



HANDBOOK 2017/18

Sheffield & Hallamshire Girls County League Supporting

The FA Charter Standard Scheme



**This handbook and it's contents are for
League Business only and MUST NOT be
made available to ANYONE other than Club
Officials for ANY REASON OTHER THAN
SHGCL LEAGUE BUSINESS**

**It's is the responsibility of every Manager to
have a this Handbook available at every match**

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Respect



NO Respect Referee Game

One match in three is played without a referee because of abuse from players.

Isn't it time to show some Respect?



TheFA.com/Respect

FA Enquiry line: 0845 210 8080
TheFA.com/Footballsafe



Safeguarding the future of our game: through training, best practice and responsible recruitment. Make sure you play your part



Respect

THOSE WHO SPOIL OUR GAME, NOW WALK ALONE.



WRITE IN SUPPORT OF OUR BEAUTIFUL GAME AT RESPECTONBALLCLUBS.COM AND FOR EVERY MEMBER, WE'LL INVEST MORE MONEY TO KEEP IT BEAUTIFUL.



Respect



I want to be captain
I want to score the winner
I want to play at Wembley
I want the crowd to chant my name
I want Dad to stop shouting at me.

See the full parent guide at TheFA.com/Respect



Respect



TAKE CHARGE. BECOME A REFEREE.

Join the growing number of women taking up refereeing

For information please email womenreferees@TheFA.com



FA RESPECT CAMPAIGN

The Sheffield & Hallamshire Girls County League have signed up to the RESPECT Campaign.

The Respect programme aims to improve the standards of behaviour across the professional and grassroots game, reducing the drop-out of referees and the number of abandoned matches and reintroducing the fun into kids' football.

Local registered leagues and clubs are being asked to sign-up to Respect and to introduce the following **recommendations and guidelines** into their matches and club management:

Step 1: Codes of conduct for players, referees, coaches and spectators which sets down basic principles that everyone must sign and adhere to.

Step 2: Designated Spectators' Areas defined by touchline barriers to keep spectators back from the pitch.

Step 3: Captains taking responsibility for their players and becoming the main point of contact for the referee.

Step 4: Referees managing the game and dealing with any open show of dissent.

Step 5: The fair play handshake taking place prior to the start of all fixtures.

Step 6: All spectators on one side of the field of play and the manages/coaches should remain on the other side, preferably in a technical area.

The Respect programme is crucial to helping us all work together to change the negative attitudes and unacceptable behaviour which threaten the future of football.

This is a long-term commitment but, if we all play our part, together we can really make a difference.

Adherence to the respect campaign will be closely monitored and any discrepancies will be dealt with by the management committee.

Further details of the Respect Campaign can be found on the FA website: <http://www.thefa.com/my-football/more/respect/respect-resources>

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SHGCL COMMITTEE CONTACT DETAILS

| LEAGUE OFFICERS | Position | Name | Address | Contact |
|-----------------|-----------------------------|-------------------|-------------------------------------------------------|------------------------------------------------------------------------------------|
| | Chairman | Tony Santoro | 52 Springwell Avenue, Beighton Sheffield S20 1XD | 07739 593070 chairman@shgcl.co.uk |
| | Secretary | Julie Higgins | 12 Rangeley Road Sheffield S6 5DW | 07780 975460 secretary@shgcl.co.uk |
| | Treasurer | Jill Wormleighton | 52 Upperthorpe Road, Killamarsh, Sheffield S21 1EJ | treasurer@shgcl.co.uk |
| | Welfare Officer | Julie Higgins | 12 Rangeley Road Sheffield S6 5DW | 07780 975460 protection@shgcl.co.uk |
| | Fixtures Secretary | Julie Higgins | 12 Rangeley Road Sheffield S6 5DW | 07780 975460 secretary@shgcl.co.uk |
| | Referee's Officer | Simon Hall | N/A | 07782 358533 referee@shgcl.co.uk |
| | Discipline Secretary | James Bolton | N/A | fines@shgcl.co.uk |
| | Cup and Shield Co-ordinator | Tony Santoro | 52 Springwell Avenue, Beighton Sheffield S20 1XD | 07739 593070 chairman@shgcl.co.uk |
| | Respect Officer | Simon Hall | N/A | 07782 358533 referee@shgcl.co.uk |

| REGISTRARS | Age Group | Name | Address | Contact |
|--------------------------|---------------|-------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------------------------------|
| | U9, 10, 11 | Rachel Jardine | 11 Windsor Crescent Barnsley S71 2LU | 07841703434 rachel@shgcl.co.uk |
| U12, 13, U14, 15, 16, 18 | Yvonne Newsam | 5 Oakham Place Gawber Barnsley S75 2ND | 01226 201058 yvonne@shgcl.co.uk | |

Contactable hours: Monday to Saturday after 9am or before 9pm - NO PHONE CALLS ON SUNDAYS PLEASE

League Website Address: <http://shgcl.co.uk> Here you will find links to the league facebook and twitter pages as well as up to date club and league contact details, referee contact details, league news and access to the league divisions, tables and recent results via FA Fulltime.

| COUNTY FA CONTACT DETAILS | County FA Office - General Enquiries - 0114 2615500 - info@sheffieldfa.com Clegg House 204 Meadowhall Road Sheffield S9 1BN Monday - Friday from 8.30am until 4.30pm | | |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------------------------------------------------------------------------|
| | County FA Welfare Officer | Lisa Glaves | Lisa.Glaves@sheffieldfa.com |
| | Girls Development Officer | Sarah Wood | Sarah.Wood@sheffieldfa.com |
| | Referee Development Officer | Craig Grundy | craig.grundy@sheffieldfa.com |

LEAGUE MEETINGS

All meetings will be held at:

Davy's Sporting Club
630 Prince of Wales Road
Sheffield S9 4ER

MEETINGS WILL COMMENCE AT 7.30pm (unless informed otherwise)

MEETING DATES ARE AS FOLLOWS:

16th November 2017, 15th February 2018

7th June 2018 - LEAGUE AGM

Further meetings may be arranged throughout the season and details distributed to clubs accordingly

It does not have to be the Club Secretary who attends the league meeting, It would be advisable if all managers could attend at least one meeting throughout the season as there is a lot of valuable information distributed

NON REPRESENTATION FOR YOUR CLUB AT A MEETING WILL INCUR A FINE (see fines table)

CHILD WELFARE GOOD PRACTICE GUIDELINES

These notes are for managers, assistants, coaches and anyone who is involved with any child connected with the Sheffield and Hallamshire Girls County League.

Here are some simple do's and don'ts when working with children:

1. **Never** be alone with a team member, always ensure another adult or child is present at all times.
2. Do not carry team members in your car **alone**. Ensure someone else is with you (Can be useful to also check your insurance if carrying players!)
3. Only use the family phone number to contact players. Do **not** have player's mobile numbers in your phone memory.
4. If you use email to contact players use the **family email address** NOT the players private email address.
5. Be aware of the language you use with players. Ensure it is age appropriate! **Never swear in front of players or at them.**
6. Don't invite players to your home unless accompanied by their parents.
7. Never take part in **rough, physical or provocative games including horseplay!**
8. Do not do any act of a **personal nature** that a player can do for themselves.
9. Be aware of the ages and stages of development of your players.
10. Be alert to signs of abuse in your players. Note any changes in behaviour, appearance or attitude which you feel are unusual for that player and report them to your club Welfare Officer immediately.
11. All allegation of **racism** must be reported to your club Welfare Officer and the League Welfare Officer who will report the incident to the Welfare Officer at County FA for investigation.
12. Any allegation of **bullying** must be reported to your club Welfare Officer and the League Welfare Officer who will report the incident to the Welfare Officer at County FA for investigation.
13. Ensure **all** allegations of abuse, in any form, are reported to your club Welfare Officer immediately.

