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|  | **HAMPSHIRE FA**Winklebury Football Complex, Winklebury Way, Basingstoke, Hampshire, RG23 8BFFORM D – COMPETITION SANCTION 2024 |  |

**APPLICATION PRO-FORMA**

|  |  |
| --- | --- |
| **PROPOSED DATE (S) OF COMPETITION** |  |

|  |  |
| --- | --- |
| **COMPETITION** **NAME** |  |

|  |  |
| --- | --- |
| **COMPETITION DETAILS IN BRIEF (format of compeittion i.e. Mini Soccer, 9v9 Small sided or 11v11):** | **CONTACT DETAILS:** |
| Format of football: | SECRETARY: |
| ADDRESS: |
| Age Groups: |
| Venue: | TEL (H): |
| Tournament Structure (i.e. round robin/group stage etc.): | TEL (W): |
| By completing this form you agree to hold a pre-tournament safeguarding briefing with all players and team officials. The club/organisers have completed the HFA safeguarding risk assessment template accompanied with this form (or an equivalent safeguarding risk assessment that meets our minimum criteria) in place, which may be called upon at any time by the Hampshire FA**THE BOX ABOVE MUST NOT BE LEFT BLANK** | TEL (M)**:** |
| FAX: |
| EMAIL: |
| WEBSITE: |

**THIS FORM ACCOMPANIED BY A COPY OF PLAYING RULES, AND ADMINISTRATION RULES MUST ALL BE SUBMITTED TO THE HAMPSHIRE FA (ADDRESS ABOVE) TOGETHER WITH £76.80INC. VAT (SANCTION FEE).**

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| --- | --- | --- |
| SIGNED: |  | COMPETITION SECRETARY |

# **TOURNAMENT RULES & REGULATIONS**

In addition to the Playing Rules of Small Side Football/11 A Side Football/Mini Soccer Football (delete as necessary) a Competition applying for sanction to Hampshire FA must submit their Rules.

This document is a template that combines the latest FA Standard Code of Rules that all affiliated Leagues and Clubs must comply with. Additional Rules can, of course, be added subject to approval from Hampshire FA. The Rules below can be amended to suit the format of the competition providing the general spirit is maintained.

**1. MANAGEMENT OF THE COMPETITION**

(a) The Competition shall be called\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (b) Officials shall be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (c) Any alterations to these Rules shall be made by the Officials.

 (d) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association. Matches shall be played in accordance with the Laws for Small Sided Football/Laws of the Game/Mini Soccer (delete as necessary) as laid down by The Football Association. Any other Rules must be specified. Where there are options these must be specified.

 (e) The Competition shall be sanctioned by the Hampshire County Football Association. The Competition, all Teams and players, and other persons, shall be subject to the Rules and Regulations of that Association.

**2. AFFILIATION OF PARTICIPATING TEAMS**

 All Teams will be affiliated to a County Association, through the Competition. For one (1) day and Charity Competitions the sanctioning of the Competition shall automatically accord to all participating Teams the status of affiliated Teams.

**3. TEAMS ELIGIBLE TO ENTER AND ENTRY FEE**

 The Competition shall be open to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 The entry fee shall be £\_\_\_\_\_\_\_\_\_\_\_\_\_per team.

**4. COMMITTEE AND POWERS**

 A Committee consisting of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_shall be appointed to organise the Competition.

The Committee, as it may deem necessary, shall have the power to fill in an acting capacity, any vacancies that may occur amongst their number.

 The Committee shall have the power to apply, act upon and enforce the Rules of the Competition, and shall also have jurisdiction over all matters affecting the Competition, including any not provided for by these Rules.

 The Committee shall also adjudicate in all cases of dispute, protest and complaint.

 In the event a team withdraws or is removed from the competition the Committee shall have the power to reinstate a team beaten in the previous round(s).

**5. AGREEMENT TO BE SIGNED BY EACH TEAM**

 The nominated official of the team shall complete and sign the following agreement which shall be deposited with the Competition together with the appropriate entry fee.

