

# Durham County FA Handbook 2018/19



# RULES OF THE ASSOCIATION

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A.	CONSTITUTION AND ADMINISTRATION OF THE ASSOCIATION
B.	SANCTIONING OF ASSOCIATIONS, COMPETITIONS AND MATCHES
C.	RULES RELATING TO PLAYER STATUS AND CONTRACTS
D.	INTERNATIONAL AND OTHER REPRESENTATIVE MATCHES AND CALL-UPS
E.	MISCONDUCT
F.	POWERS OF INQUIRY
G.	DISCIPLINARY POWERS
H.	APPEALS TO AN APPEAL BOARD
I.	FINANCIAL RECORDS
J.	RULES, REGULATIONS AND LAWS OF THE GAME
K.	ARBITRATION
L.	FAIR PLAY IN FOOTBALL
M.	TRANSITIONAL PROVISIONS



# RULES OF THE ASSOCIATION

as adopted by The Association on 29th May 2018.

These Rules must be read in conjunction with the Articles.

## A. CONSTITUTION AND ADMINISTRATION OF THE ASSOCIATION

### THE ASSOCIATION

1 The Association shall have as members (which, for the avoidance of doubt, does not mean ‘shareholders’ or owners) those Clubs and Affiliated Associations such as Council may approve and which are otherwise qualified hereunder.

All Clubs and Affiliated Associations shall play and/or administer football in conformity with these Rules and also:

- (a) The Laws of the Game; and
- (b) the statutes and regulations of FIFA and UEFA which are in force from time to time.

### DEFINITION AND INTERPRETATION

2 In the interpretation of these Rules: any words and expressions, unless otherwise defined herein, shall be words and expressions as defined in the Articles:

2006 Act	means the Companies Act 2006 as amended, including any modification or re-enactment thereof for the time being in force;
Academy	means an establishment for the coaching and education of Academy Players operated by a Club in accordance with the requirements of the Professional Game Youth Development Rules;
Academy Player	<p>means a male player (other than an Amateur Player or a Trialist) who is in an age group between Under 9 and Under 21 and who is registered for and who is coached by or plays football for or at a Club which operates an Academy pursuant to the Professional Game Youth Development Rules, save for a player who:</p> <p>(a) In the reasonable opinion of the Club which holds his registration has developed technical, tactical, physical and psychological skills of such a level that he would not benefit from participating or continuing to participate in its Academy’s Coaching Programme and Games Programme;</p> <p>and</p> <p>(b) Is registered as a Contract Player for that Club;</p> <p>and</p> <p>(c) Is at least 18.</p>
Affiliated Association	means an association which is either a County Association or an Other Football Association;
Appeal Board	means any appeal board as established from time to time whose purpose is to hear appeals made by Participants pursuant to its terms of reference from time to time;
Appropriately Qualified Accountant	means any individual who is a member of one of the bodies holding membership of the Consultative Committee of Accountancy;
Articles	means the Articles of Association of The Association (and “Article” shall be interpreted accordingly);
Associate	means, in relation to an individual, any other individual who is: (a) the spouse or civil partner of that individual; or (b) a relative of that individual or of his spouse or civil partner; or (c) the spouse or civil partner of a relative of that individual or of their spouse or civil partner;
Associate Member Club	means a Club accorded the status of an Associate Member Club pursuant to Rule A3(c);
Associated Undertaking	means an undertaking in which another undertaking has a participating interest and over whose operating and financial policy it exercises a significant influence, and which is not a Parent Undertaking or Subsidiary Undertaking;
Board	means the board of directors of The Association for the time being, constituted in accordance with the Articles;

Business Day	means a day other than a Saturday, a Sunday a bank holiday or a public holiday;
Chief Executive Officer	means a person appointed from time to time to the office of chief executive officer by the Board in accordance with the Articles;
Chief Regulatory Officer	means the person who is employed by The Association in accordance with clause 4.5 of the Terms of Reference for the Composition and Operation of the Football Regulatory Authority;
Close Season	shall have the meaning set out in Rule B8(b);
Club	means any club which plays the game of football in England and is recognised as such by The Association;
Club Official	means any official, Director, secretary, servant or representative of a Club (whether formally appointed or not);
Competition	means any competition (whether a league or knock-out competition or otherwise) sanctioned by The Association and/or an Affiliated Association;
Concert Party	means any Person with which any relevant Person is acting in concert within the meaning of paragraphs (2) to (5) (inclusive) of the definition of “acting in concert” in the City Code on Takeovers and Mergers, or would be so acting in concert if the City Code on Takeovers and Mergers applied in the relevant case;
Connected Person	means any Person who directly or indirectly possesses or is entitled to acquire more than 30 per cent of: (a) the issued ordinary share capital of the company; or (b) the loan capital (save where loan capital was acquired in the ordinary course of the business of lending money) and issued share capital of the company; or (c) the assets of the company which would be available for distribution to equity holders in the event of winding up of the company;
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;
Control	<p>means the power of a Person to exercise, or to be able to exercise or acquire, direct or indirect control over the policies, affairs and/or management of a Club, whether that power is constituted by rights or contracts (either separately or in combination) and having regard to the considerations of fact or law involved, and, without prejudice to the generality of the foregoing, Control shall be deemed to include:</p> <p>(a) the power (whether directly or indirectly and whether by the ownership of share capital, by the possession of voting power, by contract or otherwise including without limitation by way of membership of any Concert Party) to appoint and/or remove all or such of the members of the board of directors of the Club as are able to cast a majority of the votes capable of being cast by the members of that board; and/or</p> <p>(b) the holding and/or possession of the beneficial interest in, and/or the ability to exercise the voting rights applicable to, Shares in the Club (whether directly, indirectly (by means of holding such interests in one or more other persons) or by contract including without limitation by way of membership of any Concert Party) which confer in aggregate on the holder(s) thereof 30 per cent or more of the total voting rights exercisable at general meetings of the Club. For the purposes of the above, any rights or powers of a Nominee for any Person or of an Associate of any Person or of a Connected Person to any Person shall be attributed to that Person;</p>
Council	means the Council of The Association for the time being constituted in accordance with the Articles and Member of (the) Council shall be any person for the time being appointed to and serving on (the) Council in accordance with Article 123;
County Association	means an association which has been accorded the status of a County Association pursuant to Rule A4(a)(i);
Director	means any Person occupying the position of director of a Club whose particulars are registered or registrable under the provisions of section 162 of the 2006 Act and includes a shadow director, that is to say, a Person in accordance with whose directions or instructions the directors of the Club are accustomed to act, or a Person having Control over the Club, or a Person exercising the powers that are usually associated with the powers of a director of a company;
Effective Date	means 29 May 2018;
Fellow Subsidiary Undertaking	has the meaning set out in section 1161(4) of the 2006 Act;
FIFA	means the Fédération Internationale de Football Association or any successor body;



Football Creditor	<p>means:</p> <p>(i) The Association and any Parent Undertaking of The Association and any Subsidiary Undertaking of that Parent Undertaking or The Association;</p> <p>(ii) The Premier League;</p> <p>(iii) The EFL;</p> <p>(iv) The National League;</p> <p>(v) The Northern Premier League;</p> <p>(vi) The Southern League;</p> <p>(vii) The Isthmian League;</p> <p>(viii) any member club of any of the organisations listed in (i) to (vii) above;</p> <p>(ix) any full-time or part-time employee of a member club, as defined in (viii) above, or former full-time or part-time employee of such a member club, in respect of sums due to such person by way of arrears of remuneration or expenses;</p> <p>(x) the Professional Footballers' Association;</p> <p>(xi) The Football Foundation;</p> <p>(xii) any Affiliated Association; and</p> <p>(xiii) any other affiliated clubs or leagues, and includes any successor bodies of any of the above;</p>
Football Regulatory Authority or "FRA"	means the football regulatory authority of The Association;
Full Member Club	means a Club accorded the status of a Full Member Club pursuant to Rule A3(c);
Group	shall have the same meaning as defined in section 474(1) of the 2006 Act;
Group Undertaking	has the meaning set out in section 1161(5) of the 2006 Act;
Interim Suspension Order	means an order that a Participant shall be suspended from all or any specific football activity, for such period and on such terms as is considered appropriate;
Intermediary	shall have the meaning ascribed to the term within The Association's Regulations on Working with Intermediaries;
Laws of the Game	means the laws of the game as settled and in force from time to time by the International Football Association Board;
League Appeals Committee	means an appeal committee comprising those persons set out in Rule C1(j)(xii);
Management Committee Member	means a person responsible for the management and administration of an unincorporated Club;
Manager	means the person at a Club responsible for selecting a Club team;
Match	means a football match sanctioned by The Association and/or an Affiliated Association;
Match Officials	means referees and assistant referees and includes reserve officials and fourth officials;
Misconduct	shall have the meaning set out in Rule E1;
NADO	means National Anti-Doping Organisation;
National Game	means all aspects of football involving and affecting Participants in and at the level of step 1 of the National League System and below;
National League System	means the Competitions which interact with one another by way of promotion and relegation within those steps of the National Game pyramid as determined by Council from time to time;

Nominee	means, in connection to any Person, another Person who possesses rights or powers on his behalf, or which he may be required to exercise at his discretion;
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;
Non-Member Club	means any Club affiliated to an Affiliated Association which is not a Full Member Club nor an Associate Member Club;
Nursery Club	shall have the meaning set out in Rule A3(i);
Official	means any official, director, secretary, servant or representative of an Affiliated Association or Competition;
Other Football Association	means one or any of the following listed associations: (a) The University of Oxford Football Association; (b) The University of Cambridge Football Association; (c) The Army Football Association; (d) The Royal Navy Football Association; (e) The Royal Air Force Football Association; (f) The Amateur Football Alliance; (g) The Women's Football Conference; (h) The English Schools' Football Association; and (i) The Independent Schools' Football Association;
Out of Contract Player	means a Contract Player whose contract has expired;
Parent Association	means the Affiliated Association of which a Club, in membership of more than one Affiliated Association, was first a member;
Parent Undertaking	shall have the same meaning as defined in section 1162 of the 2006 Act;
Participant	means an Affiliated Association, Competition, Club, Club Official (which for the avoidance of doubt shall include a Director), Intermediary, Player, Official, Manager, Match Official, Match Official observer, Match Official coach, Match Official mentor, Management Committee Member, member or employee of a Club and all persons who are from time to time participating in any activity sanctioned either directly or indirectly by The Association;
Person	includes any natural person, legal entity, firm or unincorporated association and in the case of a Person which is incorporated any of its Associated Undertaking, Fellow Subsidiary Undertaking, Group Undertaking, Parent Undertaking or Subsidiary Undertaking;
Player	means any Contract Player, Out of Contract Player, Non-Contract Player or other player who plays or is eligible to play for a Club or is subject to any suspension from playing;
Professional Game	means all aspects of football involving and affecting Participants in and at the levels of the Premier League and the EFL;
Professional Game Board	means a committee of the Board established by the Board from time to time in accordance with the Articles and responsible to the Board for the conduct of the Professional Game, whose composition shall be as determined by the terms of reference of the Professional Game Board from time to time;
Professional Game Youth Development Rules	means the Youth Development Rules of the Premier League and/or the EFL (as applicable).
Regulatory Commission	means any regulatory commission as established from time to time whose purpose is to hear Participants' cases;
Rules	means these rules of The Association (and "Rule" shall be interpreted accordingly);
Scholarship	shall have the meaning set out in Rule C3(a)(i);
Shares	means shares or other equity securities;
Subsidiary Undertaking	shall have the same meaning as defined in section 1162 of the 2006 Act;
The Association	means The Football Association Limited;

UEFA	
WADA	means the World Anti-Doping Agency.

## AFFILIATION OF CLUBS

### 3 (a) *Application to be a Full Member Club*

A Club may apply to be a Full Member Club on the appropriate form published by The Association. A completed form must be received at The Association before 1st March in any calendar year.

### (b) *Application to be an Associate Member Club*

A Club may apply to be an Associate Member Club on the appropriate form published by The Association. A completed form must be received by The Association before 1st March in any calendar year.

### (c) *Control by The Association*

Eligibility to be a Full Member Club or an Associate Member Club shall be under the control of Council which shall have the power to make regulations concerning eligibility criteria and conditions. Notwithstanding that an application may satisfy such criteria and conditions, The Association shall have the power in its absolute discretion to refuse an application to be a Full Member Club or an Associate Member Club, and accordingly, only on the written confirmation of The Association shall a Club be accorded the status of either a Full Member Club or an Associate Member Club.

### (d) *Rights and Privileges*

Neither a Full Member Club nor an Associate Member Club shall have rights or privileges other than as arise pursuant to the Articles and the Rules.

### (e) *Resignation by a Full Member Club or an Associate Member Club*

A Full Member Club or an Associate Member Club may resign its status as such to have effect only at the end of the playing season. Written notice of an intention to resign must be received at The Association by 31st December in that playing season.

### (f) *Termination of Status of a Full Member Club or an Associate Member Club*

Council may at any time decide that a Club shall cease to have the status of a Full Member Club or an Associate Member Club on such terms as it considers appropriate. A Club shall automatically cease to have the status of a Full Member Club or an Associate Member Club if it ceases to be in membership of an Affiliated Association.

### (g) *Transfer of Membership*

Council may use the following criteria, and any other conditions in Council's absolute discretion, in deciding whether to approve the transfer of membership by a Full Member Club or an Associate Member Club:

- (i) the shareholders or members of the existing Full Member Club or Associate Member Club have voted to agree the transfer of the membership to the proposed future member;
- (ii) all Football Creditors of the existing Full Member Club or Associate Member Club must be fully satisfied;
- (iii) all other creditors of the existing Full Member Club or Associate Member Club must be satisfied and evidenced as such;
- (iv) the proposed future Full Member Club or Associate Member Club must provide financial forecasts showing their ability to fund the Full Member Club or Associate Member Club for the next 12 months or to the end of the season following transfer (whichever is the longer);

- (v) evidence of funding sources will be required; and
- (vi) where the proposed future Full Member Club or Associate Member Club is a company, then it shall be formed and registered in England and Wales under the 2006 Act.

*(h) Suspension of Membership/Rights and Privileges*

On such terms and conditions as it considers appropriate, Council may at any time suspend the status, rights and privileges of a Full Member Club or an Associate Member Club.

*(i) Nursery Clubs*

Any Club which is under obligation to another Club, written or otherwise, by reason of which it has not the sole and entire control of its own management, finances and Players, shall be deemed to be a "Nursery Club" and is not entitled to be a Full Member Club or an Associate Member Club.

*(j) Annual Return of a Full Member Club and an Associate Member Club*

- (i) Each Full Member Club, Associate Member Club and any other Club which The Association determines from time to time, shall forward to The Association before 1st July in each calendar year a completed Form "A" (in such form as shall be published by The Association from time to time) and shall supply such further information as is required by Council.
- (ii) A Club shall report to The Association within 21 days any change in the information set out on the Form A most recently submitted.
- (iii) If the Club has failed to submit a fully completed Form A to The Association by 1st July in any calendar year it shall be subject to such fine or other appropriate sanction as may be determined by Council.

*(k) Subscription Fees of Full Member Clubs and Associate Member Clubs*

- (i) Each Full Member Club and Associate Member Club shall on or before 1st July in each calendar year pay to The Association such subscription fee as shall be determined from time to time. An annual subscription shall not be refundable in any circumstance.
- (ii) A Full Member Club or an Associate Member Club which has failed to pay any subscription due to The Association by 1st July in any calendar year shall be subject to such fine or other appropriate sanction as may be determined by Council.

*(l)* A Club competing in any one of the Premier League, the EFL, the National League, the Southern Football League, the Isthmian League and the Northern Premier League shall not be permitted to change its playing name (i.e. the name under which the Club competes in a Competition), as recorded on Form "A", save with the prior written permission of Council.

Any application for a change of playing name must be received by The Association on or before 31 December in a playing season in order for it to be considered by Council for adoption in the following playing season. Council will use its absolute discretion in deciding whether to approve a change in a Club's playing name.

*(m)* Where a Club is a company, that company must be formed and registered in England and Wales under the 2006 Act.

## **AFFILIATION OF ASSOCIATIONS**

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### **4 (a) Conditions of Affiliation**

- (i) Each County Association shall cover a defined area and shall neither extend nor alter such area without first having obtained the written consent of The Association and accordingly, only on the written confirmation by The Association shall an association be accorded the status of a County Association.

(ii) Each Other Football Association shall cover a defined category of membership as determined from time to time by The Association and shall neither expand nor alter such category of membership without first having obtained the written consent of The Association and accordingly, only on the confirmation by The Association shall an association be accorded the status of an Other Football Association.

(iii) Affiliated Associations may admit to membership Clubs within their area, and provide for the proper management and control of such Clubs.

(iv) An annual affiliation fee shall be paid by all Clubs in membership with Affiliated Associations and shall not be less than the amount determined from time to time by The Association.

(v) All Clubs which are Non-Member Clubs shall observe the Rules.

(vi) Second or reserve teams must always be so described.

*(b) Subscription*

A membership fee, payable within one week of approval of application, and an annual subscription payable by 1st July in each calendar year, shall be as determined from time to time by The Association.

*(c) Other Associations and Clubs*

Council shall have the power to admit into membership any association of clubs within the British Commonwealth, or any club in any area where an association has not been established. The annual subscription shall be as determined from time to time by The Association. The membership of either such association or club does not confer the right to send a representative to any meeting of The Association, nor to exercise a vote at any such meeting.

## **FAILURE TO PAY SUBSCRIPTION**

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5 An Affiliated Association whose subscription is unpaid on 1st July in any calendar year shall be subject to such fine or other appropriate sanction as may be determined by Council.

## **POWERS OF THE ASSOCIATION**

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6 Save as expressly provided by these Rules, resolutions and decisions of The Association shall be binding upon all Affiliated Associations, Participants and Clubs and any members thereof, until they are rescinded or varied.

## **PRIVILEGES OF COUNCIL MEMBERS**

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7 Each Member of Council shall be furnished with an annual pass (which shall not be transferable), and all Clubs shall admit the holder to their grounds and stands upon production of such pass without requiring any other authority, except on occasions when Council shall otherwise decide.

# **B. SANCTIONING OF ASSOCIATIONS, COMPETITIONS AND MATCHES**

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## **SANCTIONING OF COMPETITIONS**

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1 (a) *Form "D"*

Associations, Competitions or other combinations of Clubs, Players or Officials, shall not be formed without the written consent of The Association, or of the Affiliated Association or Affiliated Associations concerned.

All applications for formation of Competitions (other than Competitions for charity) shall be made on Form "D" (in such form as shall be published by The Association from time to time), and applications for continuance must be made on this Form D annually.

All Affiliated Associations, Competitions or other combinations of Clubs, Players or Club Officials, Officials or Match Officials shall observe the Rules.

Associations or Clubs in membership of or affiliated to The Association and/or an Affiliated Association shall not play against any association or club belonging to any association, competition or combination of clubs to which such consent has not been given.

Clubs being members of more than one Affiliated Association shall be under the jurisdiction of the Affiliated Association of which they first became a member, except in matters arising in a match under the control of another Affiliated Association, or in any other case where The Association, in using its discretion, determines that this position should not apply.

*(b) Competition Regulations for Clubs and Players*

Any Competition or other combination of Clubs may, subject to these Rules, make such regulations between their Clubs and Players as they may deem necessary.

Appeals relating to decisions of the Premier League and EFL shall be dealt with in accordance with the relevant rules and regulations of each Competition.

Save for the Premier League and EFL, where a Competition or other combination of Clubs is sanctioned directly by The Association, Council shall cause an appeals commission to be appointed.

Where a Competition or a combination of Clubs is sanctioned by an Affiliated Association an appeals commission shall be appointed by the sanctioning Affiliated Association.

*(c) Powers of Affiliated Associations over Clubs not in Membership of an Affiliated Association*

(i) An Affiliated Association must not close a ground of a Club of another Affiliated Association. The matter must be dealt with by a joint commission of the Affiliated Associations concerned.

(ii) Clubs entering a Competition of an Affiliated Association of which they are not in membership shall be under the control of that Affiliated Association so far as the rules of the Competition are concerned. If in such matches, Clubs or Players are reported for offences against the Laws of the Game, or the Rules, such offences shall be dealt with by a joint commission of the Affiliated Associations concerned unless otherwise mutually agreed.

## **NATIONAL LEAGUE SYSTEM**

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(a) There shall be a National League System comprising participating Competitions between which relegation and promotion links shall operate on such basis as shall be determined by Council from time to time.

(b) The Competitions and the Clubs participating in the National League System shall be bound by relevant regulations of The Association from time to time in force.

(c) The Competitions participating in the National League System shall be as determined by Council from time to time.

## **CHARITY ASSOCIATIONS, BENEFIT COMPETITIONS AND CHARITY MATCHES**

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3 (a) *Form "E"*

Charity associations or benefit Competitions shall not be formed without the written consent of The Association or of an Affiliated Association. All applications for formation shall be made on Form "E" (in such form as shall be published by The Association from time

to time) and applications for continuance must be made on this form annually.

All charity associations or benefit Competitions shall observe the Rules and regulations of The Association.

Associations, Clubs or Players in membership of The Association and/or an Affiliated Association shall not play or take part in any charity association or benefit Competition to which consent has not been given.

**(b) Charity Matches**

Individual matches (not competition matches) may be played, for charity, or some similar object approved by The Association and/or an Affiliated Association.

Reasonable expenses not exceeding 20% which may be approved by the consenting association on the application for consent, may be deducted from the gross proceeds.

The balance must be paid over within 14 days of the match being played, and at the same time a return of the sums received and paid together with the necessary receipts, must be sent to the association which gave consent.

A match arranged between two Clubs or teams in which a trophy, medals or other reward is given to the Club or Players is not a Competition within this Rule.

## **SANCTIONING OF MATCHES**

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**4 (a) Unaffiliated Football**

Clubs, Players and Club Officials subject to the jurisdiction of The Association and/or an Affiliated Association shall not be associated with nor play with or against any club which is not a member of The Association and/or an Affiliated Association. Those who immediately prior to their association with unaffiliated football organisations were under the jurisdiction of The Association and/or an Affiliated Association, shall not be eligible to participate in football under the jurisdiction of The Association and/or an Affiliated Association without the written consent of The Association and/or an Affiliated Association.

No match between unaffiliated teams shall be played on grounds which are under the jurisdiction of Clubs which are in membership with The Association and/or an Affiliated Association.

**(b) Matches with Foreign Associations, Leagues and Clubs**

*This Rule does not apply to matches between members of The Association and/or an Affiliated Association and members of the Scottish Football Association, The Football Association of Wales and the Irish Football Association.*

Affiliated Associations, Competitions or Clubs wishing to play a match or series of matches against members of another national association must apply on the prescribed forms to The Association at least 60 days before the date of the intended match or the first of a series of matches.

The Association has in its discretion the power to consent or refuse an application.

When written consent has been given, The Association will inform the other national associations concerned.

An application to participate in a match or a series of matches against members of another national association involving players of school age shall be required to demonstrate that all such players have received the necessary permission from their head teacher before The Association will give consent.

Affiliated Associations, Competitions and their Clubs must not pay a commission of more than 10% of the reimbursements of travelling expenses to organisations or persons arranging their tours.

Where a national association provides in its rules for the membership of all associations, competitions, and clubs within its area, consent for matches with unaffiliated associations, leagues or clubs will not be given.

## FOOTBALL AND RELIGIOUS OBSERVANCE

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- (a) A Participant cannot be compelled to play football on bona fide occasions where religious observance precludes such activity, save where the Participant:
  - (i) has consented to do so on such occasions; or
  - (ii) is registered as a Player under written contract, which shall be taken as consent to play on such occasions unless otherwise provided for in the contract.
- (b) Annually, when planning programmes, Competitions shall define and notify agreed dates of such occasions.

## SCRATCH TEAMS

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6 Except with the written consent of The Association, or of the Parent Association, no match at which gate money is taken shall be played if either of the competing teams is a scratch team. Where consent is given for such a match the provisions of Rules B7(a) and 7(b) shall apply.

## PROCEEDS OF MATCHES OR COMPETITIONS

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- (a) Clubs and Players shall not compete in any Match or Competition (including small - side Matches or Competitions) the proceeds of which are not devoted to a Club or association or some other object approved by The Association or by an Affiliated Association.

### *Small-Side Matches*

- (b) Small-side Matches and Competitions (not more than seven-a-side) may be arranged provided that:
  - (i) the Competition has been sanctioned by The Association or the relevant Affiliated Association in accordance with the agreed procedures laid down from time to time by The Association;
  - (ii) in the case of single matches, charity Competitions and Competitions played over a short period of days, they must be sanctioned by The Association or the Affiliated Association concerned in accordance with agreed procedures laid down from time to time by The Association;
  - (iii) the sanctioning of such a match or Competition in this case shall automatically accord to the team and/or Competition the status of an affiliated body and to the Players participating in the match or Competition the status of affiliated Players for the team for which they play in the match or Competition. A list of the competing teams must be submitted to the sanctioning association;
  - (iv) the rules governing the eligibility and conduct of the Players shall be under the control of the management committee of the Competition subject always to the overriding authority of The Association or the Affiliated Association concerned and shall in so far as practicable be in conformity with the Rules. In the case of individual Matches the eligibility and conduct of the Players shall be the responsibility of the sanctioning body;
  - (v) for small-side games played for charitable objectives a statement of accounts of the event shall be supplied to the sanctioning body concerned within 21 days;



- (vi) where two Affiliated Associations cover the same area, the permission must be obtained from the appropriate Parent Association;
- (vii) there shall be no Close Season for small- side games; and
- (viii) the laws applicable to small-side games are printed elsewhere in this handbook.

## THE PLAYING SEASON

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### 8 (a) *The Association to Determine*

The Association shall determine annually the date on which the playing season shall commence and the season shall terminate not later than the following 1st June. Each Competition shall within the limit laid down by The Association, determine the length of its own playing season.

### (b) *The Close Season*

The "Close Season" shall be defined as the period between 1st June and 30th June inclusive each calendar year, save where The Association makes an order to the contrary.

### (c) *Matches Which May be Played in the Close Season*

No Matches other than the following may be played in the Close Season:

- (i) small-sided Matches as specified in Rule B7, mini-soccer Matches or Matches played according to "The Laws of the Game – 9 v 9" and those organised in connection with works' clubs sports days on private grounds and at fetes and similar sports functions;
- (ii) Matches between Army, Navy and Royal Air Force teams and teams of the Auxiliary Forces in Competitions whilst in camp. Such Competitions shall be strictly confined to the units concerned and gate money shall not be taken;
- (iii) Matches involving members of boys' brigades, scouts and kindred organisations in Competitions whilst in camp;
- (iv) Matches for national representative teams or clubs played under the auspices of FIFA or UEFA; and
- (v) Matches between Clubs in the Premier League and the EFL for the following season, and between Clubs in The FA Women's Super League. This sub-paragraph (v) shall also apply to any successor in title to any of the Leagues specified;
- (vi) 11v11 matches in sanctioned Leagues or Competitions that meet the criteria in accordance with the "Regulations for the Sanction and Control of Competitions" and are approved by The Association or sanctioning Association;
- (vii) Single day, weekend and bank holiday competitions and festivals meeting the criteria and receiving sanction; and
- (viii) Pilot projects granted dispensation by The Association or sanctioning Association.

### (d) *Matches Which May be Played Prior to the Commencement of the Season*

After 30th June, and prior to the commencement of the playing season, Matches may be played between teams of the same Club or between teams of different Clubs.

(e) An appropriation will be made annually from the amount payable to the competing Clubs, The Association and the "Cup Pool" from "The FA Challenge Cup Semi-Finals and Final" of 5.5% and 2.5% from the net receipts of "The FA Community Shield" to which the EFL will contribute 6.3% of the net gate from its "League Cup Semi-Finals and Final". The total amount will then be distributed to Affiliated Associations as decided by The Association.

### (f) *Eligibility of Players*

Players who have not previously been registered or recognised playing members of Clubs, or who have not been engaged for the following season may play in matches after 30th June and prior to the commencement of the playing season.

(g) *Special Provisions*

- (i) The appropriate sanctioning association, whether it be The Association and/or an Affiliated Association, may grant special permission for Competition and other Matches to be played preceding the dates fixed by The Association for the opening of the playing season and shall attach to the granting of such permission whatever conditions it may deem expedient.
- (ii) Notwithstanding the provisions of Rule B3(b), The Association shall determine in each calendar year, the date on which and the financial conditions under which “The Football Association Community Shield” Match shall be played.
- (iii) Notwithstanding the provisions of this Rule, Affiliated Associations shall determine the dates on which “County Cup” Matches shall be played.

**SUSPENSION OF THE GAME AND EXTENSION OF SEASON**

9 The Association shall have power to suspend the game either sectionally or entirely. The Association may also extend the periods for playing, as from time to time, in its discretion, shall be deemed necessary or desirable, and agreements between Clubs, Players, and Club Officials, Officials and Match Officials shall be subject to such decisions.

**C. RULES RELATING TO PLAYER STATUS AND CONTRACTS**

**PLAYERS WITH WRITTEN CONTRACTS**

1 (a) *Minimum Age*

- (i) A Player under 18 years of age and in receipt of full-time education<sup>1</sup> may not enter into a contract of employment with a Club in membership of The Association and/or an Affiliated Association.
- (ii) A Player under 17 years of age may not enter into a contract of employment with a Club in membership with The Association and/or an Affiliated Association, except under a Scholarship as provided for by Rule C3.

1 Throughout these Rules full-time education refers to a child who is of compulsory school age within the meaning of the Education Acts applying in England or who is over the school leaving age but is for the time being attending a school or in full-time education in an establishment of further education.

(b) *Financial Arrangements – Registration*

- (i) Subject to paragraph (a) and (b)(ii) to (b)(viii) of this Rule, and to the rules and regulations of the league of which the Club is a member, any Club in membership of The Association and/or an Affiliated Association may negotiate a financial arrangement with its Players.
- (ii) All Players under written contract must be registered with The Association.
- (iii) No Club may enter in to an Agreement which enables any party, other than the Club itself, to influence materially the Club’s policies or the performance of its teams or Players in Matches and/or Competitions.

This Rule shall be applied in conjunction with any regulations governing Third Party Interest in Players as may be adopted by The Association from time to time, and the term “Agreement” shall be construed in accordance with those regulations.

- (iv) All payments and/or benefits whatsoever due and/or made to a Player must be set out in a written agreement between the Club and the Player. Any other payments and/or benefits whatsoever due and/or made on behalf of, or in relation to, a Player (not otherwise detailed in the written agreement between the Club and Player) must also be set out in a written agreement, to which the Club shall be a party.

In each case a copy of any such agreement must be provided to The Association.

- (v) All payments made to Players must be made by the Club and fully recorded in the accounting records of the Club.
- (vi) All salaried payments must be subject to PAYE and National Insurance.
- (vii) All salary payments due on written contracts must be stated gross, before PAYE and National Insurance deductions.
- (viii) Any Players paid expenses must be reimbursed via an expense claim form. The Club must retain all expense records in a format acceptable to HM Revenue and Customs.

(c) *Contract of Employment*

- (i) All contracts must be in the full name of the Club. If the Club is a corporate body, the contract must also include the company registration number.
- (ii) Contracts or letters of employment exchanged between a Club and any Club Official, Player or any other employee of the Club, must specify that all emoluments due are paid to the employee concerned and not to any company or agency acting on behalf of the employee.
- (iii) All such contracts must also specify that the individual is directly under the disciplinary control of the Club and of The Association.

(d) *Form G(1) – Registration for One Calendar Month*

A registration for a period of one calendar month is effected when The Association receives Form “G(1)” (in such form as shall be published by The Association from time to time), signed by the Player.

(e) *Form G(2) – Registration Exceeding One Calendar Month*

A registration for a period in excess of one calendar month is effected when The Association receives Form “G(2)” (in such form as shall be published by The Association from time to time), signed by the Player. Such a registration must terminate on the first Saturday in May, or the date of the last league or knock-out Competition match of the Club’s first team, whichever is the later, or on 30th June in any calendar year.

(f) *Forms to be Returned to The Association*

- (i) Within five days of having been signed by the Player, Forms G(1) or G(2) must be returned to The Association, accompanied by a copy of the contract.
- (ii) A Player seeking registration under written contract is not permitted to play under the terms of the contract until the Club registering the Player has received the confirmation of registration from The Association.

(g) *Transfers*

- (i) A Player’s registration may be transferred from one Club to another using the relevant Form “H” (in such form as shall be published by The Association from time to time). The Player must be re-registered by the Club to which the registration is transferred.
- (ii) A transfer must be bona fide; applications for the purpose of obtaining a Player’s registration for special matches are not permitted.
- (iii) In the case of last-minute registration or transfer of a Player, the registration form, contract of employment and the transfer form (if any) must first be sent to The Association by facsimile transmission or by electronic mail and then the original documents to follow by first-class mail.
- (iv) In the event of a Player registration being transferred from one Club to another in consideration of the payment of a fee, a copy of the written transfer agreement must be sent to The Association with the transfer and registration forms and the contract of employment. In the event of a transfer of a Player where a consideration is agreed, the consideration can only be paid between the two Clubs

(the transferor and transferee Clubs) or otherwise in accordance with the Rules and regulations of The Association. The full name of each contracting Club should be stated in the transfer agreement. The full consideration involved must be recorded in the accounting records of both Clubs.

(v) The following payments must be made through The Association in accordance with the procedures adopted by The Association which are in force from time to time:

In respect of a Player's registration:

- (a) A payment to a club which is affiliated with another national association in membership of FIFA; and
- (b) A payment by a member of the Premier League or the EFL to a Club which is a member of the National League System (unless Competition rules require otherwise).

Intermediary/Authorised Agent

- (c) Any payment to an Intermediary in accordance with The FA Regulations on Working with Intermediaries; or
- (d) Any payment to an Authorised Agent (as defined under the relevant FA Football Agents Regulations in force at the relevant time)..

(vi) For leagues sanctioned by The Association, when a Player is temporarily transferred between Clubs in the same league or in different leagues, compliance with the relevant league rules must govern the transfer.

(vii) A copy of the appropriate association or league's temporary transfer form must be submitted to The Association within five days of its signature.

(viii) In the case of last-minute registration of a temporary transfer the provisions set out in Rule C1(g)(iii) above must be observed.

(ix) A Club accepting a Player on temporary transfer must satisfy itself as to the Player's fitness.

(x) A Player subject to a temporary transfer must not play until such transfer has been authorised by The Association.

(xi) In the event of a Player under temporary transfer being recalled in accordance with the rules of the league or leagues concerned, a copy of the recall letter or notice must be received and acknowledged by The Association before the Player can play for the Club initiating the recall.

*(h) Second Registration Not Permitted*

The signing of a second registration form before The Association has declared the first invalid is an offence.

*(i) Registered Players to Play for One Club Only*

(i) A Player registered with The Association can play only for the Club holding the registration unless:

- (A) in the case only of benefit, testimonial and charity matches, the Player obtains by written request special permission of The Association; or
- (B) is temporarily transferred in accordance with Rule C1(g)(vi); or
- (C) is registered under a Scholarship in accordance with Rule C3;

or

(D) at steps 1 to 4 of the Women's Football Pyramid (as defined in the Women's Football Pyramid Regulations) only, where a Player attends a higher education establishment, the Player is also permitted to play for that establishment, provided the Player's Club has provided written consent;

(E) has the written permission of the Club, copied to The Association, to play not more than two trial matches for another Club, provided that such matches are not for the first team of that Club in a Competition Match and are both within a period of one month from the date of such permission, which shall not be repeated in the same playing season for the same Player to the same Club.

(ii) Where a Club has a Nursery Club (as defined in Rule A3(i)), a Player registered with the Club to which it is under obligation may also play for the Nursery Club without further registration.

*(j) Agreements between Club & Players*

Only sub-Rules C1(j)(i) and C1(j)(xiii) apply to Clubs participating in the Premier League and EFL

(i) Clubs must enter into a written contract of employment with their Players on the relevant form approved by The Association), with or without an option. Such contracts must clearly indicate all the terms and conditions of employment, be of stated duration and signed at the same time as a relevant registration Form "G" (in such form as shall be published by The Association from time to time). A copy of the contract of employment must be handed to the Player at the time of signing both documents. Contracts of employment signed by Players who are under the age of 18 at the time of signing must also be signed by a parent or guardian.

(ii) There shall be no right to a compensation or transfer fee by the previous Club of a Player who has attained the age of 24 years on or before 30th June and whose contract with that Club has expired. If a Club wishes to offer re-engagement to a Player or exercise an option contained in the agreement the following practice shall prevail.

(iii) Within 7 days of the first Saturday in May, or the date of the last competitive Match of the Club's first team, whichever is the later, the Club must give notice in writing to the Player indicating that either the Club offers a re-engagement or, if appropriate, exercises any option contained in the agreement.

(iv) If the notice offers re-engagement it must specify the period which the Club is prepared to agree and the terms and conditions to apply, which must be the same or not less favourable overall than those which applied during the initial period of employment – or the option period (if applicable).

(v) The Player must notify in writing the Club holding the registration within 28 days of receipt of the said notice whether or not the offer of re-engagement is accepted.

(vi) If the offer is rejected the Player is immediately free to negotiate with another Club.

(vii) If the Player does not reply in writing to the offer of re-engagement then at the expiry of a period of 28 days, the Player is free to negotiate with another Club.

(viii) In either of the instances as set out in Rules C1(j)(vi) and (vii) above, the Club holding the Player's registration has the right to receive compensation. The Player's registration for the new Club will not be accepted until such time as the Club has confirmed in writing to The Association that it will negotiate a compensation fee with the former Club failing which it will abide by any decision taken by a League Appeals Committee.

(ix) An existing agreement shall continue and have full force and effect between the parties on the terms and conditions as those pertaining prior to the expiration of the initial period of employment, or the option period if appropriate, and the Player will continue to train and play as instructed by the Club until 31st August, or the date on which the Player registers for another Club, whichever is the sooner.

(x) In the event of the Player continuing to play for the Club after the 31st

August, a week-to-week agreement must be completed and submitted to The Association under which the Player will continue to be paid in accordance with the terms of the existing agreement.

(xi) In the event of the Player signing for another Club which is unable to reach agreement on the payment of a compensation fee to the Club holding the Player's registration in pursuance of the existing agreement then such fee shall be dealt with by a League Appeals Committee.

(xii) A League Appeals Committee shall comprise one nominated representative from each of the following:

- (A) Council (to act as an independent chairman);
- (B) the management committee of the appropriate league or leagues; and
- (C) the Professional Footballers' Association.

The committee may, at its discretion, order either the Club or the Player to pay all or part of the costs involved in an appeal. The same committee also applies to Rules C1(k), (l) and (m).

(xiii) If the notice to exercise any option contained in the agreement on the same or not less favourable terms and conditions overall, as in the agreement but excluding the option provision, and that such further period shall not be for longer in extent than that of the initial period of employment, the agreement can continue in full force and effect, as between the parties hereto and shall terminate on the last day of the option.

(xiv) All notices required to be given to Players under this Rule must be sent either by registered mail or recorded delivery or a written acknowledgement otherwise obtained;

(xv) By 1st June in each calendar year all Clubs must notify The Association of Players who have been offered re-engagement or on whose agreement the option has been exercised.

