA receives many enquiries around pitch and goal sizes suitable for all age groups and therefore recommends the following should be applied where possible:-

Age grouping	Type	Recommended size of Goal Posts		Maximum Recommendation without runoff		Recommended size including runoff (Safety area around pitch)	
		(Height x width) ft	(Length x width) yds	(Length x width) yds	(Length x width) yds		
Mini-Soccer U7/U8	5 v 5	6	12	40	30	46	36
Mini Soccer U9/U10	7 v 7	6	12	60	40	66	46
Youth U11/U12	9 v 9	7	16	80	50	86	56
Youth U13/U14	11 v 11	7*	21*	90	55	96	61
Youth U15/U16	11 v 11	8	24	100	60	106	66
Youth U17/U18	11 v 11	8	24	110	70	116	76
Over 18 Senior Ages	11 v 11	8	24	110	70	116	76

**Note:** County FAs and Leagues may have defined rules for their own competitions and reference should always be made to their handbooks for additional guidance and compliance.

The FA recommends that run-off's for natural grass pitches should be a minimum of 3 yards (or 3 metres) all around the pitch. For those clubs playing in the football pyramid the minimum safety run off is 1.83 metres (6 feet) but ideally at least 2 metres. If a new ground is to be constructed at least 3m should be provided.

The run-off must be of natural grass and must not be of tarmac or concrete construction, with no barriers or obstructions evident within the run-off area. If Football Turf (3G) is to be used as a run-off, this should be constructed to meet the performance standards of full size pitches and be green in colour.

Where pitches neighbour others within a confined area, the minimum run-off between both pitches should ideally be 6 yards to allow for spectators watching either match.

The Laws of the Game may be modified in their application for matches for players of under 16 years of age, for women footballers, for veteran footballers (over 35 years) and for players with disabilities.

Any or all of the following modifications are permissible:-

- the size of the field of play
- the size, weight and material of the ball
- the width between the goalposts and the height of the crossbar from the ground
- the duration of the periods of play
- substitutions

\* If a pitch is to be provided for U13/14 it is recommended that 7 x 21 goalposts are provided. However, it should be noted that 8 x 24 would also be acceptable as not all sites will be able to provide specifically for this age group

## LINE MARKING

Multi-line Marking on Single Pitches

FIFA rules stipulate (Law 1 The field of play) that where 3G Football Turf pitches are being used 11v11 adult pitch should be marked in white. Other lines are permitted provided that they are of a different colour and clearly distinguishable. The lines must be of the same width which must not be more than (12cm) 5 inches. The FA have produced guidance documents for natural and football turf pitches that include recommended colours and how pitch dimensions and layouts can be implemented. These documents are available on The FA website.

As a quick guide the following colours are recommended when marking pitches:

Red	Mini Soccer U7 & U8 (5v5)
Yellow	Mini Soccer U9 & U10 (7v7)
Blue	U11 & U12 (9v9)
White	other age groups & adult (11v11)

### THIRD GENERATION (3G) FOOTBALL TURF PITCHES

There continues to be significant interest in the use of Third Generation Football Turf Pitches (3G) for clubs in the National League System and below.

Much of this interest, both from leagues and clubs within the non-League pyramid, seeks to understand The FA's position regarding the sanction of these pitches, particularly in FA Competitions.

The FA Board and Council have now approved the use of such pitches in all FA competitions.

- FA Cup
- FA Trophy
- FA Vase
- FA Youth Cup
- FA Women's Super League, FA Women's Premier League, FA Women's Cup and FA WSL Continental Cup
- FA Sunday Cup
- FA County Youth Cup

The use of such pitches is however dependent on compliance with conditions of use - a copy of these is available for download and should be read in association with these notes.

It has been agreed that matches for steps 3 - 6 of the National League System, Womens Super League and FA competitions may be played on 3G Football Turf Pitches that conform to the FIFA 1 star/Quality performance standard, or the equivalent International Artificial Turf Standard (IATS)/International match standard (IMS). (see specific notes in the league rules relating to steps 1 and 2 and the FA Cup competition rules relating to first round 'proper' fixtures involving professional clubs)

To qualify for use, the pitch must be certified annually as meeting the FIFA 1 Star/Quality or IATS/IMS Standard and listed on the FA's Register of 3G Football Turf pitches. The relevant certificate or report must be supplied to The FA and relevant competition for approval before play is allowed.

3G Football Turf pitches are also allowed to be used for matches for Step 7 and below (including youth competitions) subject to the pitch meeting the correct performance criteria (relaxed from the FIFA 1 star/Quality standard) and appearing on the FA 3G register. A pitch must be tested (by an accredited test institute) every three years and the certificate or report passed to the FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

Clubs should make their own risk assessment of whether such an installation is plausible or not given their individual circumstances and depending on the volume of use. There is a risk that pitches may deteriorate over time and may not achieve the required standards at each period of retesting especially if the pitch has significant use and is not maintained appropriately.

It is suggested that clubs negotiate suitable longevity warranties from the pitch manufacturers to ensure that the pitch will last in line with the club's business plan and intended usage levels. A sinking fund should be established to ensure sufficient funds are available when the surface needs replacing.