 I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(insert name of team official) of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (team official address) of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (insert team name) have been provided with a copy of the rules and regulations of the tournament and do herby agree for and on behalf of the said team to conform to those rules and regulations and to accept, abide by and implement the decisions of the Committee of the Competition, subject to right of appeal in accordance with Rule 12.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(team official signature)

 (Note: The spaces above are intended for the inclusion of the name of team official and signature including their address).

**6. PLAYERS’ QUALIFICATION**

 Contract players, as defined in Football Association Rules, are/are not (delete as appropriate) 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.

 No player registered with a F.A. Premier League or Football League Academy under the Elite Player Performance Plan contained within Youth Development Rules will be permitted to play in this Competition. Details of the Youth Development Rules are published on the FA web site.

The Competition shall be divided into the following age groups:-

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Before the commencement of the Competition all Teams shall submit a list of players eligible to participate (together with details of their dates of birth) to the Committee.

 FOR YOUTH FOOTBALL

If a player’s age is required for registration purposes this Competition must accept an original birth certificate or a photocopy. In cases where the birth certificate is not available a Competition is required to accept a photocopy of the player’s passport or other official document issued by a Government Agency attesting to the player’s date of birth.

A child who has not attained the age of six 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.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Age on 31 August of the relevant Playing Season** | **Eligible Age Groups** | **Maximum Permitted Format** | **Minimum Pitch Sizes** | **Maximum Pitch Sizes** | **Recommended Goal Sizes in feet** | **Ball Size** |
| **Yards** | **Metres** | **Yards** | **Metres** |
| 6 | Under 7 | 5v5 | 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 | 3 |
| 9 | Under 10 | 7v7 | 50x30 | 45.75 x 27.45 | 60x40 | 54.9 x 36.6 | 12x6 | 3 |
| 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 |

Notwithstanding the above, a child is permitted to play up in the age group above his or her chronological age group, irrespective of any changes of format or competition structure, save that a child who attains the age of 6 after 31 August is permitted to play only in the Under 7 age group, and may not play in the Under 8 age group, for that playing season.

The age groups that children are eligible to play in are set out in the table below, along with the permitted football formats for each of those age groups. Children shall not play, and shall not be permitted or encouraged to play, in a match between sides of more than the stated number of players, according to their age group:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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 |

 All players shall be bona fide members of their team, and may only play for one (1) team within this competition and shall not be permitted to transfer to another team in this competition subject to the discretion of the Committee.

 A fee of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_shall be paid for each player registered.

 Registration forms shall be obtained from the (Registrations) Secretary (on prepayment of \_\_\_\_\_\_\_\_\_\_\_\_ per form).

**7. TEAM COLOURS**

 Each competing Team shall register its first (1st) and second (2nd) choice of the colours with the Competition. In the event of similar colours the second named Team shall change.

 Players shall be dressed in uniform shirts and shorts, but the goalkeepers shall wear colours which distinguish them from other players and referees. The goalkeepers may wear tracksuit bottoms. (No player including the Goalkeeper shall be permitted to wear black or very dark shirts in accordance with The FA Standard Code of Rules).

The Committee may refuse to permit any shirts and shorts as they think fit.

**8. ARRANGEMENT OF COMPETITION**

All 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 Laws as set down by The FA.

Below are examples only of the arrangement of the Competition, please add or remove as appropriate.

 ADULT

 (a) The Competition shall be played on a League basis (in the first stage) with the Teams divided by the Committee into groups. Each Team shall play each other team in its group once. 3 points will be awarded for a win and 1 point for a draw.

 In the event of two or more Teams being equal on points the Team with the best goal difference shall take precedence. In the event of goal difference being equal then goal average shall take precedence. If goal average is equal then the Team scoring the most goals shall take precedence.

 (b) A Knock-Out Competition shall then take place between \_\_\_\_\_\_\_\_\_Teams being the top\_\_\_\_\_\_ Teams) from each group. The Committee shall make the draw for the Knock-Out Competition.

Alternatively;

 (c) The Competition shall be played on a Knock-Out basis. The draw shall be made by the Committee.

 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 or depending of the format award the match to their opponents. In cases where a match has been abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule all points for the match as void. No fine(s) can be applied by the Management Committee for an abandoned match.