You are in a position of trust and must uphold a level of maturity and distance from all players

If you have any questions about these guidelines please contact:

Julie Higgins League Welfare Officer: protection@shgcl.co.uk 07780 975460

MANAGERS INFORMATION SHEET 2017/18

The first match of the season will be Saturday 9th September 2017. Please note the following points which we hope will help you and your club avoid any unnecessary fines:

Player Registration: Player registration information should be available on WGS at least 2 weeks before the start of the season – ie, by 26th August at the latest. If you wish to sign players once the season has started ie, after 9th September 2017, this is possible but you cannot permit a player to play for your team until the player has been approved by the management committee on WGS. **UNDER NO CIRCUMSTANCES SHOULD YOU USE A PLAYER WHO HAS NOT BEEN APPROVED ON WGS. DO NOT ASSUME YOU CAN PLAY HER BECAUSE YOU HAVE INPUT THE DETAILS ONTO WGS, PLAYERS ARE ONLY ELIGIBLE ONCE APPROVED.**

Arranging the Match: The HOME team manager must contact the opposition manager at least 4 days in advance to arrange kick off time for the match ie by TUESDAY NIGHT AT THE LATEST. If you are the away team and you haven't heard from the home team manager, PLEASE CONTACT THEM YOURSELF – see FA Rule regarding this. The opposition manager must be made aware if the home team ground does not have toilet facilities and must indicate where the nearest facilities are located. If the home team pitch is unplayable, the match must be played at the away teams pitch if playable and available – at anytime during the season. If you intend to play the match on a 3 or 4G surface, the opposition must be made aware of this at the time of arranging the match – this also applies to reversal of fixtures.

Referees: Referees will be appointed to all league games and competitions. The League Referee's Officer will be responsible for appointing referees and you will be notified of their name and contact details via FA Fulltime. Please contact the referee by Tuesday night at the latest and ensure they have full directions to the venue and any other relevant details for the match.

Team Sheets: Team Sheets are used to record the date of the match and the names and shirt numbers of your players which you should swap with the opposition. Examples can be found on our website but you can make your own sheets if you wish to do so. To make the process easier on match days you can complete all your players on the sheets in advance and make a number of copies, crossing off any girls that aren't playing that day. The sheet will not need to be returned to the league but should be swapped with the opposition manager so you each have a record of which players are playing in the match, to use to check your squad list against and to check the match stats recorded after the match.

Squad Lists: Due to player registration on WGS, this season Squad Lists will replace Registration Cards. These can be downloaded and printed from WGS, if you are the person registering players on WGS then you will have access to the squad list, if not then you must contact your club secretary to complete this for you and you must ensure you have this information on match days. **SQUAD LISTS MUST BE AVAILABLE AT EVERY MATCH, THEY ARE REPLACING REGISTRATION CARDS BUT SERVE THE SAME PURPOSE – THEY HAVE PLAYER PHOTOS AND DETAILS ON SO MUST BE KEPT SECURE AT ALL TIMES.** These lists will only need to be printed once during the season, or after you register any additional players, they should be kept by the team manager. The lists do not contain any medical information or emergency contact details, these should be gathered from players/parents and kept safe during the season. **ANY PLAYERS NOT ON THIS SQUAD LIST ARE NOT REGISTERED PLAYERS.**

Checking Squad Lists on Match Days: The process of checking squad lists is the same as registration cards, nothing has changed other than they are now one document instead of individual cards! This is an important part of the match day process and **MUST** be carried out before the start of EVERY game. Each manager will have a copy of their squad list and this should be available at every game. Games should not go ahead if this is not available.

Reporting Results: The league will be using the SMS texting service to collect results. Both managers will receive a text shortly before or during the match with instructions of how to respond. You should reply to the text following the match giving the result in the correct format. The results will be automatically updated on the FA Fulltime website once the result has been received from BOTH managers. If you need to speak to your registrar about any aspect of the match please contact them without delay, contact details can be found at the front of the handbook or on the shgcl website.

FA Fulltime: You will be given access to FA Fulltime and once you have logged on you should complete the short respect questionnaire. You should answer the questions honestly and fairly. All marks are out of 10, for any marks of 4 or below **A REPORT EXPLAINING YOUR REASONS FOR THIS MUST BE SENT TO THE REGISTRAR** within 7 days, this can be emailed. Low respect marks will be discussed at management committee meetings and persistent low marks will be dealt with accordingly, copies of these reports may also be sent to County FA. Once you have completed the respect section **YOU NEED TO PRESS UPDATE BEFORE YOU MOVE ON.**

Once you have done this you will come to a screen with the match details and boxes for the referee info – you need to add the Referee mark you wish to award - **This is out of 100.** If the mark is 50 or below the team giving the low mark must send a completed referees assessment form to the Referee Development Officer at County FA, within 48 hours. This must include the referees name and number – details of the RDO are at the front of the handbook – it is also helpful to send a copy of the report to the League Secretary and League Referee's Officer.

You should then click on stats and you will see your registered players, you need to click into the box of each player who was playing in that match to record them. For age groups U12 to u18 you also need to record any goals scored and other stats. More details of SMS and Stats entry can be found on pages 5, 6, 7 and 8 of the FA Fulltime document: <http://resources.thefa.com/images/ftimages/data/league5628447/88030.pdf> which is available on the SHGCL website.

Information needs to be completed at least 4 days following the match, ie by Thursday at the latest. You do not need to send any result sheets to the league, registrars will go onto the system and check the match details have been entered correctly and lock away the stats after 4 days. The league recognises that these systems may be unfamiliar to some of you so may be lenient in the first month of the Season and encourage you to contact us with any queries or issues you are having. After this if you have not entered the stats correctly you will be fined for each missing piece of information. If the stats have not been updated you will also receive a fine.

Postponing Games: If the home team pitch is unfit for play, and the home team are unable to provide an alternative pitch, the game **MUST** be played on the away teams pitch if playable/ available, no costs will be incurred to either team and the kick off time will not be affected, unless mutually agreed. In all cases every effort must be made to play the fixture on the date scheduled. Managers **MUST** make parents aware that they may be expected to travel should the fixture be reversed - this also applies to reversal of fixtures to 3G/4G pitches. If at any time during the season a match is postponed for any reason whatsoever, you must notify your registrar and nominated referee without delay. Please try to avoid postponing fixtures as this always causes a backlog at the end of the season, however if there is no alternative you must give 28 days notice in writing to the Fixtures Secretary of any dates you wish to postpone or do not want us to schedule a fixture – **please remember this is the date you are postponing, not the game so regardless of if a game is there or not you should use this system to postpone.** A **MAXIMUM** of three 28 day postponements will be permitted per team, per season.

All matches must be played on the dates originally fixed. Clubs may mutually agree to bring forward a match and also play midweek games in September (or any other month if floodlights are available). Please notify the Fixtures Secretary, your registrar and the league referee officer of any games you are bringing forward/changing to midweek. Games changed to a later date will be treated as postponements and will incur a fine.