Clubs are encouraged to understand the full maintenance required, which may be necessary to validate any warranty. The FA have found that most pitches that fail the performance test have insufficient maintenance. These pitches are not maintenance free and it is recommended that 1 hours maintenance is provided for every 10 hours use. This should increase for high activity use such as youth competitions or school use.

The FA together with representatives from the industry have prepared information regarding the design, installation, construction, maintenance and testing of Football Turf Pitches and The FA Facilities team can also offer advice to clubs considering installation. This information can be accessed within the facilities section of The FA's website [www.TheFA.com](http://www.TheFA.com).

## **GUIDANCE NOTES ON LINE MARKING OF FOOTBALL PITCHES**

Various practices have been used in the past for the application of white, or other coloured, lines to football pitches. The objectives of such practices has been to both reduce labour and materials costs whilst endeavouring to keep the lines visible for a greater length of time. Some of these practices have led to injury and subsequent court action being taken against managers and clubs. You are therefore advised to study the following notes carefully.

### **A. LEGISLATION**

The main governing factors for marking out white lines are the same as that for other routine tasks in the workplace.

#### **1. Duty of Care**

Under the Health & Safety at Work Act 1974 every employer has a duty of care to ensure the workplace is safe for their employees, contractors, visitors, players, and spectators.

#### **2. The Control of Substances Hazardous to Health Regulations 2002 (COSHH)**

Regulations to prevent ill health from exposure to any hazardous substances present in the workplace.

#### **3. Risk Assessment**

You are required to carry out assessments on all tasks carried out in the workplace in relation to the nature of hazard, worst outcome, person(s) at risk, current precautions, estimated risk and further precautions.

If a risk assessment is correctly carried out this will ensure an appropriate line marking material is applied, ensuring best practice and, above all, safety of the groundsperson and players.

It is the duty of all Managers to ensure that all the regulations are adhered to as they are ultimately responsible in the eyes of the law. If line marking is carried out by contractors then a specification should be drawn up to include all the safeguards outlined in these guidance notes. This might also extend to include specifying a particular product however, the contractor should also provide a written risk assessment on the day of the line marking activity.

### **B. SUITABLE LINE MARKING COMPOUNDS**

#### **1. Permanent paints**

Based on pigmented viscous liquid. These "paints" can be applied either in a diluted form or neat.

#### **2. Powders**

There are various non-toxic whitening powders available which are based on ground natural calcium carbonate and can be used wet or dry. They are safe to use provided COSHH regulations are adhered to. Under COSHH the user would eliminate the risk as much as possible, although in practice this might require the user to wear gloves and eye protection and to wash off any contact with the skin as a precautionary measure. Most powders are supplied in a fine form.

**Only materials approved for use as a line marking material on a grass surfaces can be used on football pitches. An example of an illegal material is hydrated Lime (Calcium hydroxide). This should never be used for line marking. It is toxic and can give rise to chemical skin burns and irritations. It can cause serious damage to the eyes and skin on contact in both its dry or wet form. Its use is not approved or recommended under any circumstances.**

### **C. USE OF HERBICIDES TO REINFORCE LINE MARKINGS**

Until **The Food and Environment Protection Act, 1985 (FEPA)** was introduced many groundsmen and club members used various herbicides mixed in with whitening compounds to keep the lines in longer and more visible during the winter playing season.

It is, however, only permissible to use a herbicide which is approved for use on sports turf, and this is likely to be a total herbicide. COSHH and a suitable Risk Assessment must be carried out prior to any application. A further legal consideration is that the user must have successfully obtained his/her Certificate of Competence in the Safe Use of Pesticides (PA1, PA2A or PA6A).

Any herbicide product for line marking must be used within the conditions of approval granted under The Control of Pesticide Regulations, 1986 (COPR), and subsequent amendments, and as outlined on the product label. There should be no risk to players by contact or transfer of the active herbicide to any part of the body. A Risk Assessment must always be carried out prior to any use of these materials to a grass surface.

The addition of herbicides to whitening materials is not a recommended practice however, there may be approved products available which might be considered in some circumstances.

Play safe - use only safe and approved materials. Do not use old materials as they may no longer be approved for use.

### **D. MACHINES AVAILABLE TO MARK LINES**

Marking machines fall into the following categories.

#### **1. Dry Line Markers**

As the name implies, these are for applying dry powder compounds.

#### **2. Pressure Pump Markers**

A wheel driven pump forces marking fluid through a jet or spout directly onto the turf surface.

#### **3. Electric Pump Markers**

These are battery driven to constantly maintain the required pressure and direct the liquid onto the turf surface.

#### **4. Belt Feed Markers**

These have a moving belt system which conveys a continual supply of liquid onto the turf surface by contact

**5. Wheel Transfer Markers**

These convey the liquid via rotating wheel onto a tray and then via a sponge wheel directly onto the turf surface.

All of the above markers are obtainable from most sports ground suppliers. Before purchasing any marker have a demonstration first, and ensure you get the right marker for your requirements.