*(k) Cancellation of Agreement*

(i) Where conditions form part of an agreement other than payment of wages for playing football, in dealing with claims, a league or a League Appeals Committee, will restrict its investigations and decisions solely to the question of wages for playing as stipulated in the agreement.

(ii) Except by mutual consent, a Club or Player is not entitled to determine an agreement between them without the written consent of The Association or in accordance with Rule C1(l).

(iii) When an agreement has been determined by mutual consent, notice signed by the Club and the Player shall at once be sent to The Association who will cancel the registration.

(iv) In the case of last-minute cancellation of a Player's registration, a signed notice must first be sent to The Association by facsimile transmission, and then the original documents to follow by first-class mail. Additionally, electronic mail may also be transmitted to indicate the time of posting, which will also be accepted as the time of receipt if the mailed documents are found to be in order.

(v) When an agreement has been determined by mutual consent the Player shall not be permitted to re-register for the original Club within three months at the date of determination except with the written consent of The Association.

(vi) The Association has power to cancel the registration of a Player at any time upon application of the Player or the Player's Club. In the event of a Club ceasing to be a member of a league within the National League System, other than by reason of promotion, relegation or expulsion, as set out in Regulation 4 of the National League System, all contract Players and scholars of the that Club may from the date of

cessation elect to terminate their registration with that Club by advising them and The Association in writing of their intention.

The Association shall provide to such Players and scholars written confirmation that their registration has been terminated, which shall stipulate the date on which such termination takes effect.

From that stipulated effective date of termination, such Players and scholars shall be free agents and may sign for another Club without a transfer fee becoming payable to the former Club.

*(l) Termination of Agreement*

Where an agreement between Club and Player in any league or other Competition provides for either the Club or Player terminating by 14 days' notice, the following practice shall prevail:

- (i) a Club or Player has the right to appeal to the management committee of the appropriate league or other Competition and a further right of appeal to the appeals committee of that body;
- (ii) a Club, on giving 14 days' notice to a Player to terminate the agreement, must state in the notice the name and address of the secretary of the appropriate league or Competition to which the Player may appeal, and must at the same time give notice to the league or Competition of which the Club is a member;
- (iii) a Player, on giving 14 days' notice to a Club to terminate the agreement, must at the same time give notice to the league or Competition of which the Club is a member.
- (iv) the notice terminating the agreement must inform the Club or Player of the grounds for such notice;
- (v) a copy of the notice sent to the Club or Player must at the same time be forwarded to The Association;
- (vi) either Club or Player shall have the right of appeal to the league or other Competition, but such appeal must be made within seven days of the receipt of a notice; and the management committee must hear such appeal within 14 days of receipt of the notice of appeal;
- (vii) if either party is dissatisfied with the decision, there shall be a further right of appeal to the appeals committee of the appropriate league or other Competition but such appeal must be made within seven days of the receipt of the decision of the management committee, and must be heard by the appeals committee within 14 days of the receipt of the notice of appeal;
- (viii) the appropriate league or other Competition must report to The Association when the matter is finally determined, and the agreement and registration shall be cancelled by The Association where necessary;
- (ix) agreements between Clubs and Players shall contain a clause showing the provisions made for dealing with such disputes and for the cancelling of the agreements and registration by The Association; and
- (x) Clubs belonging to any league or other Competition may make similar regulations which provide for a right of appeal by either party to the Affiliated Association or to The Association.

*(m) Disciplinary Suspension*

- (i) In the case of breach by a Player of the training or disciplinary rules or orders of the Club, a Club not wishing to use the larger powers contained in Rule C1(l) shall have the right to suspend such Player for a period not exceeding 14 days or impose a

fine not exceeding two weeks' wages and shall state whether or not the Player shall receive his basic wage during the period that the Player is ordered not to attend at the Club.

(ii) The Club shall, within two days, notify The Association and the league(s) in which the Club's first team competes of such suspension or fine.

(iii) Within seven days of receipt of such notice of a fine or suspension the Player has the right to lodge an appeal to the management committee of the more senior league of which the Club is a member who shall hear the appeal within 14 days of receipt of the notice of appeal.

(iv) If either the Club or Player is dissatisfied with the decision of the league each is entitled to appeal to a League Appeals Committee within seven days of receipt of the decision, and be heard within 14 days of receipt of the notice of further appeal. The Player may request that an appeal made in accordance with this Rule shall be dealt with at a personal hearing.

(v) In any event the suspension or fine shall not operate as a termination or cancellation of the agreement between the Club and Player.

(n) *Re-engagement of Players*

(i) A Player under written contract with a Club who is seeking re-engagement may enter into a new agreement with, and again be registered for, the Club at any time.

(ii) Until the existing agreement or any renewal of it has terminated:

(A) a Player may not enter into any agreement with any other Club in membership with The Association, or an Affiliated Association, or of any other national football association; and

(B) the Player may not be approached by any other Club, or Club Official of any other Club, or any person with a view to inducing the Player to leave the Club for which the Player is registered, except with the written permission of that Club.

(iii) If, by the time specified for such notice to be served, the Player has not received notice exercising an option or offering a further re-engagement under paragraph C1(j) of this Rule, the Player is free to make such enquiries or approaches as thought fit to secure employment when the agreement or renewal of it terminates.

(iv) A Player under suspension may be re-signed by the Club, or any option conferred on the Club may be exercised, subject to the terms of the suspension.

(v) In the event of a Player registered with a Club in membership with the Premier League or the EFL being offered re-engagement terms in accordance with the regulations of the appropriate league but wishing to accept an engagement as a Player with a Club not in membership with either league, and the Clubs not being able to reach agreement on the payment of a compensation fee, providing the Club concerned has complied with the appropriate league's regulations relating to right to a compensation fee, such compensation fees shall be determined by an appeals committee comprising one nominated representative of each of The Association (who shall act as chairman), the Premier League or the EFL, the Professional Footballers' Association and the other league involved.

(vi) In the event of a Player registered with a Club not in membership of the Premier League or the EFL not having accepted re-engagement terms in accordance with the Rules C1(j)(ii) to C1(j)(xv) inclusive and having negotiated terms with another Club, and the Clubs not being able to reach agreement on the payment of a compensation fee, then provided the Club holding the Player's registration has complied with the Rules, such compensation fee shall be determined by an appeals committee comprising one nominated representative of each of The Association



(who shall act as chairman), the Professional Footballers' Association and the appropriate league or leagues involved. Where one or both clubs are members of the Football Association of Wales, a representative of that Association shall be entitled to sit on the appeals committee.

Where the compensation fee requested by either party is less than

£3,000, such appeals committee may, in using its discretion, make a determination on the basis of written submissions alone.

(vii) When a case is referred to an appeals committee as referred to in this Rule C(n), it will be necessary for both Clubs involved to pay before adjudication a non returnable administration fee of three hundred pounds (£300).

## PLAYERS WITHOUT WRITTEN CONTRACTS

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### 2 (a) *Regulations Concerning Approaches*

Players who are not under written contract to a Club may be registered with a number of Clubs at any time, subject to the following provisions and those of the Competitions in which they play:

- (i) Competitions sanctioned by The Association under regulation 3 of the "Regulations for the Sanction and Control of Competitions" may make their own regulations for the approach of Players between Clubs of the Competition;
- (ii) during the current season any Club wishing to approach a Player known to be registered with or having played for any other Club must give to the secretary of each such Club, seven days' formal written notice of the intention to approach the Player;

Formal written notice of approach need be given by:

- (A) a Saturday Club only to all Saturday Clubs;
  - (B) a Sunday Club only to all Sunday Clubs; and
  - (C) a midweek Club only to all midweek Clubs;
- (iii) the written notice must be sent by special delivery or recorded post, or a written acknowledgement otherwise obtained from the secretary or chairman of the Club approached. Facsimile or e-mail transmission may be used provided a receipt of acknowledgement is also obtained;
  - (iv) following the date of posting of the written notice of approach, or receipt of an acknowledgement:
    - (A) the Player may be registered on or after the eighth day; and
    - (B) the Player must have been registered on or before the 21st day;
  - (v) the approaching Club: (A) may not approach the same Player a second time in the same playing season; (B) may approach only one (1) Player at a Club at any time subject to Rule C2(a)(ix) below; and (C) may not approach another Player at the same Club within 28 days of an earlier notice of approach or acknowledgement;
  - (vi) if an approach is made by a Player to another Club during the current season, that Club shall give the Club(s), for which the Player is known to be registered or has played, seven days' notice of approach as set out in Rule C2(a)(i) to (v) above before registering the Player;
  - (vii) a Club which is the subject of a complaint alleging failure to give notice in accordance with this Rule may be subject to a charge of Misconduct pursuant to Rule E1(b);
  - (viii) a Club proved to have breached the provisions of this Rule may have its current registration of the Player cancelled and be subject to such other penalty as The Association or appropriate Affiliated Association deems appropriate, in

accordance with relevant regulations of The Association from time to time in force;  
and

(ix) during the current season a maximum of two Players may be approached in the manner described above if invited to trial at a licensed academy or “Centre of Excellence” of The Association, the Premier League or the EFL.

(b) *Conditions*

- (i) All payments made to Players must be made by the Club and fully recorded in the accounting records of the Club.
- (ii) All salaried payments must be subject to PAYE and National Insurance.
- (iii) Any Player’s paid expenses must be reimbursed via an expense claim form. The Club must retain all expense records in a format acceptable to the HM Revenue and Customs.
- (iv) A currently registered Player shall not be allowed to register with another Club without first satisfying the Club Officials of the intended Club that all reasonable financial and other liabilities have been discharged to the Club or Clubs with which the Player is or was known to be registered in the current and previous playing seasons.
- (v) A Player approached on or after 1st May in the current season may not play in competitive football for the Club making the approach until the commencement of the following season.

(c) *Service Players*

While serving in any branch of Her Majesty’s Regular Forces, a Player may not hold a contract of employment with any Club under the jurisdiction of The Association and/or an Affiliated Association.

## SCHOLARSHIPS

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3 (a) *Scholarships*

(i) A Player may be registered as a scholar on terms that shall be as determined under relevant league rules from time to time or the following provisions. On or after the 1st January in the year in which he attains the age of 14 years and in any event on or before the 1st March in his Under 16 year, a Club may offer to enter into a Scholarship Agreement with a student whose registration it holds. The registration of a Player on a Scholarship shall be made on Form “G(4)” (in such form as shall be published by The Association from time to time). Each form, after completion of all particulars, including dates and signatures, must be signed at the same time by the Player on a Scholarship and by a parent or guardian and returned to The Association within five days of such signatures accompanied by a copy of the agreement entered into by the Club and the Player on a Scholarship and also a copy of the birth certificate.

(ii) On or after a Player on a Scholarship’s 17th birthday, the Player may remain on a Scholarship or may sign as a Player under written contract subject to the regulations of the league or combination of which the Club is a member, and to the Rules with reference to Players under written contract.

(iii) A Player on a Scholarship shall not play for a Club until such Club registering the Player has received acknowledgement of the registration from The Association.

The Association will from time to time publish the names of Players registered on Scholarships.

(iv) Neither a Club nor any person shall induce or attempt to induce such a Player on a Scholarship to leave the Club for which the Player is registered.

(v) A Player who is registered on a Scholarship may play for another Club

subject to the written approval of the Club for which the Player is registered. A copy of the written permission must be received by The Association, the league or combination of which the Club is a member, the Player and the Club for which the Player is to play. A Club may not play more than two such Players in any match at first team level.

(vi) If a Player on a Scholarship wishes to become a Player under written contract, the Club for which the Player was registered on a Scholarship shall be entitled to the registration of such Player as a Player under written contract. If the Club does not wish to exercise its entitlement the Player shall be free to register for any other Club.

(vii) The provisions of Rules C1(l) and C1(m) shall apply in the case of Players on a Scholarship.

## AGE GROUPS AND PROVISIONS RELATING TO PLAYERS UNDER 18 YEARS OF AGE

### 4 (A) CHILDREN NOT REGISTERED AS ACADEMY PLAYERS.

The following provisions apply to any child not registered as an Academy Player. All matches must be played in accordance with the correct version of the Laws of the Game appropriate for the format specified:

#### (i) Children Under 6 Years Old

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.

#### (ii) Children 6 Years Old and Over – Age Groups, Formats and Related Provisions

For the purposes of (a) and (b) below,

(a) 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.

(b) Notwithstanding the above, a child is permitted to “play up” in the age group above his or her chronological age group, irrespective of any difference in 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 (please see following page):

AGE ON 31 AUGUST OF THE RELEVANT PLAYING SEASON	ELIGIBLE AGE GROUPS	MAXIMUM PERMITTED FORMAT
6	Under 7	5v5
	Under 8	
7	Under 8	5v5
	Under 9	7v7
8	Under 9	7v7
	Under 10	

9	Under 10	7v7
	Under 11	9v9
10	Under 11	9v9
	Under 12	
11	Under 12	9v9
	Under 13	11v11
12	Under 13	11v11
	Under 14	
13	Under 14	11v11
	Under 15	
14	Under 15	11v11
	Under 16	
15	Under 16	11v11
	Under 17	
	Under 18	
16	Under 17	11v11

(c) 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 match during that playing season where any other player is older or younger than that child by two years or more.

(d) However as exceptions to (c) above, The Association may in using its discretion:

- (i) Enable disabled children to play football in an age group other than the groups dictated by their birth date, including “playing down”;
- (ii) In accordance with a current FA dispensation policy, grant dispensation to enable a child to play football in an age group other than the groups dictated by their birth date, including “playing down”.

(e) To play in an Under 18 competition, a child must have attained the age of 15 as at midnight on 31 August of the relevant playing season.

(f) To play in an open age competition a child must have attained the age of 16.

*(iii) Children 6 Years Old and Over- Competition Structure*

(a) Under 7 and Under 8 Mini-Soccer

Leagues may organise a maximum of three trophy events per season, each to be played over a maximum period of two weeks, and may publish the results of such events. The remainder of the season may consist of organised development fixtures only, for which leagues and clubs may collect the results and compile league tables, but must not publish either.

(b) Under 9 and Under 10 Mini-Soccer

Leagues may organise a maximum of three trophy events per season, each to be played over a maximum period of four weeks, and may publish the results of such events. The remainder of the season may consist of organised

development fixtures only, for which leagues and clubs may collect the results and compile league tables but must not publish either.

(c) Under 11

Leagues may organise a maximum of three trophy events per season, each to be played over a maximum period of six weeks, and may publish the results of such events. The remainder of the season may consist of organised development fixtures only, for which leagues and clubs may collect the results and compile league tables but must not publish either.

(d) Under 12 to Under 18

There is no restriction on the structure of competitions.

(iv) *Sanction Provisions*

The written consent of The Association or of the relevant Affiliated Association or Associations shall be required pursuant to Rules B1 and/or B7 as appropriate for any Competition for Under 18 age groups and below.

(v) *Gender of Players in Under 7 to Under 18 Matches*

A child in the age groups Under 7 to Under 18 inclusive may play in a match involving boys and girls.

(vi) *Priority for School Activities*

(a) Priority must at all times be given to school or school organisation's activities in accordance with the recommendations of the "Memorandum: Children of School Age and School Games" whilst a pupil is receiving full time education.

(b) All Clubs and Competitions, excluding those whose matches are played on Sundays, shall include in their rules a provision to the effect that the availability of a pupil must be consented to by the head teacher.

**(B) PLAYERS OF SCHOOL AGE REGISTERED AS ACADEMY PLAYERS**

(i) Players who reach the age of nine years during the academic year and who are in full-time education may register as an Academy Player.

(ii) The licensing authority for Academies shall comprise the PGB which shall operate under such Professional Game Youth Development Rules as shall be adopted from time to time.

(iii) It shall be deemed to be Misconduct for any Club or Club Official to induce any player of school age registered with a separate Club or Academy to leave school for the purpose of signing a contract of employment.

## **D. INTERNATIONAL AND OTHER REPRESENTATIVE MATCHES AND CALL-UPS**

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### **INTERNATIONAL MATCHES**

1 A Player selected for an international or other representative team, tour, squad or other call-up arranged by The Association shall attend at the time and place notified to the Player and comply with the arrangements of The Association in every respect, save where there is good and sufficient cause not to do so.

2 A Club shall do all things necessary to ensure that a Player referred to in Rule D1 above complies with the arrangements of The Association.

3 Illness or injury shall constitute good and sufficient cause for the purposes of Rule D1 above by where The Association is satisfied, following receipt of medical evidence, that such illness or injury is of sufficient seriousness. The Players shall, in any event, submit to assessment by a medical adviser appointed by The Association.

## INTER-AFFILIATED ASSOCIATION MATCHES

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4 In Inter-Affiliated Association Matches, a Player must be a bona fide member of a Club in membership of the Association for which the Player plays, but a Player shall always be eligible to play for the County Association of birth. A Player shall not be eligible to play for more than one Affiliated Association in the same season in Inter-Affiliated Competition matches.

## E. MISCONDUCT

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Save for where otherwise set out in these Rules, procedural matters concerning Misconduct shall be dealt with in accordance with The Association's Disciplinary Regulations.

1 The Association may act against a Participant in respect of any Misconduct, which is defined as being a breach of the following:

- (a) the Laws of the Game;
- (b) the Rules and regulations of The Association and in particular Rules E3 to E28 below;
- (c) the statutes and regulations of UEFA;
- (d) the statutes and regulations of FIFA;
- (e) the rules or regulations of an Affiliated Association or Competition; and
- (f) an order, requirement, direction or instruction of The Association.

2 The same facts or matters may constitute a breach of more than one rule, regulation, statute or law referred to above. The Association may bring a charge or such charges as it sees fit.

## GENERAL BEHAVIOUR

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3

(1) A Participant shall at all times act in the best interests of the game and shall not act in any manner which is improper or brings the game into disrepute or use anyone, or a combination of, violent conduct, serious foul play, threatening, abusive, indecent or insulting words or behaviour.

(2) A breach of Rule E3(1) is an "Aggravated Breach" where it includes a reference, whether express or implied, to anyone or more of the following: - ethnic origin, colour, race, nationality, religion or belief, gender, gender reassignment, sexual orientation or disability. Mandatory minimum sanctions are applicable to certain Aggravated Breaches. Further provisions as to sanctions applicable to Aggravated Breaches are found in The Association's Disciplinary Regulations.

(3) Where an Aggravated Breach of Rule E3(1) is committed in youth football by a Player aged under 12, no disciplinary charge will be brought. In such cases, the Player will be subject to an education programme, the details of which will be provided to the Player by The Association.

(4) Where two or more Participants from a Club commit any Aggravated Breach of Rule E3(1) in any twelve month period, regardless of whether any such breach falls within sub-paragraph E3(4), the Club itself will be liable to a sanction imposed by a Regulatory Commission.

## DISCRIMINATION

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4 A Participant shall not carry out any act of victimisation as defined in the Equality Act 2010, or any act of discrimination by reason of ethnic origin, colour, race, nationality, religion or belief, gender, gender reassignment, sexual orientation, disability, age, pregnancy, maternity, marital status or civil partnership, unless otherwise permitted by law and The Rules or regulations of The Association.

## INTEGRITY MATTERS IN RELATION TO MATCHES AND COMPETITIONS

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5

- (a) A Participant shall not, directly or indirectly, seek to influence for an improper purpose the result, progress, conduct or any other aspect of, or occurrence in or in connection with, a football match or competition.
- (b) A Participant shall not, directly or indirectly, offer, agree to give, give, solicit, agree to accept or accept any bribe, gift or reward or consideration of any nature which is or could appear to be related in any way to:
  - (i) that Participant, or any other Participant, failing to perform to the best of their ability; or
  - (ii) that Participant or any other person (whether a Participant or not), directly or indirectly, seeking to influence for an improper purpose, the result, progress, conduct or any other aspect of, or occurrence in or in connection with, a football match or competition.

6 A Participant shall immediately report to The Association any offer, incidents, facts or matters which are or could appear to be contrary to Rule E5 above,

The terms 'football match' and 'competition' as used in Rule E5 include: (i) any Match or Competition (as appropriate); and (ii) any other football match or competition not within those definitions, including but not limited to any football match or competition sanctioned by UEFA, or FIFA, or by any other association, federation or governing body.

## TICKETS

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7 A Participant shall not:

- (a) Sell a ticket for any football match; or
- (b) Otherwise dispose of such a ticket to another person or entity,

unless he is authorised to do so in writing by the organisers of the match.

## BETTING

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8 References to "Participant" in Rule E8 shall be construed in accordance with the following:

Rule E8(2) applies to any Match Official, Match Official coach or Match Official assessor operating at Level 4 or below, and any other person who is a Participant by virtue only of their involvement at a Club below Step 4 in the National League System, or at a Club at Steps 3-7 inclusive of the Women's Football Pyramid. Such Participants are not subject to Rule E8(1).

All other Participants are subject to Rule E8(1), and are not subject to Rule E8(2).

All Participants are subject to Rule E8(3).

- (1) (a) A Participant shall not bet, either directly or indirectly, or instruct, permit, cause or enable any person to bet on -
  - (i) the result, progress, conduct or any other aspect of, or occurrence in or in connection with, a football match or competition; or
  - (ii) any other matter concerning or related to football anywhere in the world, including, for example and without limitation, the transfer of players, employment of managers, team selection or disciplinary matters.
- (b) Where a Participant provides to any other person any information relating to football which the Participant has obtained by virtue of his or her position within the game and which is not publicly available at that time, the Participant shall be in



breach of this Rule where any of that information is used by that other person for, or in relation to, betting.

(c) It shall be a defence to a charge brought pursuant to sub-paragraph E8(1)(b) if a Participant can establish, on the balance of probability, that the Participant provided any such information in circumstances where he did not know, and could not reasonably have known, that the information provided would be used by the other person for or in relation to betting.

(2) (a) A Participant shall not bet, either directly or indirectly, or instruct, permit, cause or enable any person to bet on –

(i) the result, progress, conduct or any other aspect of, or occurrence in or in connection with, a football match or competition:

(A) in which the Participant is participating, or has participated in that season; or

(B) in which the Participant has any influence, either direct or indirect; or

(ii) any other matter concerning or related to any Club participating in any league Competition, as defined in Rule A2, that the Participant is participating in or has participated in during that season, including, for example and without limitation, the transfer of players, employment of managers, team selection or disciplinary matters.

For these purposes, without limitation to the application of this Rule to other circumstances, all Employees and Officials of a Club are deemed to participate in every football match played by that Club while they are so employed or acting as a Club Official; all Players registered with a Club are deemed to participate in every football match played by that Club while they are so registered.

(b) Notwithstanding the provisions of sub-paragraph E8(2)(a), a Participant shall not bet, either directly or indirectly, or instruct, permit, cause or enable any person to bet, on the result, progress, conduct or any other aspect of, or occurrence in, any football match played at under 18 level or below.

(c) A Participant shall not use any information relating to football which the Participant has obtained by virtue of his or her position within the game and which is not publicly available at that time for or in relation to betting.

(d) Where a Participant provides to any other person any information relating to football which the Participant has obtained by virtue of his or her position within the game and which is not publicly available at that time, the Participant shall be in breach of this Rule where any of that information is used by that other person for or in relation to betting.

(e) It shall be a defence to a charge brought pursuant to sub-paragraph E8(2)(d) if a Participant can establish, on the balance of probability, that the Participant provided any such information in circumstances where he did not know, and could not reasonably have known, that the information provided would be used by the other person for or in relation to betting.

(3) An individual Participant, when acting in a personal capacity, shall not be permitted to advertise or promote any betting activity that the Participant is prohibited from engaging in by Rule E8(1) or E8(2).

## ATTEMPTS AND AGREEMENTS TO BREACH

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9 An attempt by a Participant or any agreement with any other person (whether or not a Participant) to act in breach of any provision contained in these Rules shall be treated for the purposes of these Rules as if a breach of the relevant provisions had been committed.



## COMPLIANCE WITH DECISIONS, INCLUDING SUSPENSIONS

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- 10 Each Participant shall comply with a decision made pursuant to the Rules and regulations of The Association.
- 11 A Participant shall not participate in any activity with another Participant suspended from carrying out such activity.
- 12 A Club shall do all things necessary to ensure that a Player associated with it complies with a penalty or order imposed pursuant to the Rules and regulations of The Association.
- 13 An Affiliated Association, Competition, or Club shall not appoint to any position, or allow to continue in such position, any individual who has been suspended from holding such position.

## REPORTING MISCONDUCT

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- 14 A Participant shall immediately report to The Association any incident, facts or matters which may constitute Misconduct. This shall include (but not be limited to) any incident, facts or matters which may:
- (a) Constitute a potential or actual breach of The Association's Safeguarding Children Regulations and/or Adults at Risk Regulations; or
  - (b) Relate to an approach made to a Participant by any person, whether or not that person is a Participant, in relation to betting on football contrary to FA Rules.

For the purposes of this Rule, a report to an Affiliated Association shall constitute a report to The Association.

- 15 A report to The Association of any incidents, facts or matters shall not be made for vexatious or frivolous reasons.

## INTERIM SUSPENSION ORDERS

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The provisions below are without prejudice to any powers of The Association to order interim suspensions, or other interim measures, in accordance with any regulations in force from time to time.

16

### Suspension before charge

- (a) Prior to a charge being brought, a Regulatory Commission shall have the power to issue an Interim Suspension Order in relation to a Participant associated with a Club in the Premier League, the EFL, The National League, Isthmian League, Northern Premier League, Southern League or The FA Women's Super League for such period and on such terms and conditions as the Regulatory Commission considers fit where:
  - (i) the Participant is under investigation for an alleged breach of, or an attempt or agreement to breach, FA Rule E5 and/or E8, or of rules or regulations of the Premier League, the EFL, The National League, Isthmian League, Northern Premier League or Southern League, UEFA or FIFA, or any alleged criminal offence which may involve such an alleged breach or attempt or agreement to breach, and has not been charged by The Association or other relevant authority; and
  - (ii) The Association, The Professional Footballer's Association (in the case of a Player who is a PFA member), and the relevant league have each agreed to an application being made to the Regulatory Commission for an Interim Suspension Order.
- (b) An application made for an Interim Suspension Order pursuant to Rule E16(a) shall proceed in accordance with the Interim Suspension Order Regulations.

### Grounds

- (c) A Regulatory Commission may only issue an Interim Suspension Order pursuant to

sub-paragraph E16(a) where it is satisfied that the serious nature and/or factual circumstances of the allegation(s) under investigation are such that the Participant's continued participation in football presents a real risk that either:

- (i) the integrity of football would be affected; and / or
  - (ii) the public's confidence in the integrity of football would be affected;
- to such an extent that either or both of these factors outweigh(s) the Participant's interest in continued participation in football.

#### Suspension after charge

- (d) The Association, acting by the Chief Regulatory Officer or his or her nominee, shall have the power to issue an Interim Suspension Order in relation to a Participant associated with a Club in the Premier League, the EFL or The National League, Isthmian League, Northern Premier League, Southern League or The FA Women's Super League for such period and on such terms and conditions as The Association considers fit where: (i) The Participant has been charged by The Association, the Premier League, the EFL, National League, UEFA or FIFA in relation to any alleged act of Misconduct, or with any criminal offence; and
- (ii) The Association, the Professional Footballers' Association (in the case of a Player who is a PFA member), and the relevant league have each agreed to the Interim Suspension Order.

#### Periodic review

- (e) A Participant subject to an Interim Suspension Order imposed pursuant to either Rule E16(a) or E16(d) shall be entitled to have the Order reviewed by a Regulatory Commission. Such review shall proceed in accordance with the Interim Suspension Order Regulations.

17. An Interim Suspension Order shall not last beyond the date upon which the related investigation or charge(s) of Misconduct or criminal offence or other disciplinary proceedings is/are decided or brought to an end.

18. Notification of any Interim Suspension Order issued shall be given as soon as reasonably practicable to the individual concerned and/or the Club with which the individual is associated.

### ATTENDANCE AT AND PARTICIPATION IN MATCHES

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19. An individual may take part in or attend at a Match only on condition that such individual observes the Rules, and each Affiliated Association, Competition and Club is required to observe and enforce such Rules.

20. Each Affiliated Association, Competition and Club shall be responsible for ensuring:

- (a) that its directors, players, officials, employees, servants, representatives, spectators, and all persons purporting to be its supporters or followers, conduct themselves in an orderly fashion and refrain from any one or combination of the following: improper, violent, threatening, abusive, indecent, insulting or provocative words or behaviour, (including, without limitation, where any such conduct, words or behaviour includes a reference, whether express or implied, to any one or more of ethnic origin, colour, race, nationality, religion or belief, gender, gender reassignment, sexual orientation or disability) whilst attending at or taking part in a Match in which it is involved, whether on its own ground or elsewhere; and
- (b) that no spectators or unauthorised persons are permitted to encroach onto the pitch area, save for reasons of crowd safety, or to throw missiles, bottles or other potentially harmful or dangerous objects at or on to the pitch.

21. Any Affiliated Association, Competition or Club which fails effectively to discharge its said responsibility in any respect whatsoever shall be guilty of Misconduct. It shall be a defence in respect of charges against a Club for Misconduct by spectators and all persons purporting to be supporters or followers of the Club, if it can show that all events, incidents or occurrences

complained of were the result of circumstances over which it had no control, or for reasons of crowd safety, and that its responsible officers or agents had used all due diligence to ensure that its said responsibility was discharged.

This defence shall not apply where the Misconduct by spectators or any other person purporting to be a supporter or follower of the Club included a reference, whether express or implied, to any one or more of ethnic origin, colour, race, nationality, religion or belief, gender, gender reassignment, sexual orientation or disability.

22 Any individual referred to in Rule E20 above may be removed from any ground, and such force used as may be necessary for the purpose of effecting such removal.

23 Each Club is expected to provide a private way from the playing area to dressing room wherever this is practicable.

24 Each Club shall have bills printed and posted in their grounds, threatening with expulsion anyone responsible for any insulting or improper conduct towards a Match Official.

## ANTI-DOPING

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25 A Participant shall comply with the provisions of any anti-doping regulations and any social drugs regulations of The Association from time to time in force.

## SUSPENSION FOR SERIOUS CRIMINAL OFFENCES

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26 Council shall have the power to order that a Participant be suspended from all or any specific football activity for such period and on such terms and conditions as it considers fit where the Participant has been convicted of a criminal offence and where Council considers there to be a risk of physical harm to another Participant or Participants through the convicted Participant's continuing participation in the game.

## F. POWERS OF INQUIRY

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### POWERS OF INQUIRY OF THE ASSOCIATION

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1 The Association shall have the power to monitor the compliance by each Participant with the Rules, the Laws of the Game, the statutes and regulations of FIFA and UEFA and the rules and regulations of each Affiliated Association and Competition to which a Participant is subject and/or inquire into any incident, facts or matters which may constitute misconduct under these Rules. It is for The Association to determine in its absolute discretion the manner in which it conducts an inquiry.

2 In carrying out its functions under Rule F1, The Association shall have the power to require of any Participant upon reasonable notice:

- (a) his or her attendance to answer questions and provide information at a time and place determined by The Association; and
- (b) the provision to The Association of documents, information or any other material of any nature held by the Participant; and
- (c) the procurement and provision to The Association of documents, information or any other material of any nature not held by the Participant but which the Participant has the power to obtain.

It is for The Association to determine the nature and extent of any material required for disclosure in accordance with (b) or (c).

Where a Participant is interviewed by The Association pursuant to sub-paragraph (a) above, such interview may be recorded by any method determined by The Association in its absolute discretion to be appropriate, including tape-recording.

A copy of any such recording shall be provided to the Participant as soon as practicable after the interview.

3 Any failure by a Participant to comply with any requirement under Rule F2 may constitute Misconduct under the Rules and The Association may bring a charge or such charges as it sees fit.

4 Each Affiliated Association, Competition, or Club shall ensure the compliance by its officials, directors, players, representatives or servants with a requirement to answer questions and provide information and/or produce any one or a combination of documents, information or other material in whatever form held.

5 In carrying out its functions under Rule F1, The Association may request any person who is not a Participant to assist it by producing any one or a combination of documents, information or other material in whatever form held and/or answering questions and providing information.

6 The powers of The Association, as set out in Rules F1 to F5 above, shall be exercised on the authority of Council as it sees fit.

7 The Association may share information that it holds about any Participant with a public body (including, but not limited to, UK Anti-Doping, WADA and the Gambling Commission) sports governing body or competition organiser (including, but not limited to, UEFA and FIFA), where The Association reasonably considers such sharing is necessary in order to -

- (a) carry out its functions under Rule F1; and / or
- (b) protect the integrity of football or sport generally.

The Association will ensure that any sharing of information is carried out in accordance with data protection law.

8 Save in respect of any matter to be dealt with under Rules F1 to F5 above, a commission of inquiry may be appointed by the chairman of the Football Regulatory Authority from time to time (or, in his or her absence, the deputy chairman of the Football Regulatory Authority) as it sees fit and may consist of such persons and have such terms of reference as are considered appropriate. The terms of reference of the commission of inquiry may be published at the time of its appointment. The terms of reference may relate to any matter connected with the affairs of The Association.

9 A commission of inquiry may adopt such procedures as it considers appropriate; and shall have the same powers as set out under Rules F2, 4 and 5 above.

10 A commission of inquiry shall present a report to the chairman of the Football Regulatory Authority (or, in his or her absence, the deputy chairman of the Football Regulatory Authority).

The chairman of the Football Regulatory Authority from time to time (or, in his or her absence, the deputy chairman of the Football Regulatory Authority) may publish a report in any way considered appropriate, subject to law or statute, and taking into account matters of confidentiality and/or commercial sensitivity.

## **G. DISCIPLINARY POWERS**

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### **JURISDICTIONAL ARRANGEMENTS**

1 Misconduct under Rule E1 (a) shall be dealt with by The Association, or an Affiliated Association on its behalf, notwithstanding that the alleged breach may constitute Misconduct under the rules and regulations of an Affiliated Association or Competition.

2 The Association shall have the power to take disciplinary action in all cases where facts or matters give rise to alleged Misconduct under Rule E1 (b) to (f) inclusive and these powers of The Association shall be exercised on the authority of Council as it sees fit.

3 Facts or matters giving rise to alleged Misconduct under Rule E1 (b) to (f) inclusive, which also give rise to an alleged breach of the rules and/or regulations of:

(a) the Premier League or the EFL, may be dealt with by The Association under the Rules and regulations of The Association, unless The Association and either the Premier League or the EFL as appropriate, agree that either league shall act; or (b) a Competition other than those referred to at Rule G3(a) above, shall be dealt with by the Competition having jurisdiction under its rules and regulations, unless The Association and/or an Affiliated Association acts. A Competition shall not act before The Association or Affiliated Association acts.

4 The power to impose a penalty or other order for Misconduct shall be exercised on the authority of Council as it sees fit. The power to impose an interim or provisional suspension order where possible Misconduct is alleged or under investigation shall be exercised on the authority of Council as it sees fit.

## H. APPEALS TO AN APPEAL BOARD

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1 There shall be a right of appeal to an Appeal Board under the Rules and regulations of The Association only where the Rules and regulations of The Association expressly provide for such an appeal or in any other case where The Association, acting by the Chief Executive Officer (or his or her nominee), agrees to an appeal taking place.

2 There shall be no right of appeal to an Appeal Board under the Rules and regulations of The Association where an appeal has been heard by the Premier League, or the EFL, or an Affiliated Association in respect of a decision of a Competition, or in respect of decisions arising out of competitions of Affiliated Associations where the rules and regulations provide that such decisions are final.

3 An Appeal may be made only by:

- (a) the person or body who is the subject of the original decision appealed against;
- (b) The Association; or
- (c) in respect of certain decisions made under and prescribed by the Anti-Doping Regulations, FIFA, WADA, or the NADO.

4 An appeal shall be dealt with under the relevant regulations of The Association from time to time in force.

## I. FINANCIAL RECORDS

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1 (a) *Records to be Kept*

An Affiliated Association, Competition or Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose with reasonable accuracy, at any time, the financial position including the assets and liabilities of the Affiliated Association, Competition or Club.

(b) *Records to be Retained*

An Affiliated Association, Competition or Club must retain accounting records for six years.

(c) *Corporate Bodies – Accounts*

An Affiliated Association, Competition or Club which is formed and registered under the 2006 Act shall, on demand, forward to The Association a copy of its annual accounts most recently approved by its board of directors. Such accounts must:

- (i) be prepared in accordance with the requirements of the 2006 Act and any other applicable regulatory requirements; and
- (ii) have attached either an accountant's compilation report or an audit report prepared by an independent Appropriately Qualified Accountant. A copy of the report must be provided to The Association with the accounts; and
- (iii) be laid before the members of the Club at a general meeting.

An affiliated Association, Competition or Club is required to file a set of annual accounts with the Registrar of Companies within the period available for delivering such accounts under the 2006 Act.

If the Affiliated Association, Competition or Club is a Subsidiary Undertaking, then the annual accounts of any Group of which it is a member most recently approved by its board of directors shall also on demand be forwarded to The Association.

*(d) Unincorporated Bodies – Financial Statements*

An Affiliated Association, Competition or Club which does not prepare annual accounts in accordance with the 2006 Act shall prepare annual accounts, including a profit and loss account and balance sheet.

Such accounts must:

- (i) be forwarded to The Association on demand; and
- (ii) be prepared within nine months of the financial year end of the Affiliated Association, Competition or Club; and
- (iii) be prepared in accordance with the constitution of the Affiliated Association, Competition or Club and any applicable regulatory or legal requirements; and
- (iv) have attached either an accountant's compilation report or an audit report prepared by an independent Appropriately Qualified Accountant; and
- (v) have been laid before the members of the Affiliated Association, Competition or Club at a general meeting called in accordance with its constitution.

*(e) Bodies Required to Prepare only a Receipts and Payments Statement*

An Affiliated Association, Competition or Club that is not a member of the Premier League, the EFL, The National League, the Isthmian League, the Northern Premier League or the Southern League and is not a Full Member or Associate Member of The Association and does not own gross assets exceeding ten thousand pounds, and does not prepare accounts under the provisions of Rules 11(c) or (d) must prepare an annual Receipts and Payments Statement in a form acceptable to The Association.

Such a Receipts and Payments Statement must be prepared within nine months of the financial year end of the Affiliated Association, Competition or Club and must be approved by its board or executive committee.

A copy of any Receipts and Payments Statement shall, on demand, be forwarded to The Association or relevant Affiliated Association.

*(f) Errors and Omissions to be Reported*

Any material errors or omissions in the accounting records of an Affiliated Association, Competition or Club must be reported by such body to The Association or, in the case of a Competition not sanctioned by The Association, or a Club not being a Full Member Club nor an Associate Member Club, to the relevant Affiliated Association.

