



Guidance Notes for Match Officials

Youth Cups 2023-24

PLEASE NOTE: The following provides **extracts** of Competition Rules and Instructions for the above Competition. You should therefore refer to the 'Cups and Competitions' pages of the [Hertfordshire FA website](#) for full details of the rules.

CONFIRMATION OF APPOINTMENT BY HOME CLUB

The home club in each tie is responsible for notifying the Match Officials of exact details of the location of the ground, date of match and kick of time, giving 7 clear days before the game. Match Officials are required to acknowledge details of the match arrangements with the home club. For the Final ties, confirmation will be made by Hertfordshire FA.

If no confirmation is received 3 days before the match, officials **MUST** contact the home club and, also report the matter to the **Competitions Secretary**.

ACKNOWLEDGEMENT OF APPOINTMENTS TO THE APPOINTMENTS OFFICER

Match Officials **MUST** acknowledge all appointments to the relevant **Referee** **Appointments Officer** (details below). County Cup appointments take preference over all other appointments (except FA Competitions). Therefore, this appointment should be accepted unless the date has already been closed with Hertfordshire FA.

DRESS CODE/ARRIVAL AT GROUND

Match Officials appointed to County matches must wear the standard black and white Kit or all black kit. Match Officials are also expected to be of a smart appearance. In all County Cup competitions, the Hertfordshire County Badge must be worn.

Match Officials must arrive at the ground at least **30 minutes** before the advertised kick off for matches prior to the Semi-finals and at least **60 minutes** before the advertised kick off time for Semi-finals and Final rounds.

KICK OFF TIMES

Kick off times must be between 10.00am and 2.00pm, except in the months between November and January, when kick off must be no later than 1.30pm.

MATCH BALLS

Match Balls **MUST** be handed to the Referee 15 minutes before kick-off. Size 5 balls will be used in the Under 18, Under 16, and Under 15 sections. Size 4 balls will be used in the Under 14 section.

In each match (except the Final), the first named team will provide the ball.

SHIRT NUMBERS

In all ties, the players must wear distinctive individual numbers on their shirts.

MATCH DELEGATE

It shall be the responsibility of every club involved in youth football to provide a Match Delegate for each match in which it participates. This delegate must report to the Referee at least 15 minutes prior to kick off. Clubs in breach of this rule shall be liable to a fine.

SUBSTITUTES

Seven (7) substitutes can be used from **seven (7)** named for each team, but the names of these players must be given to the Referee 10 minutes before kick-off (30 minutes for Semi-finals, 60 minutes for Finals).

Repeated (roll-on, roll-off) substitutions are allowed in all age groups.

As such a player who has been substituted during a match becomes a substitute and may, in turn, replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game.

Unused, named, substitutes are not considered to be Cup Tied but these should be clearly defined on your team's result sheet.

COLOURS

Home clubs are required to inform the Away team of the Home team colours, as it is the **Away** team who must change if there is a clash of colours.

DURATION OF MATCH

The duration of play in Youth County Competitions shall be as follows:

U18	45 mins each way,
U16 and U15	40 mins each way,
U14	35 mins each way.

The half time interval shall not exceed 15 minutes which may only be altered with the consent of the Referee.

There are no replays in this competition and **no extra-time** to be played. If the scores are level at the end of full-time, then the game will be decided by kicks from the penalty mark in accordance with the procedure laid down in the Laws of the Game.

FEES

Match Official fees for this Competition are as follows:

	U18	U16 & U15	U14	
Referee	£45	£40	£35	
Assistant Referee	£37	£33	£29	

These fees are all inclusive of travelling expenses.

The **Away** drawn team is responsible for ensuring payment is made to the Referee in all rounds up to and including the semi-finals.

Where Assistant Referees are appointed (Semi Finals), the **Away** team will pay the Referee's fee and one Assistant's fee, and the **Home** team will pay the second Assistant's fee. It remains the responsibility of the **Away** team to ensure all payments are made to the Match Officials.

MERCY RULE

In any Hertfordshire FA Youth County Cup Competition match at any age-group, where one team has attained a nine (9) goal advantage the match shall be adjudged to have reached a conclusion.

The referee shall signal the end of the match and the score at that time shall be recorded as the final score. To clarify, a nine-goal advantage means 9-0, 10-1, 11-2 etc.

The referee and teams shall inform Hertfordshire FA, via the match report form, of the time the match was ended. This is required to provide feedback to the Football Association of the pilot scheme.

Should a match be concluded within this rule and it occurs well before normal full-time, it will be the decision of the two teams playing as to whether they wish to play a friendly or training match.

This would be entirely at the discretion of the two competing teams, but neither side should be compelled to play such a game. Should the referee be happy to officiate such a match this would be deemed in order, but they are not compelled to and must be paid their match fee at the conclusion of County Cup match if they decide not to stay. The two teams would then come to an agreement about who would referee such a friendly/training match.

Please Note: This is a pilot scheme running for at least two seasons, at present, and feedback will be forwarded to the Football Association in each December and at the end of the season. However, this is a rule of the competition and must be followed.

ABANDONED MATCHES

If the referee abandons a match due to ground conditions, it becomes void and must be played again on the second weekend up to the Quarter-final stage when it will be the following weekend.

If abandoned due to misconduct, a written report will be necessary from the Referee. The Home Club must advise the **Competitions Secretary** of an abandoned match.

If abandoned through no fault of either club after the completion of normal time, but before the end of penalty kicks, then the game shall be played again at the ground of the away team.

MISDEMEANOURS OF CLUBS

Referees are to report all cases of late match confirmations, late kick offs, failure to wear numbered shirts, failure to provide a linesman or Match Delegate.

Reporting of misconduct misdemeanours should be made on the online Match Officials Report Form (see above).

Key Contacts for Youth Cups

Competition and administration enquiries should be directed to:

Football Operations Administration Assistant

T: 01462 650203

E: competitions@hertfordshirefa.com

Paddy Donovan

Competitions Secretary

M: 07581 543465

E: paddy2645@btinternet.com

Referee enquiries should be directed to the relevant appointments officer:

Frank Van Der Wens

Boys Competitions Referee Appointments

T: 07941 128395

E: frank.vanderwens@outlook.com

Adam Marsh

Girls Competitions Referee Appointments

T: 07852 125745

E: adam.m.marsh@outlook.com

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