**E. USEFUL CONTACTS & INFORMATION**

The Control of Substances Hazardous to Health Regulations 2002

<http://www.legislation.gov.uk/ukxi/2002/2677/contents/made>

Health and Safety at Work etc. Act 1974

<http://www.legislation.gov.uk/ukpga/1974/37/contents>

Food and Environment Protection Act 1985

<http://www.legislation.gov.uk/ukpga/1985/48>

The Control of Pesticides (Amendment) Regulations 1997

<http://www.legislation.gov.uk/ukxi/1997/188/contents/made>

Guidance for those affected by the Plant Protection Products (Sustainable Use) Regulations 2012:

[http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/codes-of-practice/Guidance\\_Sustainable\\_Use\\_PPP\\_Regs\\_2012.htm](http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/codes-of-practice/Guidance_Sustainable_Use_PPP_Regs_2012.htm)

Code of Practice for Using Plant Protection Products available from

<http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/codes-of-practice/code-of-practice-for-using-plant-protection-products>

Institute of Groundsmanship (Training Courses)

Tel: 01908 312511 [www.iog.org](http://www.iog.org)

Health & Safety Executive website

<http://www.hse.gov.uk/>

The Amenity Forum website

<http://www.amenityforum.co.uk>

Suppliers of products

<http://www.iog.org/directory-and-shop/industry-directory/companies>

**F. IMPORTANT NOTE**

These notes are, intended solely to provide helpful guidance for club managers and groundsmen.

The information may vary or change from time to time, as a result of directives issued by governing bodies or government departments.

**LINE MARKING****Multi-line Marking on Single Pitches**

FIFA rules stipulate (Law 1 The field of play) that where 3G Football Turf pitches are being used 11v11 adult pitch should be marked in white. Other lines are permitted provided that they are of a different colour and clearly distinguishable. The lines must be of the same width which must not be more than (12cm) 5 inches. The FA have produced guidance documents for natural and football turf pitches that include recommended colours and how pitch dimensions and layouts can be implemented. These documents are available on The FA website.

As a quick guide the following colours are recommended when marking pitches:

Red	Mini Soccer U7 & U8 (5v5)
Yellow	Mini Soccer U9 & U10 (7v7)
Blue	U11 & U12 (9v9)
White	other age groups & adult (11v11)

## STANDARD CODE OF RULES STEP 7 and BELOW

This document contains the Standard Code of Rules developed by The Football Association for open age football (the "Standard Code").

The Standard Code is mandatory for all Competitions at Step 7 of the National League System and below, and The FA Women's Pyramid excluding FA Women's Super League and FA Women's Championship.

Competitions seeking sanction must draft their Rules in conformity with the Standard Code, using the same numbering and standard headings.

The mandatory rules are printed in normal text and the optional rules in italics.

It should be noted that in many cases rules are so printed because they are alternatives and the procedure to apply should be retained and the others omitted.

In all cases where a [ ] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory rules or any relevant principles and policies established by The FA. Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

### 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.

"**Competition**" means the [ ] 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.

"**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.

"**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 set out in Rule C 3 (a) (i) of the rules of The FA.

"**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.

"**WGS**" means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

"**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.

(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.

### 2. GOVERNANCE RULES COMPETITION NAME, CONSTITUTION



- (A) The Competition will be known as [" "] (or such other name as the Competition may adopt). 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 [ ] Clubs *and/or* [ ] *Teams* approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be [ ].
- (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 (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 and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.  
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* [ ] *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 recognising 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.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, Charter Standard and RESPECT programmes. 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 in the Competition in any other competitions (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.
- (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.
- (M) Only one Team shall be permitted from any Club to participate in the same division as another Team from the same Club unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. The Competition will obtain the prior approval of the Sanctioning Authority in the event of a division comprising of more than one Team from the same Club. This Competition will ensure that, where permission is given, Teams from a Club operating in the same division are run as separate entities with no interchange of players other than via transfers of registration in accordance with these Rules.

### 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.

### 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 and must be accompanied by an Entry Fee per Team as set out in the Fees Tariff, which shall be returned in the event of non-election.  
At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the AGM or an SGM.  
When Rule 22(B) is applied or a Team seeks a transfer or, is compulsorily transferred to another division, no Entry Fee shall be payable.
- (B) The annual subscription shall be payable in accordance with the Fees Tariff per *Club/Team* payable on or before the AGM of the Competition in each year.
- (C) In the event of any issue concerning the membership of any Club with the Competition the Management Committee may require a Deposit to be paid (in accordance with the Fees Tariff) by or on behalf of the Club on such terms and for such period as it may in its entire discretion think fit. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) A Club shall not participate in this Competition until the entry fee, annual subscription and deposit (if required) have been paid.
- (E) Clubs must advise annually to the Secretary in writing by [ ] of its Sanctioning Authority affiliation number for the forthcoming Playing Season. Clubs must advise the Secretary in writing, 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.

#### 5. MANAGEMENT, NOMINATION, ELECTION

(A) The Management Committee shall comprise the Officers of the Competition and [ ] 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 [ ] in 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 [ ] in 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 Officers and sent to the Secretary.

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

#### 6. POWERS OF MANAGEMENT

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

With the exception of Teams playing at Step 7 of the National League System, the maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

The maximum fine permitted for a breach of a Rule by a Team playing at Step 7 of the National League System is £500.

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) [ %] 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 or facsimile.

#### 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 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 [ ] 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 his 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 [ ] 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 indicate such when forwarding the written response.
- (E) The Management Committee shall also have 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;
  - (ii) convene a hearing to hear the appeal;
  - (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 ground of unconstitutional conduct.
- (H) All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or a sub-committee duly appointed by the Management Committee. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and the party not succeeding may, in addition, be ordered to pay the costs at the direction of the Management Committee.
 