*(g) Documentation of Loans Made to a Club*

All loans extended to a Club should be documented. Copies of the documentation should be retained by the Club. The loan document should include the following information:

- (i) the value of the loan;
- (ii) the length of the loan;
- (iii) the interest rate charged, and whether this is fixed or variable;
- (iv) repayment terms;
- (v) the full names of the individual or corporate body extending the loan; and

(vi) the terms in the event of a default on the loan, and the document should be signed by two Club Officials or Management Committee Members who are independent of the party extending the loan

(h) *Gate Records to be Kept by Clubs*

When a Club charges for admission to a match, it is necessary for that Club to have a system that enables them to:

- (i) record the full gate receipts for each Match;
  - (ii) account for the full gate receipts in the Club's accounting records and bank account; and
  - (iii) accurately record the number of entrants into the ground for each Match.
- The Club should retain documentation supporting this system for six years.

## PROVISIONS RELATING TO CLUBS

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2 (a) *Form of Clubs*

A Club must not be a sole trader and must have Articles of Association, rules or other form of written constitution in a form acceptable to The Association that as a minimum is capable of complying with the following provisions.

(b) *General Provisions*

A Club shall include the following provisions in its Articles of Association (where a corporate body) or Club rules (where an unincorporated association):

- (i) "The members and the directors of the company shall so exercise their rights, powers and duties and shall where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the company are carried out in accordance with the Rules and regulations of The Football Association Limited for the time being in force.
- (ii) No proposed alteration to the provisions set out herein shall be effective unless the proposed alteration has been approved in writing by The Football Association Limited 14 days or more before the day on which the alteration is proposed to take place.
- (iii) The office of (a/an Director/Officer or Official) shall be vacated if such person is subject to a decision of The Football Association Limited that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club."

(c) *Club Companies – Winding Up Provisions*

A Club which is incorporated under the 2006 Act shall have the following provisions in its Articles of Association:

"On the winding-up of the Company the surplus assets shall be applied, first, in repaying the Members the amount paid on their shares respectively. If such assets are insufficient to repay the said amount in full, they shall be applied rateably, so that the loss shall fall upon the Members in proportion to the amount called up on their shares respectively. No Member shall be entitled to have any call upon other Members for the purpose of adjusting the Members' rights; but where any call has been made and has been paid by some of the Members such call be enforced against the remaining Members for the purpose of adjusting the rights of the Members between themselves.

If the surplus assets shall be more than sufficient to pay to the Members the whole amount paid upon their shares, the balance shall be given by the Members of the Club, at or before the time of dissolution as they shall direct, to The Football Association Benevolent Fund, or to some Club or Institute in the [here insert the name of the appropriate city or county]



having objects similar to those set out in the Memorandum of Association or to any local charity, or charitable or benevolent institution situate within the said [here insert the name of the appropriate city or county].

In default of any such decision or apportionment by the Members of the Club, the same to be decided upon and apportioned by a Judge of the High Court of Justice having jurisdiction in such winding-up or dissolution and as he shall determine.

Alternatively such balance may be disposed of in such other manner as the Members of the Club may, with the written consent of The Football Association Limited, determine.”

Where a Club is registered as a Community Interest Company under the 2006 Act or as a registered society under the Cooperative and Community Benefit Societies Act 2014, it shall include all of the above provisions in its Articles of Association or rules. Should these provisions not be acceptable to the relevant Regulator, any proposed variation from the above provisions must receive prior written approval from The Association. The Association will consider any such variations on a case by case basis.

*(d) Unincorporated Clubs – Winding Up Procedures*

A Club which is an unincorporated association shall have the following provisions in its Rules:

“Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, Competition, Parent Association or The Association for use by them for related community sports”.

*(e) Notifiable Changes*

A Club shall not alter its constitution or make a material change to its financial structure without prior notification to The Association or if not a Full or Associate Member Club then the Parent Association of the Club. Any new entity shall be deemed, for the purposes of playing status in a Competition, to be a new Club.

For the purposes of this Rule, an alteration in constitution or material change in financial structure shall include such as winding-up of a Club, incorporation of an unincorporated Club, an agreement by which all the assets and goodwill of the Club are sold or transferred, entry into compulsory or voluntary liquidation, the convening of a meeting of creditors or the appointment of a receiver, administrative receiver, manager or administrator or if the Club ceases for any reason to carry on business or becomes a Parent Undertaking or Subsidiary Undertaking.

## CLUB BANK ACCOUNTS

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3. Each Club must submit to The Association an authority signed by two directors (or two authorised signatories where the Club is not a limited company) in respect of a specified bank account, to be in the name of and controlled by the Club, from which The Association shall receive, and into which The Association shall pay, monies in accordance with and subject to these Rules.

If the Club has assigned its entitlement to such monies or any part of them, payment will be made by The Association as directed in the assignment. For the avoidance of doubt such assignment will only be permitted if it is in accordance with The FA Third Party Interest Regulations, in particular Regulation B1 (iii) relating to permitted payments.

## J. RULES, REGULATIONS AND LAWS OF THE GAME

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*1 (a) Alterations to Rules*

Subject to any procedural provisions set out in the Articles, The Association may make alterations to these Rules as and when considered necessary, so as to conform to any alterations to the Memorandum of Association of The Association or the Articles.

*(b) Forms*



The Association shall settle the forms required by these Rules from time to time.

(c) *Rules and Regulations*

(i) The Association shall have the power to make or alter such regulations as are deemed necessary to provide for matters arising from or to implement these Rules in so far as any such regulation is not in conflict with any Rule.

(ii) Affiliated Associations and Clubs in membership with The Association and/or an Affiliated Association, as well as all other Participants, shall be deemed to have knowledge of and be bound by the said Rule or regulation if the same shall have been published by The Association, the production of which shall constitute at all times undisputed proof of the validity of such Rule or regulation.

(d) *Regulations Concerning Cup Competitions and Match Officials*

The Association is authorised to make such regulations with reference to "Cup Competitions" and Match Officials, as it may deem expedient.

(e) *Laws of the Game*

The Laws of the Game as amended at a meeting of the International Football Association Board in each calendar year shall come into force on such a date as is directed by the International Football Association Board.

(f) *Owners and Directors*

A Participant shall comply with the provisions of any regulations relating to "Owners and Directors" as shall be in force from time to time as determined by The Association.

(g) *Safeguarding Children*

A Participant shall abide by any regulations for safeguarding children as determined by The Association from time to time.

## ADVERTISING ON PLAYER'S CLOTHING

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2 Advertising on Player's wearing apparel is permitted providing such advertising complies with relevant regulations as determined by The Association from time to time in force.

## MIXED FOOTBALL

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3 Players in a Match must be of the same gender save for matches in a playing season in the age groups Under 7 to Under 18 inclusive (as defined at Rule C).

## K. ARBITRATION

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### AGREEMENT TO ARBITRATION

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1 (a) Subject to Rule K1(b), K1(c) and K1(d) below, any dispute or difference between any two or more Participants (which shall include, for the purposes of this section of the Rules, The Association) including but not limited to a dispute arising out of or in connection with (including any question regarding the existence or validity of):

(i) the Rules and regulations of The Association which are in force from time to time;

(ii) the rules and regulations of an Affiliated Association or Competition which are in force from time to time;

(iii) the statutes and regulations of FIFA and UEFA which are in force from time to time; or

(iv) the Laws of the Game,

shall be referred to and finally resolved by arbitration under these Rules.

- (b) No arbitration shall be commenced under these Rules unless and until the party or parties wishing to commence an arbitration under these Rules (the "Claimant(s)") has exhausted all applicable rights of appeal pursuant to the Rules and regulations of The Association.
- (c) Rule K1(a) shall not apply to any dispute or difference which falls to be resolved pursuant to any rules from time to time in force of any Affiliated Association or Competition.
- (d) Rule K1(a) shall not operate to provide an appeal against the decision of a Regulatory Commission or an Appeal Board under the Rules and shall operate only as the forum and procedure for a challenge to the validity of such decision under English law on the grounds of ultra vires (including error of law), irrationality or procedural unfairness, with the Tribunal exercising a supervisory jurisdiction.
- (e) The parties agree that the powers of the court under Sections 44, 45 and 69 of the Arbitration Act 1996 are excluded and shall not apply to any arbitration commenced under these Rules.

## COMMENCEMENT OF ARBITRATION

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- 2 (a) In order to commence an arbitration under these Rules the Claimant(s) shall serve on the other party or parties to the dispute (the "Respondent(s)") a written notice of arbitration (the "Notice of Arbitration") which shall set out:
- (i) the names and addresses of the parties to the arbitration;
  - (ii) a brief statement describing the nature and circumstances of the dispute and specifying the relief claimed;
  - (iii) any proposals in relation to the procedures for the arbitration including any proposed variation of the Standard Directions set out under Rule K 4(b) below; and either
  - (iv) a proposal that a single arbitrator be appointed; or
  - (v) the name and address of the Claimant(s)'s appointed arbitrator (between them if more than one), who must have confirmed to the Claimant(s) his or her willingness and availability to accept the appointment.
- (b) Within 14 days of service of the Notice of Arbitration, the Respondent(s) shall each serve on the Claimant(s) and any other Respondent(s) a response to the Notice of Arbitration (the "Response(s)") which shall set out:
- (i) an admission or denial of all or part of the claims set out in the Notice of Arbitration;
  - (ii) a brief statement of the nature and circumstances of the Respondent(s)'s denial, if any, and of the nature and circumstances of any counterclaim;
  - (iii) a response to any proposals made by the Claimant in the Notice of Arbitration in relation to the procedures for the arbitration, together with any proposals that the Respondent(s) may have;
  - (iv) a response to any proposal made by the Claimant that a single arbitrator be appointed, stating whether or not that proposal is agreed to;
  - (v) where either the Respondent does not agree to a proposal made by the Claimant that a single arbitrator be appointed, or where no such proposal is made, the name and address of the Respondent(s)'s appointment to act as appointed arbitrator (between them if more than one), who must have confirmed to the Respondent(s) his or her willingness and availability to accept the appointment.
- (c) Where the Claimant(s) proposes that a single arbitrator be appointed in accordance with Rule K 2(a)(iv) and this is not agreed to by the Respondent in the Response, the Claimant(s) shall have a further 7 (seven) days from receipt of the

Response to notify the Respondent in writing of the name and address of the Claimant(s)'s appointed arbitrator (agreed between them if more than one), who must have confirmed to the Claimant(s) his or her willingness and availability to accept the appointment.

(d) Where the parties agree to the appointment of a sole arbitrator, the parties shall, within 14 days of service of the Response(s) agree the identity of the sole arbitrator. Where the parties cannot agree on the identity of the sole arbitrator within 14 days of service of the Response(s):

- (i) in a dispute to which The Association is not a party, the Chairman of the FRA or his or her nominee shall appoint the sole arbitrator; or
- (ii) in a dispute to which The Association is a party, the President of the Chartered Institute of Arbitrators shall appoint the sole arbitrator.

## THE TRIBUNAL

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3 (a) In these Rules, "Tribunal" means the arbitrator or arbitrators appointed pursuant to these Rules to determine the dispute. Subject to the appointment of a single arbitrator under Rule K2, Rules K (3)(c)(i) or (ii) or Rule K (3)(d) below, the Tribunal shall consist of three arbitrators. Where the Tribunal comprises a sole arbitrator, the sole arbitrator shall undertake the duties of both the Tribunal and the chairman of the Tribunal.

(b) The Claimant(s) and the Respondent(s) shall within 14 days of service of the Response(s) agree to the appointment of a third arbitrator who shall act as chairman of the Tribunal.

(c) Where:

- (i) in a dispute to which The Association is not a party, any party fails to serve a Response under Rule K2(b) above within 14 days of service of the Notice of Arbitration, the chairman of the Tribunal or his or her nominee shall appoint either a single arbitrator, where the Claimant(s) consents to this, or an arbitrator on behalf of the Respondent(s) and the chairman of the Tribunal. Such appointments will ordinarily be made within 14 days after the date upon which the Response(s) should have been served, but may be made later. A Respondent shall have no right to oppose such arbitrator(s) who shall be treated as if appointed (or agreed to in respect of the appointment of a single arbitrator or the chairman of the Tribunal) by the Respondent(s);
- (ii) in a dispute to which The Association is a party, any party fails to serve a Response under Rule K2(b) above within 14 days of service of the Notice of Arbitration, the Claimant shall forward a copy of the Notice of Arbitration to the President of the Chartered Institute of Arbitrators who shall appoint either a single arbitrator, where the Claimant consents to this, or an arbitrator on behalf of the Respondent(s) and the chairman of the Tribunal. Such appointments will ordinarily be made within 14 days after the date upon which the Response(s) should have been served, but may be made later. A Respondent shall have no right to oppose such arbitrator(s) who shall be treated as if appointed (or agreed to in respect of the appointment of a single arbitrator or the chairman of the Tribunal) by the Respondent(s); and
- (iii) the parties cannot agree on the appointment of a third arbitrator who shall act as chairman of the Tribunal under Rule K3(b) above:

- (A) in a dispute in which The Association is not a party, the chairman of the Tribunal or his or her nominee shall appoint the chairman of the Tribunal as appropriate; or
- (B) in a dispute in which The Association is a party, the President of the Chartered Institute of Arbitrators shall appoint the chairman of the Tribunal as appropriate.

(d) Each arbitrator must be, and remain, impartial and independent of all the parties to

the arbitration at all times. Each arbitrator must be resident in England.

- (i) Any arbitrator may be challenged if circumstances exist that give rise to justifiable doubts as to the arbitrator's impartiality or independence. A party who intends to challenge an arbitrator shall send to the other party or parties a notice of challenge setting out the reasons for its challenge within 14 days after notification of the appointment of the challenged arbitrator, or within 14 days from the date when the party making the challenge is informed of the facts and circumstances upon which the challenge is based if such date is subsequent to the receipt of such notification. A copy of the notice shall be sent at the same time to the arbitrator who is challenged and the other members of the Tribunal and The Association or the President of the Chartered Institute of Arbitrators (in the event that either appointed the arbitrator challenged). The notification shall be in writing and shall state the reasons for the challenge.
- (ii) If the other party or parties do(es) not agree to the challenge or the challenged arbitrator does not withdraw, the decision on the challenge will be made, in a dispute in which The Association is not a party, by the Chairman of the FRA or his or her nominee, or in a dispute in which The Association is a party, by the President of the Chartered Institute of Arbitrators. If the challenge is sustained, a replacement arbitrator shall be appointed pursuant to Rule K3(f).
- (e) In the event that the procedure for the appointment of any arbitrator fails, upon the application by any party or parties, the Chairman of the FRA or his or her nominee (in a dispute to which The Association is not a party) or, the President of the Chartered Institute of Arbitrators (in a dispute to which The Association is a party) shall make such appointments as are necessary.
- (f) If, for any reason, an arbitrator becomes unable to act or refuses to act, a replacement shall be appointed in the same manner as the original appointment.

## PROCEDURE

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- 4 (a) The periods referred to in this Rule K 4 shall be calculated from (as appropriate) the date on which the chairman of the Tribunal has been appointed or the date on which the sole arbitrator is appointed (referred to hereafter as the Tribunal having been "Fully Constituted").
- (b) Subject to Rule K 4(c) below, the following Standard Directions shall apply to the conduct of an arbitration under these Rules:
- (i) within 21 days, the Claimant(s) shall serve its (their) Points of Claim;
  - (ii) within 42 days, the Respondent(s) shall serve its (their) Points of Defence;
  - (iii) within 70 days, the parties shall exchange statements of the witnesses they will rely upon;
  - (iv) within 98 days, the parties shall exchange and serve on the Tribunal their written submissions; and
  - (v) within 119 days, the hearing shall take place.
- (c) In the event that any or all of the parties wish to vary the Standard Directions, or wish for any other direction to be given (such as in relation to disclosure or expert evidence), then:
- (i) the parties shall be free to agree to a variation of the Standard Directions, or for other directions to be given; or
  - (ii) in the event that the parties cannot reach an agreement as to directions, either party may at any time apply in writing to the Tribunal for the directions to be varied, or for any other directions to be given.
- (d) In varying the Standard Directions, or making other directions, the Tribunal shall exercise its powers with a view to obtaining a fair resolution of the dispute without unnecessary delay or expense, and shall make its directions as soon as reasonably

practicable.

(e) Unless otherwise agreed by the parties, the powers of the Tribunal under Rules K 4(c) and K 4(d) shall be carried out by the chairman of the Tribunal on his or her own.

(f) The parties shall be entitled to agree all other procedural and evidential matters, failing which such matters shall be determined by the Tribunal. These matters may include (but are not limited to):

(i) whether to apply strict rules of evidence or any other rules as to the admissibility, relevance or weight of any material tendered by a party on any matter of fact or expert opinion and to determine the true manner and form in which material should be exchanged between the parties and presented to the Tribunal; and

(ii) whether there should be a hearing or hearings before the Tribunal or whether the dispute should be determined on the basis of written submissions and documents alone.

(g) In the event of default by either party in respect of any matter under these Rules or of any order or direction of the Tribunal (or of an Interim Tribunal under Rule K 8(c) below), the Tribunal shall have the power, upon application by any party or of its own motion:

(i) to debar that party from further participation, in whole or in part, in the arbitration; and/or

(ii) proceed with the arbitration and deliver its award; and/or

(iii) make such other order as it sees fit.

(h) Parties may be represented in an arbitration conducted under these Rules by a Solicitor or Barrister or any other individual of their choice.

## THE TRIBUNAL'S GENERAL POWERS

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5 The Tribunal shall have power to:

(i) determine any question of law or fact arising in the course of the arbitration;

(ii) determine any question as to its own jurisdiction

(iii) order a stay or adjournment of the arbitral proceedings, provided that it is just and equitable to do so;

(iv) summarily determine the claim, including having the power to grant summary award or strike-out if it is just and equitable to do so;

(v) order the Claimant to provide security for costs of the arbitration;

(vi) allow either party upon such terms (as to costs and otherwise) as it shall think fit to amend any statement of case (including the Notice of Arbitration, Response, Points of Claim and Points of Defence);

(vii) give directions in relation to the preservation, custody, detention, disclosure, inspection or photographing of property owned by or in the possession of a party to the arbitration;

(viii) give directions as to the preservation of evidence in the custody or control of a party;

(ix) direct that a witness be examined on oath;

(x) require each party to give notice of identity of witnesses it intends to call;

(xi) require exchange of witness statements and any experts' reports;

(xii) appoint one or more experts to report to it on specific issues;

(xiii) require a party to give any such expert any relevant information or to produce or provide access to any relevant document or property;

- (xiv) order that a transcript be taken of the proceedings;
- (xv) extend or abbreviate any time limits provided under Rule K or by the directions ordered by the Tribunal;
- (xvi) require the parties to attend such procedural meetings as it deems appropriate to identify or clarify the issues to be decided and the procedures to be adopted; and
- (xvii) give such other lawful directions as it shall deem necessary to ensure the expeditious, economical, just and final determination of the dispute.

## **DUTIES OF THE PARTIES**

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6 The parties shall do all things necessary for the proper and expeditious conduct of the arbitration and shall comply without delay with any directions of the Tribunal as to procedural or evidential matters.

## **REMEDIES**

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7 The Tribunal shall have the power to:

- (i) make a declaration as to any matter to be determined in the proceedings;
- (ii) order the payment of a sum of money;
- (iii) award simple or compound interest;
- (iv) order a party to do or refrain from doing anything;
- (v) order specific performance of a contract (other than a contract relating to land);  
and
- (vi) order the rectification, setting aside or cancellation of a deed or other document.

## **INTERIM APPLICATIONS**

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8

- (a) Section 44 of The Arbitration Act 1996 shall not apply to the arbitrations commenced under this Rule K.
- (b) Following the Tribunal having been Fully Constituted, the parties shall make any application for interim relief to the Tribunal, which shall determine any such applications as it sees fit with the Tribunal exercising the powers provided under Rule K5 and Rule K7 above.
- (c) In the event that a party wishes to seek interim relief prior to the Tribunal being Fully Constituted, then that party shall be entitled to seek such relief in accordance with the following procedure:
  - (i) The party seeking interim relief (the “Applicant”) shall serve its application on the other party and file its application (the “Application”) with Sport Resolutions (UK), contact details for which can be obtained from the Disciplinary Department at The Association.
  - (ii) Within 2 Business Days of being served with the Application, Sport Resolutions (UK) shall appoint a single arbitrator, who shall be a Barrister or Solicitor of seven or more years’ standing, to hear the Application (the “Interim Tribunal”);
  - (iii) The Interim Tribunal shall decide all procedural and evidential matters and shall give directions within 2 Business Days of its appointment. The directions shall include without limitation:
    - (A) the extent to which there shall be oral or written evidence or submissions;
    - (B) whether to have an oral hearing to determine the Application, or whether to determine the Application on paper.

- (iv) In determining the Application the Interim Tribunal shall exercise the powers provided under Rule K5 and Rule K7 above.
- (v) The Interim Tribunal's award shall be in writing and shall be provided to both parties and to the Tribunal.
- (vi) Subject to Rule K8(c)(vii) below, the Applicant shall be responsible for the costs of the Interim Tribunal.
- (vii) The Interim Tribunal shall have the power but not the obligation to:
  - (A) make such order against one or more of the parties as it considers appropriate as to the costs of the Application, which shall include:
    - (i) the fees and expenses of the Interim Tribunal and any hearings;
    - (ii) the parties' legal and other costs in the Application, including administrative costs (if any); and,
    - (iii) the parties' legal and other costs incurred in any cost assessment or determination under Rule K8(c)(ix) below.
  - (B) order that the costs of the Application be reserved to the Tribunal.
- (viii) In appropriate cases the Interim Tribunal may award costs on an indemnity basis.
- (ix) The Interim Tribunal shall have the power to assess or determine the costs of the Application (either summarily or upon detailed representations by the parties) if requested to do so by either party.

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## PROVISIONAL AWARD

9 The Tribunal shall have the power to make provisional awards during the proceedings including without limitation requiring a party to make an interim payment on account of the claim or the costs of the arbitration. Any such provisional award shall be taken into account when the final award is made.

---

## AWARD

10

- (a) The Tribunal shall make its award ("the Award") in writing and, unless all parties otherwise agree in writing, shall state the reasons for its decision. The Award shall be dated and signed by the Tribunal. Without prejudice to its obligations under Rule K11, the Tribunal shall inform The Association of its Award and provide The Association with a copy of any written decision.
- (b) Subject to the provisions of sections 67 and 68 of the Arbitration Act 1996, the Award shall be final and binding on the parties from the date that it is made, who shall be deemed to have waived irrevocably any right to appeal, review or recourse to a court of law, arbitral body or any other body of any nature.
- (c) Where there were three arbitrators and the Tribunal fails to agree on any issue, the arbitrators shall decide that issue by a majority. Failing a majority decision on any issue, the chairman of the Tribunal shall decide that issue.

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## CONFIDENTIALITY

11

- (a) The parties shall preserve and respect the confidentiality of the arbitration proceedings, including the issues in the dispute and the evidence and arguments presented by the parties.
- (b) Subject to Rules K11(c) to K11(e), no disclosure shall be made to any third party of



the existence of the proceedings, the contents of any documents or other evidence produced in the arbitration or any procedural decision of the Tribunal or its Award, or any part of them save and to the extent that the disclosure may be required of a party by legal duty, to protect or pursue a legal right or to enforce an award, except with the prior written agreement of the parties to the arbitration.

(c) Where The Association is party to an arbitration, unless otherwise agreed between the parties the Award shall be made public, subject to appropriate redaction to protect third party confidentiality.

(d) Where the Association is not a party to an arbitration, a copy of any Award, interim award or other award or decision (whether provisional or otherwise) of a Tribunal, single arbitrator or Interim Tribunal must be provided to The Association within 24 hours of it having been made by any parties to the proceedings. Where The Association considers, in its absolute discretion, that the terms of any such Award, interim award or other award or decision are of general importance to Participants, The Association may, subject to appropriate redaction to protect confidentiality, produce (in such a manner and to such Participants as it considers appropriate) a summary of it.

(e) In such cases, The Association shall provide the summary to the chairman of the Tribunal, or Interim Tribunal, or single arbitrator (as applicable) and shall provide them with a reasonable opportunity to provide comment prior to publication. However, the final content and timing of any publication shall be at the sole discretion of The Association.

## **COSTS**

---

12

(a) The Tribunal shall have the power but not the obligation to make such order against one or more of the parties as it considers appropriate as to the costs of the arbitration, which shall include:

- (i) the fees and expenses of the arbitrators and any hearings;
- (ii) the parties' legal and other costs in the arbitration, including administrative costs (if any); and,
- (iii) the parties' legal and other costs incurred in any cost assessment or determination under Rule K12(c) below.

(b) In appropriate cases the Tribunal may award costs on an indemnity basis.

(c) The Tribunal shall have the power to assess or determine the costs (either summarily or upon detailed representations by the parties) if requested to do so by either party.

## **SERVICE OF DOCUMENTS**

---

13

(a) Any document served under this Rule K (including any Notice of Arbitration or Response) will be deemed to be received by the relevant party on a particular day, if it is received by that body or person (as appropriate) at or before 17:00 hours on a Business Day. If it is received at any time thereafter, or if it is received during a non-Business Day, it will be deemed to have been received the next Business Day (the "Date of Receipt"). Any time periods stipulated in this Rule K are deemed to commence from the Date of Receipt.

(b) Any document served under this Rule K shall be deemed to be served:

- (i) in person: On that day, if it is delivered on a Business Day before 17:00, failing which it will be deemed to be served on the next following Business Day after it is delivered;
- (ii) by first class post or by registered post: On the second Business Day after the date of posting; or



(iii) by facsimile or email transmission: On that day, if it is transmitted on a Business Day before 17:00, failing which it will be deemed to be served on the next Business Day after it is transmitted.

(c) Where The Association is not a party to the dispute, the Claimant(s) and Respondent(s) must:

- (i) send a copy of all statements of case (including the Notice of Arbitration, Response, Points of Claim and Points of Defence), applications, evidence and written submissions to The Association at the same time that such documents are sent to the other party or parties to the dispute; and
- (ii) provide The Association with a copy of any decision, order or award of the Tribunal, or of any Interim Tribunal, upon receipt of the same.

## GOVERNING LAW AND SEAT OF THE ARBITRATION

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14

(a) These Rules and any arbitration pursuant to them shall be governed by English law.

The Tribunal shall apply English law (both procedural and substantive) in determining any dispute referred to arbitration under the Rules.

(b) The seat of any arbitration under this Rule K shall be England and Wales and, unless otherwise agreed between the parties and The Association, the arbitration shall be conducted in the English language.

## L. FAIR PLAY IN FOOTBALL

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Fair play in football means that EVERYONE connected with football:

- (a) shows understanding of and respect for the Laws of the Game;
- (b) supports the belief that the game should be played in an entertaining and positive way; and
- (c) behaves on and off the field in a sporting manner towards all others involved, be they players, officials or spectators, irrespective of results.

## M. TRANSITIONAL PROVISIONS

---

1 The Rules of The Association and all regulations made there under in force immediately prior to the Effective Date shall be applied in relation to all disputes in connection with proceedings which have been commenced on or before the Effective Date until the conclusion of such proceedings.

2 All Full Member Clubs, Associate Member Clubs, County Associations and Other Football Associations who are recognised as such immediately prior to the Effective Date shall, for the purposes of Rules A3(c) and A4(a)(i) and (ii), be accorded their respective status by The Association as on the Effective Date.



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# SANCTION AND CONTROL OF COMPETITIONS REGULATIONS

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

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### Preamble

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

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

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

1. A Competition consisting of clubs, all of which are Members of one Affiliated Association only, shall make application for sanction to, and the Competition shall be sanctioned by, and be under the jurisdiction of that Association.
2. Competitions at Steps 1 to 6 of the National League System and competitions in the top five tiers of the Women's Pyramid shall make application for sanction to The Association. Other competitions consisting of clubs within the area of, or affiliated to, two or more Affiliated Associations shall make application for sanction to, and may be affiliated with, the association which has the majority of the Competition's clubs in membership. In the case of any dispute as to the correct sanctioning Association, this will be determined by The Association. In its absolute discretion, The Association may vary the provisions of this Regulation as it sees fit.

3. Licensing System

- (a) The Association shall through the appropriate committee operate a Licensing System to apply to all Clubs competing at Steps 1 to 4 of the National League System ("NLS"). A Club is required to hold a Licence to be a member of a Competition at Steps 1 to 4 of the NLS. The Licensing System to be applied is as shown at an Appendix to the Standardised Rules.
- (b) Each Competition at Steps 1 to 4 of the NLS shall be responsible for the operation, assessment and granting of the Licence in respect of its Clubs through the Standardised Rules as approved by a Committee of The Association. A Competition at Steps 1 to 4 shall take all reasonable and practical steps to co-operate with The Association in the application of the Licence.
- (c) In the event that a Competition fails to apply the Licensing System set out in the

Standardised Rules to the satisfaction of The Association, then The Association shall have the powers of the Board of that Competition as set out in the Standardised Rules to apply such Licensing System. In addition, The Association may, if necessary, bring an action against the Competition for Misconduct under the Rules of The Association.

4. A Competition may be used for advertising and/or sponsorship purposes and the name of the donor of a Trophy or any other presentation may form part of the title of a Competition only with the prior consent of The Association or appropriate Affiliated Association. The title sponsor of a Competition may be changed from season to season.
5. If a Competition is discontinued for any reason a Trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with in accordance with the Competition rule governing the dissolution of the Competition as set out in The Association's Standard Codes of Rules and approved by the sanctioning Association.
6. The sanctioning Association(s) may not allot a club/team to a Competition. The sanctioning Association may permit the Competition to make provision in its Rules to restrict the number of Competitions, except FA and County Cup Competitions, in which its teams take part. An exception to the Regulation shall be in Competitions that form part of the National League System and the Women's Football Pyramid and Girls' Football, as determined from time to time by The Association. In accordance with FIFA Statutes, Clubs applying to play in a Competition under the jurisdiction of another National Association must have the permission of their County FA, The Association, other National Association, UEFA and FIFA.
7. In accordance with FA Rule C2, Players without a written contract are not restricted as to the clubs for which they may register and play provided they comply with the Rules and Regulations of any Competition in which their club(s) may be engaged.
8. Application for sanction of a Competition must be made in a timely fashion. Following approval of the Rules by the sanctioning Association, Competitions shall complete and submit FA Form "D" giving a full list of clubs participating in the Competition for the relevant season. All participating clubs must be correctly affiliated to an Affiliated Association before the Competition starts the season.

#### All Competitions

- i. Applications for sanction must receive approval from the Competition's sanctioning Association for:
- ii. The rules of the Competition and related Competitions (e.g. League plus League Cups); and
- iii. All Member clubs being correctly affiliated to an Affiliated Association; and
- iv. The terms and conditions of any offer of sponsorship, which must include details of the offer made and the proposed distribution/use of sponsorship monies.
- v. The proposed Rules of the Competition must be submitted to the sanctioning Association at least 28 days prior to the date set for the Competition's AGM or SGM. The request for approval must clearly set out the proposed departures from the Standard Code of Rules, highlighting any alterations.
- vi. Late submissions may result in the Rules not being approved in time to be considered at the General Meeting.
- vii. For Competitions sanctioned for the previous season only changes to the Rules of the previous season need be submitted. Such changes to the Rules of the previous season must be set out clearly alongside the existing rule with an explanation for the proposed change and state whether the change has been proposed by clubs, the Board or Management Committee or is a mandatory change required by The Association or sanctioning Association.
- viii. Proposed rules that do not comply with the mandatory elements of the Standard Code of Rules published by The Association from time to time will need to be amended to satisfy the requirements of the sanctioning Association before being put before the



Competition's General Meeting. Any proposed rule that runs contrary to FA policies shall also be amended or withdrawn before being considered by the Competition's AGM or SGM.

- ix. A Competition is not allowed to alter its Constitution, Rules or clubs without the consent of The Association or the Affiliated Association(s) sanctioning the Competition.
- x. Rule changes may not be made after they have been approved by the sanctioning Association(s) giving consent to the Competition, unless such intended alteration has first been submitted to, and approved by, that Association, and subsequently by a General Meeting of the Competition.
- xi. Competitions shall submit a complete list of all member clubs prior to each season on FA Form "D" or in the manner prescribed by The Association from time to time.
- xii. Prior to the start of a Competition's season, the Competition shall ensure that all participating teams are correctly affiliated and shall make available to the sanctioning Association a list of all participating teams.
- xiii. Applications for sponsorship may be made at any time although sanctioning Associations will require up to 14 days to consider and approve applications
- xiv. Sponsorship terms and conditions can only apply and refer to the Competition and its member clubs. The terms of sponsorship must not impose any requirement on clubs which refers to their participation in other unrelated Competitions.
- xv. When required to do so by the sanctioning Association, Competitions shall provide a copy of the minutes of their AGM and a copy of the Annual Report, Balance Sheet and Statement of Accounts.
- xvi. Competitions shall not allow matches to be played until their member clubs are affiliated and Rules or Rule changes are approved by the sanctioning Association(s).
- xvii. Youth (up to and including U18) Competitions must have appointed a Youth League Welfare Officer (YLWO) before sanction may be granted.
- xviii. Separate rules must be submitted for Youth sections/Competitions.

#### Charity Competitions/Matches

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

- 9. When an application for sanction is made by a Competition the Affiliated Association(s) concerned may require that the Competition Rules provide that representation of the association(s) be by the inclusion of non-voting member(s) of the Management Committee. This arrangement is for the guidance of the Competition to ensure compliance with Association Rules and instructions.
- 10. The sanctioning Association(s) may approve modifications of the Laws of the Game defined by the International FA Board in Competitions for players under the age of 16, women's football, veterans' football (over 35 years of age) and disability football.
- 11. If a difference of opinion arises between Affiliated Associations over the right of sanction and jurisdiction, any of the association(s) may appeal to The Association in accordance with FA Rule H and the Appeal Regulations.
- 12. In the event of a Competition being refused sanction or affiliation by an Affiliated Association the applicants have the right of appeal to The Association in accordance with FA Rule H and the Appeal Regulations.
- 13. A Competition shall consist of a maximum number of member clubs as approved by the sanctioning Association. The voting rights of member clubs shall be determined by the Rules of the Competition subject to the approval of the sanctioning Association(s).
- 14. With the exception of any club competing in The FA Women's Super League, if a club is required to do so by its parent Affiliated Association, a club must enter a suitable Cup Competition of that Association. However, in the absence of any existing suitable County Cup

Competition, women's clubs may enter a Competition jointly organised by a neighbouring Affiliated Association. Only the matches of such Competition(s) will take precedence over other Competitions in which the club competes, except the Premier League, the EFL and the EFL Cup Competition.

With the consent of its parent Affiliated Association, a club may enter suitable Cup Competition(s) of other Affiliated Association(s). Ties in The FA Youth Challenge Cup Competition will take precedence with the exception of ties in other FA Competitions and first team League fixtures.

Affiliated Association(s) Cup Competition games which involve the Reserve or Youth teams of a club do not take precedence over arranged first team League fixtures of The National League, Northern Premier, Isthmian and Southern Leagues.

15. (a) A club may not withdraw or resign without penalty unless it has complied with the obligations set out in the Rules of the Competition, in so far as such Rules are consistent with the following provisions of this Regulation and the other Rules and Regulations of The Association. Competitions may, through the sanctioning Association, use the regulations of the Football Debt Recovery process to collect football debts of clubs/teams that withdraw without satisfying their obligations to the Competition.

(b) A Competition may require a club to give written notice of an intention or provisional intention to resign or withdraw at the end of a season. Where such notice has been submitted a club must either confirm or rescind the notice, in writing, by 31st March in that season.

(c) A Competition may not, in its Rules and Regulations, adopt or give effect to any Rule, Regulation or practice whereby:-

(i) a club intending or having a provisional intention to resign or withdraw at the end of a season is required to give notice of such intention before 31st December in that season;

(ii) any penalty or other obligation is imposed upon a club intending to resign or withdraw at the end of a season for not having given notice of such intention prior to 31st December.

(iii) any club is or can be required to give notice of an intention or provisional intention to resign or withdraw before being able to apply for membership of another Competition.

(d) Subject to the provisions of this Regulation, a club shall be permitted to resign or withdraw from a Competition at the end of a season.

(e) For the avoidance of doubt and without prejudice to the generality of Regulation 19, any rule, regulation or practice in breach of this Regulation shall be void and unenforceable.

(f) Without at least seven days' written notice to a Competition, a Participant (FA Rule A2) may not make an approach to or have contact with a club still in membership of that Competition with regard to the club becoming a member of another Competition. The approaching Participant (A) may not approach the same Club a second time in the same playing season; (B) may approach only one Club within the same Competition at any time; and (C) may not approach another Club in the same Competition within 28 days of an earlier notice of approach or acknowledgment.

16. (a) A Competition must make provision in its Rules for a right of appeal to the sanctioning Association, as provided for in FA Rule B1(b). The Rules of Competitions sanctioned by The Association must make provision for the payment of a minimum fee of £50.

(b) No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

17. In Charity Competitions:-

(a) conducted on a league principle, not less than 1/10th of the gross gate receipts of

each match must go to Charity. If the receipts are insufficient to cover ground expenses of the match the percentage may not be taken. Expenses must not include those of the competing clubs;

(b) conducted as a knock-out cup, of the gross gate receipts at least 1/10th of the Preliminary Round(s) and at least 1/3rd of the Semi-Final and Final Ties must go to charity;

(c) a salary or honorarium must not be paid to any official;

(d) at the close of each Competition an audited Balance Sheet or Financial Statement must be forwarded to the sanctioning Association together with confirmation from the Charity(ies) of the amount donated.

18. Competitions shall fix the fees and expenses to be paid to Match Officials officiating in their matches within the limits laid down by the sanctioning Association. Officials shall neither ask for, nor receive a larger fee than that fixed by the Competition.

19. Referees must not be called upon to perform duties extraneous to the Laws of the Game which would bring them into direct contact unnecessarily with participating players, e.g. when match report cards were being signed by players.

20. Competitions must not impose bonds on their member clubs as a guarantee of the good behaviour of their players on or around the field of play.

21. The Rules of the Competition must comply with the Standard Code of Rules issued by The Association and as altered from time to time for the level at which the Competition competes.

# Durham County FA Coaches Association



The Durham FA Coaches Association is a group set up to support the 1000's of football coaches across the region. This is an opportunity for local coaches to pick up new ideas, see top quality guest coaches and build a network with other coaches. Sessions are held on a regular basis all round the County.

## FA Licensed Coaches Club

The majority of the Durham County FA Coaches Association Events are FA Licensed Coaches Club accredited events which will count towards CPD commitments for an FA Coaching License. This will be advertised on the sessions if they are accredited along with the FA Licensed Coaches Club logo.



For information about the Durham County FA Coaches Association please contact the Durham County FA on 0191 3872928 or visit [www.DurhamFA.com](http://www.DurhamFA.com)





# SANCTION AND CONTROL OF COMPETITIONS REGULATIONS

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## APPENDIX 1

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These Regulations have been compiled by the National League System Policy Body and approved by the Sanction and Registrations Committee and Football Regulatory Authority of The Football Association for the mandatory use of all Competitions at Steps 1 to 4 (inclusive) of the National League System and should be read in conjunction with the Standardised Rules ("the Rules").

These Regulations were approved by FA Council on 18 May 2017 and are effective from that date.