 FOR YOUTH

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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)** |
| Under 7 and Under 8 | 10 | 20 | 40 | 60 |
| Under 9 and Under 10 | 20 | 30 | 60 | 90 |
| Under 11 | 20 | 30 | 80 | 120 |
| Under 12 | 20 | 30 | 80 (if applicable) | 120 |
| Under 13 and Under 14 | 25 | 35 | 100 | 150 |
| Under 15 and Under 16 | 25 | 40 | 100 | 150 |
| Under 17 and Under 18 | 25 | 45 | 120 | 180 |

 Team rankings within the Competition will be decided by points with three points to be awarded for a win and one points for a drawn match. The teams gaining the highest number of points in their respective Divisions/groups 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 decided by deciding match(es) played under conditions determined by the Management Committee.

The home team must provide at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable.

 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 or depending of the format award the match to their opponents. In cases where a match has been abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule all points for the match as void. No fine(s) can be applied by the Management Committee for an abandoned match.

**9. REPORTING OF RESULTS**

 The referee shall be responsible for reporting the result of the game to the Committee at the conclusion of each game.

**10. REFEREES**

 Referees shall be appointed by the Competition.

 Tournament organisers must ensure that the match officials name is recorded against any match they officiate at during the tournament. Failure to do so will result in a breach of Hampshire FA Membership Rule 10(j).

 Referees shall be paid a fee of £\_\_\_\_\_\_\_\_\_\_and expenses of £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or an all inclusive fee (including travelling expenses of 30p per mile) of £\_\_\_\_\_\_\_\_\_\_\_ - delete as necessary.

 In the Final, mementos may be provided in lieu of a fee at the discretion of the Committee.

**11. PROTESTS AND COMPLAINTS**

 All questions of eligibility, qualification of players or interpretation of Rules shall be referred to the Committee, but no objection relative to the dimensions of the playing area or other appurtenances thereon shall be entertained by the Committee unless a protest is lodged with the referee before the commencement of the game.

 Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 12.

**12. APPEALS**

 Any appeal against a decision of the Committee must be made in to the Hampshire FA in accordance with its Rules within fourteen (14) days of the posting of the decision of the Committee and accompanied by an appeal fee of £50.00.

**13. MISCONDUCT**

 Any on or off the field misconduct shall be reported to the Hampshire FA Disciplinary Department and dealt with in accordance with the agreed FA Disciplinary Procedures.

**16. TEAM NAMES**

 No team must enter this Competition in the name of an affiliated Team without the full knowledge and authority of their respective Club.

 If the Committee are satisfied that a team have not received approval from their member club to enter the tournament then their application may be rejected.

**17. TROPHIES**

 The following trophies will be awarded:-

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**18. CONSENT DURING THE PLAYING SEASON**

 Clubs shall not be permitted to enter any of their teams playing at a particular age group (mini soccer, youth or adult) in this Competition/Tournament during the current season (1st July to 31st May) unless written consent from their member League has been obtained.



**Safeguarding Risk Assessment**

**Tool – Template**

**Introduction**

This risk assessment tool template has been developed in line with CPSU (Child Protection in Sport Unit) guidance and The FA’s Safeguarding Checklist.

It is intended to support clubs making safeguarding risk assessments where they are providing or commissioning activities or events for children and young people and adults at risk.

It is intended to help clubs ensure that the safety and welfare of children and young people is the paramount consideration within the planning and delivery of activities specifically for under-18s or adults at risk in disability football.

## Safeguarding Risk Assessment Tool – Template

|  |  |
| --- | --- |
| Date(s) of activities/ frequency |  |
| Lead delivery organisation |  |
| Lead contact(s) |  |
| Delivery organisations lead contact(s) |  |
| Event/activity co-ordinator |  |
| CWO contact |  |
| State the process for recording a concern | Name:Telephone number: Email: |
| Where unaffiliated/outside agencies such as schools, colleges, uniformed organisations, etc. are hiring facilities identify the lead organisation for safeguarding policy and procedures | Name:Contact information: |

|  |  |
| --- | --- |
| Location(GPS co-ordinates) |  |
| Potential location for air ambulance landing |  |
| Identify location of any access barrier keys |  |
| Identify the location of the nearest defibrillator |  |