For any postponements less than 28 days please ensure you are considerate to the opposition and give them as much notice as possible, especially if they are travelling a long way. **REMEMBER POSTPONEMENT CARRIES CONSEQUENCES WHICH MAY INCLUDE FINES, DEDUCTION OF POINTS AND PAYING YOUR OPPONENTS EXPENSES.** This season less than 28 days notice to postpone a game will result in the game showing as cancelled and not automatically rescheduled, both teams will be required to submit mitigation as to why the game was postponed and the committee will discuss this before deciding on a course of action. This may include awarding the game to the non-postponing club and not rearranging the fixture. All games postponed with less than 28 days notice will result in a fine.

Please also remember to let the appointed referee know that the game is postponed. Failure to do so in sufficient time to ensure the referee does not travel to the game will result in your club paying some/all of their match day fee.

Postponement of cup and shield games will ONLY be allowed because of the fitness of the ground, NOT FOR ANY OTHER REASON please make all your players aware of this and familiarise yourself with cup and shield dates well in advance as if you are unable to fulfill a cup or shield fixture for any other reason you will forfeit the game.

Respect Barriers/Spectator Areas: Some form of barrier must be used at all matches. The home team is responsible for providing them and ensuring supporters adhere to them. Recent FA guidelines suggest that managers should stand on one side of the pitch and spectators on the other, preferably in technical areas, to

ensure that players are not given mixed messages when on the field of play. Please refer to the front of this handbook for further details of the Respect Campaign.

League Website Address: <http://shgcl.co.uk> Here you will find links to the league facebook and twitter pages as well as up to date club and league contact details, referee contact details, league news and access to the league divisions, tables and recent results via FA Fulltime.



Useful Information from Sheffield and Hallamshire County FA

Sheffield & Hallamshire County FA are here to support your club and volunteers to ensure grassroots football is inclusive, fun and safe for young people.

Volunteers are the heroes of grassroots football, generously giving up their free time to help others. Without a doubt, football would not exist without the hard work and commitment of volunteers. **S&HCFA** would like to thank everyone involved in girls' football across the county and we look forward to working with you in the future.

S&HCFA seeks to build a safe, enjoyable and inclusive environment for all children and young people, whether they are players, young referees or qualified coaches. Safeguarding is our priority and needs to be the priority of the clubs. We are all responsible for keeping our young players safe in the sport they love.

Safeguarding is everyone's responsibility – to make sure you have appropriate safeguards in your club it's important everyone is aware of your safeguarding children policy and the procedures for reporting a concern about the welfare of a child.

The 2017/18 season is an exciting time for female football. Over the summer, the 2017 European Women's Championship was UEFA's biggest-ever female tournament. The semi-final between England and the Netherlands generated a peak audience of 4m viewers in the UK on Channel 4. The **England Lionesses** inspired a nation.

Also in 2017, **The FA** released a new three year strategy for women's and girls' football titled 'The Gameplan for Growth'. Across the next three years the aim is to double participation, double the fan base, and improve success on the world stage through the England Lionesses.

S&HCFA want to ensure that this impacts football at a local level. In the 2017/18 season our key focus areas are girls' mini soccer and supporting the volunteer workforce. We would like to work with clubs to increase the number of female teams, and more specifically focus on the younger age groups to ensure girls have access to local opportunities from five years old. To support new teams and activities we need to ensure there are qualified volunteers in place. We aim to run specific events to encourage more people to get involved in coaching, refereeing and volunteering, as well as a support network to help people develop.

The FA restructured the **Coach Education** programme in 2016. The changes to the courses saw delivery become more learner led and curriculum more specific to grassroots coaches. The FA Level 2 in Coaching Football course is now broken down into 3 separate blocks that coaches can complete in their own time and at their own pace. The inclusion of 'support visits' from tutors also allows learners to practice coaching in their own environments with their own teams making learning more specific.

Opportunities are available throughout the year to support you and your club. Support ranges from funding opportunities, to facility development and everything in between.

If you need any additional guidance or advice, please contact the County FA on 0114 261 5500 or visit SheffieldFA.com for specific staff details.

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. Such Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the sanctioning Association and do not conflict with the mandatory Rules or any relevant principles and policies established by The FA. Guidance from the sanctioning Association should be sought in advance if there is any doubt as to the acceptability of additional Rules. This Standard Code of Rules is mandatory for all Mini Soccer and Youth Football Competitions. Mini Soccer and Youth Football Competitions seeking sanction must draft their Rules in conformity with the code putting them in the correctly numbered Rule and showing the standard heading.

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.

“**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.

“**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.

“**Participants**” means an Affiliated Association, Competition, Club, Club Official, Intermediary, Player, Official, Match Official, Management Committee member, member or employee of an Affiliated Club and all such persons who are from time to time participating in any activity sanctioned either directly or indirectly by the Association.

“**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.

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

“**Team**” means a team affiliated to a Club.

“**Team Sheet**” means a form provided by the Competition on which the names of the Players taking part in a Competition Match are listed.

“**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) 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.

(C) 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 16.

(D) The Competition will be known as The Sheffield and Hallamshire Girls League (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.

(E) 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.

(F) 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.

NAME AND CONSTITUTION

2. (A) This Competition shall consist of not more than 200 Clubs approved by the Sanctioning Authority.

(B) 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). The area covered by the Competition membership shall be within a 20 mile radius of Sheffield Cathedral.

This Competition shall apply annually for sanction to the Sheffield and Hallamshire County Football Association(s) and the constituent Teams of member Clubs may be grouped in divisions, each not exceeding 14 in number.

(C) Inclusivity and Non-discrimination

(i) The Competition and each member 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 member 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.

(D) 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).

(E) 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).

- (F) At the AGM or a Special General Meeting called for the purpose, a majority of the delegates present shall have power to decide or adjust the compilation of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 12.

ENTRY FEE, SUBSCRIPTION, DEPOSIT

3. (A) Applications by Clubs for admission to this 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 of £75.00 set out in the Fees Tariff per Team 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 Special General Meeting or on a date agreed by the Management Committee.

- (B) An annual subscription shall be payable in accordance with the Fees Tariff (this is £0 for the SHGCL).
- (C) A Deposit shall be payable per Club in accordance with the Fees Tariff (this is £0 for the SHGCL).
- (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 30th of July of its Sanctioning Authority affiliation number for the forthcoming Playing Season, failing which they shall be fined (in accordance with the Fines Tariff). Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, Officers and any other information required by the Competition.

MANAGEMENT, NOMINATION, ELECTION

4. (A) The Management Committee shall comprise the Officers of the Competition and committee members who shall all be elected at the AGM. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The FA from time to time.

(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 1 calendar month in each year. All other candidates for election as Officers or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two member Clubs, not later than 1 calendar month before the AGM 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

5. (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 apply to the procedure of any sub-committee). In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.
- (D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition 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 5(I), 6(H) and 19, in relation to any alleged breaches of a Rule the Management Committee shall issue a formal written charge to the Club concerned. The Club charged is required to respond to the charge within 7 days from the date of notification of the charge. 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 of mitigation 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, 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 16. Decisions of the Management Committee must be notified in writing to those concerned within 10 days.
- (F) 33% of its members shall constitute a quorum for the transaction of business of 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 its right of appeal in accordance with Rule 16 below, all fines and charges shall be paid within 14 days of the date of posting 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 sum 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 match may have any 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 Special General Meeting called to decide the constitution and the commencement of the Competition Playing Season.