### BACKGROUND

The Rules for 2017/18 include as an appendix provision for the introduction of a licensing scheme to be applied to Clubs at Steps 1 to 4 of the National League System. These Regulations implement the requirements of the licensing processes and procedures.

### DEFINITIONS

Definitions of terms are as stated in the Rules.

"Competition" – in these Regulations shall refer to a competition at Steps 1-4 of the National League System

"the Licence" – an annual licence required to be held by a Club to be a member of a Competition that may be either an Unconditional Licence or a Conditional Licence .

"the First Licence" – the Licence to be granted to each Club to enable it to compete in a Competition from Playing Season 2016/17

"the Licence Criteria" – as stated in Annex 1, each of which is a Criterion

"Conditional Licence" – a Licence with conditions attached to be met by a Club within a period determined by the Competition in which the Club holding the Licence is allocated by the Leagues Committee. Such period is not to exceed 1 March in the Membership Year to which the Licence relates. Save in exceptional circumstances, a Conditional Licence cannot be granted to a Club for successive Membership Years in respect of the same Criterion.

"Unconditional Licence" – a Licence without any conditions attached

## 1. GENERAL PROVISIONS AND APPLICATION OF THE LICENCE

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1.1 The Association is to operate a licensing system for Clubs at Steps 1 to 4 of the National League System from Playing Season 2016-2017. The Association has delegated to each Competition the operation, determination and monitoring of the Licence as set out in these Regulations ("the delegated powers"). The Association retains a right to apply the operation, determination and monitoring of the Licence as set out in Section 2 below. The Competition may in accordance with the Rules delegate its responsibilities under these Regulations to a Sub Committee or similar body.

1.2 A Club must hold a Licence to be a member of a Competition.

1.3 A Licence is granted for a Membership Year. In each Membership Year the Competition must monitor the compliance of each Club in relation to the Licence Criteria unless the Licence has been withdrawn by the Competition or has been or is to be surrendered by a Club.

1.4 If at any time during a Membership Year the Competition becomes aware that a Club no longer fulfils any of the Licensing Criteria then the Competition shall review that Club's

Licence in relation to the non-fulfilment such that a Licence may be withdrawn, suspended or have conditions imposed or varied or have financial penalties imposed upon it.

1.5 A Club must give written notification to the Competition of which it is a member of any breach of any Licence Criterion within 5 working days of the breach occurring.

1.6 If a Club's Licence is suspended then that Club cannot participate in the Competition from that date until the expiry of seven days from the day the default is remedied, unless otherwise agreed by the Competition. If the Competition refuse or withdraw a Licence then that Club cannot participate in the Competition.

1.7 A Club that does not hold a Licence to be a member of a Competition may apply to the Leagues Committee to be placed elsewhere within the National League System in accordance with National League System Regulations but shall not be automatically entitled to such a place.

## **2. ROLE OF THE ASSOCIATION**

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2.1 At any time The Association can make representations in writing to the Competition with regard to the Licence of a Club and the Competition shall respond in writing within 5 working days of receipt of the representation.

2.2 The Association has the right to apply at any time the delegated powers where in the reasonable opinion of The Association the Competition has failed to do so or has failed to do so adequately and the procedure set out in Regulation 2.3 has been followed. This right includes determining any sanctions for non-compliance by a Club with the Licence Criteria. In the event that The Association exercises the delegated powers then they shall be applied by The Association's Chief Regulatory Officer or any officer acting on a delegated authority.

2.3 The procedure to be adopted in the event that The Association wish to apply delegated powers as provided for in Regulation 2.2 is that The Association's Chief Regulatory Officer or any officer acting on a delegated authority shall give written notice to the Competition setting out the matter in respect of which it wishes to apply delegated powers, the decision it wishes to apply and the full reasons for this. The Competition shall reply in writing within five working days of receipt of The Association's written notice, or 3 May following the submission of the application if earlier, setting out its responses to the proposal including the Competition's agreement or otherwise to The Association's notice. If agreed then the decision required by The Association shall be applied by the Competition and shall be treated as a decision of the Competition. If not agreed then The Association may, after considering the responses of the Competition, confirm its decision to exercise delegated powers to the Club and the Competition in writing. In the event that The Association has applied the delegated powers then the decision of the Competition shall be set aside and the decision of The Association shall apply subject to an appeal by the Club and or the Competition as set out in Section 7.

## **3. LICENSING PROCESS AND TIMETABLE**

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3.1 Each Club is required to apply for a Licence using the application form. The application form is to be received by the Competition by 14 March in respect of the Membership Year immediately following. A Club shall be assessed by the Competition in accordance with the Licensing Criteria in order to be granted a Licence.

3.2 The Competition will conclude the assessment process by 21 April of the Membership Year and notify The Association in writing of its licensing decisions by that date in a form reasonably determined by The Association.

3.3 The Competition must advise each of its member Clubs of its licensing decision in writing on or before the 5 May following the submission of an application, other than for a Club to which The Association has exercised the delegated powers in accordance with paragraph 2.3.

3.4 The Competition shall advise The Association in writing of any subsequent decision in relation to any Licence during a Membership Year. Such notification to be transmitted to The Association within five working days of the date of the decision of the Competition.

3.5 The Competition may request the attendance of a Club at a meeting to consider the assessment of that Club in relation to the Licence or request any further information it deems appropriate. Such attendance, once requested, shall be mandatory and shall be made by an Officer of the relevant Club.

## **4. LICENCE CRITERIA**

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4.1 The Licence Criteria are as set out in Annex 1. Each of the Licence Criterion is to be met for a Club to be granted an Unconditional Licence. A Conditional Licence may be issued as stated in the Licence Criteria.

## **5. TRANSFER OF A LICENCE**

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5.1 If a Club wishes to transfer its Licence from one entity to another then it may only do so with the written consent of the Competition and The Association. The requirements to be met for the transfer of a Licence are set out in Rule 2.9.

## **6. MOVEMENT OF CLUBS**

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6.1 In the event that a Club moves from one Competition to another then the Licence will be retained by the Club and must be applied by the Competition of which that Club becomes a member. The Competition which receives a Club by such transfer may review that Club's Licence at any time and take such action as may have been available on the original application.

6.2 (Step 1 only) A Club relegated from the English Football League shall be subject to assessment for a Licence by the Competition on becoming a member of the National League in a timescale determined by the Competition and such relegated Club shall fully co-operate with such assessment in a timely manner. Such a Club must not be refused a Licence in its first Membership Year although any conditions for the grant of the Licence must be satisfied by no later than 1 March following the application.

6.3 Any Club that applies for promotion from Step 5 to Step 4 of the National League System must be required to meet the Licence Criteria in accordance with the timetable set out in the Licence Criteria. The assessment of such a Club must be determined by the National League System Policy Body. In order to be promoted to Step 4 a Club must meet the Licence Criteria in addition to the requirements set out in the Regulations for the Operation of the National League System.

## **7. APPEALS**

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7.1 All decisions of the Competition in relation to a Licence shall be subject to appeal only by the Club which submitted an application form for that Licence. The appeal shall be determined in accordance with Regulations For Football Association Appeals save that any such appeal must be lodged in writing within 5 working days of the date of notification of the decision to be appealed against and any appeal hearing must be held within 14 days of the appeal being lodged with The Association.

7.2 All decisions of The Association where it applies the delegated powers in accordance with Section 2 shall be subject to appeal only by the Competition and the Club which submitted an application form for a Licence. The appeal shall be determined in accordance with Regulations For Football Association Appeals save that it must be lodged in writing within 5 working days of the date of notification of the final decision of The Association to apply delegated powers and any appeal hearing must be held within 14 days of the appeal being lodged with The Association.

7.3 All decisions of the National League System Policy Body in accordance with paragraph 6.3 shall be subject to appeal only by that Club which is seeking promotion to Step 4 and had applied for a Licence. The appeal shall be determined in accordance with Regulations For Football Association Appeals save that it must be lodged in writing within 5 working days of the date of notification of the decision to be appealed against and any appeal hearing must be held within 14 days of the appeal being lodged with The Association.

## 8. RULES AND FA RULES

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8.1 The application of the Licence Criteria and processes shall not restrict the application of the Rules and FA Rules in any way. Any information provided under the licensing processes may be used by the Competition and or The Association in the application of the Rules and FA Rules respectively.

## 9. MISCONDUCT

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9.1 Any Club and or Club Official that knowingly provides information to the Competition in relation to the Club's Licence that is found to be false in any particular then that Club and or Club Official may be charged with Misconduct under the Rules or FA Rules.

## LICENCE CRITERIA ANNEX 1

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### 1. LEGAL

1.1 Confirmation of the legal entity that is the Club

1.1.1. By 14 March in a Membership Year a Club must confirm to the Competition its company name and number (if incorporated) and a list of all individuals with a Significant Interest in the Club or the name of the nominee in whose name the membership of the Company is vested (if an unincorporated association) as at the 1 March immediately preceding.

1.1.2. The Criteria will be met where the details provided by a Club complies and accords with information already provided to the Competition.

1.1.3. If a Club fails to provide the information or if the information provided does not comply and accord to that held by the Competition then the Club must explain any differences within a timescale set by the Competition. If the explanation provided by the Club does not satisfy the Competition then the Competition may refuse the Licence, issue a Conditional Licence and or penalise the Club at its discretion.

1.2 The Rules or Articles of Association of a Club are required to meet the provisions of Rules I 2 (a) to (d) of The Association.

1.2.1 The criteria shall be met where the Club's articles or Rules meet the requirements of FA Rules I 2 (a) to (d). The Association shall by 14 March in a Membership Year provide the Competition with a written confirmation as to any Club of which it is aware whose articles or Rules do not satisfy the requirements of Rule I 2 (a) to (d) of The Association.

1.2.2 In cases where non-compliance is identified then a Conditional Licence may be granted such that the Club must amend its articles or Rules within 60 days of being instructed to do so by the Competition. The Club must provide evidence of the changes to the Competition and to The Association for consideration. If the changes are not made and evidenced to the satisfaction of The Association within the 60 day period then the Club's Licence may be suspended by the Competition with immediate effect until such time as the provisions of FA Rule I 2 (a) to (d) have been met.

### 2. OWNERSHIP AND CONTROL

2.1 Confirmation of ownership and control

2.1.1 By 14 March in a Membership Year a Club must provide written confirmation of its ownership and control as at the 1 March immediately preceding together with supporting documentation to evidence the same.

2.1.2 If a Club fails to provide the confirmation by the due date then the Licence may be refused or issued subject to conditions.

2.2 Publication of ownership

2.2.1 By 14 March in a Membership Year a Club must provide the Competition with

evidence of compliance with Rule 2.13 at the 1 March immediately preceding. Evidence may include copies of pages from the Club's website and or copies of the Club's matchday programme.

2.2.2 If a Club fails to provide the confirmation and or the evidence required or has not met the requirements of Rule 2.13 at 1 March immediately preceding then the Club may be issued with a Conditional Licence such that it is directed by the Competition to satisfy Rule 2.13 within 30 days. The failure to comply with this direction so may result in a penalty that may include the suspension of the Licence.

### 2.3 Change of control – National League only

2.3.1 Where a change of control of a Club has occurred in a Membership Year then it must have been approved by the Competition in accordance with Rule 2.14. Compliance with Rule 2.14 shall be deemed to meet the criteria.

2.3.2 If through any means the Competition becomes aware that a change of control has occurred at a Club in the Membership Year that it has not approved in accordance with Rule 2.14 then in addition to the powers of the Competition set out at Rule 2.14 the Competition may refuse a Licence, attach conditions to a Licence and / or apply a penalty at the discretion of the Competition.

## 3. INTEGRITY

### 3.1 Owners' and Directors' Test

3.1.1 By 14 March in a Membership Year a Club must confirm to the Competition that the Club has met the reporting requirements of The Association's Owners' and Directors' Test Regulations as at 1 March immediately preceding in a Membership Year.

3.1.2 If at 1 March the Competition has received a Notice issued by The Association in accordance with the Owners' and Directors' Test Regulations and the Club's membership of the Competition has been suspended at that date then the Licence may be refused.

### 3.2 Interests in more than one club

3.2.1 By 14 March in a Membership Year a Club must provide a written confirmation in a form determined by the Competition that it satisfies the requirements of Rule 5 as at the 1 March immediately preceding.

3.2.2 In the event that the written confirmation is not provided by the due date then the Club must be subject to a penalty determined by the Competition that may include a fine, Embargo, suspension, refusal of the Licence or the granting of a Conditional Licence.

3.2.3 If at any time during a Membership Year the Competition become aware of a matter to be considered under Rule 5 via the written confirmation provided by the Club or by any other means such that in the opinion of the Competition the breach brings or is likely to bring into question the integrity of the Competition then that Club's Licence may be refused, suspended, withdrawn or a Conditional Licence may be issued.

### 3.3 Management of a Club

3.3.1 If the Competition has determined that as at 1 March in a Membership Year a Club is in breach of Rule 2.11 and or 2.18 such that the Club is to be expelled or excluded from the Competition in accordance with the Rules then the Licence may be refused or a Conditional Licence may be issued.

## 4. FINANCE

### 4.1 Annual financial statements

4.1.1 By 14 March in a Membership Year a Club must provide to the Competition a copy of its full financial statements for the period of its most recent complete financial year.

4.1.2 The accounts are to be prepared in accordance with applicable legal and regulatory requirements, the rules of the Club, Rule I 1 (c) or (d) of The Association as appropriate and are to be evidenced as having been approved on behalf of the Club by its Board of

Directors or Committee and approved by its members/ shareholders at a duly convened general meeting.

4.1.3 The Association shall by 14 March in a Membership Year provide the Competition with a written confirmation as to any Club of which it is aware whose financial statements for the period of its most recent complete financial year do not satisfy the requirements of Rule 11 (c) or (d) of The Association.

4.1.4 Where the annual financial statements are not provided to the Competition by the due date or do not satisfy the requirements at paragraph 4.1.2 above then the Licence may be refused or a Conditional Licence issued. The Club may also be subject to a penalty determined by the Competition.

#### 4.2 Filing of annual financial statements – Club companies only

4.2.1 In the case of a Club that is a corporate body (or similar), then that Club must by 14 March in a Membership Year confirm to the Competition that the annual accounts for its latest complete financial year are not overdue for filing at 1 March immediately preceding with regulatory bodies such as the Registrar of Companies at Companies House (or similar).

4.2.2 Where the Competition becomes aware by any means that the annual accounts were overdue for filing at 1 March then the Club must be subject to a penalty determined by the Competition that may include licence refusal or the issuing of a Conditional Licence.

#### 4.3 Football Creditors

4.3.1 By 14 March in a Membership Year a Club must provide a written confirmation in a form requested by the Competition that it is not in default of amounts owed by the Club at the 1 March immediately preceding in respect of Football Creditors. The confirmation must also include any on-going proceedings against the Club in relation to Football Creditors. The Club must provide details of any such proceedings whether through football procedures recognised by the Competition or legal procedures, such as a winding up petition.

4.3.2 This Criterion shall be met where the Competition has assessed a Club and found it to comply with the provisions of Rule 11. The date of assessment shall be 1 March in a Membership Year. Where a Club has reported or the Competition has become aware by any means that a Club has defaulted on payments to Football Creditors then in addition to the powers set out at Rule 11 then the Competition may refuse the Licence, issue a Conditional Licence or suspend the Licence pending the supply of any further information requested by the Competition and for a period as the Competition shall determine.

#### 4.4 PAYE and VAT

4.4.1 A Club must be assessed under the Financial Reporting Initiative in respect of PAYE and VAT. The assessment of a Club and the application of the requirements of the Financial Reporting Initiative to a Club shall be deemed to be compliance with the criteria.

#### 4.5 Evidence of Funding – Step 1 only

A Club must be compliant with the requirements of Appendix E Budget Monitoring Scheme and Permitted Loans in relation to the Membership Year.

#### 4.6 Insolvency Event

4.6.1 By 14 March in a Membership Year a Club must confirm to the Competition in writing whether or not it is subject to an Insolvency Event as at the 1 March immediately preceding. If a Club is so subject to an Insolvency Event then the Club may be subject to assessment by the Competition in accordance with the requirements of Rule 13.B. In addition to the requirements at Rule 13.B the Competition may refuse the licence, withdraw a Licence or issue a Conditional Licence.

4.6.2 Irrespective of the content of paragraph 4.6.1, a Club subject to Insolvency Events (d), (e), (f) or (g) as defined in the Rules is not entitled to hold a Licence and must not be permitted to participate in the Competition from the date of the Insolvency Event. A

Licence shall automatically lapse should a Club become subject to Insolvency Events (d), (e), (f) or (g) as defined in the Rules.

## **5. GROUNDS AND SECURITY OF TENURE**

5.1 At 31 March in a Membership Year a Club must have satisfied the provisions of Rules 2.1, 2.2, 2.3, 2.5 and 2.6.

5.2 Compliance with Rules 2.1, 2.2, 2.3, 2.5 and 2.6 shall be deemed to meet the Criteria.

5.3 A Club that fails to meet the requirements of Rules 2.1, 2.2, 2.3, 2.5 and 2.6 at 31 March may be refused a Licence.

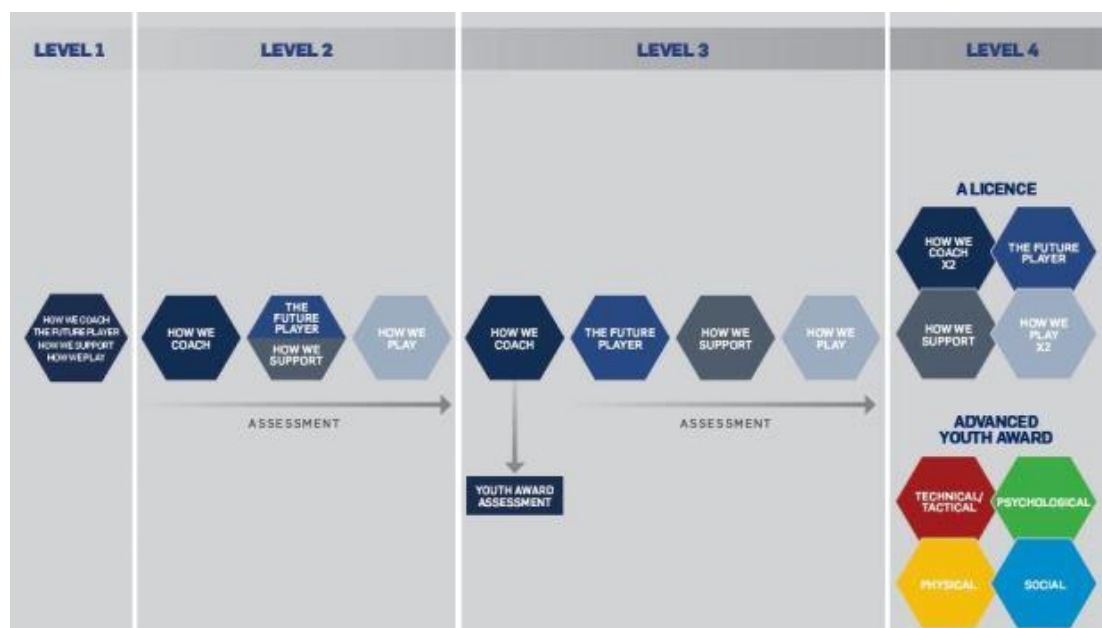
## **6. REPORTING OF CHANGES**

6.1 A Club is required to advise the Competition in writing of any changes to the application of any of the Licence Criteria to its Licence at any time which might directly or indirectly affect the application of the Licence Criteria. The written notification is to be received by the Competition within three working days of the change occurring.

6.2 If the Competition becomes aware of a change at a Club by any means then the Competition must consider any such change in relation to the application of the Licence Criteria to the Club.

6.3 If a Club fails to advise the Competition of such a change then it may be subject to a penalty determined by the Competition, including and not limited to suspension or withdrawal of the Club's Licence, Embargo or financial penalty or a points deduction.

# The FA Coaching Pathway



Durham County FA delivers a comprehensive Football Education Programme to support volunteers to fulfill their potential.

You will find the core courses we deliver with much more information and other courses available at [www.DurhamFA.com](http://www.DurhamFA.com);

- ☒ FA Level 1 in Coaching Football
- ☒ FA Level 2 in Coaching Football (Blocks)
- ☒ FA Level 3 (UEFA B) in Coaching Football
- ☒ FA Goalkeeping Level 1 & 2 Certificates in Coaching
- ☒ FA Safeguarding Children Workshop
- ☒ FA Welfare Officer Workshop
- ☒ FA Level 1 Introduction to First Aid in Football (3 Hours)
- ☒ FA Level 2 Emergency First Aid in Football (1 Day)
- ☒ FA Futsal – Level 1

For support and advice contact Durham County FA on [Development@DurhamFA.com](mailto:Development@DurhamFA.com) or call 0191 387 2928 (Opt 2, Opt 1).



# REFEREES

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4. REGISTRATION

5. REFEREE RECRUITMENT, TRAINING AND EXAMINATION

6. CLASSIFICATION

7. PROMOTION

8. COMPETITIONS

9. TRAINING

10. CONDUCT OF REFEREES

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

12. APPOINTMENTS

13. CONFLICTS OF INTEREST

14. REFEREES' UNIFORMS

15. RETURNS

16. CODES OF CONDUCT

17. REPORTING MISCONDUCT

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# REFEREES

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## PREAMBLE

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

Affiliated Associations are responsible for the administration of Referees registered with The Association who reside in their area as determined by The Association. Service Associations have administrative responsibility for Referees who are serving members of the Armed Forces. Affiliated Associations shall appoint a Referees' Committee to carry out its' functions under these Regulations.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

year.

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

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

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

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

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

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

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

Registration Period - from 1 June in each year, (or the date of successful completion of the Basic Referee Training Course if later) to the following 31 May.

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

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

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

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

The Association - means The Football Association.

Trainee Referee - a Referee candidate who is undergoing the FA Basic Referee Course, will be recognised and classified as a Level 9 Referee and may be appointed as a Match Official in accordance with these regulations.

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

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

## 1. REGISTRATION

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

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

9. A Referee must be registered with The Association through the Affiliated Association within the area in which the Referee resides, which will be deemed that referee's Parent Association (or County). The Parent Association for serving members of The Armed Forces is the

Affiliated Association of the service in which they serve; such referees may also register as an Associate Referee with the Affiliated Association in whose area they reside. A Referee will be required to pay the standard national registration fee to be determined annually by The Association. Registration will run from the date of registration until the following 31 May. A Referee may become an Associate Referee with another Affiliated Association but will not be required to pay a further fee.

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

ix. In cases where the boundaries of Affiliated Associations overlap, the Affiliated Associations concerned must mutually agree responsibility of the training and examination of Trainee Referees. Once the FA Basic Referee Course has been completed, the registration of the Referee must then be transferred to the Affiliated Association of the area in which the Referee resides. A Referee who changes residence from one administrative area to another will be required to be released by the original Association before being registered with their new Association for administrative purposes but will not be required to pay a further registration fee for that season.

x. Referees shall not be registered with The Association until they are able to satisfy the Affiliated Association of their date of birth. A Trainee Referee must be 14 years of age or older at the time of registration.

xi. A Referee who has failed to register as a Referee with The Association for between two and five seasons shall not be re-registered until they have successfully undertaken and completed the FA Basic Referee Course written examination. The Affiliated Association may then register the Referee at their former Level (up to Senior County Referee) once they are satisfied with his/her competence. A Referee who has not been registered for more than five seasons must attend and successfully complete the FA Basic Referee Course at which point they will be registered as a Junior County Referee.

xii. A Referee's registration may be cancelled or suspended by the Affiliated Association in consultation with The Association where the Referee has not acted in the best interests of the game. The Association may take any action it deems appropriate. Applications for the re-instatement of a Referee who has previously been disqualified under this Regulation must be referred to The Association.

## **2. REFEREE RECRUITMENT, TRAINING AND EXAMINATION**

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xviii. The Association and Affiliated Associations shall be responsible for the recruitment, training and examination of Referees.

xix. The requirements and standards for Referee training and examination shall be agreed by The Association.

xx. Initial Referee training course fees shall be set by The Association for:

xviii. FA Basic Referee Course

xix. Futsal

xx. Small Sided Football

xxi. Mini Soccer

xxii. Disability Football

xxi. FA Basic Referee Course - A candidate will undergo training and evaluation, including practical and written assessments as determined by The Association.

xxii. All other formats of initial Referee training will be examined at the end of the period of training.

xxiii. The minimum age a candidate may be presented for initial examination of the FA Basic Referee Course and all other forms of refereeing will be 14 years.

15. Candidates who do not reach the standard required by The Association in the initial examination may be re-examined at a time appropriate to the needs of the individual as determined by The Association and/or the Affiliated Associations.

### 3. CLASSIFICATION

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

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

#### International FIFA List Referee

Level 1 Select Group or National List Referee

Level 2a Panel Select List Referee

Level 2b Panel List Referee

Level 3 Contributory League Referee

Level 4 Supply League Referee\*

Level 5 Senior County Referee. This classification includes Referees who have served at a higher Level.\* \*

Level 6 County Referee

Level 7 Junior County Referee (16 years of age or over)

Level Y Youth Referee (14 or 15 years of age)

Level D Referee Workforce (an active Referee officiating in 6 or fewer matches a season)

- Tutor
- Observer
- Mentor
- Coach

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

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

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

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

MSR - Mini Soccer Referee

SS - Small Sided

Referee International - FIFA List Referee

WFR1 - Premier League and Super League Women's Football

Referee WFR2 - Combination Women's Football Referee

WFR3 - Regional Premier Division Women's Football Referee

WFR4 - Regional League Women's Football Referee

WFR5 - County League Women's Football Referee

WFR6	- Girls and County League Women's Football
Referee WFR7	- Trainee Women's Football Referee
International	- FIFA List Referee
FR1	- Select Group Referee
FR2	- National List Referee
FR3	- Regional Referee
FR4	- County Referee
FRY	- Youth Referee
FRT	- Trainee Referee

18. When a Referee changes residence from one Affiliated Association to another, the classification Level will be accepted by the Affiliated Association into whose area the Referee has moved.

19. A Referee moving to England from another country must provide proof of their current Referee status from their National Association. The Association will determine their classification Level.

20. Trainee Referees undertaking the FA Basic Referee Course must be registered as Level 9 by the end of module 3. A Level 9 Referee will automatically become a Level 7 Referee (16 years of age or over) or Level 8 (14 or 15 years of age) upon successful completion of the FA Basic Referee Course.

21. A Level 8 Referee will automatically become a Level 7 Referee on reaching the age of 16

22. FIFA nominations:

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

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

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

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

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

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

## 4. PROMOTION

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

- Physical fitness test(s).

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

Account may also be taken of administration and availability.

Men

2 Selection and promotion within Levels 4 to International will be determined as follows:

International Level Annual nomination by The Association to FIFA, selected from those eligible Referees as at the date of nomination determined by FIFA.

Level 1 Referees who have been promoted from Level 2 for outstanding ability as determined by The Association.

Level 2 Referees who have been promoted from Level 3 for outstanding ability as determined by The Association.

Level 3 Referees who have been promoted from Level 4 for outstanding ability as determined by The Association.

Level 4 Referees who have been promoted from Level 5 for outstanding ability as determined by The Association following nomination by the Affiliated Association to act as an

Assistant Referee on the National Contributory Leagues and as a Referee on a Supply League.

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

22. Selection and promotion within Levels 7 to 5 will be determined as follows:

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

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

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

The responsibility of promoting Referees within Levels 7 to 5 rests with the Referee's Parent Association. All selections to Level 5 must be made by 25 March each year and selections to Level 6 by 30 April each year.

#### *Levels 5 and 6*

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

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



- Attending at least one promotion in-service training event.
- Successful completion of a written examination as determined by The Association.

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

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

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

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

#### **Women**

(f) Promotion through the Women’s Pyramid of Football will follow the criteria above, excepting that Referees choosing the women’s pathway cannot automatically cross over to the same Men’s classification Level as this pathway is for the development of female Referees only.

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

International - FIFA List Referee -

- Level 1 - Premier League and Super League Referee
- Level 2 - Combination Referee
- Level 3 - Regional Premier Division Referee
- Level 4 - Regional League Referee
- Level 5 - County League Referee
- Level 6 - Youth Referee (14 or 15 years of age)
- Level 7 - Trainee Women’s Football Referee

International Level - annual nomination by The Association to FIFA, selected from those eligible Referees as at the date of nomination determined by FIFA. Nominees must operate regularly at the highest level of the national women’s competition.

Level 1 - Referees who have been promoted from Level 2 for outstanding ability as determined by The Association.

Level 2 - Referees who have been promoted from Level 3 for outstanding ability as determined by The Association.

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

- Observer reports by Observers on a minimum of three games.
- Club marks from competitions over the age of 16 years over a minimum of 20 games (a minimum of 70% must be in women’s competitions) officiated in as a Referee in the marking season.
- Attending at least one promotion in-service training event.



- Successful completion of a written examination as determined by The Association.
- Successful completion of a fitness test as determined by The Association.

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

#### *Levels 3, 4 and 5*

Promotion from Level 4 to Level 3, Level 5 to Level 4, Level 6 to Level 5 shall be based on a Referee's practical performance on the field of play by considering the criteria determined as follows:

- Observer reports by Observers on a minimum of three games.
- Club marks from competitions over the age of 16 years over a minimum of 20 games (a minimum of 70% must be in women's competitions) officiated in as a Referee in the marking season.
- A Level 3 Referee wishing to be considered for future promotion to Level 2 must complete at least 5 games as an Assistant Referee.
- Attendance at at least one in-service training event
- Successful completion of a written examination as determined by The Association.

Trainee Referees undertaking the FA Basic Referee Course must be registered as Level 7 by the end of module 3. A Level 7 Referee will automatically become a Level 5 Referee (16 years of age or over) or Level 6 (14 or 15 years of age) upon successful completion of the FA Basic Referee Course

A Level 6 Referee will automatically become a Level 5 Referee on reaching the age of 16.

#### **Futsal**

##### **International FIFA List Referee**

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

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

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

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

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

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

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

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

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

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

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

Reclassification from FRY upon reaching the age of 16.

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

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

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

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

## 5. COMPETITIONS

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(a) Affiliated Associations must advise successful candidates of the result of the initial examination, in writing, as well as providing them with details of local competitions on which they are eligible to officiate.

(b) Referees under the age of 16 are only eligible to officiate in competitions where the players' age band is at least one year younger than the age of the Referee. e.g. a 15 year old referee may only referee in competitions where the age banding is 14 or younger. This also applies to those mentioned in regulation 1(a) regarding unregistered and or unqualified Referees.

(c) Referees under the age of 16 must not participate either as a Referee or Assistant Referee in any open age competition. This also applies to those mentioned in regulation 1(a) regarding unregistered and/or unqualified Referees.

(d) The Association will advise Affiliated Associations annually of those Competitions, and the recognised Leagues and divisions, which have been granted Supply League status.

(e) A Competition acting alone may not suspend a Match Official from its List at any time during the playing season (such power resting solely with The Association, Affiliated Association or Service Association as appropriate under Regulation 7 below).

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

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

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

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

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

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

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

Any allegation of behaviour alleged to constitute a breach under Regulation 7 (a)( i) or (ii) below must be reported to The Association, Affiliated Association or Service Association in accordance with Regulation 7 (c) below.

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

## 6. TRAINING

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

## 7. CONDUCT OF REFEREES

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- (a) The Association, Affiliated Association or Service Association, as appropriate, shall have the power to act at any time in relation to the registration of a Referee who has:
- (i) less than proficiently applied the Laws of the Game; or
  - (ii) committed a technical irregularity; or
  - (iii) proved to have been concerned as an agent for a Club or a Player in the transfer or attempted transfer and/or engagement of a Player; or
  - (iv) wilfully mis-stated his/her age, or, date of birth; or
  - (v) as a player, violated the Laws of the Game to such a degree that a Regulatory Commission or a Disciplinary Committee subsequently imposes a penalty of suspension from playing; or
  - (vi) been found to have committed an act of Misconduct (as defined in and) pursuant to the Rules of The Association or an Affiliated Association or Service Association; or
  - (vii) a Football Banning Order imposed on him or her; or
  - (viii) has not acted in the best interests of the game.
- (b) Only The Association, Affiliated Association or Service Association may act in relation to the Registration of a Referee. Such action may only be taken by its Referees' Committee. Where an alleged breach of Regulation 7(a) is committed by a Referee whilst acting as a Match Official in any capacity (on or off the field) the matter will be dealt with by a Referees' Committee or Commission thereof except where a charge is brought under FA Rule E. A Regulation 7(a) breach can only be subject to a charge under FA Rule E if brought by, or after consultation with,

The Association. Where a charge is raised under FA Rule E, and in all other circumstances, the Referee will be dealt with by a Disciplinary or Regulatory Commission as any other Participant.

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

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

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

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

The Referee shall respond within 14 days and may either:

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

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

#### *Guide to Procedures at Personal Hearings*

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

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

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

(e) In the event of evidence submitted in answer to the allegation(s) disclosing a point which the Referees’ Committee or Commission considers was not covered in the evidence of, or not put to, any witness in support of the allegation(s), the Referees’ Committee or Commission may recall and ask questions of such witness. The Referee or relevant representative may also ask questions.

(f) After the evidence has been completed to the satisfaction of the Referees’ Committee or Commission, the Referee or representative shall be entitled to make submissions

based upon the evidence, but this may not include reference to facts not disclosed in the evidence presented to the Referees' Committee or Commission. At the conclusion of the submissions all persons shall withdraw whilst the Referees' Committee or Commission considers the evidence and submissions presented to it and determines whether the allegation(s) has been proved or not. After reaching a decision, the Referees' Committee or Commission shall recall the Referee and any representative, and announce whether the allegation(s) have proved or not proved. The decision shall be subsequently confirmed in writing. As an alternative the Referees' Committee or Commission may, where it considers it appropriate, not announce its decision at the meeting but inform the Referee that such a decision will be communicated in writing.

(g) Where the Referees' Committee or Commission find the allegation(s) proved, it shall have the power to act in relation to the Registration of the Referee as it considers appropriate. This may include, but is not limited to, censure, a period of remedial training, suspension or removal of Registration.

(h) A Referee may be dealt with in the normal course as a participant for any alleged Misconduct (i.e. by a Regulatory Commission or another Disciplinary Commission as appropriate), in addition to having issues relating to the Registration as a Referee considered by The Association, Affiliated Association or Service Association through its Referees' Committee in relation to the same behaviour. In such cases, a charge of Misconduct shall be considered before any matter relating to the issue of Registration is dealt with by the Referees' Committee under Regulation 7 (a)(vi).

Action in respect of the Registration of Match Officials appointed to Competitions of The Association and other Competitions including Contributory League Level and above in the Order of Precedence (Section 9) will be considered by the appropriate committee of The Association.

(i) In circumstances where it is considered appropriate, the Referees' Committee may order that the Registration of a Referee be suspended with immediate effect, pending determination of a charge of Misconduct or pending the determination of a charge under 7(a)(i) or (ii) above and in the latter case the reason for such suspension is to be notified to the Referee in writing and reported to the Commission hearing any resultant charge.

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

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

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

(b) (i) Notice of an appeal against a decision of a Referees' Committee or Commission thereof made under Regulation 7 must be lodged with The Association or appropriate Affiliated Association within 14 days of notification of the decision appealed against, accompanied by a fee as determined by The Association.

(ii) An Appeal shall be considered by an "Appeals Panel" comprising Members of the Council of The Association or appropriate Affiliated Association established specifically to deal with appeals from decisions under Regulation 7, none of whom shall have been party to the original decision. A decision of the Appeals Panel shall be final and binding.

(iii) The Notice of Appeal must:

- (1) identify the specific decision(s) being appealed
- (2) set out the grounds of appeal; and
- (3) set out a statement of the facts upon which the appeal is based.

- (iv) The grounds of appeal shall be that the body whose decision is appealed against:
- (1) misinterpreted or failed to comply with any rules or regulations relevant to its decision; and/or
  - (2) came to a decision to which no reasonable such body could have arrived at; and/or
  - (3) made an order, which is excessive.

(v) The Appeals Panel may adopt such procedures as it considers appropriate and expedient for the just determination of an appeal brought before it, and shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law.

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

- (1) The Appellant to address the Appeals Panel, summarising its case;
  - (2) The Respondent to address the Appeals Panel, summarising its case;
  - (3) The Appeals Panel may put questions to the parties at any stage;
  - (4) The Respondent to make closing submissions;
  - (5) The Appellant to make closing submissions;
  - (6) The Appellant and the Respondent to withdraw whilst the Appeals Panel considers the submissions and determines the matter.
  - (7) The Appellant and the Respondent to be recalled and the decision and any orders consequential to it announced to both parties. Alternatively, where it considers it appropriate, the Appeals Panel may decide not to announce its decision, but make it known at a later date, in writing. In any event, the Appeals Panel shall publicise a written statement of its decision (see 8(b)(ix) below).
- (vi) The Appeals Panel shall proceed in the absence of any party, unless it is satisfied that there are reasonable grounds for the failure of the party to attend, and shall do so in such manner as it considers appropriate.
- (vii) A decision of the Appeals Panel shall be final and binding and there shall be no right of further challenge.

(viii) The Appeals Panel shall have power to:

- (1) allow or dismiss the appeal; or
  - (2) remit the matter for re-hearing by the Referees' Committee; or
  - (3) exercise any power which the body against whose decision the appeal was made could have exercised; or
  - (4) make any further or other order considered appropriate, either generally, or for the purpose of giving effect to its decision. Any fee may be returned or forfeited, in whole or in part, at the discretion of the Appeals Panel, who shall also have the power to determine by whom the costs of the appeal shall be borne.
- (ix) As soon as practicable after the hearing, the Appeals Panel shall publish a written statement of its decision, which shall state:

- (1) the names of the parties, the decision(s) appealed against and the grounds of appeal;
- (2) whether or not the appeal is allowed; and
- (3) the order(s) of the Appeals Panel.

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

## 9. APPOINTMENTS

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(a) Registered Referees shall not officiate in any Competition, which is not sanctioned, or match in which unaffiliated clubs compete.

(b) The “Order of Precedence” of appointments, whether as a Referee or Assistant Referee shall be as follows:

- (1) The FA Challenge Cup Competition;
- (2) The Premier League;
- (3) EFL;
- (4) The FA Challenge Trophy Competition;
- (5) The FA Challenge Vase Competition;
- (6) Affiliated Association Cup Competitions\*
- (7) The Panel Leagues;
- (8) The FA Youth, FA County Youth Challenge Cup Competitions and FA Women’s Cup 4th round and above.
- (9) Contributory Leagues (recognised divisions only), National League Systems Cup and FA Sunday Cup
- (10) FA Women’s Super League and Cup
- (11) Supply Leagues (marking divisions only)
- (12) FA Women’s Premier League and Cup
- (13) Senior County Leagues
- (14) Intermediate County League
- (15) FA Women’s Cup prior to 4th round
- (16) Women’s Combination League and Cup
- (17) Women’s Regional League and Cup
- (18) County Junior Leagues
- (19) County Women’s Leagues and Cup
- (20) All other competitions, including Youth Competitions

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

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

(c) Referees must attend personal hearings when required to do so. At Contributory Level or above Match Officials’ appointments already received, take precedence over requests to attend personal hearings. On receipt of notification of a personal hearing Referees must close the date with all appropriate competitions.