All such protests, claims, complaints and appeals must be received in writing by the Secretary within fourteen days of the event or decision causing any of these to be submitted.

#### 8. ANNUAL GENERAL MEETING

- (A) The AGM shall be held not later than [ ] in each year. At this meeting the following business shall be transacted provided that at least [ ] 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 (save for Step 7 which shall be determined by The FA).
  - (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.
  - (G) No individual shall be entitled to vote on behalf of more than one Club.
  - (H) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - (I) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM.
  - (J) 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.

#### 9. SPECIAL GENERAL MEETINGS

Upon receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call a SGM. The Management Committee may call a SGM at any time.

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.

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

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

Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.

#### 10. AGREEMENT TO BE SIGNED

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 the [ ] 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.

**11. CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB**

- (A) Any Club intending, or having a provisional intention, to withdraw a Team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing by 31st March each season. 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.

**12. EXCLUSION OF CLUBS, TEAMS. 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 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 clause (A) and/or (B) of this 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 [ ]. 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.*

**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.

Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by [ ] in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by [ ] and any amendments thereto shall be submitted to the Secretary by [ ]. 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.

**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 £[ ] shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
- (C) The financial year of the Competition will end on [ ].
- (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.

**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.

**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 responsible 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.

## 18. MATCH RELATED RULES

### QUALIFICATION OF PLAYERS

- (A) A Player is one who, being in all other respects eligible, has:
  - (i) signed a fully and correctly completed Competition registration form in ink, countersigned by an Officer of the Club, which is submitted to the Competition [ ] days prior to the Player playing and whose registration has been confirmed by the Competition prior to that Player playing in a Competition Match;  
Or
  - (ii) signed a fully and correctly completed Competition registration form in ink on a match day prior to playing which is countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the Competition within two days (Sundays excluded) subsequent to the Competition Match. The Player shall not play again on a subsequent match day until the Club is in possession of the approval of the Competition. A maximum of [ ] Players may be registered in accordance with this paragraph 18(A)(ii);  
or
  - (iii) registered through WGS.  
Any registration form which is sent by either of the means set out at Rules 18(A) (i) or (ii) above that is not fully and correctly completed will be returned to the Club unprocessed. If a Club attempts to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed.  
For Clubs registering Players under Rules 18(A) (i) or (ii), registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players via WGS (under Rule 18 (A) (iii)), Clubs must access WGS in order to complete the registration process.  
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.  
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) Each Club must have at least [ ] Players registered [ ] days before the start of each Playing Season. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) to any club(s) shall be permitted to register and play for a Club in Competition Matches, save that the Player may be liable to be suspended from playing for that Club should the Player fail to comply with the terms of the Football Debt Recovery Regulations in respect of that Football Debt.
- (D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered.
- (E) The Management Committee shall decide all registration disputes.  
In the event of a player signing a registration form or having a registration submitted for more than one Club, priority of registration shall decide for which Club the Player shall be registered. The Secretary shall notify the Club last applying to register the player of the fact of the previous registration.
- (F) It shall be a breach of Rule for a Player to:-
  - (i) Play for more than one Club in the Competition in the same Playing Season without first being transferred.
  - (ii) Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season except for the purpose of a transfer.
  - (iii) Submit a signed registration form or submit a registration through WGS 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 have the power to accept the registration of any Player subject to the provisions of Rules 18(G) (ii) and (iii) below.
- (ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player or may fine any Player, at their discretion (in accordance with the Fines Tariff) who has been charged and found guilty of registration irregularities (subject to Rule 7).
- (iii) The Management Committee shall have power to make application 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. Application should be made to the parent County of the Club the Player is registered or intending to be registered with.

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.

(Note: Action under Rule 18(G) (iii) shall not be taken against a Player for misconduct until the matter has been dealt with by the Sanctioning Authority, and then only 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 C2(a) 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 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 [ ] 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 [date] 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.
- (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 without a written contract changing his 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 [ ] Competition Matches for that Team in the current Playing Season.
- (M) A Team shall not include more than [1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11] Players who has/have taken part in [ ] or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played.

For the purpose of this Rule a senior competition(s) is/are [ ].

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:
- Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or
  - Levy penalty points against the Club in default; or
  - Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).
- (O) The following clause applies to Competitions involving Players in full-time secondary education:-
- Priority must be given at all times to school and school organisations activities. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - The availability of children must be cleared with the Head Teachers (except for Sunday leagues competitions).
  - To play open age football the player must have achieved the age of 16.
- (P) A Player who has played for a Team in the [ ] division [ ] times or more shall not in that Playing Season be eligible to play in a lower division except by permission of the Management Committee.

## 19. CLUB COLOURS

Every Club must register the colour of its shirts and shorts with the Secretary by [date] who shall decide as to their suitability.

Any Club wishing to change its colours during the Playing Season must obtain permission from the Management Committee.

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 goalkeepers jersey) at least [ ] days before the Competition Match.

If, in the opinion of the referee, two Teams have the same or similar colours, the *away/home* 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 be numbered, failing which a fine will be levied in accordance with the Fines Tariff.

## 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.

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 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 Match(es) on another ground.

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. 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).