- (L) The business of the Competition as determined by the Management Committee may/shall be transacted by electronic mail or facsimile.

ANNUAL GENERAL MEETING

6. (A) The AGM shall be held not later than 30th of June in each year. At this meeting the following business shall be transacted provided that at least 20 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 ensuing Playing Season.
 - (v) Election of Officers and Management Committee.
 - (vi) Appointment of Auditors.
 - (vii) Alteration of Rules, if any (See Rule 20).
 - (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 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 Meeting.
- (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 Playing Season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 17.
- (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 member 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 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.

AGREEMENT TO BE SIGNED

7. 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 Playing 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 16."

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 Sheffield and Hallamshire 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).

QUALIFICATION OF PLAYERS

8. (A)(i) A registered youth playing member of a Club 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 prior to playing. 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. **These details must be kept by clubs.**
 - (b) Rule not applied to SHGCL.
 - (c) 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. Clubs must access WGS in order to complete the registration process.
- (iii) The registration document must incorporate a current passport-size photograph of the Player seeking registration together with confirmation that the players proof of date of birth has been checked by the Club and is accurate.**
- (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) A Player registered with a Premier League or 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.
- (iv) Each Team must have the following number of Players registered 14 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 groups:

| Age on 31/8 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 | 30x20 | 27.45 x 18.3 | 40x30 | 36.3 x 27.45 | 12x6 | 3 |
| | Under 8 | | 30x20 | 27.45 x 18.3 | 40x30 | 36.3 x 27.45 | 12x6 | 3 |
| 7 | Under 8 | 5v5 | 30x20 | 27.45 x 18.3 | 40x30 | 36.3 x 27.45 | 12x6 | 3 |
| | Under 9 | 7v7 | 50x30 | 45.75 x 27.45 | 60x40 | 54.9 x 36.6 | 12x6 | 3 |
| 8 | Under 9 | 7v7 | 50x30 | 45.75 x 27.45 | 60x40 | 54.9 x 36.6 | 12x6 | 3 |
| | Under 10 | | 50x30 | 45.75 x 27.45 | 60x40 | 54.9 x 36.6 | 12x6 | 4 |
| 9 | Under 10 | 7v7 | 50x30 | 45.75 x 27.45 | 60x40 | 54.9 x 36.6 | 12x6 | 4 |
| | Under 11 | 9v9 | 70x40 | 64 x 36.6 | 80x50 | 73.15 x 45.75 | 16x7 | 4 |
| 10 | Under 11 | 9v9 | 70x40 | 64 x 36.6 | 80x50 | 73.15 x 45.75 | 16x7 | 4 |
| | Under 12 | | 70x40 | 64 x 36.6 | 80x50 | 73.15 x 45.75 | 16x7 | 4 |
| 11 | Under 12 | 9v9 | 70x40 | 64 x 36.6 | 80x50 | 73.15 x 45.75 | 16x7 | 4 |
| | Under 13 | 11v11 | 90x50 | 82.3x45.75 | 100x60 | 91.44 x 54.9 | 21x7 | 4 |
| 12 | Under 13 | 11v11 | 90x50 | 82.3 x 45.75 | 100x60 | 91.44 x 54.9 | 21x7 | 4 |
| | Under 14 | | 90x50 | 82.3 x 45.75 | 100x60 | 91.44 x 54.9 | 21x7 | 4 |
| 13 | Under 14 | 11v11 | 90x50 | 82.3 x 45.75 | 100x60 | 91.44 x 54.9 | 21x7 | 4 |
| | Under 15 | | 90x50 | 82.3 x 45.75 | 110x70 | 100.58 x 64 | 24x8 | 5 |
| 14 | Under 15 | 11v11 | 90x50 | 82.3 x 45.75 | 110x70 | 100.58 x 64 | 24x8 | 5 |
| | Under 16 | | 90x50 | 82.3 x 45.75 | 110x70 | 100.58 x 64 | 24x8 | 5 |
| 15 | Under 16 | 11v11 | 90x50 | 82.3 x 45.75 | 110x70 | 100.58 x 64 | 24x8 | 5 |
| | Under 17 | | 100x50 | 91.44 x 45.75 | 130x100 | 118.87 x 91.44 | 24x8 | 5 |
| | Under 18 | | 100x50 | 91.44 x 45.75 | 130x100 | 118.87 x 91.44 | 24x8 | 5 |
| 16 | Under 17 | 11v11 | 100x50 | 91.44 x 45.75 | 130x100 | 118.87 x 91.44 | 24x8 | 5 |
| | Under 18 | | 100x50 | 91.44 x 45.75 | 130x100 | 118.87 x 91.44 | 24x8 | 5 |
| | Open Age | | 100x50 | 91.44 x 45.75 | 130x100 | 118.87 x 91.44 | 24x8 | 5 |

(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. 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 deemed a breach of these Rules 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 signed for one Club in the Competition, sign for another Club in the Competition in that Playing Season, except for the purpose of a transfer.
 - (iii) Submit a signed registration form 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 clauses (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 16).
 - (iii) The Management Committee shall also have the power to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct, such refusal or cancellation being subject to the right of appeal to the Sanctioning Authority. 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 clause (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 Clause (iii) shall only be taken against a Player in cases of the Player bringing the Competition into disrepute and will in any event be subject to an appeal to the Sanctioning Authority or The FA. All decisions must include the period of restriction. For the purpose of this Rule, bringing the Competition into disrepute can only be considered where the Player has received in excess of 112 days' suspension, or 10 matches in match based discipline, in any competition (and is not restricted to the Competition) in a period of two years or less from the date of the first offence.)
- (H) Subject to compliance with FA Rule C 2(a) when a Club wishes to register a Player who is already registered with another Club it shall submit a transfer form 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 7 days of receipt of the notification. Upon receipt of the Club's consent, or upon its failure to give written objection within 7 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 7 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 1st of February except by special permission of the Management Committee.
- (J) A Club shall keep a list of the Players it registers and a record of the games in which they have played, 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 8(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 any duly appointed member Club representative 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 8(B)(i).

(L) A Player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding match (as specified in Rule 12(A)) unless the Player has played 3 league games for that Team in this Competition in the current Playing Season.

(M) (i) Subject to Rule 8(M)(ii), any Club found to have played an ineligible Player in a match or matches where points are awarded shall have the points gained from that 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 8(M)(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 8(M)(i) above, the Management Committee may also, at its discretion:

(a) Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed;

(b) Levy penalty points against the Club in default; or

(c) Order that such 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):

(N)(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 the head teachers (except for Sunday Competitions).

(iii) A child under the age of 15 as at midnight on 31 August in a 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, CLUB NAME

9. (A) Every Club must register the colour of its shirts and shorts with the Secretary by 31st of July who shall decide as to their suitability. Goalkeepers must wear colours which distinguish them from 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 4 days before the match. If, in the opinion of the referee, two teams have the same or similar colours, the Away Team shall make the change. Should a Team delay the scheduled time of kick-off for a Competition Match by not having a change of colours they shall be fined (in accordance with the Fines Tariff). Shirts must be numbered.

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

PLAYING SEASON, CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES

10. (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 9v9 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 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 matches in the Competition and to order the Club concerned to play its fixtures on another ground.