(d) Where release from an appointment is required to enable a Referee to take a more senior appointment at least four days’ notice must be given to the relevant Affiliated Association or competition by the association or competition requesting the release. Where fewer than four days’ notice is given, The Association or Competition must obtain permission from the Affiliated Association or Competition for the Referee to be released.

(e) Once The Association or an Affiliated Association has appointed a Match Official if,

subsequently, the match is postponed, abandoned or results in a draw and the rearranged fixture is then scheduled to take place less than four complete days from the date of the original match, The Association or Affiliated Association appointment will take priority over any other appointment already accepted by the Referee from a competition lower in the order of precedence, unless The Association or Affiliated Association waive their right to the services of the match official so appointed.

(f) “Fourth Officials” are appointed to certain rounds of FA Competitions, Premier League and EFL matches and associated Competitions, and the Panel Competitions. The duties and responsibilities of the Fourth Official are detailed in the Laws of the Game and in the Competition Rules. Such appointments form part of the Order of Precedence within the Competitions listed above.

(g) Reserve Assistant Referees may only be appointed in FA, Premier League and EFL Competitions, with the approval of The Association. They have no duties other than to replace an official who is unable to officiate.

(h) With the exception of appointments made by The Association, Referees must obtain permission from their Parent Association (or County Association), or The Association in order to officiate in matches outside the United Kingdom.

## 10. CONFLICTS OF INTEREST

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

## 11. REFEREES’ UNIFORMS

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(a)

(i) All Match Officials in Competitions under the jurisdiction of The Association and Affiliated Associations must wear uniforms comprising a plain shirt which shall be almost entirely black with a white or black collar and black shorts. Socks will be black; the sock top will be black, white or the colour of the shirt or its collar. Affiliated Associations may give permission for Referees to wear non-black shirts in a Competition which the Affiliated Association organises and/or sanctions. The shirt(s) must be almost entirely of a single colour. Where a Competition appoints neutral assistant referees, only one non-black coloured shirt is permitted; the colour must be designated and competition rules must ensure that the match officials can wear black or the designated colour without clashing with the Players.

(ii) Referees’ uniforms must not carry any form of advertising.

(b) Headgear may be worn in extreme weather conditions. It must be plain black and not restrict the vision of the Match Official.

(c) The following Competitions may be exempt from (a) above, on application to The Association subject to the conditions below:

- FA Women’s Super League and Premier League
- The Premier League
- EFL
- Competitions of Panel and Contributory League Status

Application must be submitted annually prior to 1 May for the following season.

Approval will be considered only for shirts that are almost entirely of a single colour and where the competition confirms to The Association that all Match Officials will be provided with shirts, shorts and socks free of charge.



(d) Match Officials officiating in FA Competition matches are required to wear the FIFA or Football Association badge (where awarded) or the badge of their Affiliated Association. No other competition badge should be worn.

(e) Advertising and branding on Match Officials' uniforms (where permitted in accordance with sub-paragraph 11(c) above) must be in accordance with The Association's Regulations relating to advertising on the clothing of Players, Club Officials and Match Officials.

## 12. RETURNS

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(a) Annually, in accordance with the instructions of The Association issued from time to time, competitions shall provide to The Association or appropriate Affiliated Association lists of Match Officials used. Such lists shall include the marks awarded by clubs, and Observer reports where appropriate, during the specified period, together with any other information required.

(b) Not later than the date decided by The Association, Affiliated Associations shall nominate suitable Referees for consideration by The Association for selection to the Contributory League Assistant Referees List.

(c) Competitions that are required to administer fitness tests must submit the results to The Association and the Referee's Parent Affiliated Association.

## 13. CODES OF CONDUCT

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

## 14. REPORTING MISCONDUCT

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(a) Referees must submit full details on all matters of misconduct, sendings off and cautions only to the appropriate Association or Affiliated Association responsible for administering misconduct and not to any other organisation or Competition.

(b) Referees may include on the normal Competition match report forms the names and club details of those personnel reported for misconduct but must not include any details of the incident and for all on-field offences they can only report the name of the player/players cautioned/sent off, the club, the time of offence and the relevant FA offence code.

(c) Should any match official be approached to supply any details, they should immediately report the matter to the Association or Affiliated Association.

# REFEREES

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## GUIDE TO MARKING

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# REFEREES

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Affiliated Associations are responsible for the administration of Referees registered with The Association who reside in their area as determined by The Association. Service Associations have administrative responsibility for Referees who are serving members of the Armed Forces. Affiliated Associations shall appoint a Referees' Committee to carry out its' functions under these Regulations.

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

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Registration Period - from 1 June in each year, (or the date of successful completion of the Basic Referee Training Course if later) to the following 31 May.

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# REFEREES

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## APPENDIX A

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# REFEREES

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## PREAMBLE

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## **APPENDIX A**

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# REFEREES

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## APPENDIX B

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## APPENDIX C

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

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

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

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

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

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

Registration Period - from 1 June in each year, (or the date of successful completion of the Basic Referee Training Course if later) to the following 31 May.

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

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

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

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

The Association - means The Football Association.

Trainee Referee - a Referee candidate who is undergoing the FA Basic Referee Course, will be recognised and classified as a Level 9 Referee and may be appointed as a Match Official in accordance with these regulations.

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

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

## **APPENDIX C**

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# YOUTH FOOTBALL

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## REGULATIONS FOR THE CONTROL OF YOUTH FOOTBALL

(Players under the age of 18 on 31st August in the current season)

18. A County Association may form a County Youth Football Association, or carry out the duties by a Committee of its own association.
19. The constitution of the Youth Association, or Committee, must be submitted to The Association.

## MEMORANDUM: CHILDREN OF SCHOOL AGE AND SCHOOL GAMES

One of the important aspects of games in school is the opportunity they afford of developing a pupil's sense of loyalty and honour. It is therefore of concern when interest in games outside the school conflict with a pupil's loyalty to the school and/or school organisations' activities.

8. It is usually the pupil of outstanding Football ability whose services are sought by any Club, and the Player is most likely to be a member of the school or association team. While schools' matches are often arranged on Saturday mornings and Club matches take place in the afternoon, it is considered that a player should not play in two matches on the same day, for the one match is likely to affect play in the other.
9. An outside Club or organisation should consult the head-teacher before selecting any child of school age to play for a team, and should accept the head-teacher's decision on these matters. Head-teachers of schools should not restrain pupils, who are not selected for school games of any kind, from playing for an outside organisation during their free time.



# NATIONAL LEAGUE

## SYSTEM REGULATIONS

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20.	DEFINITIONS
21.	THE NLS SHALL BE OPERATED IN ACCORDANCE WITH THE REGULATIONS.
22.	NLS LEAGUE STRUCTURE
23.	RULES AND REGULATIONS FOR PROMOTION AND RELEGATION
24.	DETAILED PROMOTION AND RELEGATION ISSUES
25.	THE MOVEMENT OF CLUBS WITHIN THE NLS OTHER THAN BY PROMOTION OR RELEGATION
26.	PLACEMENT OF A CLUB INTO A LEAGUE
27.	PROCEDURES FOR THE DETERMINATION OF ANY MATTER, DISPUTE OR DIFFERENCE BY THE COMMITTEE
28.	CRITERIA FOR THE PARTICIPATION IN PLAY-OFF MATCHES
29.	ARBITRATION
30.	PRECEDENCE
LEAGUES/DIVISIONS AT STEPS 5, 6 & 7 OF THE NLS (SEASON 2018-19)	



# NATIONAL LEAGUE SYSTEM REGULATIONS

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## 1. DEFINITIONS

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In the interpretation of these Regulations: any words and expressions, unless otherwise defined herein, shall be words and expressions as defined as follows:-

“The Association” means The Football Association Limited.

“Club” means a football club for the time being in a League in membership of the NLS.

“Committee” in these Regulations means the relevant Committee appointed by the Association.

“Competition” in these Regulations means a League in the NLS.

“Conditional Licence” means a Licence with conditions attached to be met by a Club within a period determined by the Competition in which the Club holding the Licence is allocated by the Committee. Such period is not to exceed 1 March in the Membership Year to which the Licence relates. Save in exceptional circumstances a Conditional Licence cannot be granted to a Club for successive Membership Years in respect of the same Criterion.

“Criteria” means the Criteria for participation in Play Off Matches as set out in regulation 9 of these Regulations.

“League” means any competition sanctioned by The Association and/or an Affiliated Association in membership of the NLS.

“Licence” means an annual licence required to be held by a Club to be a member of a Competition that may be either an Unconditional Licence or Conditional Licence.

“NLS” means the National League System of competitions controlled by The Association where promotion and relegation links exist between participating Leagues.

“Playing Season” means the period between the date on which the first competitive fixture in the League is played each year until the date on which the last competitive fixture in the League is played. For Clubs participating in Play Off Matches this does include the period when Play Off Matches are played.

“Play Off Match(es)” means matches played between Clubs in a Play Off Position on a format to be determined by each League provided that the format is the same across each Step.

“Play Off Position” means the position of a Club at the end of each Playing Season which is provided for in Standardised Rule 12 as qualifying the Club to take part in a Play Off Match to qualify for promotion to the next Step for the next Playing Season.

“Regular Season” means the period between the date on which the first competitive fixture in the League is played each year and the date on which the last competitive fixture in the League is played, excluding Play Off Matches.

“Regulations” means these regulations.

“Rules” means The Association’s Standardised Rules or The Association’s Standard Code of Rules under which a League is administered.

“Step” means the level at which a Club participates in the NLS.

“Unconditional Licence” means a Licence without any conditions attached.

## 2. THE NLS SHALL BE OPERATED IN ACCORDANCE WITH THE REGULATIONS.

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A Club shall be required to hold a Licence to be a member of a Competition at Steps 1 to 4 of the NLS.

The aims and objectives of the NLS are to provide:

2.1 Clubs with a level of competitive football appropriate to their playing ability, stadium/ ground facilities and geographical location.

2.2 A framework for discussion on matters of policy and common interest to Leagues and Clubs.

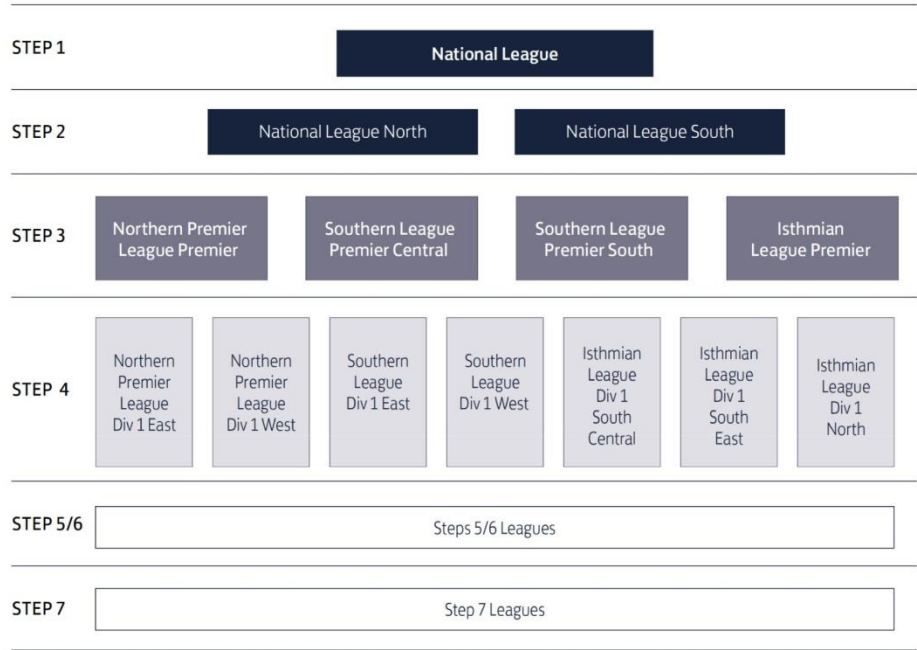
2.3 The seasonal movement of Clubs.

2.4 A co-ordinated approach between Leagues regarding the final date of the Playing Season.

All Leagues are bound by the Regulations. A Club is bound by the Regulations from the date it has qualified for placement into the NLS until such time as it leaves the NLS for whatever reason.

### 3. NLS LEAGUE STRUCTURE

3.1 The current structure of the NLS is set out below:



The Leagues currently at Steps 5, 6 and 7 are set out at the end of the Regulations.

Each Step shall have the maximum number of Clubs: Step 1 – 24, Step 2 – 44, Step 3 – 88, Step 4 – 140, Step 5 – 280, Step 6 – 380. Clubs will be placed in the most geographically appropriate division. At Step 7 the maximum number of Clubs in each division shall be determined by the Committee taking into account all relevant factors..

3.2 Any league wishing to become part of the NLS must apply to the Committee by 31st December in the relevant year in such form and/or providing such information as shall be required by the Committee from time to time. The decision as to whether or not a league should be admitted to the NLS shall be made by the Committee which will then decide on the Step at which the League will compete.

3.3 Any League wishing to propose an adjustment to its position within the NLS must apply in writing to the Committee by 31st December in any year for such proposal to be determined by the Committee in order, if approved, to have effect in the following Playing Season.

### 4. RULES AND REGULATIONS FOR PROMOTION AND RELEGATION

The Committee shall provide for the seasonal promotion, relegation or lateral movement of Clubs.

## 5. DETAILED PROMOTION AND RELEGATION ISSUES

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5.1 The criteria for entry to the NLS and the criteria for ground/stadium facilities and the Criteria for participation in Play Off Matches shall be determined by the Committee. All criteria so determined shall be published by The Association from time to time.

5.2 Subject to 5.5, at the conclusion of each Playing Season, the following procedures will apply to promotion/ relegation subject to the application of the Rules:

### Step 1 and Step 2

These regulations do not deal with promotion from Step 1.

The Clubs finishing in the bottom four places at Step 1 at the end of the Playing Season will be relegated to a feeder pool and placed in the most geographically appropriate division at Step 2 for the following Playing Season. They will be replaced by the Clubs finishing in 1st position in each of the divisions at Step 2 together with a further two Clubs determined by a series of Play Off Matches. Where a Club finishes in 1st position but does not meet the criteria for participation at the next Step, the Club finishing in 2nd position shall be promoted. The Clubs finishing in 2nd, 3rd, 4th, 5th, 6th and 7th positions shall be eligible to take part in the Play Off Matches. The Play Off Matches shall be played so that in each Step 2 division there is a qualifying round, semi-finals and a promotion final with all ties being played over a single leg at the ground of the higher placed Club. The winner of the promotion final in each Step 2 division will be promoted. If a Club is not eligible to enter Step 1 then it shall not take part in any Play Off Matches. In that event, such Club shall not be replaced and the Play Off Matches structure and draw shall be adjusted as necessary by the Competition on the basis of the remaining Clubs' final league positions.

### Step 2 and Step 3

The Clubs in the bottom three places in each of the two divisions at Step 2 at the end of the Regular Season will be relegated to a feeder pool and placed in the most geographically appropriate division at Step 3 for the following Playing Season. They will be replaced by the Clubs finishing in 1st position in each of the four divisions at Step 3 together with a further two Clubs determined by a series of Play Off Matches. Where a Club finishes in 1st position but does not meet the criteria for participation at the next Step, the Club finishing in 2nd position shall be promoted and the Club finishing in 3rd position (and so on) shall be the Club in the next eligible position to take part in the Play Off Matches. Where a Club finishes in a Play Off Position but does not meet the Criteria for participation in Play Off Matches the Club finishing in the next eligible position shall take part in the Play Off Matches. In each division at Step 3, the Play Off Matches shall be played so that the highest placed of the eligible Clubs plays against the lowest placed and the other two Clubs play each other (the "Step 3 Initial Play Off Matches"): The winners of each of the Step 3 Initial Play Off Matches will play each other resulting in one winner in each of the Step 3 divisions (the "Step 3 Divisional Play Off Winners"). The Step 3 Divisional Play Off Winners will play a further match against each other. The ties will be played on a single match basis with the home Club being the Club with the best points per match ratio in the Regular Season. If there are only three eligible Clubs then the highest placed shall receive a bye to a second match where it will play the winner of the other Play Off Match and the winner of that match will play in the further Play Off Match described above. Clubs finishing below position 7 will not be considered for Play Off Matches.

The promoted Clubs will be placed in a feeder pool and placed in the most geographically appropriate division at Step 2.

### Step 3 and Step 4

The Clubs finishing in the bottom three places in each of the four divisions at Step 3 at the end of the Regular Season will be relegated to a feeder pool and placed in the most geographically appropriate division at Step 4 for the following Playing Season. They will be replaced by the Clubs finishing in 1st position in each of the seven divisions at Step 4 together with a further five Clubs determined by a series of Play Off Matches. Where a Club finishes in 1st position but does not meet the Criteria for participation at the next Step, the Club finishing in 2nd position shall be promoted and the Club finishing in 3rd position (and so on) shall be the Club in the next eligible

position to take part in the Play Off Matches. Where a Club finishes in a Play Off position but does not meet the Criteria for participation in Play Off Matches, the Club finishing in the next eligible position shall take part in the Play Off Matches. In each division at Step 4 the Play Off Matches shall be played so that the highest placed of the eligible Clubs plays against the lowest placed and the other two Clubs play each other (the "Step 4 Initial Play Off Matches"). The winners of each of the Step 4 Initial Play Off Matches will play each other and the winner of those matches shall result in seven teams eligible for promotion. The five Clubs to be promoted shall be the five Clubs out of the seven divisional Play Off winners with the best points per match ratio in the Regular Season. If there are only three eligible Clubs then the highest placed shall receive a bye to the second match where it will play the winner of the other Play Off match and the winner of that match will be promoted. Clubs finishing below position 7 will not be considered for Play Off Matches.

The promoted Clubs will be placed in a feeder pool and placed in the most geographically appropriate division at Step 3.

#### Step 4 and Step 5

The Clubs finishing in the bottom two places in each of the seven divisions at Step 4 at the end of the Regular Season will be relegated and placed in the most geographically appropriate division at Step 5. These Clubs will be replaced by the fourteen Clubs finishing in first position in each of the fourteen divisions at Step 5 at the end of the Regular Season.

#### **With effect from the commencement of the 2019/20 season, the following will apply:**

In addition, a series of Play Off Matches shall be played between the Clubs finishing in second position in each of the Leagues at Step 5 at the end of the Regular Season. The ties shall be decided by the Association pairing Clubs on the most suitable geographical basis. These matches shall be played on a single match basis on the ground of the Club with the best points per match ratio in the Regular Season. The winners of each of these seven matches shall play a final Play Off Match against one of the Clubs finishing third from bottom of each Step 4 division at the end of the Regular Season, such matches to be decided by the Association so that each Step 4 Club plays a Step 5 Club; such matches to be on a single match basis on the home ground of the Step 4 Club on cup tie terms with no percentage being paid to any Competition. The seven winners shall play at Step 4 in the following season.

The 2018-19 Regulations resume here.

The Clubs to be promoted from Step 5 will be allocated to the most geographically appropriate division at Step 4.

A Club promoted to Step 4 shall comply with the Licencing System provision as set out in Appendix 1 to the Standardised Rules.

#### Step 5 and Step 6

The Clubs in the bottom two places in each of the fourteen divisions at Step 5 at the end of the Regular Season will be relegated and placed in the most geographically appropriate division of Step 6. These Clubs will be replaced by the nineteen Clubs finishing in first position in each of the Leagues at Step 6 at the end of the Regular Season together with the required number of Clubs finishing in second position at the end of the Regular Season on a points per match ratio. If there are insufficient Clubs to fill vacancies Clubs finishing second to bottom of the Step 5 divisions will be reprieved so that the best such Club shall be reprieved first.

#### Step 6 and 7

At the end of the Regular Playing Season the Clubs in the bottom two positions of each of the nineteen Step 6 divisions will be liable to relegation.

All Step 7 Clubs seeking promotion to Step 6 must make application using the prescribed form direct to The Association, copied to their existing League, by 31st December in the relevant year. In order to be considered for promotion Clubs must finish in 1st position in their Step 7 league. If the Club finishing in 1st position does not wish to be promoted or fails to meet the entry criteria then the club finishing in 2nd position will be eligible for promotion. If the club in 2nd position does not seek promotion or fails to meet the entry criteria then clubs down to 5th position may

be considered for promotion provided that they meet the appropriate entry criteria. Clubs finishing below 5th position will not be considered for promotion and only one club will be considered from each League. Each application must be accompanied by the agreed application fee, as determined by the Committee, which is non-refundable.

No more than 38 Clubs will be promoted from Step 7. If more than 38 Clubs are eligible for promotion they will be chosen based on a points per match basis. Where the eligible Clubs count does not reach 38 in number, reprieves of Step 6 Clubs shall come into effect on a points per match basis.

5.3 At Steps 2-5 the Club finishing in last place in the table at the end of the Regular Season will be relegated and not reprieved. Below Step 5 the Clubs to be reprieved will be decided at the sole discretion of the Committee.

5.4 At Steps 1 to 6, if a Club becomes eligible to take part in a Play Off Match and refuses to take part in that match or if a Club qualifies for promotion and refuses to be promoted then that Club shall be relegated from the division from which it has so qualified and shall play the following Playing Season in the division at the next Step below which is deemed the most appropriate by the Committee.

5.5 Where a vacancy occurs within the NLS the following procedures will apply:

### **End of the Playing Season**

5.5.1 (a) Where a Club notifies its decision to resign from its League at the end of the Playing Season, then a vacancy is created on the date the notification of that decision is formally recorded by that League. Such resignation can only be withdrawn by the end of that Playing Season with the consent of the Board of that League.

10. In all cases, that Club is treated as a relegated Club. The final table of that division is not affected.

11. In cases where the vacancy is created after the end of the Playing Season but before the League's AGM, the vacancy will be filled in accordance with Regulation 5.5.2 below.

5.5.2 (a) Where a vacancy occurs at Step 1 and Step 2 following the completion of a Playing Season the best ranked Club in a relegation position is reprieved.

10. Where a vacancy occurs at Step 3 following the completion of a Playing Season the Club with the best points per match ratio in the Regular Season which is a Play Off winner but not promoted under Regulation 5.2 is promoted.

11. Where a vacancy occurs at Step 4 following the completion of a Playing Season the second placed Club across the Competitions at Step 5 with the best points per match ratio in the Regular Season will be promoted.

12. Where a vacancy arises and Clubs at Step 4 are to be relegated but for whatever reason a Step 4 division does not have its full complement of Clubs at the end of the Regular Season then Clubs to be reprieved will be determined by the Committee in its sole discretion.

13. Where a vacancy arises at Step 5 and below, the question of reprieves shall be dealt with at the sole discretion of the Committee.

14. Where a vacancy occurs after the date of a League AGM then a League is not able to replace the Club(s) concerned for the following Playing Season.

### **Prior to the end of a Playing Season**

5.5.3 (a) In cases where the vacancy is created prior to the end of the Playing Season, the vacancy will be filled by the best ranked Club in a relegation position at the end of the Regular Season, eligible of being reprieved in that same division. In the event of there being more vacancies than Clubs eligible to be reprieved, such vacancy or vacancies will be filled by Clubs eligible to be reprieved in the Competition's other division(s) on a points per match ratio.

(b) Where, prior to the end of the Playing Season, a Club notifies its decision to resign from its League with immediate effect or where a Club is removed from the League for any reason, then the playing record of that Club will be expunged and a vacancy is created on the date the resignation or removal is formally recorded by that League.

(c) In all such cases that Club is treated as a relegated Club and the vacancy will be filled in accordance with 5.5.3(a) above.

5.6 Only internal changes to the constitution of a League are allowed following the holding of a League's Annual General Meeting.

5.7 Clubs are not allowed to enter into a ground share agreement in order to gain promotion or to retain membership at a particular Step where the Club has failed to attain or maintain the relevant Grade.

5.8 Ground grading requirements will be in accordance with the Rules.

In order to be considered for promotion, the following requirements will apply.

Step 1 - Clubs must comply fully with the requirements of Grade A.

Step 2 - Clubs competing at Step 2 must comply fully with the requirements of Grade B. To be considered for promotion to Step 1 or to be included in the Play Off Matches, Clubs must meet the requirements of Grade B together with any additional requirements by 31st March in the year in which they seek promotion. Clubs must also attain Grade A by 31st March in the year following promotion.

Step 3 - Clubs competing at Step 3 must comply fully with the requirements of Grade C. To be considered for promotion to Step 2 or to be included in the Play Off Matches, Clubs must meet the requirements of Grade C and attain Grade B by 31st March in the year following promotion.

Step 4 - Clubs competing at Step 4 must comply fully with the requirements of Grade D. To be considered for promotion to Step 3 or to be included in the Play Off Matches, Clubs must meet the requirements of Grade D and attain Grade C by 31st March in the year following promotion.

Step 5 - Clubs competing at Step 5 must comply fully with the requirements of Grade E and attain Grade D by 31st March in the year following promotion.

Step 6 - Clubs competing at Step 6 must comply fully with the requirements of Grade F. To be considered for promotion to Step 5, Clubs must meet the requirements of Grade F and attain Grade E by 31st March in the year following promotion.

Step 7 - Clubs competing at Step 7 must comply fully with the minimum requirements in force. To be considered for promotion to Step 6, Clubs must meet the requirements of Grade H and attain Grade G by 31st March in the year following promotion. Clubs can be promoted from Step 7 to 6 without floodlights provided that all other requirements of Grade H are met by 31st March in the Playing Season in which the Club wishes to gain promotion and that the Club has the following in place:-

- Planning permission granted for floodlights
- That by 30th September following promotion the floodlights are installed and in working order.
- A development/business plan
- Quotations/estimates for the work to be carried out
- Funding applications submitted if required

Failure to install floodlights in working order by 30th September following promotion will result in a sanction being imposed at the discretion of the League of which the Club is a member. If by 31st March in the year following promotion the floodlights are still not installed then the Club will be a relegated Club and be dealt with accordingly.

5.9 If a Club is relegated for not achieving the required Grade for the Step at which it is playing it will not be eligible for promotion again until it has attained the required Grade for the



Step to which it wishes to be promoted. The Club must have that Grade at 31st March in the year in which it seeks promotion.

5.10 Where a Club resigns from a League that Club will not be eligible for promotion for at least one Playing Season following the Season in which it resigned.

5.11 In the event of any question arising regarding the interpretation of these Regulations it will be decided by The Association in its sole discretion.

## **xiii. THE MOVEMENT OF CLUBS WITHIN THE NLS OTHER THAN BY PROMOTION OR RELEGATION**

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6.1 Movement of a Club from participation in one League to another is not permitted other than by promotion and relegation or otherwise as set out in League Rules save with the approval of the Committee.

It may be necessary from time to time to move Clubs laterally at the same Step. Each year the Committee will consider whether any lateral movements may be necessary at each Step; if so the Clubs likely to be affected shall be notified and given the opportunity to present a case if that Club does not wish to be moved laterally. The final decision shall rest with a sub-committee of the Committee. A Club may appeal the decision of the Committee to an Appeal Board and such appeal shall be conducted in accordance with the Appeal Regulations.

In coming to its decision the Committee will have regard to any representations made by any party, the distance to be travelled by any Club to be moved compared to the distance travelled in the Playing Season prior to movement; the financial impact on the Club to be moved, the frequency with which the Club has been moved in the past; the number of Clubs both in the division to which the Club is to be moved and in the division from which the Club is moved, and any other matter that it considers to be relevant.

6.2 Any Club wishing to move from one League to another must make application in writing to the Committee on or before 31st March in each year to be effective for the following Playing Season. In the event of such application being successful the League from which the Club is moving shall not levy a financial penalty on that Club.

6.3 (i) If a Club (whether a Members' Club or a Company) is wound up, liquidated, or is removed from its League or withdraws from football competition ('the Former Club'), and a new Club ('the New Club') is established which wishes to be placed within the NLS, it will be allowed to make an application only to join a League/ division at Step 5 of the NLS unless the Former Club was in either Step 4 or Step 5 when the event which caused it to cease its membership occurred in which case it must re-join the NLS at a minimum of two Steps below the level at which it was at the time the event occurred, or withdrew from football competition, whichever is lower. Where the Former Club was a member of Premier League or EFL then the Committee shall at its absolute discretion determine in which League the New Club shall be placed for the following Playing Season and will set out at its complete discretion the requirements to be met by the New Club.

In order for consideration to be given to the placement in the NLS of the New Club in the following Playing Season, an initial application must be received by the Committee by 1st March or within twenty-one days of the Former Club being wound up, liquidated, resigning or being removed from its League or withdrawing from football competition, if such date is later than 1st March.

The full application accompanied by all necessary documents including evidence of security of tenure having been granted to the New Club and affiliation to a County Football Association must be received by 31st March or within twenty-one days of the Former Club being wound up, liquidated, resigning or being removed from its League or withdrawing from football competition, if such date is later than 1st March. The application shall be copied to the League of which membership is being requested. The application will be determined by the Committee.

In considering any application, the Committee will set out at its sole discretion the requirements to be met by the New Club.

In the event of more than one application being received within twenty-one days of the Former Club being wound up, liquidated, resigning or being removed from its League or withdrawing from football competition, the Committee will consider at its discretion which application will be considered in accordance with this Regulation.

xxiv. If a Club is removed from its League and wishes to remain in the NLS it shall apply to the Committee within five working days of it receiving written notification of its removal from its League. The Committee will consider such application and will place the Club in what it considers at its sole discretion to be the most appropriate League/division for the following Playing Season.

6.4 If a Club (whether a Members' Club or a Company) ceases to be a member of its league and that Club (that is not a New Club as defined at 6.3 above) wishes to be placed within the NLS for the immediately following Playing Season, then unless otherwise determined by the Committee, it may be allowed to make an application to join a League/division below the most recent League/division of which the Club was a member.

In order for consideration to be given to the placement in the NLS by the Club in the immediately following Playing Season, an initial application must be received by the Committee in accordance with the procedures set out at 6.3 above. The application shall be copied to the League of which membership is being requested. The application will be determined by the Committee at its absolute discretion.

In considering any application, the Committee will set out at its sole discretion the requirements to be met by the Club in determining whether to approve the application.

6.5 If two or more Clubs ("the Merging Clubs") are proposing a transaction or series of transactions that result in the merging or consolidation ("the Proposed Merger") of those Clubs into one Club ("the Merged Club") then a formal application to do so must be received by the Committee and the league(s) of which the Merging Clubs are members by 31st December to be valid for the following Playing Season.

A Deed of Agreement, which shall be legally binding on all parties must be submitted to The Association by 31st March in the year immediately following receipt of the application. The Committee shall determine at its absolute discretion where the Merged Club is to be included in the NLS for the following Playing Season subject to the provisions of item 6.5.5 below.

A Deed of Agreement, which shall be legally binding on all parties must be submitted to The Association by 31st March in the year immediately following receipt of the application. The Committee shall determine at its absolute discretion where the Merged Club is to be included in the NLS for the following Playing Season subject to the provisions of item 6.5.5 below.

In arriving at its decision the Committee may apply the following minimum criteria:

6.5.1 The requirements of Standardised Rule 2.9 for the current Playing Season must be met by each of the Merging Clubs. If one or more of the Merging Clubs is subject to an insolvency event then Standardised Rule 2.9.2 shall be applied to such club(s), otherwise Standardised Rule 2.9.1 shall be applied;

6.5.2 The proposed playing name of the Merged Club must be acceptable to the Committee; and

6.5.3 The Merged Club must have security of tenure to a ground that meets the relevant ground grading requirements;

6.5.4 Any other criteria that the Committee may from time to time deem to be appropriate;

6.5.5 The Merged Club will ordinarily be placed at the lower of the Steps at which the Merging Clubs ended the Playing Season in which the application is made. For the purposes of this Regulation, if one of the Merging Clubs has finished that Playing Season in

a relegation place, then they will be deemed to have ended the Playing Season at the Step to which they would have been relegated without the Proposed Merger proceeding.

Any decision regarding whether a proposed transaction or series of transactions falls to be considered under this Regulation shall be determined by the Committee at its absolute discretion.

## 7. PLACEMENT OF A CLUB INTO A LEAGUE

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7.1 Usually a club can only enter the NLS at Step 7. However a League may seek approval from the Committee to receive a club or team not currently in membership of a League within the NLS provided that there is: (a) exceptional circumstances, (b) a vacancy within its constitution, 16.the club meets the entry criteria and (d) promotion and relegation issues have been satisfied. Such request must be received from the league by no later than 1st February. Any decision shall only be capable of Appeal to The Association by the affected League.

7.2 Reserve teams, including a team from a club or Club which is not considered by the Committee to be sufficiently separate from another club or Club, will not be permitted to compete above Step 6 in the NLS. There must be a minimum of two Steps between a first and reserve team. This does not apply at Steps 6 & 7. No two teams from the same Club can play at the same Step. Reserve teams currently at Step 5 can remain unless relegated, once relegated they will not be permitted to be promoted back to Step 5.

7.3 Teams from Higher Education or Further Education establishments are not permitted to compete above Step 5. This does not prevent any such establishment forming a Club which complies with all entry criteria and which is separate from the establishment itself.

7.4 Where a Club moves from one League to another, for whatever reason, the League from which it is being moved must provide the League to which the Club is being moved with a certificate confirming that the Club being moved does not owe any money or other property of any nature to the League from which it is being moved. The Club being moved cannot compete in its new League until such certification has been provided and the onus will be on the Club being moved to ensure that it has cleared all indebtedness to its previous League.

## 17.PROCEDURES FOR THE DETERMINATION OF ANY MATTER, DISPUTE OR DIFFERENCE BY THE COMMITTEE

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8.1 The Committee may adopt such procedures for the determination of any matter, dispute or difference as it considers appropriate and expedient, having regard to the aims and objectives set out at Regulation 2. The Committee may require the attendance at a meeting or the written observations of any League or Club, as it considers appropriate to assist its determination.

8.2 (a) Any dispute or difference between a League and a Club relating to promotion and relegation issues, lateral movement and/or other eligibility criteria must be referred for determination to the Committee; such determination shall be final and binding subject only to Arbitration in accordance with Rule K.

3 Any decision of the Committee shall be subject to a right of appeal to an Appeal Board. The decision of that Appeal Board shall be final and binding on all parties.

All referrals of appeals shall be conducted in accordance with the Appeal Regulations save for appeals in relation to Ground Grading decisions where the procedures are outlined in 8.2(c) below.

### 23. Procedures for Ground Grading Appeals

(a) The ratification of the Ground Grading decision must be sent in writing within 14 days of the final decision date, currently 31st March.

(ii) Appeals in relation to Ground Grading Appeals must be submitted to The Association's Judicial Services Department within seven days from the date of the written decision outlining the Grounds of Appeal, with a copy to The Association's Leagues & Clubs Department.

(iii) The Ground Grading Technical Panel will appear before an Appeal Board with the Appellant to respond to the application and there is no requirement to make a formal response in writing.

(iv) In all cases the Ground Grading Technical Panel will submit any documentation including the Ground Grading report that was considered by the Ground Grading Technical Panel in relation to the Ground Grading decision, (which the appellant would already have received).

(v) Dates would be set annually in advance by the Judicial Services Department for the hearing of Ground Grading appeals and details of the dates would be notified to all Clubs in the correspondence from the Ground Grading Technical Panel notifying the decision of the Ground Grading assessment.

8.3 The Committee may, at its discretion, delegate the resolution of any matter, dispute or difference arising under these Regulations to anybody it considers to be appropriate (including a sub-committee or commission which may include members of council not on the Committee or a body constituted by a County Football Association).

## 9. CRITERIA FOR THE PARTICIPATION IN PLAY-OFF MATCHES

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In order to qualify for Play Off Matches a Club must comply with:

- Security of Tenure – see Standardised Rule 2.3.2
- Solvency – see Standardised Rule 13.B.2
- Ground Share requirements, i.e. not ground share in order to gain promotion – see 5.7 of these Regulations
- Ground Grading – see 5.8 of these regulations and the relevant criteria document

## 10. ARBITRATION

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The fact of participation in the NLS and signifying agreement to be bound by the Regulations shall constitute an agreement between each League and Club to refer to Arbitration any challenge in law arising out of, or in relation to, the Regulations in accordance with the provisions of FA Rule K.

## 11. PRECEDENCE

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In the case of conflict between the Regulations for the Operation of the NLS and the Rules, the Regulations take precedence.

## LEAGUES/DIVISIONS AT STEPS 5, 6 & 7 OF THE NLS (SEASON 2018-19)

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STEP 5	STEP 6	STEP 7
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Combined Counties League Premier Div Eastern Counties League Premier Div Essex Senior League Hellenic League Premier Div Midland League Premier Div North West Counties League Premier Div Northern League Div 1 Northern Counties East League Premier Div Southern Counties East League Premier Div Spartan South Midlands League Premier Div Southern Combination Football League Premier Div United Counties League Premier Div Wessex League Premier Div Western League Premier Div	Combined Counties League Div 1 East Midlands Counties League Eastern Counties League Div 1 North Eastern Counties League Div 1 Eastern Senior League Hellenic League Div 1 East Hellenic League Div 1 West Midland League Div 1 Northern Counties East Div 1 North West Counties League Div 1 North North West Counties League Div 1 South Northern League Div 2 South West Peninsula League Premier Div Spartan South Midlands League Div 1 Southern Combination Football League Div 1 Southern Counties East League Div 1 United Counties League Div 1 Wessex League Div 1 West Midlands (Regional) League Premier Div Western League Div 1	Anglian Combination Premier Div Bedfordshire County League Premier Div Cambridgeshire County League Premier Div Central Midlands League Div North Central Midlands League Div South Cheshire League Premier Div Dorset Premier League Essex & Suffolk Border League Premier Div Essex Olympian League Premier Div Gloucestershire County League Premier Div Hampshire Premier League Senior Div Herts Senior County League Premier Div Humber Premier League Premier Div Kent County League Premier Div Leicestershire Senior League Premier Div Lincolnshire Football League Premier Div Liverpool County Premier League Premier Div Manchester Football League Premier Div Mid Sussex Football League Premier Div Middlesex County League Premier Div Midland League Div 2 Northamptonshire Combination Premier Div Northern Football Alliance Premier Div North Riding Football League Premier Div Nottinghamshire Senior League Senior Div Oxfordshire Senior League Premier Div Peterborough & District League Premier Div Sheffield & Hallamshire County Senior League Premier Div Somerset County League Premier Div Southern Combination Div Two South West Peninsula League Div 1 East South West Peninsula League Div 1 West Spartan South Midlands League Div 2 Staffordshire County Senior League Premier Div Suffolk & Ipswich League Senior Div Surrey Elite Intermediate League Intermediate Div Thames Valley Premier League Premier Div Wearside League West Cheshire League Div 1 West Lancashire League Premier Div West Midlands (Regional) League Div 1 West Riding County Amateur League Premier Div West Yorkshire League Premier Div Wiltshire Football League Premier Div York Football League Premier Div
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# AREAS OF OVERLAPPING ASSOCIATIONS

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# AREAS OF OVERLAPPING ASSOCIATIONS

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(25th August, 1950 and 12th January, 1951)

31. A County Association is not permitted to alter or extend its area without the consent of The Association. Consent shall be given only after a Commission of Inquiry is held at which all parties concerned shall have an opportunity of attending.
32. District, Junior and Youth associations must be Members of a County Association.
33. The playing ground shall constitute the Headquarters of Clubs with the following exceptions:-
  - (a) Clubs concerned with Public Offices, Banks, Railways, Business Houses and similar institutions;
  - (b) Clubs which have not a recognised playing ground;
  - (c) Clubs which cannot obtain a suitable and convenient ground within the area of their County Associations. The Headquarters of the excepted Clubs shall be within the area of the County Association to which they claim to belong.
34. The Membership of Clubs with associations which overlap shall be restricted to the areas determined by the Overlapping Reports of 1908 and 1927 as follows:-

Amateur Football Alliance See Note 1.