Within the National League System ("NLS") all Competition Matches shall have a duration of 90 minutes. All Competition Matches outside of the NLS shall have duration of 90 minutes unless a shorter time (not less than sixty (60) minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves. Two matches involving the same two Teams can be played on the same day providing the total playing time is not more than 120 minutes.

The times of kick-off shall be fixed at the AGM and can only be altered by the mutual consent of the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at least 7 days prior.

Referees must order 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 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 and time of kick-off to the Match Officials and an Officer of the opposing Club at least [ ] clear days prior to the playing of the match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (D) In accordance with the Laws of the Game, the minimum number of Players that will constitute a Team for a Competition Match is [ ]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (E) (i) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have power to impose a fine (in accordance with the Fines Tariff), deduct points from the defaulting Club, award the points from the Competition Match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents or otherwise deal with them except the award of goals. *Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.*

(ii) Any Club with more than one Team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence: First Team, Reserve Team, A Team.

(iii) 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.

(iv) 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 [ ] 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. *Providing gate money is taken and retained the visiting Club shall receive their actual standard class rail or bus fares or the equivalent for [ ] persons, or car allowance at [ ] p per mile for transporting [ ] persons, or hire charge of a coach (receipt to be submitted). The residue (if any) to be equally divided between the two Clubs after*



*deducting the cost of advertising, printing, posting, police and Match Officials charges. The home Club shall take either the whole of the proceeds of the second Competition Match.*

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

- (v) 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 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.
- (vi) 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) above. Where both Teams were under suspension the game 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. A Club may name up to [ ] (3, 4, 5, 6, 7) substitute Players of whom not more than [ ] ((3, 4, 5) may be used. *A Player who has been substituted himself becomes a substitute and may replace a Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football. Where a Competition does allow return substitutes, a Club may use up to [3 from 3 substitutes Players] [4 from 4 substitute Players] [5 from 5 substitute Players] in a Competition Match.* The referee shall be informed of the names of the substitute Players not later than [ ] 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 the Competition Match but does not actually play in that game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.
- (G) The half time interval shall be of [ ] 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 a Competition Match shall identify a Team captain who *may/shall* wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

## 21. REPORTING RESULTS

- (A) The (*Registration/Fixtures*) Secretary must receive within [ ] days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) and also the *referee markings 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.
- (B) The Home Club/both Clubs shall telephone/SMS/email/notify the result of each Competition Match to the [ ] by [ ]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) 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.

## 22. DETERMINING CHAMPIONSHIP

- (A) 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 at the end of the Playing Season, rankings shall be determined by goal difference (where the goals scored against each Team shall be deducted from the goals scored by that Team and the Team with the most favourable goal difference shall be placed highest). In the event of two or more Teams still being equal, the Team which has scored the most goals during the Playing Season shall be placed highest. In the event of two or more Teams still being equal, the Team that has won the most matches during the Playing Season shall be placed highest. In the event of two or more Teams still being equal, the Team which has the better playing record against the other Team in their head to head Competition Matches during the Playing Season will be placed highest. If the records of two or more Teams are still equal and it is necessary for any reason to determine the position of each then the Teams affected shall play a deciding match or matches under conditions as determined by the Management Committee.
- (B) *Automatic promotion shall be applied for the first [ ] Teams and automatic relegation shall be applied for the last [ ] 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:*
- retention of otherwise relegated Team(s); or*
  - additional promotion of the next ranked Team(s) from the division below; or*
  - 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) *When a senior Team is relegated to a lower division of which its reserve Team is a member, or entitled to be a member, such reserve Team must accept relegation to, or retain its position in, the next lower division; and should the senior Team be relegated to the lowest division its reserve Team automatically retires from the Competition.*
- (v) *Should either or both of the leading Teams in any of the divisions have its senior 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.*
- (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'). The eligibility criteria and format of the Play-Offs are as follows [ ].*
- (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.*
- (E) *Where a promotion and/or relegation link exists between Competitions [ ] Clubs, providing they meet the appropriate grading criteria, will be eligible to make application to the [ ] Competition at their AGM. Should the champion Club not wish for promotion or, alternatively, not have the necessary grading criteria, then the [ ] or [ ] placed Club will be eligible under the same conditions.*
- At the end of each Season and depending on the geographical location of Clubs gaining promotion to or being relegated from the [ ] Competition, it may be necessary for the Competition either (a) to accept a Club from the [ ] Competition, or (b) have a Club transferred to the same Competition.*
- The bottom [ ] Clubs in the [ ] Competition will be relegated. Each relegated Club will be allocated either to the [ ] Competition or to the Competition recommended as most appropriate by the Joint Liaison Committee.*
- [ ] Clubs will be promoted to the [ ] Competition from the [ ] Competition, and the [ ] Competition providing that each Club is either the Champion Club or Runner-up or [ ] placed Club and has the necessary grading criteria.*
- In the event of there being no eligible Club wishing promotion or not having the necessary grading criteria from any of the Competitions, this will reduce the number of Clubs to be relegated from the [ ] Competition.*
- If only [ ] Clubs are eligible or wish for promotion, the bottom [ ] Clubs in the [ ] Competition will be relegated. If only [ ] Club is eligible or wishes promotion, only the bottom Club in the [ ] Competition will be relegated.*
- If no Clubs are eligible, or wish for promotion, no Clubs will be relegated from the [ ] Competition.*
- In the event of a [ ] Competition Club not being placed in the bottom [ ] Clubs at the end of the Playing Season, wishing to resign from the Competition at the end of the Playing Season, or having been excluded under Rule [ ] only [ ] Clubs will be relegated at the end of the Playing Season.*
- In the event of a [ ] Competition Club opting to be relegated or being relegated under Rule [ ] such Club or Clubs will replace the Club or Clubs otherwise due for relegation.*