Football Turf Pitches are allowed in this Competition. All Football Turf Pitches used must be on The FA's Register of Football Turf Pitches and must be tested (by an accredited test institute) every 3 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 10(C). All 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 match, and in any event shall be of equal halves. 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 match with written notification given to the Secretary at least 4 days prior. Referees must order matches to commence at the appointed time and must report all late starts to the Secretary. 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 Secretary 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 match with the consent of the 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 group and time of kick-off to the Match Officials and the secretary of the opposing Club at least 4 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) 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 match in question to the opponents, order the defaulting Club to pay any 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 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 fixture 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 match not being played or abandoned owing to causes over which neither Club has control, it shall 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 Secretary within 4 days the Management Committee should have the power to order the 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 involve agree, the Management Committee shall also be empowered to order the score at the abandonment to stand.** Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).

(iv) The Management Committee shall review all 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 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 match to the opponent. No fine(s) can be applied by the Management Committee for an abandoned match.

(v) The Management Committee shall review any 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 8(M)(i) above. Where both Teams were under suspension the 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 match in this Competition. Where a Competition does allow return substitutes:

For Under 11s - Under 18s – up to 5 may be selected from 5 substitute Players. A Player who has been substituted becomes a substitute and may replace any Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

For Mini-Soccer – any number of substitutions may be used at any time with the permission of the Match Official. Entry onto the field of play will only be allowed during a stoppage in play. A Player who has been replaced may return to the 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 substitutes not later than 5 minutes before the start of the match and a Player not so named may not take part in the match. A Player who has been selected, appointed or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a Player in that game within the meaning of Rule 8 of this Competition.

(G) The half time interval shall be of 5 minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the Match Officials.

(H) The Teams taking part in U7 to U11 Youth Football shall identify a Team captain who may 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

11. (A) The Registrations Secretary must receive within 4 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 13, or any other information required by the Competition. Failure to do so will incur a fine (in accordance with the Fines Tariff).

(B) The Home Club/both Clubs shall telephone/SMS/email/notify the result of each match to the FA Results reporting system within 3 hours. Clubs in default shall be fined (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 do so 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.

(E) The Competition may require a Club to confirm that a set fixture has been played. A fine (in accordance with the Fines Tariff) may be imposed for a breach of this Rule.

DETERMINING CHAMPIONSHIP

12.(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 match. The Teams gaining

the highest number of points in their respective divisions at the conclusion shall be adjudged the winners. Matches must not be played for double points.

In the event of two or more Teams being equal on points Team rankings may be determined by deciding match(es) played under conditions determined by the Management Committee, or the position shared.

- (B) Automatic promotion shall be applied for the first 2 team and automatic relegation shall be applied for the last 2 teams in each division except as provided for hereunder, subject to the provisions of Rule 2(B).
- (i) Should one or more Teams withdraw from any one division after the fixtures have 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);
- (b) additional promotion of the next ranked Team(s) from the division below; or
- (c) election
- (iii) N/A
- (iv) N/A
- (v) N/A
- (C) In the event of a Team not 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 the Rule a completed fixture shall include any Competition Match(es) which have been awarded by the Management Committee.

REFEREES

- 13.(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 Association(s).
- (B) In cases where there are no officially appointed Match Officials in attendance the Clubs shall agree upon a referee. Individuals under the age of 16 must not participate either as a Referee or Assistant Referee in any open age competition and any individuals under the age of 14 must not participate either as a Referee or Assistant Referee in any competition. 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) N/A.
- (D) The appointed referee shall have power to decide as to the fitness of the Ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a Ground, the representative of that body is the sole arbiter and whose decision must be accepted.
- (E) Subject to any limits/provisions laid down by the Sanctioning Association, Match Officials appointed under this Rule shall be paid their fees and expenses in accordance with the Fees Tariff. Match Officials will be paid their fees and/or expenses by the home Club 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 match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee plus expenses. Where a 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 the 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 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 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 Playing 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 match, the number of Players in each Team and the time of kick-off to the (Registration) Secretary within two days of the match.
- (K) Match Officials shall be supplied, each Playing 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 League.

CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

- 14.(A) Any Club wishing to resign from the Competition must do so at least 30 days before the AGM. Failure to do so 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) In addition to the powers of the Management Committee pursuant to Rule 5(I), in the event of a member Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee are empowered to refer the debt under The FA Football Debt Recovery provisions.

PROTESTS AND COMPLAINTS

- 15. (A)
 - (i) All questions of eligibility, qualifications 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 match.
- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (as set out more fully at Rule 15(A) above) (which must contain full particulars of the grounds upon which they are founded) must be lodged in duplicate with the Secretary within 4 days (excluding Sundays) of the 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 of £25.00 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 7 days' notice of the hearing should they be instructed to attend.
 - (ii) Should a Club elect to state its case in person then they should forward a deposit of £25.00 and indicate such when forwarding the written response.
- (E) If so requested by all parties concerned, the Management Committee may determine any disputes, protests, appeals, claims or complaints between two Clubs in which event both Clubs shall send a non-returnable fee. Such determination shall be final and binding upon the parties concerned. The procedure for such determination shall be determined by the Management Committee.

APPEALS

16 (A) 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.

(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.

EXCLUSION OF CLUBS OR TEAMS, MISCONDUCT, CLUBS, OFFICIALS, PLAYERS

17.(A) At the AGM or Special General Meeting called for the purpose in accordance with the provisions of Rule 19, notice of motion having been duly circulated on the agenda, the accredited delegates present shall have the power to exclude any Club or Team from further membership 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.

(B) At the AGM, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any 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 expulsion or 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 (B) of this Rule.

TROPHY: LEGAL OWNERS, CONDITIONS OF TAKING OVER, AGREEMENT TO BE SIGNED, AWARDS

18.(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.

SPECIAL GENERAL MEETINGS

19. Upon receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call a Special General Meeting. The Management Committee may call a Special General Meeting at any time. At least 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 member Club shall be empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one vote only. Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings. Any continuing member Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined (in accordance with the Fines Tariff).

ALTERATION TO RULES

20. Alterations, for which consent has been given by the Sanctioning Association, shall be made to these Rules only at the AGM or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alteration made during the Playing Season to the Rule relating to the qualification of Players 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 1st of April in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 1 May and any amendments thereto shall be submitted to the Secretary by 15 May. 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 Special General Meeting shall be submitted to the Sanctioning Authority or The FA (as applicable) at least 28 days prior to the date of the meeting.

FINANCE

21. (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 £250 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 30th April each year.
- (D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be audited/verified annually by some suitably qualified person(s) who shall be appointed at the AGM.

INSURANCE

22. (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 Association.

Failure to comply with Rule 22 (A) or 22 (B) will result in a fine (in accordance with the fines tariff).

DISSOLUTION

23. (A) Dissolution of the Competition shall be by resolution approved at a Special General Meeting by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant Special General Meeting.
- (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 Association.
- (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 Association may decide.