Army FA See Note 1.

Birmingham County FA Area: The County of Warwick and 30 miles from Stevenson Place, Birmingham (except that part of the County of Worcestershire which is in the area of the Worcestershire Football Association).

Cambridge University FC See Note 1.

Cheshire County FA Area: County of Chester. Overlapped by Liverpool County Football Association.

Derbyshire FA Area: County of Derby. Overlapped by Sheffield & Hallamshire Football Association.

Essex County FA Area: County of Essex. Overlapped by London Football Association.

Gloucestershire FA and Somerset County FA

12. The boundary of the Gloucestershire Football Association stipulated by the 1908 Overlapping Commission shall remain.
13. Clubs whose headquarters are in, and Referees who reside in, that area of the City and County of Bristol which had extended into the County of Somerset since the 1908 Commission's decision, or in any contemplated extension by that administrative body, should affiliate to or register with the Somerset County FA as their parent association and, if they wish, also apply to affiliate to or register with the Gloucestershire FA.

Hertfordshire FA Area: County of Hertford, Overlapped by London Football Association.

Kent County FA Area: County of Kent. Overlapped by London Football Association.

Lancashire FA Area: County of Lancaster. Overlapped by Liverpool County Football Association and Manchester County Football Association. See also Note 3.

Liverpool County FA Area: 18 miles in Lancashire and eight miles in Cheshire from Liverpool Town Hall.

London FA Area: 12 miles from Charing Cross.

Manchester County FA Area: 12 miles from Manchester Town Hall and to be confined to Lancashire.

Middlesex County FA Area: County of Middlesex Overlapped by London Football Association.



Nottinghamshire FA Area: County of Nottingham. Over-lapped by Sheffield & Hallamshire Football Association.

Oxford University AFA See Note 1.

Royal Air Force FA See Note 1.

Royal Navy FA See Note 1.

Sheffield & Hallamshire FA Area: 20 miles from Sheffield Parish Church (since 1909 – Sheffield Cathedral).

Staffordshire FA Area: County of Stafford. Overlapped by Birmingham County Football Association. See also Note 2.

Surrey County FA Area: County of Surrey. Overlapped by London Football Association.

West Riding County FA Area: The West Riding of Yorkshire except that part which is in the area of Sheffield & Hallamshire Football Association namely 20 miles from Sheffield Parish Church (Cathedral).

Worcestershire FA Area: That part of the County of Worcester south of a straight line from Hagley Railway Station to Barnt Green Railway Station and continued from Barnt Green Railway Station in a straight line to Headless Cross.

15. Where Clubs have a Membership with more than one association, the associations concerned shall appoint a Joint Committee to deal with all matters in dispute except those concerning Cup Competitions.

16. A County Association may accept entries for its Competitions from Clubs having Membership with another County Association provided the assent of that association has been obtained and it shall have control of all matters in connection with the Competitions.

17. A County Association which is overlapped by one or more associations shall notify all its Clubs, Competitions and Referees within its area of their right to affiliate or register with the association concerned.

Note 1. The areas of the Services Associations are not defined: those of the Universities refer to persons in residence. The Amateur Football Alliance operates in England. Clubs may be added each year from other associations, but they shall remain in Membership with their County Associations. The Rules of the Alliance shall be in conformity with the Rules and Practice of The Association.

Note 2. Walsall & District Football Association became part of Staffordshire Football Association in 1925.

Note 3. In agreement with the Cumberland Football Association and the Lancashire Football Association eight clubs in the South Cumberland area of Millom have been placed in Membership with the Lancashire Football Association, for all purposes from the end of season 1969-70.

Note 4. In connection with Clause 4 of this Memorandum it has been agreed that, when a Club has to obtain a ground in a neighbouring County, it will remain affiliated with its original County Association.

# WOMEN'S FOOTBALL

## PYRAMID REGULATIONS

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- 35. DEFINITIONS
  - 36. INTRODUCTION
  - 37. POSITION OF A LEAGUE IN THE WOMEN'S FOOTBALL PYRAMID
  - 38. GENERAL PROVISIONS REGARDING PROMOTION AND RELEGATION
  - 39. DETAILED PROMOTION AND RELEGATION PROVISIONS
  - 40. THE MOVEMENT OF CLUBS WITHIN THE WOMEN'S FOOTBALL PYRAMID OTHER THAN BY PROMOTION OR RELEGATION
  - 41. ELECTION OF A CLUB INTO A LEAGUE
  - 42. CHANGE IN PLAYING NAME
  - 43. WOMEN'S FOOTBALL CONFERENCE
  - 44. JLCS
  - 45. PLAYING ORDER OF PRECEDENCE IN THE WOMEN'S PYRAMID OF FOOTBALL
  - 46. GIRLS' TEAMS PLAYING IN LEAGUES
  - 47. PROCEDURES FOR THE DETERMINATION OF ANY MATTER, DISPUTE OR DIFFERENCE BY THE BOARD
- APPENDIX A



# WOMEN’S FOOTBALL PYRAMID REGULATIONS

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## 1. DEFINITIONS

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In the interpretation of these Regulations, the following words and expressions, unless otherwise defined herein, shall have the following meanings:

- “Affiliated Association” shall have the meaning set out in the Rules.
- “Board” means The FA Women’s Football Board.
- “Club” means a football club for the time being in membership of a League.
- “County Association” shall have the meaning set out in the Rules.
- “Football Creditors” shall have the meaning set out in the Rules.
- “League” means any league sanctioned by The Association and/or an Affiliated Association in membership of the Women’s Football Pyramid.
- “Licence” means a licence required to be held by a Club in membership of Tiers 1 and 2.
- “Parent Association” shall have the meaning set out in the Rules.
- “Playing Season” means the period between the date on which the first competitive fixture in a League is played each year until the date on which the last competitive fixture in a League is played.
- “Regulations” means these regulations.
- “Rules” means the rules of The Association as amended from time to time.
- “The Association” shall have the meaning set out in the Rules.
- “Tier” means the level at which a Club participates in the Women’s Football Pyramid.
- “Women’s Football Pyramid” means the system of women’s and girls’ leagues controlled by The Association where promotion and relegation links exists between the participating Leagues.

## 2. INTRODUCTION

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- 2.1 The Women’s Football Pyramid shall be operated in accordance with these Regulations.
- 2.2 A Club shall be required to hold a Licence to be a member of the League at Tiers 1 and 2.
- 2.3 The aims and objectives of the Women’s Football Pyramid are:
  - 2.3.1 To provide clubs with a level of competitive football appropriate to their playing ability, stadium/ground facilities, economic means and geographical location.
  - 2.3.2 To provide a framework for discussion on matters of policy and common interest to Leagues and Clubs.
  - 2.3.3 To allow the seasonal movement of clubs.
- 2.4 All Leagues and Clubs shall be bound by these Regulations from the date on which they enter the Women’s Football Pyramid until such time as they leave the Women’s Football Pyramid for whatever reason. All Leagues will be required to sign a copy of these Regulations as and when required by the Board.

### 3. POSITION OF A LEAGUE IN THE WOMEN'S FOOTBALL PYRAMID

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3.1 The structure of the Women's Football Pyramid is as set out at Appendix A. Reserve sections/divisions sit outside of the Women's Football Pyramid.

3.2 Any league wishing to become part of the Women's Football Pyramid ("Applicant League") must (subject to the below) enter at Tier 7. An Applicant League must apply to The Association by 31st December in the year before the Playing Season in which it wishes to play in the Women's Football Pyramid will commence in such form and/or providing such information as shall be required by The Association from time to time. A league will only be permitted to enter the Women's Football Pyramid above Tier 7 if there are exceptional circumstances. The decision as to whether or not a league should be admitted to, and the Tier at which it will play in the Women's Football Pyramid shall be made by the Board.

3.3 Any League whose membership of the Women's Football Pyramid is suspended or withdrawn by the Board, or due to resignation by the League, will not be eligible to participate in any business of the Women's Football Pyramid, including the promotion and relegation process, during the period of suspension or after the date of such withdrawal or resignation of membership.

### 4. GENERAL PROVISIONS REGARDING PROMOTION AND RELEGATION

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4.1 The Women's Football Pyramid shall provide for the seasonal promotion and relegation of Clubs between Tiers within the system. A League that signifies its acceptance to be bound by these Regulations must be in a position to promote and relegate Clubs at the conclusion of each Playing Season. In extenuating circumstances, where a League is not in a position to relegate due to that League not being up to strength, it must obtain the permission of the Board.

4.2 A Club shall be promoted or relegated to the correct designated league in the Women's Football Pyramid according to its County Association affiliation, unless the provisions of Regulation 5.2 apply.

### 5. DETAILED PROMOTION AND RELEGATION PROVISIONS

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5.1 The criteria for entry into a League, including the ground grading criteria, shall be agreed between the Board and the Leagues. The agreed criteria in respect of ground grading for each Tier are contained in the Women's Football Pyramid Ground Grading Document as published by The Association from time to time.

5.2 It may be necessary from time to time to move Clubs laterally between Leagues at the same Tier to accommodate the movement of Clubs by normal promotion and relegation. Where this is necessary, no Club will be asked to move more than once in any three seasons, unless, as determined by the Board it would be advantageous to the Club to do so earlier than three seasons.

5.3 Each year the Board will consider whether any lateral movements may be necessary at Tiers 3 to 7; if so the Clubs likely to be affected shall be notified and, if the Club does not wish to be moved laterally, given the opportunity to present a case to the Board. The decision of the Board shall be final and binding subject only to arbitration under the Rules. In coming to its decision the Board will have regard to any representations made by any party, the distance to be travelled by any Club to be moved compared to the distance travelled in the Playing Season prior to movement, the financial impact on the Club to be moved, the frequency with which the Club has been moved in the past, the number of Clubs both in the division to which the Club is to be moved and in the division from which the Club is moved, and any other matter that it considers to be relevant.

5.4 At the conclusion of the 2018/2019 Playing Season the following procedures regarding promotion and relegation will apply:

***Tier 1 and Tier 2***

The Club in the bottom place in Tier 1 will be relegated to Tier 2. Subject to the ground grading criteria for Tier 1 and the other criteria for promotion, it will be replaced by the Clubs finishing in the top two positions in Tier 2.

Should a Club finishing in a promotion position in Tier 2 not wish to be considered for promotion or not meet the criteria for promotion, the Club finishing in third position in Tier 2 will, subject to the ground grading criteria and other criteria for promotion, be promoted to Tier 1 in place of the Club finishing in a promotion position. If the Club finishing in third position does not meet the criteria for promotion or does not wish to be promoted, the Club finishing in the relegation position in Tier 1 will not be relegated.

***Tier 2 and Tier 3***

The Club finishing in the bottom place in Tier 2 will be relegated to Tier 3 (to the appropriate divisions by reference to the Club's geographical location). The Clubs finishing in first place in the two divisions at Tier 3 will participate in a play-off match to determine the champion of Tier 3 ("Champion Club"). Subject to eligibility criteria and the criteria for promotion, the Champion Club will be promoted to Tier 2 in place of the relegated club. In the event that the Champion Club is not eligible for promotion and/or does not meet the promotion criteria, the Club which lost the play-off match ("Runner Up") will, subject to eligibility criteria, the criteria for promotion and the League rules at Tier 2 and 3 (all as amended from time to time) be promoted in place of the Champion Club. If neither the Champion Club nor the Runner Up are eligible or wish for promotion, no Club will be relegated from Tier 2.

***Tier 3 and Tier 4***

The Clubs in the bottom two places in each of the two divisions at Tier 3 will be relegated to Tier 4 (to the appropriate geographical division of Tier 2). These Clubs will be replaced by, subject to the ground grading criteria for Tier 3 and other criteria for promotion, the Clubs finishing in first position in each of the Leagues at Tier 4.

***Tier 4 and Tier 5***

The Clubs in the bottom two places in each of the four divisions at Tier 4 will be relegated to Tier 5 (to the appropriate geographical division of Tier 5). They will be replaced by, subject to the ground grading criteria for Tier 4 and other criteria for promotion, the Clubs finishing in first position in each of the Leagues at Tier 5. Should a Club finishing in first position of a League at Tier 5 not wish to be considered for promotion or not meet the criteria (including but not limited to the ground grading criteria) for promotion, then the Club finishing in second place may, subject to the ground grading criteria for Tier 4 and other criteria for promotion, be promoted in its place. Should neither the Club finishing in first place nor that finishing in second place wish to be considered for promotion or meet the criteria (including but not limited to the ground grading criteria) for promotion, the third placed Club may, subject to the ground grading criteria for Tier 4 and other criteria for promotion, be promoted in their place. Clubs finishing lower than third place will not be considered for promotion. If a Club finishing in first, second or third place in a League at Tier 5 is not eligible or does not wish for promotion, the highest placed Club in a relegation position in the most appropriate geographical League at Tier 4 will not be relegated.

***Tier 5 and Tier 6***

The Clubs in the bottom two places in each of the eight Leagues at Tier 5 will be relegated to Tier 6 (to the appropriate geographical division of Regional League Division One). These Clubs will be replaced by, subject to the ground grading criteria for Tier 5 and other criteria for promotion, the Clubs finishing in first place in each of the divisions at Tier 6. Should a Club finishing in first position not wish to be considered for promotion or not meet the criteria (including but not limited to the ground grading criteria) for promotion, then the Club finishing in second place may, subject to the ground grading criteria for Tier 5 and other criteria for promotion, be promoted in its place. Should neither the Club finishing in first place nor that finishing in second place wish to be considered for promotion or meet the criteria (including but not limited to the

ground grading criteria) for promotion, the third placed Club may, subject to the ground grading criteria for Tier 5 and other criteria for promotion, be promoted in their place. Clubs finishing lower than third place will not be considered for promotion. If a Club finishing in first, second or third place in a League at Tier 6 is not eligible or does not wish for promotion, the lowest placed Club in the most appropriate geographical League at Tier 5 will not be relegated.

Other promotions and relegations can occur within a League if agreed by a majority of the Clubs in membership of that League or in the case of the South-East Region, by the Joint Liaison Committee ("JLC") and with the approval of the Board.

#### ***Tier 6 to Tier 7***

The movement of Clubs between Tiers 6 and 7 (County Leagues) will be via a promotion pool.

The Clubs at Tier 7 can apply to the Board to be considered for promotion to the relevant League at Tier 6. Application must be made by 31 March in each year and priority will be based on the finishing positions of the Clubs at Tier 7. In the event that the champion Club at Tier 7 has not applied for promotion by 31 March in the relevant year, that Club will nevertheless still be considered for promotion to Tier 6.

The Board, in consultation with the relevant JLC, shall decide which Clubs shall be promoted taking into account the number of vacancies after any relegation has occurred.

#### ***Play-Off Matches***

Where the appropriate JLC decides that a number of play-off matches are required in order to determine promotion and relegation in any Playing Season, these play-off matches shall be organised at the end of the Playing Season, provided that the Clubs were given notice prior to the start of that Playing Season or, if such notice was not given, by majority agreement of all the Clubs which could be involved in the play-off matches.

#### ***Tiers within the same League***

In exceptional circumstances and only in the case of Leagues which are played at more than one Tier, the promotion and relegation between Tiers which form part of the same League may be decided by a majority of those persons eligible to attend and vote at a Special General Meeting or Annual General Meeting where this is considered, subject to the approval of the Board.

#### ***Reserve Teams***

Where a reserve section/division exists in a League at Tier 6 any reserve teams or any additional teams of Clubs already in membership of that League at Tier 6 of the Women's Football Pyramid shall move to the reserve section/division when it is established. Any reserve team or any additional teams of Clubs already in membership of the Women's Football Pyramid which are promoted from Tier 7 shall be placed (where such a league exists) in the reserve section/ division of the relevant Tier 6 League.

Unless a reserve section/division exists, reserve teams are not permitted to play above Tier 6.

## **14.THE MOVEMENT OF CLUBS WITHIN THE WOMEN'S FOOTBALL PYRAMID OTHER THAN BY PROMOTION OR RELEGATION**

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6.1 Movement of a Club from participation in one League to another is not permitted other than by promotion and relegation save with the approval of the Board or in accordance with Regulation 6.3, such approval being final and binding.

6.2 A Club shall be permitted to apply to the Board to compete in a League sanctioned by any County Association, regardless of whether the Club is in membership of it, where the Club can establish that the travelling required to compete in a League sanctioned by a County FA is less onerous than the travelling that would be required to compete in the appropriate League sanctioned by the County Association with which it has membership (or its Parent Association, where applicable). The Board shall decide, at its absolute discretion, whether this exception applies and its decision shall be final and not subject to appeal.

6.3 Any Club proposing to move from one League to another, other than by promotion, relegation and/or via the promotion pool, must make applications to resign from and be elected to the relevant Leagues in accordance with the rules and regulations of those Leagues. Any such notice must in any event, and regardless of any provisions to the contrary in a League's rules and regulations, be given to both Leagues and the Board by 31<sup>st</sup> March in the relevant year in order to be effective for the following Playing Season. Only once promotion and/or relegation has been decided will a decision be made by the Board in respect of a Club's application.

6.4 If a Club (whether a members' club or a company) is wound up, liquidated or withdrawn or removed from a League/division in the Women's Football Pyramid and then wishes to reform and/or re-enter the Women's Football Pyramid the following Playing Season, unless otherwise determined by the Board, it will be allowed to make an application only to join a League/division a minimum of two Tiers below the League/division in which it was a member when wound up, liquidated, withdrawn or removed (e.g. from Tier 1 to Tier 3 or below, from Tier 2 to Tier 4 or below, from Tier 3 to Tier 5 or below etc.). This relates only to Clubs that wish to reform and/or return for the following Playing Season and subject to the approval of the Board as set out above.

6.5 If two or more Clubs ("the Merging Clubs") are proposing a transaction or series of transactions that result in the merging or consolidation ("the Proposed Merger") of those Clubs into one Club ("the Merged Club") then a formal application to do so must be received by the Board and the League(s) of which the Merging Clubs are members by 31st December to be valid for the following Playing Season.

A deed of agreement, which shall be legally binding on all parties must be submitted to The Association by 31st March in the year immediately following receipt of the application. The Board shall determine at its absolute discretion where the Merged Club is to be included in the Women's Football Pyramid for the following Playing Season subject to the provisions of item 6.5.5 below.

In arriving at its decision the Board may apply the following minimum criteria:

6.5.1 with regard to each of the Merging Clubs:

6.5.1.1 The shareholders or members of the Club have voted to agree to the transfer of the Club's membership to the new entity and/or a licensed insolvency practitioner(s) appointed to the Club has agreed to sell or transfer some or all of the Club's assets to the new entity.

6.5.1.2 All Football Creditors in the Club must be paid in full or transferred in full (with each creditor's consent) to the new entity, and evidenced as such.

6.5.1.3 All other creditors in the Club must be paid in full or transferred in full (with each creditor's consent) to the new entity and evidenced as such.

6.5.1.4 The proposed new entity has provided financial forecasts to the Board and the League showing its ability to fund the Club for the next twelve (12) months or to the end of the Playing Season following transfer (whichever is the longer) and that evidence of funding sources has been provided.

6.5.1.5 The Board must have given approval for the transfer to take place.

In the event that requirement 6.5.1.1 and/or 6.5.1.3 are not fully complied with, and only where the Board, at its absolute discretion, deems there to have been exceptional circumstances surrounding the application for the merger, it may approve the merger (subject to compliance with all other provisions above);

6.5.2 the proposed playing name of the Merged Club must be acceptable to the Board;

6.5.3 the Merged Club must have security of tenure to a ground that meets the relevant ground grading requirements;

6.5.4 any other criteria that the Board may from time to time deem to be appropriate; and

6.5.5 the Merged Club will ordinarily be placed at the lower of the Tiers at which the Merging Clubs ended the Playing Season in which the application is made. For the purposes of this Regulation, if one of the Merging Clubs has finished that Playing Season in a relegation place, then they will be deemed to have ended the Playing Season at the Tier to which they would have been relegated without the Proposed Merger proceeding or if one of the Merging Clubs has finishing the Playing Season in a promotion place, then they will be deemed to have ended the Playing Season at the Tier to which they would have been promoted without the Proposed Merger proceeding.

Any decision regarding whether a proposed transaction or series of transactions falls to be considered under this Regulation shall be determined by the Board at its absolute discretion.

6.6 In the event that a League in the Women's Football Pyramid ceases to exist, the Board will use its reasonable endeavours to place the Clubs previously playing in that League at the next highest level of the Women's Football Pyramid for the following Playing Season (but is under no obligation to do so), unless otherwise requested by a Club.

6.7 A Club may apply by 31st March to the League in which it has its membership for voluntary relegation to a League/division one Tier below at the end of current Playing Season after discharging its full obligations to the League. Any such successful application shall count as one of the relegation places from that League at the end of current Playing Season and the League shall adjust its remaining relegation place(s) accordingly. Any disputes shall be referred to the Board.

## **7. ELECTION OF A CLUB INTO A LEAGUE**

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7.1 Subject to Regulation 7.3, a Club can only enter the Women's Football Pyramid only at Tier 7 and only to the County League of their Parent County Association.

7.2 Any Club shall be permitted to compete in a League sanctioned by any County Association, regardless of whether the Club is in membership of it, where the Club can establish that the travelling required to compete in a League sanctioned by a County Association is less onerous than the travelling that would be required to compete in the appropriate League sanctioned by the County Association with which it has membership (or its Parent Association, where applicable). The Board shall decide, whether this exception applies and this may be subject to annual review.

7.3 In exceptional circumstances a League may seek approval from the Board to elect a Club not currently in membership of that League provided that there is: (a) exceptional circumstances (b) a vacancy within its constitution (c) the Club meets the entry criteria and (d) promotion and relegation issues have been satisfied.

## **8. CHANGE IN PLAYING NAME**

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A Club participating in a League at Tier 6 or above shall not be permitted to change its playing name (i.e. the name under which the Club competes in a League), as recorded on Form "A", save with the prior written permission of the Board. A Club participating in a League at Tier 7 shall not be permitted to change its playing name (i.e. the name under which the Club competes in a League), as recorded on Form "A", save with the prior written permission of its County Association. Any application for a change of playing name must be received by the Board or County Association (as appropriate) on or before 31 March in a Playing Season in order for it to be considered by Board or County Association (as appropriate) for adoption in the following Playing Season. The Board or County Association (as appropriate) will use its absolute discretion in deciding whether to approve a change in a Club's playing name.

## **9. WOMEN'S FOOTBALL CONFERENCE**

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The Women's Football Conference (the "Conference") will comprise of representatives from



Leagues and the representatives appointed by that Board in accordance with its constitution. The objective of the Conference is to take steps to protect and further the interests of women's and girls' Association football.

## 10. JLCS

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Regional JLCs will be established to consider matters relating to the development of the Women's Football Pyramid in their regions. In particular JLCs will be responsible for recommending the promotion and relegation of Clubs between Tiers 5, 6 and 7, and will operate in accordance with their terms of reference.

In the case of the South-East Region, the JLC may be responsible for determining the promotion and relegation between Tiers 5 and 6 where appropriate.

The JLCs will be established on a regional basis and will comprise representatives of the Leagues at Tiers 6 and 7.

Both the Conference and the JLCs may refer a matter to the Board for determination.

## 11. PLAYING ORDER OF PRECEDENCE IN THE WOMEN'S PYRAMID OF FOOTBALL

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Any Club with more than one team in any League in the Women's Football Pyramid shall always fulfil its fixtures in this order of precedence, subject to the players being properly registered with the League(s): first team, reserve team, A team and other lower teams.

A League shall deal with any breach of this Regulation by the teams of a member Club playing within the same League. Any breach of this Regulation by teams of a Club playing in more than one League shall be reported to the Board who shall deal with it as appropriate.

## 12. GIRLS' TEAMS PLAYING IN LEAGUES

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12.1 Any clubs wishing to enter a new girls' team into a league competition shall only do so if the league competition is sanctioned by the County Association with which the club is in membership. If the club is in membership of more than one County Association, the league competition must be sanctioned by the Club's Parent Association.

This Regulation applies to all new teams, irrespective of whether a club has another team already competing in a league sanctioned by The Association or any County FA.

12.2 The following exceptions to the above regulation shall apply, and a new team shall be permitted, for one Playing Season only, to compete in a league sanctioned by The Association or any County Association, regardless of whether the club is in membership of it, provided that the club can establish:

18. the travelling required to compete in a league sanctioned by The Association or another County Association is less onerous than the travelling that would be required to compete in the appropriate league sanctioned by the County Association with which it has membership (or its Parent Association, where applicable);

19. there is no appropriate age group division in the league sanctioned by the County Association with which it has membership (or its Parent Association, where applicable) for the new team to compete in; or

20. the league sanctioned by the County Association with which it has membership (or its Parent Association, where applicable) does not offer the format of football that the Club wishes the new team to compete in eg 11 v 11, 7 v 7.

The County Association with which the Club is in membership, or the Club's Parent Association where applicable, shall decide, whether any one of the above exceptions applies and if so whether the team may compete in a league sanctioned by The Association or another County Association.

The County Association or Parent Association shall review this decision annually

based on the exceptions set out in (i) to (iii) above and having regard to the playing standard of the team, the league in which it has been given permission to participate and the league it would be required to participate in if it was required to play in a league sanctioned by the County Association with which it has membership or its Parent Association as appropriate.

12.3 Subject to Regulation 12.2, existing teams shall continue to participate in any league that they have previously participated irrespective of whether that league is sanctioned by The Association, a County Association other than the one with which that team's Club is in membership, or its Parent Association, unless it is moving to a league sanctioned by its Parent Association where a vacancy exists.

## **xiv. PROCEDURES FOR THE DETERMINATION OF ANY MATTER, DISPUTE OR DIFFERENCE BY THE BOARD**

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13.1 The Board may adopt such procedures for the determination of any matter, dispute or difference as it considers appropriate and expedient, having regard to the aims and objectives set out at Regulation 2. The Board may require the attendance at a meeting or the written observations of any League or Club, as it considers appropriate to assist its determination.

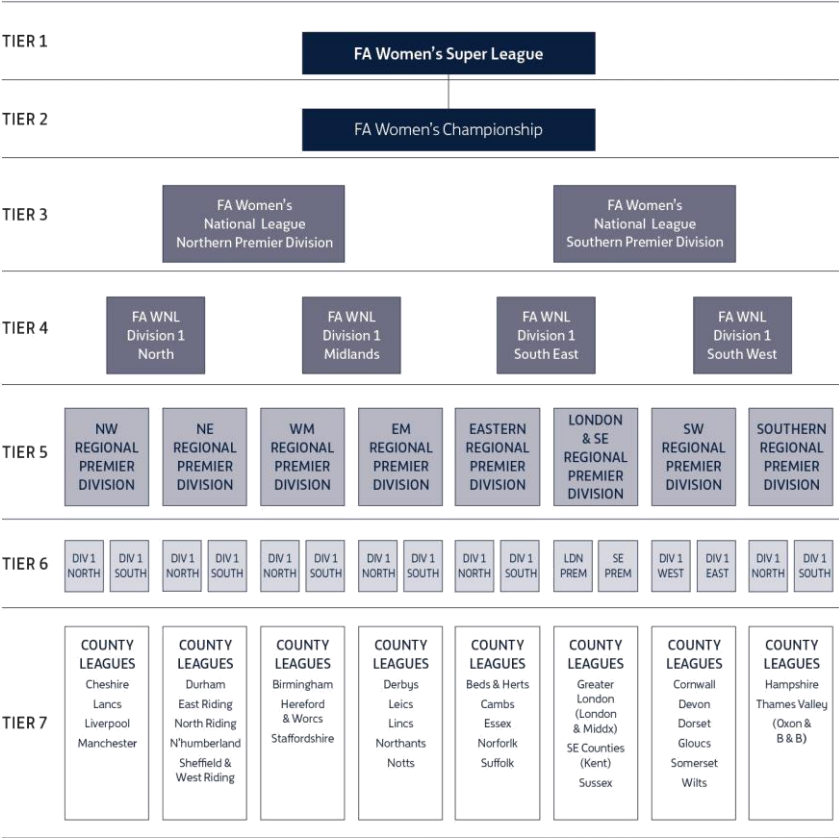
13.2 Any dispute or difference between a League and a Club relating to promotion and relegation issues, lateral movement and/or other eligibility criteria must be referred for determination to the Board; such determination shall be final and binding subject only to arbitration in accordance with Rule K.

13.3 Any other decision of the Board shall be subject to a right of appeal to an Appeal Board. The decision of that Appeal Board shall be final and binding on all parties. All referrals of appeals shall be conducted in accordance with the Appeal Regulations.

13.4 The Board may, at its discretion, delegate the resolution of any matter, dispute or difference arising under these Regulations to any body it considers to be appropriate (including a subcommittee or commission which may include members of council not appointed to the Board or a body constituted by a County Association).

## **APPENDIX A**

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# KIT AND ADVERTISING REGULATIONS

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48.	GENERAL
49.	PERMITTED ADVERTISING (NOT RELATING TO SPONSORS)
50.	SPONSOR DESIGNATIONS
51.	MATCH OFFICIALS



# KIT AND ADVERTISING REGULATIONS

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## Introduction

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

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

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

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

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

## Definitions and Interpretation

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

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

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

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

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

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

## A. GENERAL

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15. Save as set out in these Regulations, Advertising on Clothing and Football Boots is prohibited during the period of a Match. This applies to Players, including substitutes, any others in the Technical Area, including Club Officials and to Match Officials. The rules of an Affiliated Association or Competition may provide that for matches under their jurisdiction a Club is obliged to obtain permission for any of the Advertising listed in Section C below, subject always to these Regulations. Clubs must seek the permission of the Competition organiser in order to wear any items of Clothing during any pre-match warm-up, ceremony or player line up that bear any slogan or message not otherwise covered by these Regulations (for example but not limited to a message of support regarding an ill team-mate).

21. Where the rules of an Affiliated Association or Competition require a Club to obtain permission under A(1), a new application for permission must be made to the appropriate body each time it is proposed to amend the Advertising. Subject to the provisions of Section B2 and Section C(5) below, or any relevant provisions of the appropriate Competition, there is no restriction on the number of such applications that may be made during the course of each season.

22. Disciplinary action in accordance with the Rules may be taken against a Club, Player, Club Official or Match Official for any breach of these Regulations.

23. The appearance on, or incorporation in, any item of Clothing (including Football Boots) of any distasteful, threatening, abusive, indecent, insulting, discriminatory or otherwise ethically or morally offensive message, or any political message, is prohibited. The Advertising of tobacco products is prohibited.

24. A Club shall observe all recognised Advertising standards and in particular those of the Advertising Standards Authority.

25. Advertising entailing the use of numerals is permitted only if such numerals clearly form part of the Advertising and cannot in any way be confused with Players' shirt numbers.

26. No colour or design may be used in Advertising that might create problems of identification for Match Officials and/or opponents. The colour and design of the Clothing of opponents, goalkeepers and match officials must be taken into account.

27. Without limiting the effect of the above, in the case of a team comprising players all under the age of 18 years on 31 August in the current season, the appearance on or incorporation in any item of Clothing of any reference whatsoever to a product, service or other activity which is considered by The Association as detrimental to the welfare, health or general interest of young persons, or is otherwise considered inappropriate, having regard to the age of the players, is prohibited.

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

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

xv. Any issues arising in relation to the interpretation or effect of these Regulations shall be referred to The Association for its determination, which shall be final and binding (subject to provisions relating to Match Officials).

xvi. A Club shall supply on demand to The Association any item of Clothing for consideration as to whether it complies with these Regulations.

## **B. PERMITTED ADVERTISING (NOT RELATING TO SPONSORS)**

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The following Advertising is permitted:

1. Club emblem and name

xxv. On Football Boots

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

17. On all other Clothing

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

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

An additional officially designated Club emblem (or part thereof), name, initials, nickname or a trademark registered by the Club, or a combination of such, may appear on each sock or on any cap worn by a goalkeeper providing it does not exceed an area of 50 square centimetres (see Fig 4) and, where it appears on a sock, is covered when a Football Boot is worn (see Fig 3).

4 once only on each sock tie-up providing it does not exceed an area of 100 square centimetres. The sock tie-up may show the Player's name, Player's squad number, Competition name, sponsor designation and date of match or any combination of the same. Clubs must receive the approval of the Competition for the use of sock tie-ups.

5 No more than two of the officially designated Club emblem (or part thereof), name, initials, nickname, foundation year, a trademark registered by the Club or web site address, may appear on the collar or collar zone of a shirt and/or tracksuit. Any single item may be used once only. Each item to have a surface area not exceeding 12 square centimetres, and any lettering in written / text identifications must not exceed 2 centimetres in height (see Fig 5). The collar zone is a 5 centimetre band starting at the base of a clearly defined collar.

6 The club may incorporate one of its types of club identification or parts thereof, in jacquard weave form, as tonal print or by embossing the shirt and/or shorts. There is no limitation as to the number, size and positioning of the type of club identification chosen.

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

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

once only on the front of any walk on jackets and outer garments of Clothing including that worn by substitutes and Club Officials in the Technical Area at any time with size and positioning consistent with B1(ii)(a) and (b) above, except that there are no restrictions as to the position and size of the Club name. In addition once only on the back with no restriction as to the position or size.

### 3 Clothing Manufacturer

#### (b) On Football Boots

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

#### 23. On all other Clothing

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

- (d) on the shirt and on the shorts provided it is an area no greater than 20 square centimetres (see Fig 7).

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

An additional established mark, logo or name of a Clothing manufacturer, or a combination of the same, may appear once only on each sock providing it does not exceed an area of 50 square centimetres and it is not visible when wearing a Football Boot.

- (j) (i) An additional established mark, logo or name of the Clothing manufacturer may be used once or repeatedly on either/or both sleeves as part of the design on the trim or taping of shirts, shorts and socks. Such trim or taping shall be limited to down the outer seam of the shirt (armhole to the bottom of the shirt), or the length of the sleeve (neck to cuff), or across the bottom of each sleeve (cuffs) and to the bottom edge of the shorts or down the outer seam of the shorts and across the top edge of the socks (see Fig 9).

The mark, logo or name of the Clothing manufacturer which appears once or repeatedly, as part of the design on the trim or taping of the shirts, shorts and socks shall be restricted to a maximum width of 10cm on the shirts and shorts and to a maximum width of 5cm on brand-new (unworn) socks (see Figs 8 and 9).

- (k) An established mark, logo or name or combination of the Clothing Manufacturer must appear on all Clothing of all Players and Club Officials wherever such Advertising appears consistent with the size and positioning set out at B.2(ii) above. Once submitted to and approved by a Competition, the established mark, logo or name or combination on players' and Club Officials' Clothing may not be modified during the course of that season, without the approval of the Competition.
- (l) In addition to the club identification, the manufacturer may incorporate one of its types of identification in jacquard weave form or by embossing in the shirt and/or shorts. The type of manufacturer identification chosen must not exceed 20 square centimetres. There is no limitation as to the number and positioning of the type of manufacturer identification chosen.

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

#### (f) Product marks and seals of quality

##### On Football Boots

The official licensing product mark or seal of quality is permitted on the outside of Football Boots without restriction.

- (g) On all other Clothing



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

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

(f) Numbers

On Football Boots

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

(g) On all other Clothing

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

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

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

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

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

(i) Players Names and Personalisation

On Football Boots

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

(k) On all other Clothing

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

(d) Other Logos

On Football Boots

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

(c) On goalkeeper gloves

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

(e) On all other Clothing

The officially designated logo or name of an Affiliated Association or Competition may appear once only on each sleeve of shirts, provided Affiliated

Associations or Competition rules so permit. Such mark must appear between the shoulder seam and the elbow and must not exceed 100 square centimetres.

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

(g) A single image of the national flag of the country to which the Club is affiliated may appear once only on each sleeve of the playing shirt provided that the rules of the Affiliated Associations and the Competition so permit and that it does not exceed an area of 25 square centimetres.

(h) The officially designated name, logo or emblem of a registered charity may appear once only on shirts, provided that such name, logo or emblem does not exceed an area of 100 square centimetres. Alternatively, such a charity name, logo or emblem may appear on shirts in the space reserved for the main club sponsor, either alone or in combination with a club sponsor logo, provided that a total area of 250 square centimetres is not exceeded.

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

(iv) A Competition may request permission from The Association for the inclusion of a designated name, logo or emblem of an initiative to appear once only on shirts, provided that such name, logo or emblem does not exceed an area of 100 square centimetres. Alternatively, such a name, logo or emblem may appear on shirts in the space reserved for the main club sponsor, either alone or in combination with a club sponsor logo, provided that a total area of 250 square centimetres is not exceeded. Permission will be at the sole discretion of The Association.

(v) The captain of each team may wear an armband in accordance with Affiliated Association or Competition Rules. If worn the captain's armband must not include any form of Advertising or sponsorship. With the prior agreement of the Affiliated Association or Competition the captain's armband may include the official club emblem, the Affiliated Association or Competition logo, or any initiative or emblem that promotes the game of football.