**Consent**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Area of concern** | **What is the risk to children?** | **Risk before mitigation****Red/Amber/Green** | **Solution/mitigation** | **Risk after mitigation****Red/Amber/Green** | **Review post-activity** |
| Consent to attend the event |  |  | Pre: During: |  |  |
| Consent for photography/film |  |  | Pre: During: |  |  |
| Consent for social media |  |  | Pre: During: |  |  |
| Consent for overnight accommodation |  |  | Pre: During: |  |  |
| Consent for overseas travel |  |  | Pre: During: |  |  |

**Suitability of staff and volunteers**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Area of concern** | **Risk to children** | **Risk before mitigation****Red/Amber/Green** | **Solution/mitigation** | **Risk before mitigation****Red/Amber/Green** | **Review post-activity** |
| Code of conduct |  |  |  |  |  |
| Suitability of staff:* DBS
* Safeguarding education
* Safeguarding training
 |  |  |  |  |  |
| Staffing ratios |  |  |  |  |  |
| Under 18 referees appointed |  |  |  |  |  |

**Site facilities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Area of concern** | **Risk to children** | **Risk before mitigation****Red/Amber/Green** | **Solution/mitigation** | **Risk before mitigation****Red/Amber/Green** | **Review post-activity** |
| Travel arrangements |  |  | Pre: During: |  |  |
| Drop-off and pick- up arrangements |  |  | Pre: During: |  |  |
| Car Parking |  |  | Pre: During: |  |  |
| Changing Rooms |  |  | Pre: During: |  |  |
| Toilet facilities |  |  | Pre: During: |  |  |
| **Area of concern** | Risk to children | **Risk before mitigation****Red/Amber/Green** | Solution/mitigation | **Risk before mitigation****Red/Amber/Green** | Review post-activity |
| Wi-Fi access |  |  | Pre: During: |  |  |
| Other site issues:* Boundaries
* General site patrol
 |  |  | Pre:During: |  |  |
| Overnight accommodation |  |  | Pre: During: |  |  |

**Reporting incidents**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Area of concern** | **Risk to children** | **Risk before mitigation****Red/Amber/Green** | **Solution/mitigation** | **Risk before mitigation****Red/Amber/Green** | **Review post-activity** |
| Arrangements for referral of concerns and managing allegations |  |  | Pre:During: |  |  |

**Medical**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Area of concern** | **Risk to children** | **Risk before mitigation****Red/Amber/Green** | **Solution/mitigation** | **Risk before mitigation****Red/Amber/Green** | **Review post-activity** |
| Relevant medical informationin respect of participants |  |  | Pre: During: |  |  |
| Emergency contact info |  |  | Pre: During: |  |  |
| Local medical centres/First Aid arrangements |  |  | Pre: During: |  |  |
| Emergency evacuation procedures |  |  | Pre: During: |  |  |

**Other considerations**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Area of concern** | **Risk to children** | **Risk before mitigation****Red/Amber/Green** | **Solution/mitigation** | **Risk before mitigation****Red/Amber/Green** | **Review post-activity** |
| Relevant |  |  | Pre: |  |  |
| insurances: |  |
| * Travel
* Medical
 | During: |
| * Car
 |  |
| Overseas travel |  |  | Pre: During: |  |  |

|  |  |  |
| --- | --- | --- |
| **Completed by** | **Name** | **Date** |
| **Checked and approved by CWO/Committee Member** | **Name** | **Date** |
| **Updated/Reviewed** | **Name** | **Date** |

#### Policies to be attached: Consents to be signed

|  |
| --- |
| Safeguarding |
| Social media |
| Code of conduct |
|  |

|  |
| --- |
| Parent/carer consent to attend event |
| Parent/carer consent for photography |
| Parent/carer consent for social media |
| Parent/carer consent for overnight accommodation |
| Parent/carer consent for overseas travel |

**Post-activity review**

|  |  |  |
| --- | --- | --- |
| **Post-activity review of risk assessment (review each section individually)** | **Observations/additional risks identified** | **Actions** |
|  |  |  |