FEES TARIFF

| RULE | DESCRIPTION | MAXIMUM FEE |
|-------|-------------|-------------|
| 3 (A) | ENTRY FEE | £75.00 |

| | | |
|-----------|------------------------|--------------------------------------|
| 3 (B) | ANNUAL SUBSCRIPTION | £0 |
| 3 (C) | DEPOSIT | £0 |
| 8 (D) | REGISTRATION FORM | £0 |
| 8 (H) | TRANSFER FORM | £0 |
| 13 (E) | REFEREE FEES | As agreed with Sanctioning Authority |
| 13 (E) | ASSISTANT REFEREE FEES | As agreed with Sanctioning Authority |
| 15 (C),16 | PROTEST/APPEAL FEES | £25.00 |

FINES TARIFF

| RULE | DESCRIPTION | MAXIMUM FINE |
|--------------------|------------------------------------------------------------------------------------------|-------------------------------------------------------|
| 2 (B) | FAILURE TO AFFILIATE | £100.00 |
| 2 (D) | FAILURE TO COMPLY WITH FA INITIATIVES | £100.00 |
| 2 (E) | UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS | £100.00 |
| 3 (C) | FAILURE TO PAY A DEPOSIT | £100.00 |
| 3 (E) | FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM | £100.00 |
| 4 (E) | COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS | £25.00 |
| 5 (H) | FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE | £100.00 |
| 5 (I) | FAILURE TO PAY A FINE WITHIN 14 DAYS OF NOTICE | DOUBLE THE ORIGINAL FINE UP TO £100.00 |
| 6 (H) | FAILURE TO BE REPRESENTED AT AGM | £100.00 |
| 7 | FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES | £25.00 |
| 8 (A) | FAILURE TO CORRECTLY REGISTER A PLAYER | £40.00 |
| 8 (B)(iii) | FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON COMMENCING | £25.00 |
| 8 (F) | SIGNING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM | £25.00 |
| 8 (G) (ii) | REGISTRATION IRREGULARITIES | £100.00 |
| 8(M)(i) | PLAYING AN INELIGIBLE PLAYER | £100.00 |
| 8 (N)(i) | FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES | £50.00 |
| 9 (A),10 (A) | DELAYING KICK OFF/NO NETS/ NO CORNER FLAGS | £30.00 |
| 9(A) | FAILURE TO NUMBER SHIRTS | £10.00 (per shirt, up to an aggregate maximum of £30) |
| 9 (B) | FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME | £30.00 |
| 10 (B) | FAILURE TO PLAY MATCHES ON THE DATE FIXED | £100.00 |
| 10 (C) | FAILURE TO PROVIDE DETAILS OF A FIXTURE | £50.00 |
| 10 (D) | FAILURE TO HAVE MINIMUM NUMBER OF PLAYERS THAT WILL CONSTITUTE A TEAM | £100.00 |
| 10 (E) (i) & (iii) | FAILURE TO PLAY FIXTURE | £100.00 |
| 10 (H) | NO CAPTAIN'S ARMBAND | £10.00 |
| 11 (A) & 11 (C) | LATE TEAM SHEET | £20.00 |
| 11 (B) | FAILURE TO PROVIDE RESULT | £20.00 |
| 11(D) | FAILURE TO COMPLY WITH RULE | £50.00 |
| 11(E) | FAILURE TO COMPLY WITH RULE | £20.00 |
| 13 (C) | FAILURE TO PROVIDE CLUB ASSISTANT REFEREE | £25.00 |
| 13 (E) | FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES | £25.00 |
| 13 (F) | FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED | £25.00 |
| 13 (H) | FAILURE TO PROVIDE REFEREE'S MARK | £25.00 |

| | | |
|--------|-----------------------------------------------------------------------|---------|
| 14 (A) | FAILURE TO COMPLY WITH RULE | £100.00 |
| 14 (B) | FAILURE TO COMMENCE OR COMPLETE FIXTURES | £100.00 |
| 18 (A) | FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY | £25.00 |
| 19 | FAILURE TO BE REPRESENTED AT A SPECIAL GENERAL MEETING | £100.00 |
| 22 (A) | FAILURE TO HAVE THE REQUIRED INSURANCE | £100.00 |
| 22 (B) | FAILURE TO HAVE THE REQUIREDE INSURANCE | £100.00 |

INSTRUCTIONS OF THE MANAGEMENT COMMITTEE (MC)

These rules correspond with the FA Standard Code of Rule Number:

MC RULE 1: DEFINITIONS

NO ADDITIONAL RULES.

MC RULE 2: NOMENCLATURE AND CONSTITUTION

NO ADDITIONAL RULES.

MC RULE 3: ENTRY FEE, SUBSCRIPTION, DEPOSIT

NO ADDITIONAL RULES.

MC Rule 4: MANAGEMENT, NOMINATION, ELECTION

NO ADDITIONAL RULES.

MC Rule 5: POWERS OF MANAGEMENT

Under 9's, 10's and 11's – No fines will be issued as a breach of a League Rule, with the exception of playing an unregistered player. However, a warning letter will be sent to the club to bring the Rule Breach to the Clubs/Managers attention.

Reasonable expenses will be reimbursed to the Management Committee Members commensurate with the expenses involved when carrying out the duties of the position held.

MC Rule 6: ANNUAL GENERAL MEETING

In the event of a tied vote, the Chairman shall have a casting vote.

MC Rule 7: AGREEMENT TO BE SIGNED

Only Secretaries registered with the County F.A will be recognised as being the Secretary registered with the Competition.

Any person representing the Club in any capacity shall have their names registered with the League.

Every Club shall appoint a Club Welfare Officer whose particulars shall be forwarded to the Competition Secretary on the appropriate form.

MC Rule 8: QUALIFICATION OF PLAYERS

Any registered playing Members of a Club shall be eligible to play for that Club in this Competition (subject to other relevant clauses in these Rules) provided they have not, in the current season, signed for or been registered with another Club in the Competition. If the player has so played or remains on the Competition register of players, permission for their transfer must be obtained from the Club to which they are attached in accordance with Competition and FA Rules.

After commencement of the season a player will be eligible to play in the next available match, provided the Registrar is able to approve the registration and the Manager can provide details of the player on the Team Squad List.

Players playing before registration is complete/approved shall be dealt with as having being an unregistered player.

Registration will not be completed without the correct documentation to support it. Copies of player ID is required for players registering for the first time with this league (forms of ID must clearly show the players name and date of birth ie, birth certificate/passport/medical card, driving license). Documents MUST be sent by email and will be viewed only by the league committee and then destroyed.

The Management Committee shall have the power to request copies of ID for any player should it be in the interest of the player, Club or League to do so, failure to comply with such request will result in suspension of the players registration.

Maximum Amount of players Allowed per Age Group:

Mini-soccer:

Under 9: Teams may register up to 10 (ten) players per team.

Under 10 & 11's: Teams may register up to 12 (twelve) players per team.

Youth Football 9 a-side:

Under 12: Teams may register up to 14 (fourteen) players per team.

Under 13: Teams may register up to 14 (fourteen) players per team.

Youth Football 11 aside:

U14, U15 and U16 Teams may register up to 16 (sixteen) players per team.

U18 Teams may register up to 18 (eighteen) players per team. **Match Day squads must contain no more than 16 (sixteen) nominated players.**

Clubs may register players at any time during the season. After the 1st February consideration will be given to applications for transfer of players only if made in writing to the Age Group Registrar.

It shall be the Duty of the Secretary of Club, or other deputised by them, when first approaching a player with a view to registering them to first ascertain whether the player is already registered with another Club in the League.

An illegal approach of a player would be dealt with by the County FA. The player approached cannot register with the offending Club for 12 months from the date of the offence and may be charged with misconduct. Any new Club found to be approaching any member Clubs players before the date of de-registration shall have its application to join the League cancelled. On being found guilty, the offender will be informed that notification will be passed on to all appropriate Leagues.

Advertising for players/trials is allowed all year round as long as the advertisement contains the wording "**Must not be registered with any other Sheffield and Hallamshire Girls County League team**".