# CLUB EMBLEM

Regulation B.1



Figure 1

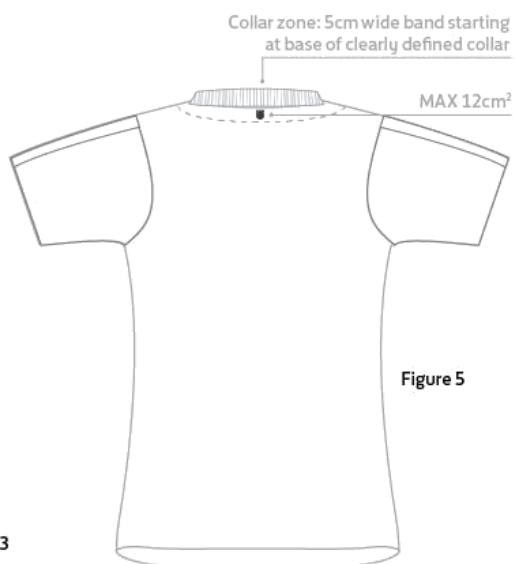


Figure 5

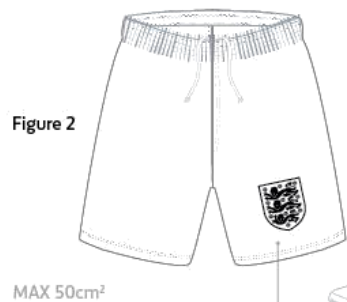


Figure 2



Figure 3

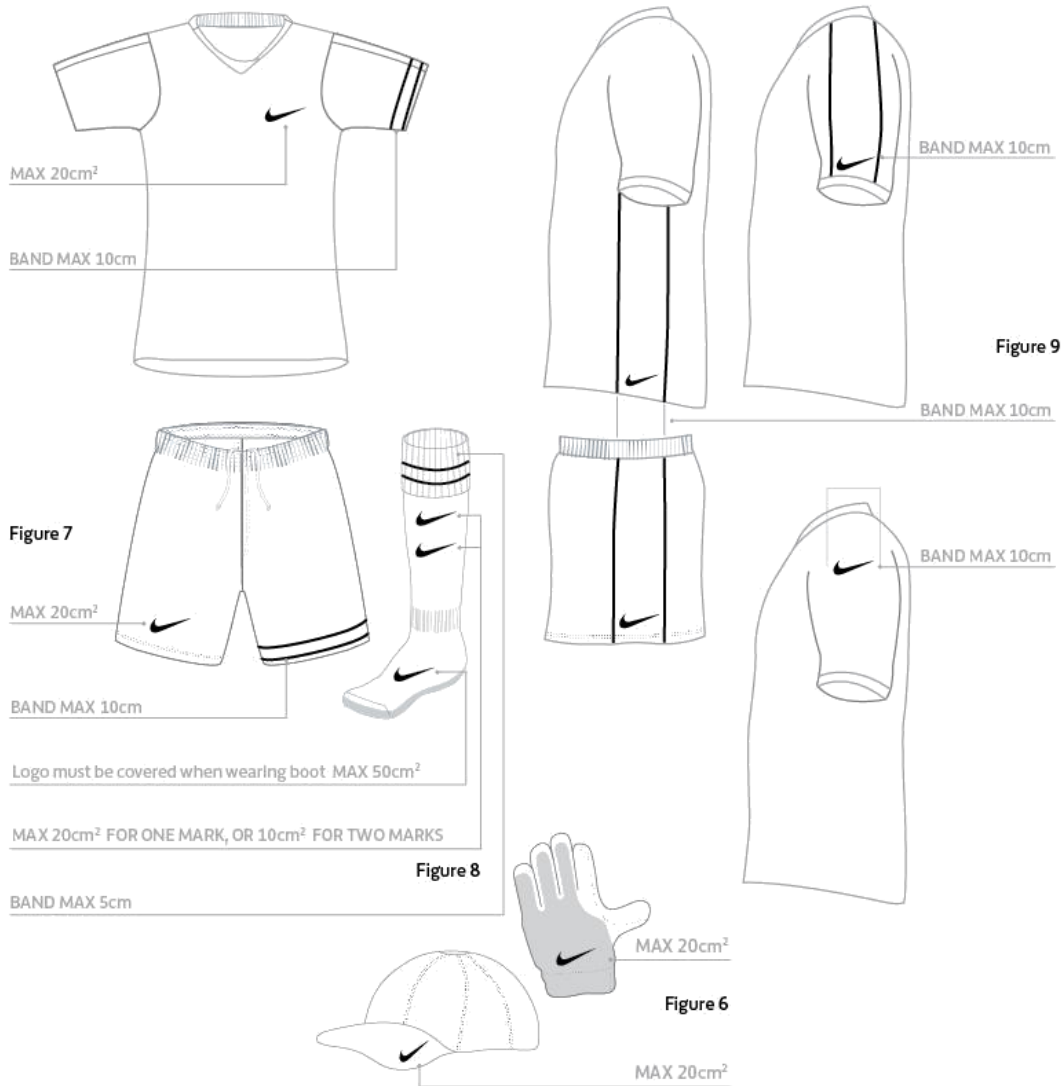


Figure 4

Logo must be covered when wearing boot  
MAX 50cm

## CLOTHING MANUFACTURER

Regulation B.2



## C. SPONSOR DESIGNATIONS

### (e) On Football Boots

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

### (g) On all other Clothing

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

The following Advertising is permitted:

#### (i) Playing kit

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

- One single area not exceeding 250 square centimetres on the front of the shirt (see Fig 10);
- One single area not exceeding 100 square centimetres on the back of the shirt (see Fig 13);
- One single area not exceeding 100 square centimetres on each sleeve of the shirt, between the shoulder seam and the elbow (provided Affiliated Association or Competition Rules so permit) (see Fig 12);

- One single area not exceeding 100 square centimetres on the back of the shorts (see Fig 14); and
- Once only on each sock tie-up providing it does not exceed an area of 100 square centimetres (see Fig 11).

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

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

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

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

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

(c) Clubs may conclude sponsorship arrangements with different companies in respect of Advertising permitted under C2(i) above for both their 'home' and 'away' strips. Where Competition rules allow for a third strip to be worn, this may carry Advertising as worn on either the "home" or "away" shirt. The third strip may carry an alternative sponsor advertisement with the permission of the Competition. The Advertising must appear in the same form on the Clothing of all Players and Club Officials wherever such Advertising appears, throughout the entirety of the match.

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

(e) Club playing name

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

## SPONSOR DESIGNATIONS

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



Figure 10

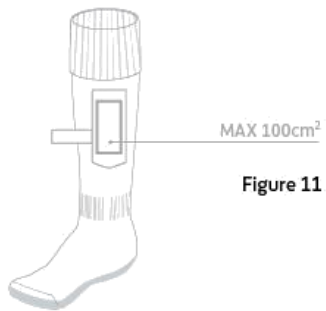


Figure 11

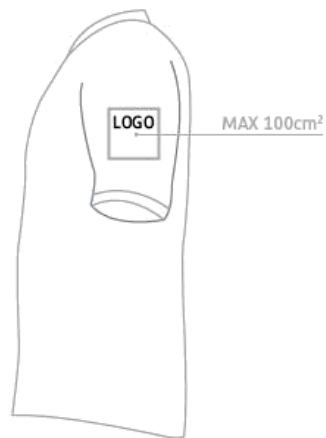


Figure 12

## SPONSOR DESIGNATIONS

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

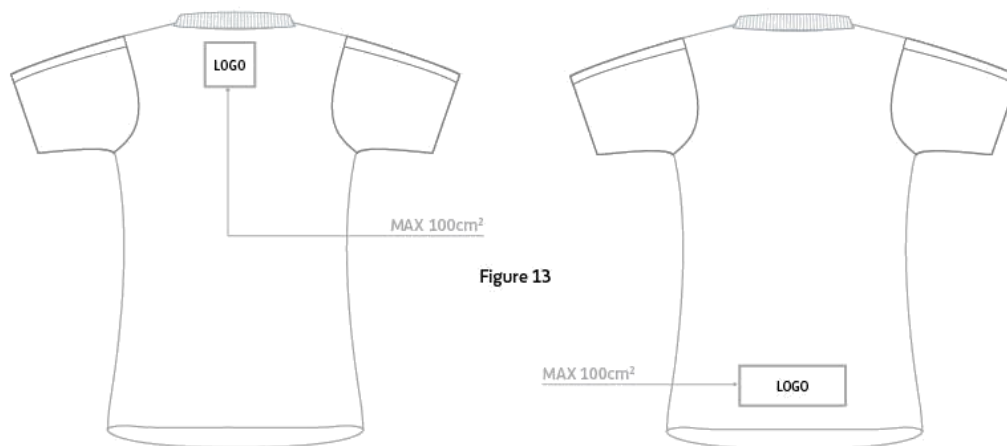
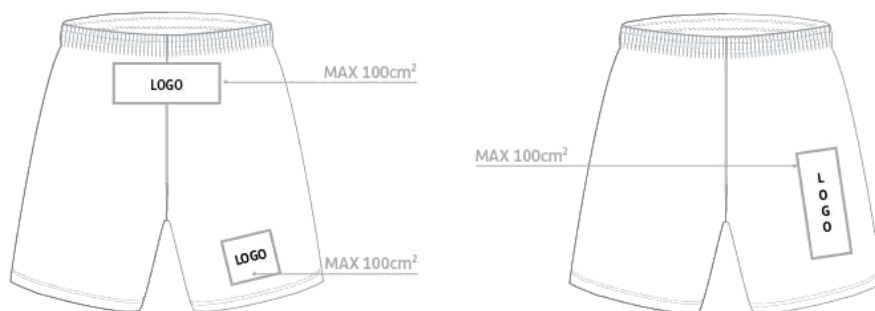


Figure 13

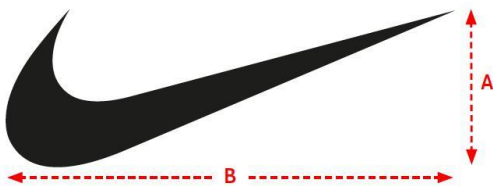
(Examples of where a single logo could be located)



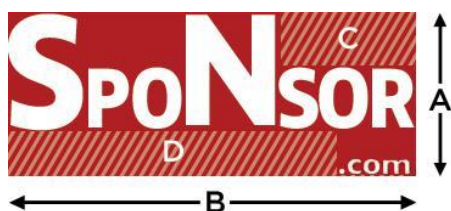
## MEASUREMENT PROCEDURES

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

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



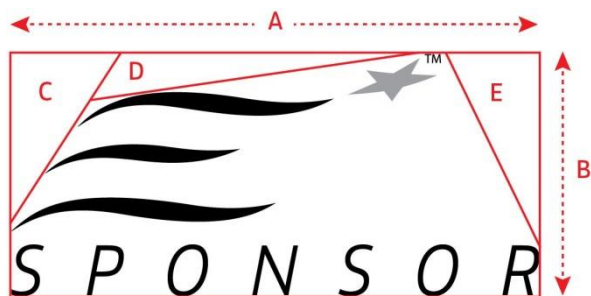
(A multiplied by B)



(A multiplied by B less C + D)

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

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



**MAXIMUM 250cm<sup>2</sup>**

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

#### MEASUREMENT PROCEDURES OF NEUTRAL COLOURED PATCHES/SHIRT COLOURS

(vi) Sponsor advertising on a neutral coloured patch – i.e. white sponsor logo on a black patch on a predominantly white/green shirt.

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



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

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



(x) **Measuring of a 'chest ring'** – e.g. the white band around a club's shirt

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





## D. MATCH OFFICIALS

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

The following Advertising is permitted:

(c) The mark, logo or name of a Clothing manufacturer or a combination of the same, may appear:

- (1) once only on the shirt provided it is an area no greater than 20 square centimetres.
- (2) once only on the shorts provided it is an area no greater than 12 square centimetres.
- (3) incorporated into the design of the socks, but must be limited to an area no greater than 12 square centimetres.

(d) Jacquard Weave

A jacquard weave or similar technique such as embossing shall be allowed providing each is limited to 20 square centimetres, with unlimited repeats being acceptable. The design of such jacquard weave may be the manufacturer's mark, logo or name. The jacquard weave shading shall be restricted to two shades differing from the base colour, using a standard Pantone reference manual.

(f) Sponsor Advertising

Sponsor Advertising is permitted only on shirt sleeves and the total surface area of the Advertising shall not exceed 200 square centimetres. Any sponsorship contract must be made between the sponsor and The Association or Professional Game Match Officials Limited. Individual Affiliated Associations or Leagues are not permitted to enter into sponsorship contracts.

(i) Badges

Match kit shirts may carry the recognised badge of the appropriate Competition once only, which must be on either site of the breast pocket. This badge must not exceed an area of 20 square centimetres and, where it contains the established trademark, trade name or logo of a sponsor of the Competition, must be approved by The Association in advance.

In addition to the recognised competition badge the match kit shirt may carry once only on either site of the breast pocket an officially designated badge of FIFA, The Association, the relevant Affiliated Association or the Referees' Association (where relevant).

b Sock Tie-Up

Each sock tie-up may show the name and/or badge of appropriate Affiliated Association or the Referees' Association providing it does not exceed an area of 100 square centimetres.

No Advertising is allowed.



# EQUALITY POLICY

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# EQUALITY POLICY

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## THE FOOTBALL ASSOCIATION EQUALITY POLICY

The Association is responsible for setting the standards and values to apply throughout football at every level.

Football is for everyone; it belongs to, and should be enjoyed by, anyone who wants to participate in it.

The aim of this Policy is to ensure that everyone is treated fairly and with respect and that The Association is equally accessible to all.

All Participants should abide and adhere to this Policy and to the requirements of the Equality Act 2010.

The Association's commitment is to promote inclusion and to confront and eliminate discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status or civil partnership, race, nationality, ethnic origin, colour, religion or belief, ability or disability, pregnancy and maternity and to encourage equal opportunities.

This Policy is fully supported by the Board of The Association and the Director of Football Regulation and Administration is responsible for the implementation of this Policy.

The Association will ensure that it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in, and enjoy, its activities.

The Association will not tolerate harassment, including sexual harassment, bullying, abuse or victimisation of a Participant, which for the purposes of this Policy and the actions and sanction applicable is regarded as discrimination, whether physical or verbal. The Association will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

The Association commits itself to the immediate investigation of any allegation, when it is brought to their attention, of discrimination and where such is found to be the case, The Association will require that the practice stop and impose sanctions as appropriate.

The Association is committed to inclusion and anti-discrimination and raising awareness and educating, investigating concerns and applying relevant and proportionate sanctions, campaigning, achieving independently verified equality standards, widening diversity and representation and promoting diverse role models are all key actions to promote inclusion and eradicate discrimination within football.

July 2016

# SAFEGUARDING POLICY

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THE ASSOCIATION'S SAFEGUARDING CHILDREN POLICY
52. CODE OF CONDUCT FOR VOLUNTEER WELFARE OFFICERS
53. WELFARE OFFICER PERSON SPECIFICATION AND SUITABILITY
CHECKLIST MORE INFORMATION AND FOOTNOTE REFERENCES



# SAFEGUARDING POLICY

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## THE ASSOCIATION'S SAFEGUARDING CHILDREN POLICY

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

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

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

A child or young person shall be defined as:

'anyone who has not yet reached their 18th birthday.'

Abuse shall be defined as:

'a violation of an individual's human or civil rights by any other person or persons and, for the purposes of safeguarding children, shall include physical abuse, emotional abuse, sexual abuse, neglect, bullying and hazing.'

Harm shall be defined as:

'Ill treatment and forms of ill treatment (including sexual abuse and forms of ill-treatment which are not physical) and also the impairment of or an avoidable deterioration in physical or mental health and the impairment of physical, intellectual, emotional, social or behavioural development.'

'Harm' may be caused by acts of commission and acts of omission.

The Safeguarding Children Policy is supported by The Association's Respect programme to address verbal abuse and bullying of youngsters by parents and coaches on the sidelines. The Association's Safeguarding Children Policy principles are that:

- The child's welfare is, and must always be, the paramount consideration;
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, race, faith, belief or sexual orientation;
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately; and
- Working in partnership with other organisations, children and young people and their parents and carers is essential.

The Association is committed to working in partnership with the Police, Children's Services Departments, Local Safeguarding Children's Boards (LSCB) and the Disclosure and Barring Service (DBS) in accordance with their procedures. This is essential to enable these organisations to carry out their statutory duties to investigate concerns and protect all children and young people.

The Association's Safeguarding Children Policy is in response to government legislation and guidance, developed to safeguard the welfare and development of children and young people.

Clubs and Leagues with youth teams must appoint a Welfare Officer in line with The Association affiliation requirements. A Club's Welfare Officer must sit on the management committee of that Club

All League and Club Welfare Officers are expected to abide by the Code of Conduct for volunteer Welfare Officers.

## A. CODE OF CONDUCT FOR VOLUNTEER WELFARE OFFICERS

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The role of the Welfare Officers is to:

16. Be clear about the Club's/League's responsibilities when running activities for children and young people
17. Help those actively involved with children and young people understand what their duty of care means on a day to day basis

As a Welfare Officer they will act as a role model to others in accordance with the roles and responsibilities of their position, in line with The Association's Rules and Regulations, the Respect codes of conduct for officials and the laws of the game.

In fulfilling the role they accept that within the role of Welfare Officer they will:

- Be child centered at all times and promote a fun safe environment for children and young people
- Follow all of the The Association's policies and in particular procedures for reporting safeguarding concerns including discrimination
- Act appropriately in all situations brought to their attention
- Champion Best Practice within their Club/League
- Communicate and positively engage with the CFA WO on all poor practice/ safeguarding matters brought to the attention of CFA /The Association
- Attend meetings as reasonably required by the Club Committee, Youth League and CFA
- Manage and deal with poor practice issues in an appropriate and timely manner
- Ensure appropriate levels of confidentiality and data security are maintained at all times
- Implement and manage a responsible recruitment process in line with The Association's policy and procedures
- Attend continued personal development (CPD) opportunities as offered by their CFA and show a commitment to keeping their training up to date

If they do not follow the above code any/all of the following actions may be undertaken by their Club, League, County FA or The Association (This is not an exhaustive list):

- Required to meet with the Club/League Committee, YLWO or CFA WO
- Required to follow an action plan monitored by the YLWO/CFA WO
- Required to complete an FA education course
- Imposing a fine or suspension
- Required to leave the Club/League they represent
- Removed from role by the Club/League/County FA/The Association
- On appointment, all League and Club Welfare Officers agree to uphold the Code of Conduct for volunteer Welfare Officers and understand the actions that may be taken should they fail to act in accordance with the Code. In agreeing to fulfil the role they confirm that they meet the criteria outlined within The Association's Suitability Checklist for YLWO/CWOs.

## 28. WELFARE OFFICER PERSON SPECIFICATION AND SUITABILITY CHECKLIST

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Person Specification -

- Experience of dealing or working with young people
- Knowledge and understanding of safeguarding children issues<sup>1</sup>
- A good communicator in a variety of situations with people from diverse backgrounds
- Committed to and ability to abide by The Association Rules and Regulations and promote The Association's Respect programme and safeguarding children education
- Empathy when dealing with individuals, sometimes in demanding
- situations Ability to listen and assess situations fairly
- Ability to handle confidential information sensitively and with integrity
- Reasonable level of administration experience and how to deal with confidential documentation
- Willingness to attend any in-service training facilitated by either The Association or the local County FA

xvii. Suitability Checklist -

- Understanding of child protection issues and some knowledge of safeguarding legislation
- Knowledge of and positive attitudes to equal opportunities
- Willing and able to provide relevant current references
- Previous experience of dealing or working with children
- Commitment to treat all children as individuals and with equal concern
- Physical health – appropriate to carry out tasks
- Integrity and flexibility
- At least 18 years of age
- Completion of The Association's Criminal Records Checks (CRC) process and acceptance by The Association of the outcome
- Understanding of the need for confidentiality when dealing with issues
- Reasonable level of administration experience and how to deal with confidential documentation
- Completion of The Association's Safeguarding Children Workshop and Welfare Officer Workshop
- Willingness to update skills and knowledge and attend in-service training facilitated by The Association or the local County FA
- Has agreed to and agree to abide by the Code of Conduct for volunteer Welfare Officers

NB - If anyone is known to be unsuitable to work with children his/her application should be refused by the Club/League. If in any doubt about an applicant contact your County FA Welfare Officer.

## MORE INFORMATION AND FOOTNOTE REFERENCES

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If you need any further advice or information please contact your County FA Welfare Officer who will be happy to help you. More information about the role of the Welfare Officer is available on [www.thefa.com/football-rules-governance/safeguarding](http://www.thefa.com/football-rules-governance/safeguarding) and clicking on Welfare Officer FAQs under the Welfare Officer section and also on the Respect pages under 'My Role' simply click on Welfare Officer.

xxvi. This can be gained through The Association's Safeguarding Children Education Programme; see [www.thefa.com/football-rules-governance/safeguarding](http://www.thefa.com/football-rules-governance/safeguarding) for further information or speak to your County FA Welfare Officer.

18. The Association's Policy on CRCs has been amended in light of the Safeguarding Vulnerable Groups Act 2006 and the Protection of

Freedoms Act 2012. For more information please visit [www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks](http://www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks)

or e-mail [FAchecks@thefa.com](mailto:FAchecks@thefa.com) or call 0845 210 8080.

21. Some people with a history of offending can still be considered for role in football that involve children. For more information please visit

[www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks](http://www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks) or e-mail [FAchecks@thefa.com](mailto:FAchecks@thefa.com) or call 0845

210 8080.

The Association reserves the right to prevent an individual from becoming a Welfare Officer or remaining as a Welfare Officer where it deems the individual does not meet the suitability criteria, or it reasonably believes there is another compelling reason why that individual is not suitable.



# SAFEGUARDING REGULATIONS

GENERAL
THE ASSOCIATION'S SAFEGUARDING PROCESS
INTERIM ORDERS
DETERMINATION FOLLOWING ANY ORDER MADE PURSUANT TO STATUTE BARRING OR RESTRICTING INVOLVEMENT WITH CHILDREN
ORDER FOLLOWING CONVICTION OR CAUTION
ORDER FOLLOWING RISK ASSESSMENT
EXCEPTIONAL MATERIAL
OTHER ORDERS AVAILABLE FOLLOWING RISK ASSESSMENT
SUPERVISION ORDERS
DISCRETION TO REFER TO THE SAFEGUARDING REVIEW PANEL
RIGHT OF APPEAL
WRITTEN MATERIAL



# SAFEGUARDING REGULATIONS

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## THE ASSOCIATION'S SAFEGUARDING CHILDREN REGULATIONS

### PREAMBLE

This Preamble is provided for guidance. If there is any inconsistency between the Preamble and the operative parts of the Safeguarding Children Regulations below, the operative parts shall prevail.

As set out in The Association's Safeguarding Children Policy, The Association is committed to safeguarding children within football and has Case Management procedures in place to assess the suitability of individuals to be involved with children in football.

In assessing that suitability, children's welfare is the paramount consideration.

Towards this, The Association has the power under the Safeguarding Children Regulations to issue an order where any one or more of the following applies:

54. The individual fails to comply with any part of The Association's Criminal Records Check (CRC) process;
55. The individual has been barred by the Independent Safeguarding Authority (ISA) or the Disclosure and Barring Service (DBS) from engaging in regulated activity relating to children;
56. The individual has been disqualified from working with children under the Criminal Justice and Court Services Act 2000;
57. The individual is subject to any other restriction on their involvement with children not within (ii) or (iii) made pursuant to statute;
58. The individual has been convicted of, or made the subject of a caution for, an "Offence" defined in Regulation 1.1; or
59. Following a risk assessment, The Association is satisfied that the individual poses or may pose a risk of harm to children; or
60. Following a risk assessment, The Association is satisfied that the individual is or was in a position of trust in relation to another person and has engaged in sexual activity and/or an inappropriate relationship with that person.

## GENERAL

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1.1 In these Regulations the expression "Offence" shall mean any one or more of the offences contained in the Schedules of the Criminal Justice and Court Services Act 2000 and any other criminal offence which reasonably causes The Association to believe that the person accused of the offence poses or may pose a risk of harm to a child or children.

The expression "position of trust" shall mean any position where an individual is in a relationship of trust with any person with responsibility and / or authority in relation to that person, and shall include without limitation those who care for, advise, supervise, train, coach, teach, manage, tutor, mentor, assess, develop, guide, treat or provide therapy to children and young people.

1.2 The Safeguarding Review Panel shall determine its own procedures save that in making findings of fact the test that the Safeguarding Review Panel shall apply shall be the civil standard of the balance of probability. Where a case is referred to the Safeguarding Review Panel pursuant to these Regulations it shall have the discretion to depart from the procedures set out in these Regulations where it considers it appropriate to do so.

1.3 The actions that may be taken under these Regulations by a Case Manager may also be taken by the Case Manager's nominee.

1.4 The Association may notify other parties of the terms of any order imposed under these Regulations where the Case Manager considers that such notification is appropriate in order to give effect to the terms of the order.

1.5 Where urgent cases arise under these Regulations the Chairman of the Safeguarding Review Panel may exercise the functions and powers of the Case Manager and/or the Safeguarding Review Panel, as provided for by these Regulations, on an interim basis. An interim decision taken by the Chairman of the Safeguarding Review Panel shall not be final until such time as it has been ratified by the Safeguarding Review Panel, which shall have the right to ratify, modify or make any other order as it considers appropriate in relation to the decision taken by the Chairman of the Safeguarding Review Panel.

## THE ASSOCIATION'S SAFEGUARDING PROCESS

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18. Any person, regardless of their age, applying for or currently in such a position that The Association in its discretion considers relevant must comply with the requirements of The Association's Safeguarding process.

Such persons will include but not be limited to:

29. Those in "Regulated Activity" as defined in Part V of the Protection of Freedoms Act 2012. An individual will fall within the definition where:

his/her duties include teaching, training, instructing, caring for, supervising or providing guidance or advice on wellbeing to Children or driving a vehicle (on behalf of an organisation) only for Children; and  
such duties happen frequently (e.g. once a week or more often) or intensively (e.g. on 4 or more days in a 30 day period, or overnight); and

The individual carrying out any of the duties described in (a) and (b) above is unsupervised.

Any person falling within this Regulation 2(i) shall be referred to as a "Regulated Activity Person"; and

xviii. Those who would otherwise fall within the definition of a Regulated Activity Person but for the fact that their duties are supervised (a "Supervised Person").

The requirements of The Association's Safeguarding process are:

### 2.1

xxvii. In respect of a Regulated Activity Person, to obtain and provide to The Association a DBS Enhanced Criminal Records Check with Children's Barred List

xxviii. In respect of a Supervised Person, to obtain and provide to The Association a DBS Enhanced Criminal Records Check

2.2 To provide any such further detail, explanation or clarification of any part of the matters disclosed pursuant to Regulation 2.1 (a) or (b) above, as may be required by The Association;

2.3 To comply with any other request or requirement which may assist The Association in progressing or completing any investigation, risk assessment or other enquiry as part of the Safeguarding process;

2.4 Where required, to provide at least two references that attest to their suitability to be involved in youth football. The spouse or partner of the person subject to this requirement cannot act as a referee for this purpose. Any reference provided by a spouse or partner will not be accepted; and

2.5 To comply with each of the requirements set out in Regulations 2.1 – 2.4 within any such time limit as The Association may stipulate.

2.6 To comply with any order imposed by the Safeguarding Review Panel.

Any person who fails to comply with any of the requirements set out in Regulation 2 shall be subject to an immediate suspension from football activity, on such terms and/or for such period as The Association may stipulate.

Where an individual is subject to a suspension under Regulation 2.6, that suspension will remain effective (and not subject to any review by The Association) until such time as:

19. The individual successfully appeals against their suspension pursuant to Regulation 5; or

20. The individual complies with the requirements set out in Regulation 2 that resulted in his or her suspension.

Any requirement under this Regulation 2, or any suspension arising from any failure to comply with any of the requirements of this Regulation, shall apply whether or not a person withdraws their application or ceases to hold the relevant position at any time before, during or after the investigation, risk assessment or final order of the Safeguarding Review Panel.

## INTERIM ORDERS

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22. Upon receipt by The Association of:

3.1 Notification that an individual has been charged with an Offence;

3.2 Notification that an individual is the subject of an investigation by the Police, Children's Services or any other authority relating to an Offence; or

3.3 Any other information which causes The Association reasonably to believe that a person poses or may pose a risk of harm to a child or children,

The Association shall have the power to make any interim order including, but not limited to, issuing an interim suspension order suspending the individual from all or any specific football activity for such a period and on such terms and conditions as it considers appropriate. Interim orders shall be issued by the Case Manager, who shall provide the individual with written notification of the interim order, the reason(s) for its imposition and of the right of appeal pursuant to Regulation 6.

4.1 In determining whether an order under Regulation 3 should be made, the Case Manager shall give consideration, inter alia, to the following factors:

4.1.1 Whether a child is or children are or may be at risk of harm;

4.1.2 Whether the matters are of a serious nature; and/or

4.1.3 Whether an order is necessary or desirable to allow the conduct of any investigation by The Association or any other authority or body to proceed

unimpeded having regard to the need for any suspension order to be proportionate.

If the Association believes it requires further information from an individual in order to assess whether an order under Regulation 3 should be made and/or to properly assess the factors in Regulation 4.1, the Case Manager may request further information from that individual. Such information must be provided in accordance with the deadline set by the Case Manager.

4.2 The Case Manager will notify the individual in writing of the terms of any interim suspension order or other interim order, such notification to be sent by registered post to the individual's usual or last known address.

7 An individual who is subject to an interim order under Regulation 3 or under Regulation 2.6 shall have the immediate right to appeal the interim order.

8 Appeals under Regulation 5 shall be considered by the Safeguarding Review Panel.

9 To bring an appeal under Regulation 5, the individual as the appellant, must give notice in writing to The FA Judicial Services Department with a copy sent to the Case Manager.

The notice must request an appeal and state the grounds for that appeal. The appellant may submit any written material in support of the appeal. Such material must be submitted to The Association, as the respondent, and the Safeguarding Review Panel within 14 days of giving such notice or it may not be considered by the Safeguarding Review Panel.

24. The Safeguarding Review Panel shall determine all procedural matters for the conduct of the appeal, including requiring more information from either the appellant or the respondent. Unless the Safeguarding Review Panel in its discretion exceptionally allows the appellant and the respondent to address it in person, the Safeguarding Review Panel shall only consider the written material submitted by the appellant in support of the appeal, together with any written material submitted by the respondent. In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person (whether through a representative or otherwise), whether that be as a result of the application made by the appellant or otherwise, the Safeguarding Review Panel shall give consideration to the following reasons (which is not an exhaustive list):

8.1 Whether the terms of any order under consideration would affect the individual's paid employment within football, in which case, the appellant shall be entitled to address the Safeguarding Review Panel in person; and/or

8.2 Whether exceptional material is put before the Safeguarding Review Panel.

4 In determining an appeal, the Safeguarding Review Panel shall have the power to make any order in relation to the interim order as it considers appropriate, including ratifying, modifying or removing it.

5 Any appeal under Regulation 5 shall be determined by the Safeguarding Review Panel at the earliest opportunity, following the receipt of notice in writing and any written material in support of the appeal from the appellant and written material submitted by the respondent (and, in cases where the individual and Case Manager were permitted to address it in person, following any oral hearing).

6 All interim orders will be reviewed at the first opportunity following the expiry of 6 months from the date of the order being imposed or, if that order has been appealed under Regulation 5, the date upon which that appeal is determined (whether on the written papers or following an oral hearing), and at the same interval thereafter. The Safeguarding Review Panel will not review an interim order before the expiry of the relevant 6 month period except in exceptional circumstances and/or where there is a material change in the circumstances in which the order was made. Any review under Regulation 11 shall be considered by the Safeguarding Review Panel which conducted an appeal in the same case under Regulation 5. The Safeguarding Review Panel may maintain, modify, or remove any interim order, or make any other order it considers appropriate.

7 The total period of an interim order under Regulation 3 shall not last beyond the final determination of any related case under the Rules of the Association. Where an interim order is imposed on an individual under Regulation 3 above, The Association shall bring and conclude any proceedings under the Rules of The Association against the person relating to the matters as soon as reasonably practicable.

## **DETERMINATION FOLLOWING ANY ORDER MADE PURSUANT TO STATUTE BARRING OR RESTRICTING INVOLVEMENT WITH CHILDREN**

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13.1 Where any individual is:

13.1.1 Barred from regulated activity relating to children in accordance with section 3 of the Safeguarding Vulnerable Groups Act 2006 (as may be amended);

13.1.2 Disqualified from working with children in accordance with section 35 of the Criminal Justice and Court Services Act 2000; and/or

13.1.3 Subject to any other order, not within Regulations 13.1.1 or 13.1.2, issued pursuant to statute restricting their involvement with children,

The Association shall have the power to make any order, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate. Any such order shall be issued by the Case Manager.

13.2 The Case Manager shall notify the individual in writing of the order and shall invite the individual to make any written representations within 14 days as to why the order should not be ratified by the Safeguarding Review Panel.

13.3 All such orders shall be reviewed at the next meeting of the Safeguarding Review Panel. In reviewing the order the Safeguarding Review Panel shall consider any written material submitted by the individual in accordance with Regulation 13.2, together with all written material submitted by the Case Manager. The Safeguarding Review Panel may ratify, modify or remove any such order, or make any other order as it considers appropriate.

## **ORDER FOLLOWING CONVICTION OR CAUTION**

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14.1 The Association's Safeguarding Review Panel shall have the power to make any order in respect of any individual convicted of, or made the subject of a caution in respect of, an Offence, including but not limited to a suspension from all or any specific football activity for such period and on such terms and conditions as it considers appropriate.

14.2 Where a case is to be considered by the Safeguarding Review Panel under Regulation 14.1, the Case Manager shall notify the individual in writing and shall invite the individual to make any written representations within 14 days.

14.3 Before making any order under Regulation 14.1, the Panel shall consider all information gathered in respect of an individual including, where applicable, information gathered pursuant to The Association's CRC process under Regulation 2, any written representations made by the individual under Regulation 14.2, together with all written material submitted by the Case Manager.

## **ORDER FOLLOWING RISK ASSESSMENT**

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24. In addition to The Association's powers under Regulations 2.6, 3, 13 and 14 the Safeguarding Review Panel shall have the power to make any order that it considers appropriate, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate, if it is satisfied that the individual poses or may pose a risk of harm to a child or children and/or that the individual is or was in a position of trust in relation to any person and has engaged in sexual activity and/or an inappropriate relationship with that person.

25. Cases may be referred to the Safeguarding Review Panel in order to seek an order under Regulation 15 by the Case Manager where the Case Manager has reasonable cause to suspect that there are grounds for concern about an individual's continued participation in football activity involving a child or children.

26. The Case Manager shall reach this decision on the basis of a risk assessment of that individual's suitability for such participation. This risk assessment may be in such form and prepared by any person, as the Case Manager, at his/her discretion, considers appropriate.

27. Before a referral is made under Regulation 16, the Case Manager must use reasonable endeavours to notify the individual in writing. Such written notification must explain the order sought and the reason for it, and include a copy of the risk assessment and all other written material that the Case Manager intends to rely upon in seeking the order, save for any exceptional material dealt with under Regulation 24.



(e) The individual shall have 14 days to reply to this notification and to provide any written material that he/she wishes the Safeguarding Review Panel to take into account in considering whether or not to impose any order under Regulation 15.

(f) Following the receipt of the reply and/or other written material from the individual, or the expiry of the 14 day period if no reply is received, the Case Manager may:

20.1 Decide that no further action is currently required as there are no longer grounds for a referral under Regulation 16;

20.2 Make any such further inquiries as he or she considers appropriate in light of any matters raised by the individual in response to the written notification; or

20.3 Refer the case to the Safeguarding Review Panel under Regulation 16.

(m) Where further inquiries are made by the Case Manager, any written material arising from those inquiries may only be relied on by the Case Manager in applying for any order under Regulation 15 if that written material has been sent to the individual and he or she has had 14 days to reply to it, save for any exceptional material dealt with under Regulation 24. If the written material is relied upon, any response by the individual must also be considered by the Safeguarding Review Panel.

(n) The Safeguarding Review Panel shall determine all procedural matters for the conduct of a case referred to it under Regulation 16. Unless the Safeguarding Review Panel in its discretion exceptionally allows the individual and the Case Manager to address it in person, the case shall be considered on the basis of the following written material only:

22.1 The written notification and all written material provided with it by the Case Manager to the individual;

22.2 The reply, if any, and all other written material submitted by the individual in response to the written notification;

22.3 Any further written material provided by the Case Manager to the individual subsequently to the written notification; and

22.4 Any response from the individual to such further written material and all other written material submitted with that response.

(g) In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person, whether that be as a result of an application made by either party or otherwise, the Safeguarding Review Panel shall give consideration, inter alia, to the following factors:

23.1 Whether the terms of any order under consideration would affect the individual's paid employment within football in which case the individual shall be entitled to address the Safeguarding Review Panel in person;

23.2 Whether exceptional material is to be put before the Safeguarding Review Panel; and/or

23.3 Whether an oral hearing has previously been conducted pursuant to Regulation 9 in relation to the same matter.

## EXCEPTIONAL MATERIAL

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24.1 In considering an interim order under Regulation 5, a review of any interim order under Regulation 11, or whether or not to make any order under Regulation 15, as a general rule the Safeguarding Review Panel may not consider any material provided by either the Case Manager or the individual which the other party has not seen and had a reasonable opportunity to reply to.

24.2 Exceptionally, in respect of any of the matters set out at Regulation 24.1, the Case Manager may make an application to an Exceptional Material Panel for permission to submit material to the Safeguarding Review Panel that has not been sent to the individual

(“exceptional material”), where the Case Manager considers that the exceptional material concerned should not be sent to the individual for any one or more of the following reasons:–

24.2.1        Revealing it to the individual may create a risk of harm to any person or persons, and/or

24.2.2        Revealing it to the individual may amount to a criminal offence or otherwise be unlawful.

24.3        Where the Case Manager makes an application to an Exceptional Material Panel for permission to submit exceptional material to the Safeguarding Review Panel under Regulation 24.2 above, the Case Manager shall give notice of the application to the individual in writing at least fourteen days before the Exceptional Material Panel considers the application, unless the Case Manager considers that such written notice should not be given, as to give such notice may in itself:

24.3.1        Create a risk of harm to any person or persons; and/or

24.3.2        Amount to a criminal offence or otherwise be unlawful.

24.4        Any reply by an individual to a notice referred to in Regulation 24.3 must be passed to the Exceptional Material Panel for consideration.

24.5        The Exceptional Material Panel may, at its discretion, allow or reject the application in whole or in part.

24.6        In the event that the Exceptional Material Panel grants an order allowing the exceptional material to be submitted to the Safeguarding Review Panel, the Exceptional Material Panel shall give consideration as to whether either or both of the following may be provided to the individual:

24.6.1        A redacted version of the exceptional material; and/or

24.6.2        A summary of the exceptional material.

24.7        An Exceptional Material Panel shall be made up of one or more of the members of the Safeguarding Review Panel. A person that sits on an Exceptional Material Panel determining an application under Regulation 24.2 in relation to a particular individual may not be a member of the Safeguarding Review Panel that will have conduct of the case referred under Regulation 16 in relation to that individual.

## **OTHER ORDERS AVAILABLE FOLLOWING RISK ASSESSMENT**

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(h)        Following a referral under Regulation 16, in addition to its ability to make an order under Regulation 15, the Safeguarding Review Panel may make any other order consistent with the aims of the Safeguarding Children Policy that it considers appropriate in the circumstances.

## **SUPERVISION ORDERS**

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(g)        Unless otherwise discharged, a Supervision Order will last for the length of time ordered by the Panel. Before its expiry, The Association may apply for an extension, or further extensions, for a period not exceeding 3 years from the date of the first order.

## **DISCRETION TO REFER TO THE SAFEGUARDING REVIEW PANEL**

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(h)        Any of the powers and/or case management functions exercised by a Case Manager under these Regulations may instead be exercised by the Safeguarding Review Panel if the Case Manager, in his or her sole discretion, determines that the matter should be referred to the Safeguarding Review Panel (“a general referral”). The Case Manager shall make a general referral to the Safeguarding Review Panel where the facts and circumstances of a case are exceptional and/or of significant public interest, though the Case Manager’s discretion to make a



general referral will not be limited to such cases.