### 23. MATCH OFFICIALS

- (A) Registered referees (and assistant referees where 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 the event of the non-appearance of the appointed referee the appointed senior assistant referee shall take charge and a substitute assistant referee appointed by the competing Teams. 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 Competition Match.
- (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.
- (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 and travel expenses of [ ] per mile/ or inclusive of travel expenses.  
Match Officials will be paid their fees and/or expenses by the home Club before/immediately after the Competition Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (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 expenses/half fee plus expenses/expenses only*. 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 and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.
- (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 and, on the form provided by the prescribed date each Season, shall submit a summary to The FA/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.*

**SCHEDULE A**

<b>FEES TARIFF</b>		
4 (A)	CLUB ENTRY FEE	£
4 (B)	CLUB/TEAM ANNUAL SUBSCRIPTION	£
4 (C)_	DEPOSIT	£
7 (C), 7 (E), 7(G)	PROTEST/APPEAL FEES	£
18 (D)	PLAYER REGISTRATION FEE	£
18 (H)	TRANSFER FEE	£
23 (E)	REFEREE FEES	£
23 (E)	ASSISTANT REFEREE FEES	£

<b>FINES TARIFF</b>		
2 (G)	FAILURE TO AFFILIATE	£
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£
4 (C)	FAILURE TO PAY A DEPOSIT	£
4(E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£
5(E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£
6 (I)	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	£
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£
9	FAILURE TO BE REPRESENTED AT SGM	£
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£
11(A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£
16(A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£
16(B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	£
18 (B) (ii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON COMMENCING	£
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM	£
18 (G)(ii)	REGISTRATION IRREGULARITIES	£
18 (M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£
18 (N)	PLAYING AN INELIGIBLE PLAYER	£
18(O)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£
19	DELAYING KICK OFF DUE TO NO CHANGE OF COLOURS	£
19	FAILURE TO NUMBER SHIRTS	£
20(A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED	£

	EQUIPMENT	
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£
20 (E) (i) & (iv)	FAILURE TO PLAY FIXTURE	£
20 (H)	NO CAPTAIN'S ARMBAND	£
21 (A)	LATE RESULT NOTIFICATION FORM	£
21 (B)	FAILURE TO PROVIDE RESULT	£
21(C)	RESULT NOTIFICATION NOT SIGNED BY APPROPRIATE SIGNATORIES	£
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	

**STANDARD CODE OF RULES FOR MINI SOCCER AND YOUTH FOOTBALL COMPETITIONS**

This document contains the Standard Code of Rules developed by The Football Association for Mini Soccer and Youth Football Competitions (the "Standard Code").

The Standard Code is mandatory for all Mini Soccer and Youth Football Competitions.

Competitions seeking sanction must draft their Rules in conformity with the Standard Code, using the same numbering and standard headings.

The mandatory rules are printed in normal text and the optional rules in italics.

It should be noted that in many cases rules are so printed because they are alternatives and the procedure to apply should be retained and the others omitted.

In all cases where a [ ] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory rules or any relevant principles and policies established by The FA. Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

**DEFINITIONS**

## 1. (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.

"Competition" means the [ ] 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.

"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.

"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 set out in Rule C 3 (a) (i) of the rules of The FA.

"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.

"WGS" means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

"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.

**GOVERNANCE RULES****COMPETITION NAME AND CONSTITUTION**

2.

- (A) The Competition will be known as [ ] (or such other name as the Competition may adopt). 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 [ ] Clubs *and/or* [ ] Teams approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be [ ].
- (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 and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

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 [ ] 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 recognising 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.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, Charter Standard and RESPECT programmes. 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.
- (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.

**CLUB NAME**

- 3. 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.

**ENTRY FEE, SUBSCRIPTION, DEPOSIT**

- 4. (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 and must be accompanied by an entry fee per Team as set out in the Fees Tariff, which shall be returned in the event of non-election. 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 [ ] in each year.
- (C) A Deposit of £[ ] 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 [ ] in each year. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) A Club shall not participate in this Competition until the entry fee, annual subscription and Deposit (if required) have been paid.
- (E) If requested by the Competition, Clubs must advise annually to the Secretary in writing by [ ] of its Sanctioning Authority affiliation number for the forthcoming Playing Season. Clubs must advise the Secretary in writing, 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.

**MANAGEMENT, NOMINATION, ELECTION**

- 5. (A) The Management Committee shall comprise the Officers of the Competition and [ ] 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 [ ] in 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 [ ] in 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 Officers and sent to the Secretary.  
Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

#### POWERS OF MANAGEMENT

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

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) [ %] 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 or facsimile.

#### PROTESTS, CLAIMS, COMPLAINTS, APPEALS

- 7. (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 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 [ ] 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 his 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 [ ] 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 £ [ ] and indicate such when forwarding the written response.
- (E) The Management Committee shall also have 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 ground of unconstitutional conduct.