Clubs and players are reminded that players remain registered to a club until the 31st May in the playing season.

MC Rule 9: CLUB COLOURS, CLUB NAME

Guidance should be sought from the Sheffield and Hallamshire County F.A about the suitability of all logos and/or sponsors names to be printed on player's kit.

MC Rule 10: PLAYING SEASON, CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES

No artificial surfaces will be allowed, except 3rd Generation surfaces, which have been approved by the F.A, UEFA and FIFA. The home team shall inform the opposition Club if there is a possibility of using a 3rd Generation pitch as soon as known. Refusal to play by the opposition will result in a charge of non fulfilment. This also applies for reversal of fixtures. All teams must be given the opportunity to warm up/train on the pitch before kick off.

If the home team pitch is unfit for play, and the home team are unable to provide an alternative pitch, the game MUST be played on the away teams pitch if playable/available, no costs will be incurred to either team and the

kick off time will not be affected, unless mutually agreed. In all cases every effort must be made to play the fixture on the date scheduled. Managers MUST make parents aware that they may be expected to travel should the fixture be reversed - this also applies to reversal of fixtures to 3G pitches.

The Home Club shall fix the time of kick-off between 10.00am and 12.00 noon unless mutually agreed to change this time. In the case of mid-week fixture the kick-off time shall be no later than 6.30pm unless mutually agreed.

A minimum of 28 days' notice (in writing to the Age Group Registrar or Fixtures Secretary) may be given for dates where teams do not wish to play a fixture. A MAXIMUM of three 28 day postponements will be permitted per team, per season where no charge and subsequent fine will be issued. Teams may mutually agree to bring forward a match with the consent of the age group Registrar and may agree to play games mid-week. The Fixtures Secretary, Registrars and the League Referee Officer must be notified of all new dates.

The home team MUST inform the opposition and Match Official(s) if toilets and changing facilities are NOT available and must indicate where the nearest facilities are located.

If the home team's pitch is unplayable the home team must first contact the opposition to attempt to reverse the fixture. If the match is still to be postponed, or a Club is unable to fulfil a fixture for any other reason, notice must be given without delay by the POSTPONING Club, to the age group Registrar within 3 hours.

Clubs postponing for any other reason than fitness of the ground will be charged with non-fulfilment and dealt with by the Management Committee – when postponing a fixture please bear in mind that teams could be liable to a fine of up to £100 for each un-fulfilled fixture along with the possible deduction of points, payment of costs incurred by the opposing team or any other penalty deemed suitable by the management committee (please refer to FA Rule 10E(i) where full details of penalties for un-fulfilled fixtures are listed, any one or more of these may be implemented).

FIXTURES OTHER THAN FITNESS OF GROUND WILL NOT AUTOMATICALLY BE RESCHEDULED. THE COMMITTEE WILL DISCUSS MITIGATION SUBMITTED AND DECIDE ON WHAT COURSE OF ACTION TO TAKE IN LINE WITH FA RULE 10E(I).

Clubs not completing their fixtures shall be fined at the discretion of the Management Committee for each unfulfilled fixture. Any team not completing the season's scheduled fixtures may, at the discretion of the Management Committee, be subject to re-election at the following AGM.

MC Rule 11: REPORTING RESULTS

Both home and away teams shall communicate the result of the match using the FA Fulltime SMS results service within 3 hours of the match. Failure to do so will incur a fine of £20.00 (see fines tariff).

The home and/or away team shall be liable to a £20.00 fine for any late team statistics (see fines tariff), these should be completed within 4 days of each match.

A Team Sheet should be produced by each team and exchanged with the opposition manager before the match commences. Please check the Team Squad List against the Team Sheet. A list of eligible players for each team is also available on the FA fulltime website.

Fair play marks awarded on match days should be given for the Managers, Players and Supporters behaviour. Any Fair Play mark of 4 (four) or less awarded by either team must have an accompanying explanation to the Age Group registrar within 7 (seven) days of the date played.

MC Rule 12: DETERMINING CHAMPIONSHIP

NO ADDITIONAL RULES.

MC Rule 13: REFEREES

13.3 Both the Home and Away managers must mark the referee by using a scale of up to 100. Should the Referee markings be 50 or below you MUST complete a Referees Assessment form, and forward to the

Referees Officer at Sheffield and Hallamshire County FA. The form for completion can be down-loaded from the League website. It would also be helpful if a copy could be sent to the League Secretary and League Referees Officer for information.

Fees for next season will be as advised by The Sheffield and Hallamshire FA, current fees are as follows:

U9, 10, 11, 12, 13 £14.00 plus 35p per mile expenses U14, 15, 16, 18 £20.00 plus 35p per mile expenses

Wherever possible, referees will be allocated to games of no more than a 10 mile round trip.

MC Rule 14: CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

NO ADDITIONAL RULES.

MC Rule 15: PROTESTS AND COMPLAINTS

NO ADDITIONAL RULES

MC Rule 16: BOARD OF APPEAL

NO ADDITIONAL RULES

MC Rule 17: EXCLUSION OF CLUBS.OR TEAMS MISCONDUCT, CLUBS, OFFICIALS, PLAYERS

NO ADDITIONAL RULES

MC Rule 18: TROPHY:- LEGAL OWNERS, CONDITIONS OF TAKING OVER, AGREEMENT TO BE SIGNED, AWARDS

18.1 Clubs failing to return a Cup or Trophy by the required date or fail to honour this agreement shall be fined a sum not less than £60.00.

MC Rule 19: SPECIAL GENERAL MEETINGS

19.1 Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings. In the event of a tied vote, the Chairman shall have a casting vote.

MC Rule 20: ALTERATION TO RULES

NO ADDITIONAL RULES

MC Rule 21: FINANCE

NO ADDITIONAL RULES

MC Rule 22: INSURANCE

NO ADDITIONAL RULES

MC Rule 23:

NO ADDITIONAL RULES.

MC Rule 24: INSTRUCTIONS OF THE LEAGUE MANAGEMENT COMMITTEE

Any breaches of the rules set out below will be changed under FA Rule 5(H), Failure to Comply with an instruction of the Management Committee and carry a maximum fine of £100 in accordance with the fines tariff:

Match officials shall be contacted with kick off time and ground directions no later than Tuesday evening for Saturday fixtures or ASAP prior to any other fixture.

Teams must ensure that match officials are paid before or IMMEDIATELY after the match (see SCOR 13E).

Advertising for players/trials is allowed all year round as long as the advertisement contains the working 'Must not be registered with any other SHGCL team' Please remember this on club and personal social media sites and posters etc.

All spectators must be on one side of the play, with coaches on the opposite side.

A respect barrier must be used at all games.

Permission must be obtained before the commencement of a match from both the Managers and Parents of both teams before anyone can video or take photographs before, during or after the match.

All teams must provide the opposition with a list of their team for the game prior to kick off (in addition to the Squad List).

All teams must have an up to date Squad List at every game and this must be made available to the opposition for checking – No list, no game, no exceptions! **Please ensure you have a current list available ie, if you have registered new players they must be on the list. If a player is not showing on the list they are not registered and are not eligible to play in the game.**

All teams must have a copy of the league handbook (hard copy or electronic).

All teams must have a First Aid Kit available at every match.