#### ANNUAL GENERAL MEETING

8. (A) The AGM shall be held not later than [ ] in each year. At this meeting the following business shall be transacted provided that at least [ ] 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.
- (G) No individual shall be entitled to vote on behalf of more than one Club.
- (H) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM.
- (J) 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.

#### SPECIAL GENERAL MEETINGS

9. Upon receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call a SGM. The Management Committee may call a SGM at any time.
- 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.
- Each Club shall be empowered to send two delegates to all SGMs. Each Club shall be entitled to one vote only.
- Any Club failing to be represented at a SGM shall be fined in accordance with the Fines Tariff.
- Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.

#### AGREEMENT TO BE SIGNED

10. 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 the [ ] 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.

#### CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB

- 11. (A) Any Club intending, or having a provisional intention, to withdraw a Team from the Competition must do so at least [ ] 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.

#### EXCLUSION OF CLUBS OR TEAM. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE

- 12. (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.

#### TROPHY

- 13. (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 [ ]. 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.

#### ALTERATION TO RULES

- 14. 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.  

Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by [ ] in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by [ ] and any amendments thereto shall be submitted to the Secretary by [ ]. 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.

#### FINANCE

- 15. (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 £[ ] shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
- (C) The financial year of the Competition will end on [ ].
- (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.

#### INSURANCE

- 16. (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.

**DISSOLUTION**

17. (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 responsible 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.

**MATCH RELATED RULES****QUALIFICATION OF PLAYERS**

18. (A) (i) A Player is one who, being in all other respects eligible, has:-
- (a) signed a fully and correctly completed Competition registration form in ink, countersigned by his /her parent or guardian and by an Officer of the Club, and who has been registered with the (Registrations) Secretary [ ] days prior to the Player playing and whose completed registration counterfoil has been received by the Club prior to playing in a Competition Match. The registration document must incorporate emergency contact details of the Player's parents or guardians. These details must be available at matches and training events the Player attends within the management of the Club or Competition;
  - or
  - (b) signed a fully and correctly completed Competition registration form in ink on a match day prior to playing which is countersigned by his/ her parent or guardian and by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the (Registrations) Secretary within two days (Sundays excluded) subsequent to the Competition Match. The Player shall not play again on a subsequent match day until the Club is in possession of the completed counterfoil. A maximum of [ ] Players may be registered in accordance with this paragraph 18 (A) (i) (b). The registration document must incorporate emergency contact details of the Players' parents or guardians. These details must be available at matches and training events the Player attends within the management of the Club or Competition;
  - or
  - (c) registered through WGS.

Any registration form which is sent by either of the means set out at Rules 18(A) (i)(a) or (b) above that is not fully and correctly completed will be returned to the Club unprocessed. If a Club attempts to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed.

For Clubs registering Players under Rules 18 (A) (i) (a) or (b) registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players via WGS (under Rule 18 (A) (i) (c)) Clubs must access WGS in order to complete the registration process.

- (ii) Registration forms may also be submitted to the (Registrations) Secretary by electronic mail or facsimile machine prior to the Player playing in a Competition Match. The original document must be forwarded by post to the appropriate Officer of the Competition within three days of the Competition Match.
- 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.  
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 20 and over crossing borders including Wales, Scotland and Ireland.
- (ii) A Player registered with a Premier League or English Football League Academy under the Elite Player Performance Plan contained within Youth Development Rules will not be permitted to play in this Competition. Details of the Youth Development Rules are published on The FA website. A Player registered with a FA Girls' Regional Talent Club may play in this Competition subject to the FA Programme for Excellence (Female) Regulations.
- (iii) Each Team must have the following number of Players registered [ ] 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 his or her 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 his or her 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.

The age groups that children are eligible to play in are set out in the table below, along with the permitted football formats for each of those age groups. 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:

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	
9	Under 10	7V7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	4
	Under 11	9V9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	
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	
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 priority of registration shall decide for which Club the Player shall be registered. 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.
  - (iii) A Player is only permitted to register for more than one Club provided that:
    - a. The Team(s) in which the Player plays in are not in the same age group; or
    - b. 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:-
- (i) Play for more than one Team in the same age group in the Competition in the same Playing Season without first being transferred.
  - (ii) 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.
  - (iii) Submit a signed registration form or submit a registration through WGS for registration that the Player had wilfully 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 have the power to 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.

(Note: Action under Rule 18(G)(ii) 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 12 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 C2(a) 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 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 [ ] 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 [date] 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 his 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 his 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 [ ] Competition Matches for that Team in the current Playing Season.

- (M) A Team shall not include more than [1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11] Players who has/have taken part in [ ] or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played.

For the purpose of this Rule a senior competition(s) is /are [ ].

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:
- Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or
  - Levy penalty points against the Club in default; or
  - Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).

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

- (O) (i) Priority must be given at all times to school and school organisations activities. 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.

## CLUB COLOURS

19. Every Club must register the colour of its shirts and shorts with the Secretary by [date] who shall decide as to their suitability.

Any Club wishing to change its colours during the Playing Season must obtain permission from the Management Committee.

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 [ ] days before the Competition Match.

If, in the opinion of the referee, two Teams have the same or similar colours, the *away/home* 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 be numbered, failing which a fine will be levied in accordance with the Fines Tariff.*

## PLAYING SEASON. CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES

20. (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, and gvg football, the Rules as set down by The FA.

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.

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. 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).

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.

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

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 the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at least [ ] 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 and time of kick-off to the Match Officials and an Officer of the opposing Club at least [ ] clear days prior to the playing of the Competition Match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. 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.

- (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 have the power to impose a fine (in accordance with the Fines Tariff), deduct points from the defaulting Club, award the points from the Competition Match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents or otherwise deal with them except the award of goals. *Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.*
- (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.
- (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 [ ] 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. *Providing gate money is taken and retained the visiting Club shall receive their actual standard class rail or bus fares or the equivalent for [ ] persons, or car allowance at [ ] p per mile for transporting [ ] persons, or hire charge of a coach (receipt to be submitted). The residue (if any) to be equally divided between the two Clubs after deducting the cost of advertising, printing, posting, police and Match Officials charges. The home Club shall take the whole of the proceeds of the second Competition Match.*
- 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 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 not allow return substitutes:

**For Under 17s and Under 18s** – a Club may name up to [ ] (3, 4, 5, 6, 7) substitute Players of whom not more than [ ] (3, 4, 5, 6, 7) may be used.

Where a Competition does allow return substitutes:

**For Under 11s - Under 18s** – a Club may use up to [3] from 3 substitute Players [4] from 4 substitute Players [5] from 5 substitute Players [6] from 6 substitute Players [7] from 7 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.

**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 of the substitute Players not later than [ ] 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 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.

- (G) The half time interval shall be of [ ] 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 *may/shall* wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

## REPORTING RESULTS

21. (A) The (Registration/Fixtures) Secretary must receive within [ ] days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) and also the referee markings 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.
- (B) The Home Club/both Clubs shall telephone/SMS/email/notify the result of each Competition Match to the [ ] by [ ]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) 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.

- (D) 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.

#### DETERMINING CHAMPIONSHIP

22. (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 at the end of the Playing Season, rankings may be determined by a deciding match or matches played under conditions determined by the Management Committee, or the position shared.
- (B) *Automatic promotion shall be applied for the first [ ] Teams and automatic relegation shall be applied for the last [ ] 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"). The eligibility criteria and format of the Play-Offs are as follows [ ].*
- (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.*

#### MATCH OFFICIALS

23. (A) Registered referees (and assistant referees where 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 and travel expenses of [ ] per mile / or inclusive of travel expenses.
- Match Officials will be paid their fees and/or expenses by the home Club before/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.
- (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 expenses/half fee plus expenses/expenses only*. 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 and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.
- (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 and, on the form provided by the prescribed date each Season, shall submit a summary to The FA/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.*



## SCHEDULE A

FEES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	CLUB ENTRY FEE	£50.00
4 (B)	CLUB/TEAM ANNUAL SUBSCRIPTION	£150.00
4 (C)	DEPOSIT	£100.00
7 (C), 7(E)	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	£30.00
4 (C)	FAILURE TO PAY A DEPOSIT	£100.00
4(E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£100.00
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£25.00
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	£25.00
18 (G)(ii)	REGISTRATION IRREGULARITIES	£100.00
18(M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS	£100
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) & (ii)	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(D)	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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**SCHEDULE A**

Fees Tariff

Fines Tariff


Has your car ever gone up in value?  
Might be time to lease then...



*“it's not just a rental, it's a relationship”*

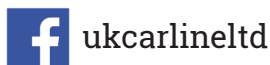
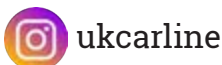
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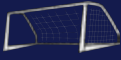































# Make sure that you are playing the correct format for Youth Football

Staffordshire FA



This document highlights the formats of football which should be played across all age groups. We encourage all leagues to play in these formats. Mixed football has now approved for all age groups up to Under 18s.

## Player | Pitch Size | Ball Size | Goal Size | Number of trophy events

Under 7s Under 8s	 5 v 5	 40 x 30 YD 37 x 27 M	 3	 6 x 12 FT 1.83 x 3.66 M	 3 x trophy events lasting a maximum of two weeks each
Under 9s	 7 v 7	 60 x 40 YD 55 x 37 M	 3	 6 x 12 FT 1.83 x 3.66 M	 3 x trophy events lasting a maximum of four weeks each
Under 10s	 7 v 7	 60 x 40 YD 55 x 37 M	 4	 6 x 12 FT 1.83 x 3.66 M	 3 x trophy events lasting a maximum of four weeks each
Under 11s	 9 v 9	 80 x 50 YD 73 x 46 M	 4	 7 x 16 FT 2.13 x 4.88 M	 3 x trophy events lasting a maximum of six weeks each
Under 12s	 9 v 9	 80 x 50 YD 73 x 46 M	 4	 7 x 16 FT 2.13 x 4.88 M	 One season long league table
Under 13s Under 14s	 11 v 11	 90 x 55 YD 82 x 50 M	 4	 7 x 21 FT 2.13 x 6.40 M	 One season long league table
Under 15s Under 16s	 11 v 11	 100 x 60 YD 91 x 55 M	 5	 8 x 24 FT 2.44 x 7.32 M	 One season long league table
Under 17s Under 18s / 21s Senior (18+)	 11 v 11	 110 x 70 YD 100 x 64 M	 5	 8 x 24 FT 2.44 x 7.32 M	 One season long league table



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