The following are additional rules set out by the SHGCL:

A Club failing to be represented at a meeting shall be fined £10.00 if they have tendered their apologies and £20.00 if no apologies have been received. Clubs failing to be represented at a meeting on three consecutive occasions shall be further dealt with at the discretion of the Management Committee.

Spectators, players and managers shall abide by the rules regarding the use of the Respect Barriers at all times. Failure to do so will be dealt with by the Management Committee.

Officials, players, spectators and supporters of the Clubs participating in this Competition (whether parents, relatives or friends), shall conduct themselves in a manner befitting the Football Association and supervision of the children under their control, without prejudice to race, colour or creed and in keeping with a moral code of conduct as set out in these Rules & Regulations when dealing with children using tolerance, restraint and understanding at all times and act with responsibility and consideration suitable to the age group of the players.

Rules and Playing Format for Under 9's, Under 10's and Under 11's:

- These divisions will be run on a non-competitive, fair play basis.
- U9's teams will play 5v5 format, U10's and U11's will play 7v7 format.
- Both teams in all age groups must play with the same number of players on the pitch at all times.
- A minimum of 4 players will constitute a team for a match for the u9's and 5 players per team for the U10's and 11's.
- Length of games will be 25 minutes each way for U9 and 10 and 30 minutes each way for U11's.
- Results must be texted into the league in the prescribed manner but results/scorers must not be reported or published in any way – this includes on clubs own websites.
- Teams must notify the age group registrar if they know in advance that they are unable to play on a certain date.
- Postponed games may not be rearranged, the age group registrar will liaise with team as the season progresses.
- Competitive elements may be introduced by the league throughout the season.

The retreat Line Rule must be used in U9,10 and 11 games in line with Rule 16 of the FA Laws of Mini Soccer which can be found at: <http://www.thefa.com/my-football/referee/laws-of-the-game>

Rules of The SHGCL Cup And Shield Competition

1. A knock out Cup and Shield Competition shall be played each season and shall be confined to member teams of the League.
2. The playing format and knock out stages for the cup and Shield competition will be circulated to clubs before the start of the competitions.
3. The entry fee for the Cup and Shield shall be inclusive with the League fee.
4. Except as set out below, the Rules of the Sheffield and Hallamshire Girls County League shall apply. The entire control and management of the Cup and Shield competitions shall lie with the Management Committee of the Competitions.
5. **No player shall play for more than one team in any Cup or Shield competition.**
6. Players must have signed for the club they wish to represent in the Cup or Shield by the 1st of January except with the special permission of the League Management Committee.
7. The ties for the Cup and Shield will be drawn in a manner approved by the League Management Committee.
8. Cup and Shield matches must be played to completion on the scheduled fixture date and will take precedence over League fixtures. If, at any stage of the competition the home team pitch is unfit for play, and the home teams are unable to provide an alternative pitch, the game should be played on the away teams pitch if playable/available, no costs are involved and the kick off can take place within one hour of the original kick off time, unless mutually agreed to change. In all cases every effort must be made to play the fixture on the date scheduled. Managers must make parents aware that they may be expected to travel should the fixture be reversed.
9. Postponements due to the ground fitness of both Home and Away teams must be played within seven (7) days of the original date. Non-fulfillment of a Cup or Shield fixture at any age group for any other reason than fitness of ground will result in the offending team forfeiting the game, this includes any rearranged fixtures.
10. The Cup and Shield Semi-Finals will be played at the ground of the first team drawn. This team shall be responsible for payment of the pitch and Match Official unless mutually agreed to share expenses.
11. The final match of all Cup and Shield Competitions shall be played at a central venue arranged by the Management Committee and the cost thereof shall be borne by the Competition. The cost of Match Officials for the final games shall be borne by the Competition.
12. In all rounds of both the Cup and Shield, if the teams are level after the completion of normal playing time for each age group, a period of extra time shall be played, 10 (ten) minutes each

way for Under 18, 16 & 15's. 7 (seven) minutes each way for Under 14's & 13's. 5 (five) minutes each way for Under 12, 11's, 10, 9.

13. If after extra time the scores are still level, the match will be decided by kicks from the penalty spot as follows:

A series of five (5) kicks from the penalty spot shall be taken by each team against the opponent's goalkeeper. The teams to take alternate kicks. F.I.F.A. and F.A. Rules for penalty kicks shall apply and the Referee shall decide which goal is to be used.

The team scoring the most goals shall be adjudged to be the winning team.

Should each team score the same number of goals in this series of kicks from the penalty spot then sudden death shall apply.

14. It shall be the responsibility of both teams to report the match result to the league.
15. The winning team in the SHGCL Cup competition shall be presented with the SHGCL cup for their age group which shall remain the property of the League. The winning team shall be responsible for the safe return of the Cup on or before the 1st day of March in the ensuing year in good order and condition. Should the Cup be lost, destroyed or damaged in any manner whilst under the care or custody of any Club, the Club shall refund to the League the amount of it's current value or the cost of thorough repair.
16. The winning team in the SHGCL Shield competition shall be presented with the SHGCL Shield for their age group which shall remain the property of the League. The winning team shall be responsible for the safe return of the Shield on or before the 1st day of March in the ensuing year in good order and condition. Should the Shield be lost, destroyed or damaged in any manner whilst under the care or custody of any Club, the Club shall refund to the League the amount of it's current value or the cost of thorough repair.
17. Cup and Shield Fixture dates will be notified to all clubs by the League Management Committee, Finals will be played during the month of April.
18. If weather conditions do not allow completion of league fixtures, the Cup and Shield competition can be cancelled for the season at the discretion of the Management committee.

LET'S KICK RACISM OUT OF FOOTBALL

Sheffield and Hallamshire County FA supports the aims and objectives of the 'Let's Kick Racism Out of Football' campaign.

As the world's most popular sport football allows us to show unity between different communities.

However, many players from ethnic minorities continue to face abuse and harassment because of their background.



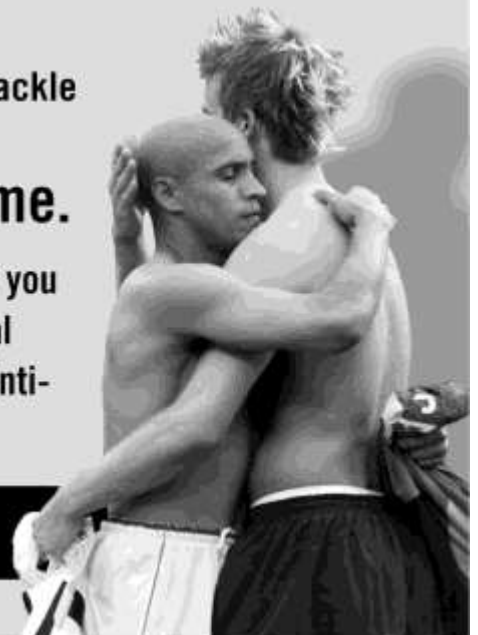
Players, referees or administrators are reminded that racial abuse on the field of play is a red card offence. Teams, leagues or individuals who exclude, abuse or harass because of race or religion will face having their registration cancelled.

Players suffering racial abuse are encouraged to report it to referees on the field of play and to the Secretary or Chairman of their League. The County should also be informed immediately.

We all have a responsibility to tackle racism in football.

Don't let it ruin our game.

For advice on what action to take if you are involved in an incident of racial abuse call Kick It Out, football's anti-racism campaign on



**LET'S
KICK RACISM
OUT OF
FOOTBALL**

0800 169 9414.

www.kickitout.org