(j) Where the Case Manager makes a general referral to the Safeguarding Review Panel, the same rights of review and appeal arise as if the decision of the Safeguarding Review Panel had been made by the Case Manager. Any review or appeal of the decisions of the latter will be heard by a Safeguarding Review Panel, none of the members of which shall have been a member of the Safeguarding Review Panel which was involved in any earlier decision on that case.

## **RIGHT OF APPEAL**

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29.1 A Participant or The Association may appeal to an Appeal Board any decision of the Safeguarding Review Panel made under Regulations 13.1.3, 14 or 15. Subject to Regulation 29.2, such appeals shall be conducted in accordance with the Appeal Regulations. Subject to this right of appeal, decisions of the Safeguarding Review Panel shall be final and binding.

29.2 Notwithstanding any provision to the contrary in the Appeal Regulations, an Appeal Board convened to hear an appeal pursuant to Regulation 29.1 shall take place as a full rehearing of the case.

29.3 Any decision of the Appeal Board shall be final and binding with no further right of appeal.

## **WRITTEN MATERIAL**

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(l) For the purposes of these Regulations, “written material” may include photographic, video, electronic and/or audio evidence.

# SAFEGUARDING ADULTS AT RISK POLICY

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DEFINITIONS  
POLICY

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# SAFEGUARDING ADULTS AT RISK POLICY

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## DEFINITIONS

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For the purpose of this Policy the following definitions apply:

### 61. Adult at Risk

A person aged 18 or over who has needs for care and support (whether or not a local authority is meeting any of those needs); and

- is experiencing, or at risk of, abuse or neglect; and
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

### 19. Abuse

Abuse is defined as a violation of an individual's human and civil rights by any other person or persons. It includes acts of commission (such as an assault) and acts of omission (situations where the environment fails to prevent harm). Abuse may be single act or omission or series of acts or omissions.

### 30. Capacity\*

Capacity refers to an individual adult's ability to take a specific decision or take a particular action at a particular time even if they are able or not able to make other decisions at other times. The starting point should be that the person has capacity to make a decision unless it can be established that they cannot.

## POLICY

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The Association is committed to football being inclusive and providing a safe and positive experience for every adult participant involved in the game regardless of age, gender, gender reassignment, disability, culture, language, race, faith, belief or sexual orientation.

The Association recognises that some adult participants some may need additional safeguards and/ or protection. These adults are referred to as Adults at Risk.

The Association recognises its responsibility to safeguard and protect Adults at Risk, and to respond appropriately to any allegations or suspicions

Adults at Risk has a responsibility to commit to this.

If abuse is suspected, or reported, The Association will work in partnership with the Adult at Risk wherever possible, depending on their capacity and the risk to them and others. The Association will also work in partnership with the police, the Disclosure and Barring Service, Safeguarding Adults Boards and local authorities so these organisations can carry out their statutory duties to safeguard and protect Adults at Risk. When responding to abuse or allegations of abuse and considering the sharing of information, The Association will put the needs of the adult first, work in their best interests and take into account the six principles of safeguarding adults detailed in the Care Act 2014: empowerment; protection; prevention; proportionality; partnership; and accountability. These principles will underpin all work with Adults at Risk.

\* Mental Capacity Act, 2005

# SAFEGUARDING ADULTS AT RISK REGULATIONS

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PREAMBLE
GENERAL
SAFEGUARDING ADULTS AT RISK PROCESS
INTERIM ORDERS
DETERMINATION FOLLOWING ANY ORDER MADE PURSUANT TO STATUTE BARRING OR RESTRICTING INVOLVEMENT WITH ADULTS AT RISK
ORDER FOLLOWING CONVICTION OR CAUTION
ORDER FOLLOWING RISK ASSESSMENT
EXCEPTIONAL MATERIAL
OTHER ORDERS AVAILABLE FOLLOWING RISK ASSESSMENT
SUPERVISION ORDERS
DISCRETION TO REFER TO THE SAFEGUARDING REVIEW PANEL
RIGHT OF APPEAL
WRITTEN MATERIAL



# SAFEGUARDING ADULTS AT RISK REGULATIONS

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## PREAMBLE

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This Preamble is provided for guidance. If there is any inconsistency between the Preamble and the operative parts of the Safeguarding Adults at Risk Regulations below, the operative parts shall prevail.

As set out in The Association's Safeguarding Adults at Risk Policy, The Association is committed to safeguarding Adults at Risk within football and has Case Management procedures in place to assess the suitability of individuals to be involved with Adults at Risk in football.

In assessing that suitability, the welfare of Adults at Risk is the paramount consideration. Towards this, The Association has the power under the Safeguarding Adults at Risk Regulations to issue an order where any one or more of the following applies:

- xix. The individual fails to comply with any part of The Association's Criminal Records Check (CRC) process;
- xx. The individual has been barred by the Independent Safeguarding Authority (ISA) or the Disclosure and Barring Service (DBS) from engaging in regulated activity relating to Adults at Risk
- xxi. The individual is included on the Disclosure and Barring Service (DBS) Adults Barred List;
- xxii. The individual has been convicted of, or made the subject of a caution for, an "Offence" defined in Regulation 1.1; or
- xxiii. Following a risk assessment, The Association is satisfied that the individual poses or may pose a risk of harm to Adults at Risk.
- xxiv. Following a risk assessment, The Association is satisfied that the individual is or was in a position of trust in relation to another person and has engaged in sexual activity and / or an inappropriate relationship with that person.

## GENERAL

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1.1 In these Regulations the expression "Offence" shall mean any one or more of the offences contained in the Schedules of the Criminal Justice and Court Services Act 2000 and any other criminal offence which reasonably causes The Association to believe that the person accused of the offence poses or may pose a risk of harm to an Adult at Risk .

The expression "position of trust" shall mean any position where an individual is in a relationship of trust with any person with responsibility and / or authority in relation to that person and shall include without limitation those who care for, advise, supervise, train, coach, teach, manage, tutor, mentor, assess, develop, guide, treat or provide therapy to Adults at Risk

1.2 The Safeguarding Review Panel shall determine its own procedures save that in making findings of fact the test that the Safeguarding Review Panel shall apply shall be the civil standard of the balance of probability. Where a case is referred to the Safeguarding Review Panel pursuant to these Regulations it shall have the discretion to depart from the procedures set out in these Regulations where it considers it appropriate to do so.

1.3 The actions that may be taken under these Regulations by a Case Manager may also be taken by the Case Manager's nominee.

1.4 The Association may notify other parties of the terms of any order imposed under these Regulations where the Case Manager considers that such notification is appropriate in order to give effect to the terms of the order.

1.5 Where urgent cases arise under these Regulations the Chairman of the Safeguarding Review Panel may exercise the functions and powers of the Case Manager and/or the Safeguarding Review Panel as provided for by these Regulations, on an interim basis. An interim decision taken by the Chairman of the Safeguarding Review Panel shall not be final until such time as it has been ratified by the Safeguarding Review Panel, which shall have the right to ratify, modify or make any other order as it considers appropriate in relation to the decision taken by the Chairman of the Safeguarding Review Panel.

xxix. For these purposes, the term Adult at Risk or Adults at Risk means any person who falls within any one or more of the following:

2.1 The Care Act 2014

2.2 Section 59 of the Safeguarding Vulnerable Groups Act 2006 as amended by the Protection of Freedoms Act 2012; and 2.3 any adult who is or may be in need of community care services by reason of mental health issues, learning or physical disability, sensory impairment, age or illness and who is or may be unable to take care of him/herself or unable to protect him/ herself against significant harm or serious exploitation.

## SAFEGUARDING ADULTS AT RISK PROCESS

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21. Any person, regardless of their age, applying for or currently in such positions that The Association in its discretion considers relevant whose duties include regularly caring for, training, supervising, administering treatment and/or therapy or medical treatment to an Adult at Risk may be required by The Association to comply with the requirements of The Association's Safeguarding Adults at Risk process. These requirements are:

3.1 To obtain and provide to The Association a DBS Enhanced Criminal Records Check (to include the Adults Barred List check where the duties fall within the definition of "Regulated Activity" under the Protection of Freedoms Act 2012) or to obtain and provide to The Association a DBS Enhanced Criminal Records Check without a check of the adults barred list where the duties do not fall within the definition of "Regulated Activity" under the Protection of Freedoms Act 2012 or other DBS check according to role.

3.2 To provide any such further detail, explanation or clarification of any part of the matters disclosed pursuant to Regulation 3.1 above as may be required by The Association;

3.4 Where required, to provide at least two references that attest to their suitability to be involved in football involving Adults at Risk. The spouse or partner of the person subject to this requirement cannot act as a referee for this purpose. Any reference provided by a spouse or partner will not be accepted; and

3.5 To comply with each of the requirements set out in Regulations 3.1-3.4 within any such time limit as The Association may stipulate.

3.6 To comply with any order imposed by the Safeguarding Review Panel. Any person who fails to comply with any of the requirements set out in Regulation 3 shall be subject to an immediate suspension from football activity, on such terms and/or for such period as The Association may stipulate.

Where an individual is subject to a suspension under Regulation 3.6, that suspension will remain effective (and not subject to any review by The Association) until such time as:

23. The individual successfully appeals against their suspension pursuant to Regulation 6; or

24. The individual complies with the requirements set out in Regulation 3 that resulted in his or her suspension.

Any requirement under this Regulation 3, or any suspension arising from any failure to comply with any requirement of this Regulation, shall apply whether or not a person withdraws their application or ceases to hold the relevant position at any time before, during or after the investigation, risk assessment or final order of the Safeguarding Review Panel.

## INTERIM ORDERS

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10            Upon receipt by The Association of:

- 4.1            Notification that an individual has been charged with an Offence;
- 4.2            Notification that an individual is the subject of an investigation by the Police or any other authority relating to an Offence; or
- 4.3            Any other information which causes The Association reasonably to believe that a person poses or may pose a risk of harm to an Adult at Risk, The Association shall have the power to make any interim order including, but not limited to, issuing an interim suspension order suspending the individual from all or any specific football activity for such a period and on such terms and conditions as it considers appropriate. Interim orders shall be issued by the Case Manager, who shall provide the individual with written notification of the interim order, the reason(s) for its imposition and of the right of appeal pursuant to Regulation 7.

5.1            In determining whether an order under Regulation 4 should be made, the Case Manager shall give consideration, inter alia, to the following factors

- 5.1.1            Whether Adults at Risk may be at risk of harm from the individual
- 5.1.2            Whether the matters are of a serious nature; and/or
- 5.1.3            Whether an order is necessary or desirable to allow the conduct of any investigation by The Association or any other authority or body to proceed unimpeded having regard to the need for any suspension order to be proportionate.

If the Association believes it requires further information from an individual in order to assess whether an order under Regulation 4 should be made and/or to properly assess the factors in Regulation 5.1, the Case Manager may request further information from that individual. Such information must be provided in accordance with the deadline set by the Case Manager.

5.2 The Case Manager will notify the individual in writing of the terms of any interim suspension order or other interim order, such notification to be sent by registered post to the individual's usual or last known address.

25.            An individual who is subject to an interim order under Regulation 4 or under Regulation 3.6 shall have the immediate right to appeal the interim order.

26.            Appeals under Regulation 6 shall be considered by the Safeguarding Review Panel.

27.            To bring an appeal under Regulation 6, the individual as the appellant, must give notice in writing to The FA Judicial Services Department with a copy sent to the Case Manager. The notice must request an appeal and state the grounds for that appeal. The appellant may submit any written material in support of the appeal. Such material must be submitted to The Association, as the respondent, and the Safeguarding Review Panel within 14 days of giving such notice or it may not be considered by the Safeguarding Review Panel.

28.            The Safeguarding Review Panel shall determine all procedural matters for the conduct of the appeal, including requiring more information from either the appellant or the respondent. Unless the Safeguarding Review Panel in its discretion exceptionally allows the appellant and the respondent to address it in person, the Safeguarding Review Panel shall only consider the written material submitted by the appellant in support of the appeal, together with any written material submitted by the respondent. In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person (whether



through a representative or otherwise), whether that be as a result of the application made by the appellant or otherwise, the Safeguarding Review Panel shall give consideration to the following reasons (which is not an exhaustive list):

9.1 Whether the terms of any order under consideration would affect the individual's paid employment within football, in which case, the appellant shall be entitled to address the Safeguarding Review Panel in person; and/or

9.2 Whether exceptional material is put before the Safeguarding Review Panel.

8 In determining an appeal, the Safeguarding Review Panel shall have the power to make any order in relation to the interim order as it considers appropriate, including ratifying, modifying or removing it.

9 Any appeal under Regulation 6 shall be determined by the Safeguarding Review Panel at the earliest opportunity, following the receipt of notice in writing and any written material in support of the appeal from the appellant and written material submitted by the respondent (and, in cases where the individual and Case Manager were permitted to address it in person, following any oral hearing).

28. All interim orders will be reviewed at the first opportunity following the expiry of 6 months from the date of the order being imposed or, if that order has been appealed under Regulation 6, the date upon which that appeal is determined (whether on the written papers or following an oral hearing), and at the same interval thereafter. The Safeguarding Review Panel will not review an interim order before the expiry of the relevant 6 month period except in exceptional circumstances and/or where there is a material change in the circumstances in which the order was made. Any review under Regulation 12 shall be considered by the Safeguarding Review Panel which conducted an appeal in the same case under Regulation 6. The Safeguarding Review Panel may maintain, modify, or remove any interim order, or make any other order it considers appropriate.

29. The total period of an interim order under Regulation 4 shall not last beyond the final determination of any related case under the Rules of the Association. Where an interim order is imposed on an individual under Regulation 4 above, The Association shall bring and conclude any proceedings under the Rules of The Association against the person relating to the matters as soon as reasonably practicable.

## **DETERMINATION FOLLOWING ANY ORDER MADE PURSUANT TO STATUTE BARRING OR RESTRICTING INVOLVEMENT WITH ADULTS AT RISK**

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14.1 Where any individual is:

14.1.1 Barred from regulated activity relating to Adults at Risk;

14.1.2 Included in the list of individuals considered unsuitable to work with Adults at Risk, as kept by the Disclosure and Barring Service (DBS); and/or

14.1.3 Subject to any other order, not within Regulation 14.1.1 or 14.1.2, issued pursuant to statute restricting their involvement with Adults at Risk,

The Association shall have the power to make any order, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate. Any such order shall be issued by the Case Manager.

14.2 The Case Manager shall notify the individual in writing of the order and shall invite the individual to make any written representations within 14 days as to why the order should not be ratified by the Safeguarding Review Panel.

14.3 All such orders shall be reviewed at the next meeting of the Safeguarding Review Panel. In reviewing the order the Safeguarding Review Panel shall consider any written material submitted by the individual in accordance with Regulation 14.2, together



with all written material submitted by the Case Manager. The Safeguarding Review Panel may ratify, modify or remove any such order, or make any other order as it considers appropriate.

## ORDER FOLLOWING CONVICTION OR CAUTION

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15.1 The Association's Safeguarding Review Panel shall have the power to make any order in respect of any individual convicted of, or made the subject of a caution in respect of, an Offence, including but not limited to a suspension from all or any specific football activity for such period and on such terms and conditions as it considers appropriate.

15.2 Where a case is to be considered by the Safeguarding Review Panel under Regulation 15.1, the Case Manager shall notify the individual in writing and shall invite the individual to make any written representations within 14 days.

15.3 Before making any order under Regulation 15.1, the Panel shall consider all information gathered in respect of an individual including, where applicable, information gathered pursuant to The Association's CRC process under Regulation 3, any written representations made by the individual under Regulation 15.2, together with all written material submitted by the Case Manager.

## ORDER FOLLOWING RISK ASSESSMENT

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(g) In addition to The Association's powers under Regulations 3.6, 4, 14 and 15 the Safeguarding Review Panel shall have the power to make any order that it considers appropriate, including but not limited to an order that any individual be suspended from all or any specific football activity for such period and on such terms and conditions as it considers appropriate, if it is satisfied that the individual poses or may pose a risk of harm to Adults at Risk and/or that the individual is or was in a position of trust in relation to any person and has engaged in sexual activity and/or an inappropriate relationship with that person.

(h) Cases may be referred to the Safeguarding Review Panel in order to seek an order under Regulation 16 by the Case Manager where the Case Manager has reasonable cause to suspect that there are grounds for concern about an individual's continued participation in football activity involving Adults at Risk.

(i) The Case Manager shall reach this decision on the basis of a risk assessment of that individual's suitability for such participation. This risk assessment may be in such form and prepared by any person, as the Case Manager at his/her discretion, considers appropriate.

(j) Before a referral is made under Regulation 17, the Case Manager must use reasonable endeavours to notify the individual in writing. Such written notification must explain the order sought and the reason for it, and include a copy of the risk assessment and all other written material that the Case Manager intends to rely upon in seeking the order, save for any exceptional material dealt with under Regulation 25.

(k) The individual shall have 14 days to reply to this notification and to provide any written material that he/she wishes the Safeguarding Review Panel to take into account in considering whether or not to impose any order under Regulation 16.

(l) Following the receipt of the reply and/or written material from the individual, or the expiry of the 14 day period if no reply is received, the Case Manager may:

21.1 Decide that no further action is currently required as there are no longer grounds for a referral under Regulation 17;

21.2 Make any such further inquiries as he or she considers appropriate in light of any matters raised by the individual in response to the written notification; or

21.3 Refer the case to the Safeguarding Review Panel under Regulation 17.

(o) Where further inquiries are made by the Case Manager, any written material arising from those inquiries may only be relied on by the Case Manager in applying for any order under Regulation 16 if that written material has been sent to the individual and he or she has had

(h) days to reply to it, save for any exceptional material dealt with under Regulation 25. If the written material is relied upon, any response by the individual must also be considered by the Safeguarding Review Panel.

(i) The Safeguarding Review Panel shall determine all procedural matters for the conduct of a case referred to it under Regulation 17. Unless the Safeguarding Review Panel in its discretion exceptionally allows the individual and the Case Manager to address it in person, the case shall be considered on the basis of the following written material only:

23.1 The written notification and all written material provided with it by the Case Manager to the individual;

23.2 The reply, if any, and all other written material submitted by the individual in response to the written notification;

23.3 Any further written material provided by the Case Manager to the individual subsequently to the written notification; and

23.4 Any response from the individual to such further written material and all other written material submitted with that response.

(h) In exercising its discretion as to whether exceptionally to allow the individual and the Case Manager to address it in person, whether that be as a result of an application made by either party or otherwise, the Safeguarding Review Panel shall give consideration, inter alia, to the following factors:

24.1 Whether the terms of any order under consideration would affect the individual's paid employment within football in which case the individual shall be entitled to address the Safeguarding Review Panel in person;

24.2 Whether exceptional material is to be put before the Safeguarding Review Panel; and/or

24.3 Whether an oral hearing has previously been conducted pursuant to Regulation 10 in relation to the same matter.

## EXCEPTIONAL MATERIAL

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25.1 In considering an interim order under Regulation 6, a review of any interim order under Regulation 12, or whether or not to make any order under Regulation 16, as a general rule the Safeguarding Review Panel may not consider any material provided by either the Case Manager or the individual which the other party has not seen and had a reasonable opportunity to reply to.

25.2 Exceptionally, in respect of any of the matters set out at Regulation 24.1, the Case Manager may make an application to an Exceptional Material Panel for permission to submit material to the Safeguarding Review Panel that has not been sent to the individual ("exceptional material"), where the Case Manager considers that the exceptional material concerned should not be sent to the individual for any one or more of the following reasons:

25.2.1 Revealing it to the individual may create a risk of harm to any person or persons, and/or

25.2.2 Revealing it to the individual may amount to a criminal offence or otherwise be unlawful.

25.3 Where the Case Manager makes an application to an Exceptional Material Panel for permission to submit exceptional material to the Safeguarding Review Panel under Regulation 25.2, the Case Manager shall give notice of the application to the individual in

writing at least fourteen days before the Exceptional Material Panel considers the application, unless the Case Manager considers that such written notice should not be given, as to give such notice may in itself:

25.3.1 Create a risk of harm to any person or persons; and/or

25.3.2 Amount to a criminal offence or otherwise be unlawful.

25.4 Any reply by an individual to a notice referred to in Regulation 25.3 must be passed to the Exceptional Material Panel for consideration.

25.5 The Exceptional Material Panel may, at its discretion, allow or reject the application in whole or in part.

25.6 In the event that the Exceptional Material Panel grants an order allowing the exceptional material to be submitted to the Safeguarding Review Panel, the Exceptional Material Panel shall give consideration as to whether either or both of the following may be provided to the individual:

25.6.1 A redacted version of the exceptional material; and/or,

25.6.2 A summary of the exceptional material.

25.7 An Exceptional Material Panel shall be made up of one or more of the members of the Safeguarding Review Panel. A person that sits on an Exceptional Material Panel determining an application under Regulation 25.2 in relation to a particular individual may not be a member of the Safeguarding Review Panel that will have conduct of the case referred under Regulation 17 in relation to that individual.

## OTHER ORDERS AVAILABLE FOLLOWING RISK ASSESSMENT

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(i) Following a referral under Regulation 16, in addition to its ability to make an order under Regulation 17, the Safeguarding Review Panel may make any other order consistent with the aims of the Adults at Risk Policy that it considers appropriate in the circumstances.

## SUPERVISION ORDERS

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(k) Unless otherwise discharged, a Supervision Order will last for the length of time ordered by the Panel. Before its expiry, The Association may apply for an extension, or further extensions, for a period not exceeding 3 years from the date of the first order.

## DISCRETION TO REFER TO THE SAFEGUARDING REVIEW PANEL

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(m) Any of the powers and/or case management functions exercised by a Case Manager under these Regulations may instead be exercised by the Safeguarding Review Panel if the Case Manager, in his or her sole discretion, determines that the matter should be referred to the Safeguarding Review Panel ("a general referral"). The Case Manager shall make a general referral to the Safeguarding Review Panel where the facts and circumstances of a case are exceptional and/or of significant public interest, though the Case Manager's discretion to make a general referral will not be limited to such cases.

(n) Where the Case Manager makes a general referral to the Safeguarding Review Panel, the same rights of review and appeal arise as if the decision of the Safeguarding Review Panel had been made by the Case Manager. Any review or appeal of the decisions of the latter will be heard by a Safeguarding Review Panel, none of the members of which shall have been a member of the Safeguarding Review Panel which was involved in any earlier decision on that case.

## RIGHT OF APPEAL

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30.1 A Participant or The Association may appeal to an Appeal Board any decision of the Safeguarding Review Panel made under Regulations 13.1.3, 14 or 15. Subject to Regulation 30.2, such appeals shall be conducted in accordance with the Appeal Regulations. Subject to this right of appeal, decisions of the Safeguarding Review Panel shall be final and binding.

30.2 Notwithstanding any provision to the contrary in the Appeal Regulations, an Appeal Board convened to hear an appeal pursuant to Regulation 30.1 shall take place as a full rehearing of the case.

30.3 Any decision of the Appeal Board shall be final and binding with no further right of appeal.

## **WRITTEN MATERIAL**

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(e) For the purposes of these Regulations, “written material” may include photographic, video, electronic and/or audio evidence.

# GENERAL PROVISIONS

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SECTION ONE: ALL PANELS

SECTION TWO: REGULATORY COMMISSIONS

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# GENERAL PROVISIONS

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62. These General Provisions are split into two parts:

1.1 The provisions in Section One shall apply to Inquiries, Commissions of Inquiry, Regulatory Commissions, Disciplinary Commissions, Appeal Boards and Safeguarding Review Panels.

1.2 The provisions in Section Two shall apply to Regulatory Commissions and, where stated in paragraph 27, Disciplinary Commissions.

## SECTION ONE: ALL PANELS

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### SCOPE

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20. This Section One shall apply to Inquiries, Commissions of Inquiry, Regulatory Commissions, Disciplinary Commissions, Appeal Boards and Safeguarding Review Panels.

31. In relation to proceedings before a Disciplinary Commission, references in this Section One to The Association shall be taken to mean the relevant Affiliated Association.

### GENERAL

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xxv. The bodies subject to these General Provisions are not courts of law and are disciplinary, rather than arbitral, bodies. In the interests of achieving a just and fair result, procedural and technical considerations must take second place to the paramount object of being just and fair to all parties.

xxx. All parties involved in proceedings subject to these General Provisions shall act in a spirit of co-operation to ensure such proceedings are conducted expeditiously, fairly and appropriately, having regard to their sporting context.

22. The bodies subject to these General Provisions shall have the power to regulate their own procedure.

25. Without limitation to paragraph 6 above, any breach of procedure by The Association, or a failure by The Association to follow any direction given (including any time limit), shall not invalidate the proceedings or its outcome unless the breach is such as to seriously and irredeemably prejudice the position of the Participant Charged.

11 Save where otherwise stated, the applicable standard of proof shall be the civil standard of the balance of probabilities.

### EVIDENCE

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29. A panel to which these General Provisions apply:

9.1 shall not be obliged to follow the strict rules of evidence;

9.2 shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law;

9.3 may admit such evidence as it thinks fit and accord such evidence such weight as it thinks appropriate in all the circumstances; and

9.4 may draw such inference from the failure of a witness (including the Participant Charged) to give evidence or answer a question as it considers appropriate.

### REPRESENTATION

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10 A Participant Charged attending a personal hearing, or an individual attending a Safeguarding Review Panel, may be represented by an or individuals (including a legal

representative), provided that they notify The Association both of the fact that they are to be represented and of the identity of the representatives by the date on which the Reply is served. The representatives may speak on behalf of the Participant Charged / the individual.

30. An individual acting as a representative for a Participant Charged shall not be allowed to give evidence.

31. The Association may nominate an individual or individuals to represent it at a personal hearing.

## **CONSOLIDATION OF PROCEEDINGS**

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(m) Where the subject matter of or facts relating to a Charge or Charges against one or more Participant(s) is sufficiently linked (including, but not limited to, where offences are alleged to have been committed in the same Match or where there is common evidence of The Association or the defence) and where appropriate for the timely and efficient disposal of the proceedings, The Association and/or the relevant panel shall have the power to consolidate proceedings so that they are conducted together and the Charges may be determined at a joint hearing. In respect of such matters:

13.1 evidence adduced by or on behalf of a Participant shall be capable of constituting evidence against another Participant (the relevant panel shall give appropriate weight to such evidence);

13.2 Participants or their representatives shall be entitled to cross-examine other Participants and their witnesses; and

13.3 the relevant panel may hear evidence in any order and shall have complete discretion to take matters out of order for the timely, efficient and appropriate disposal of the proceedings.

## **CONFIDENTIALITY / PUBLICATION**

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(p) The proceedings of a Commission of Inquiry, a Regulatory Commission, a Disciplinary Commission, Appeal Board and Safeguarding Review Panel shall take place in private.

(q) All oral or written representations, submissions, evidence and documents created in the course of any proceedings shall be subject to qualified privilege.

(r) Subject to paragraphs 17 to 19 below, all oral or written representations, submissions, evidence and documents created in the course of any proceedings are confidential between The Association and the individual or body concerned.

(s) The Association shall have the power to publish in the public press, on a web site or in any other manner considered appropriate:

17.1 the outcome of any proceedings or inquiry (irrespective of whether a Charge is issued in respect of that inquiry);

17.2 reports of any hearing, order, requirement, instruction, decision, proceedings, acts, resolution, finding and penalty; or

17.3 any representations, submissions, evidence and documents created in the course of any proceedings or inquiry (including but not limited to the written reasons of a Regulatory Commission and Appeal Board) whether or not this reflects on the character or conduct of a Participant.

(i) Each Participant shall be deemed to have consented to any inquiry or Commission of Inquiry, a Regulatory Commission, a Disciplinary Commission, Appeal Board and a Safeguarding Review Panel and to the publication of any information in accordance with paragraph 17.

(j) The Association shall have the right to use and rely upon any representations, submissions, evidence and documents that are provided to it during the course of any inquiry pursuant to Rule F (or otherwise) and/or are created or otherwise generated during the

proceedings of a panel to which these General Provisions apply for the purpose of carrying out its regulatory functions and monitoring and implementing compliance with its Rules and Regulations (including, but not limited to, taking action against any Participant under Rule E).

## SERVICE OF DOCUMENTS

- 20 A document may be served by:
- 20.1 giving it to the person to whom it is addressed;
  - 20.2 leaving it at, or sending it by first class post to, the last known address of the addressee or, in the case of an individual, the Club with which they are associated; or
  - 20.3 sending it by e-mail or by fax to the last known email address or fax number of the addressee or, in the case of an individual, the Club with which they are associated.

## FEES

- 21 Where a Participant lodges a Notice of Appeal in respect of:
- 21.1 a decision of a Regulatory Commission, they must pay an appeal fee of £100;
  - 21.2 a decision of an Affiliated Association, they must pay an appeal fee of £50;
  - 21.3 any other decisions of The Association subject to appeal, or a decision of Competition, they must pay an appeal fee as follows:

RELEVANT COMPETITION	FEE
Premier League, EFL Championship, EFL League One, EFL League Two and National League	£500
Steps 2 to 4 of the National League System	£250
Steps 5 to 7 of the National League System	£100
Any other Competition (including those outside the National League System)	£50

- (j) In respect of other matters where fees are payable, the relevant fees shall be as prescribed in the relevant regulations.

## OTHER PROCEEDINGS

- (i) The fact that a Participant is liable to face or has pending any other criminal, civil, disciplinary or regulatory proceedings (whether public or private in nature) in relation to the same matter shall not prevent or fetter The Association conducting proceedings under the Rules.
- (j) The result of those proceedings and findings upon which such result is based shall be presumed to be correct and true unless it is shown, by clear and convincing evidence, that this is not the case.

## EXCLUSION OF LIABILITY

- (j) Panel members to which these General Provisions apply and any executive staff member of The Association involved in any proceedings subject to these General Provisions, shall not be held liable for any acts or omissions in relation to any such proceedings.

## SECTION TWO: REGULATORY COMMISSIONS

### SCOPE

- (l) This Section Two sets out provisions applicable to matters of Misconduct proceeding before Regulatory Commissions. Further detail, to include the timetable to be followed in respect of such matters, is found in:



26.1 Part B: Non-Fast Track Regulations (where the matter proceeds according to the ordinary timetable);

26.2 Part E: Fast Track Regulations (where the matter proceeds according to an expedited timetable).

As such, the procedures set out at Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations should be read in conjunction with these provisions.

(o) In addition, the following paragraphs of this Section Two shall apply to matters of Misconduct proceeding before Disciplinary Commissions: paragraphs 28, 31, 38 to 43, 46 to 50 and 52 to 53. The content of those paragraphs shall be construed accordingly (e.g. references to The Association shall be taken to mean the relevant Affiliated Association).

## THE COLLECTION OF EVIDENCE

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(f) In accordance with Rule F, all Participants must take all reasonable measures to assist The Association in the collection of evidence. Where The Association requests the production of evidence from any Participant, that Participant shall (subject to considerations of legal professional privilege) be under an obligation to provide it.

(g) Where on-field offences are concerned, The Association may request that a Club provides or procures the delivery of video evidence to assist it in investigating possible Misconduct. Clubs must provide such video evidence to The Association as soon as reasonably practicable and in any event no later than 12 noon on the next Business Day following The Association's request (or a later date if stipulated by The Association). Failure to provide such evidence within this deadline may result in The Association issuing a Charge against the Club.

## CHARGE

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(d) The decision that facts or matters may give rise to Misconduct and that a Charge be brought will be made by the Chief Regulatory Officer (or their nominee) on behalf of The Association.

(e) Where any facts or matters give rise to alleged Misconduct by a Participant, The Association will serve on the Participant a Charge which shall:

- 31.1 state briefly the nature of the alleged Misconduct;
- 31.2 identify the provision(s) alleged to have been breached; and
- 31.3 enclose copies of documents or other material referred to in the Charge.

(f) The Charge may include a request for the provision of a summary of the current terms and conditions of employment of a Participant.

(g) A copy of the Charge shall be forwarded to the Judicial Panel Chairman who shall appoint a Regulatory Commission in accordance with, and subject to, the Terms of Reference for the Composition and Operation of the Judicial Panel.

## TIME LIMITS AND DIRECTIONS

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### General

(i) The standard directions for a Regulatory Commission processing a matter under these Regulations shall be as set out in Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations.

(j) In complex cases the standard directions may, at the discretion of the Regulatory Commission, be the subject of a directions hearing which may be conducted in accordance with paragraph 26 of Part B: Non-Fast Track Regulations.

### Exceptional Circumstances

(vi) Where the circumstances of a case are such that the Chief Regulatory Officer (or their nominee) or a Participant considers that it would be impractical or unfair for a Charge to be

processed in accordance with the directions or other time limits set out in Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations, the Chief Regulatory Officer (or their nominee) or a Participant may apply to the Judicial Panel Chairman (or their nominee) for an order that the relevant time limits be amended, suspended, reduced or dispensed with.

(f) Examples of circumstances in which the processing of a Charge would be impractical or unfair within the time limits set out in Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations are where:

- 37.1 there is a pending police investigation; or
- 37.2 the seriousness or complexity of the matter necessitates a longer period of investigation; or
- 37.3 substantial evidence needs to be obtained from non-Participants.

## REGULATORY COMMISSION DELIBERATIONS

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- (h) Deliberations of a Regulatory Commission shall take place in private.
- (i) The decision of the Regulatory Commission shall be determined by majority. Each member of the Regulatory Commission shall have one vote, save that the Chairman of the Regulatory Commission shall have a second and casting vote in the event of a deadlock.

## PENALTIES

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### General

(j) Save where expressly stated otherwise, a Regulatory Commission shall have the power to impose any one or more of the following penalties on the Participant Charged:

- 40.1 a reprimand and/or warning as to future conduct;
- 40.2 a fine;
- 40.3 suspension from all or any specified football activity from a date that the Regulatory Commission shall order, permanently or for a stated period or number of Matches;
- 40.4 the closure of a ground permanently or for a stated period;
- 40.5 the playing of a Match or Matches without spectators being present, and/or at a specific ground;
- 40.6 any order which may be made under the rules and regulations of a Competition in which the Participant Charged participates or is associated, which shall be deemed to include the deduction of points and removal from a Competition at any stage of any playing season;
- 40.7 expulsion from a Competition;
- 40.8 expulsion from membership of The Association or an Affiliated Association;
- 40.9 such further or other penalty or order as it considers appropriate.

41 In imposing penalties, a Regulatory Commission shall consider any:

- 41.1 applicable standard sanctions or sanction guidelines as may be communicated by The Association from time to time. A Regulatory Commission shall have the discretion, to depart from such sanction guidelines where it, in its absolute discretion, deems it appropriate having regard to the facts of an individual case (for example, where a particular act of Misconduct is sufficiently serious that the guideline sanction would not constitute a sufficient penalty for the Misconduct that has taken place);
- 41.2 mitigating and/or aggravating factors, to include but not limited to those as may be communicated by The Association from time to time.

### Suspended Penalty

(iii) Save where any Rule or regulation expressly requires an immediate penalty to be imposed, and subject to paragraphs 43 to 45 below, the Regulatory Commission may order that a penalty imposed is suspended for a specified period or until a specified event and on such terms and conditions as it considers appropriate.

(iv) Where the penalty to be imposed is to be suspended, no more than three-quarters of any such penalty may be suspended. If the period of such a suspension is a lifetime, the non-suspended period must be no less than eight years.

(v) Where a Participant has committed a breach of Rules E5, E8 or E14, the Regulatory Commission must consider suspending a portion of the penalty to be imposed if:

44.1 that Participant has provided assistance and / or information to any Competition, The Association, UEFA, FIFA, any other national football association, a law enforcement agency or professional disciplinary body; and

44.2 the assistance and / or information provided results in the discovery or establishment of a criminal offence or the breach of disciplinary rules by another person relating to betting or integrity (not including anti-doping, in respect of which the Anti-Doping Regulations shall apply) in football or sport generally.

9. Where the Regulatory Commission, in exercising its discretion under paragraph 44, considers it to be appropriate to suspend a portion of the penalty, the extent to which the penalty may be suspended will be based on the significance of the assistance provided by the Participant to the effort to eliminate corruption from sport.

#### Aggravated Breaches (Rule E3(2))

(c) Whether or not a suspension has been imposed by the Regulatory Commission in accordance with paragraphs 47 to 50 below, in respect of an Aggravated Breach that Regulatory Commission:

46.1 must order that the Participant who commits an Aggravated Breach be subject to an education programme, the details of which will be provided to the Participant by The Association;

46.2 may impose a financial penalty or any other sanction that it considers appropriate.

47 Subject to paragraphs 48 and 49 below:

47.1 where a Participant commits an Aggravated Breach for the first time, a Regulatory Commission shall impose an immediate suspension of at least five Matches on that Participant. The Regulatory Commission may increase the suspension where additional aggravating factors are present.

47.2 where a Participant commits a second (or further) Aggravated Breach, a Regulatory Commission shall impose an immediate suspension of no fewer than six Matches. In determining the suspension to be imposed, the Regulatory Commission shall use as an entry point an immediate suspension of 10 Matches. The Regulatory Commission may depart from the entry point where aggravating or mitigating factors are present.

48 Where an Aggravated Breach is committed:

48.1 by a Participant for whom a match-based suspension would be inappropriate due only to that Participant's particular role in football (for the avoidance of doubt, this sub-paragraph shall not apply to a Manager, coach or Player);

48.2 in writing only;

48.3 via the use of any communication device, public communication network (to include, but not limited to, social media) or broadcast media only; or

48.4 by reference to nationality only,

a Regulatory Commission will not be bound to impose an immediate suspension of at least five Matches for a first such breach, or of no fewer than six Matches for a second or further

such breach. Instead the Regulatory Commission may impose any sanction that it considers appropriate, taking into account any aggravating or mitigating factors present.

(f) Where a Player in youth football aged 12 to 15 (inclusive) commits an Aggravated Breach for the first time, a Regulatory Commission shall impose a suspension of at least five Matches on that Player. The Regulatory Commission may increase the suspension where additional aggravating factors are present. A minimum of one Match shall come into effect immediately, however the Regulatory Commission may suspend such number of the remaining Matches on such terms and for such period as it considers appropriate. For the avoidance of doubt, where such a Player commits a second (or further) aggravated breach, a Regulatory Commission shall apply the provisions of paragraph 47.2 above.

(g) Where a Regulatory Commission sanctions a Club in accordance with Rule E3(4), it may impose any sanction it considers appropriate, taking into account any aggravating or mitigating factors present.

#### Drug Rehabilitation and Counselling

(vii) Where a Participant has breached the provisions of the Anti-Doping Regulations or the Social Drugs Policy Regulations, a Regulatory Commission may order a compulsory period of target testing, rehabilitation and counselling, and attach such conditions as it considers appropriate.

#### Compensation Orders

iii The Regulatory Commission may, where it considers it appropriate, order the Participant Charged to pay compensation to another Participant (the "**Compensation Claimant**"), instead of or in addition to any penalty or other order. Such an order may be for such amount as the Regulatory Commission considers appropriate.

iv The Regulatory Commission may order compensation only where:

53.1 it receives, in advance of its determination as to whether a Charge has been proven, a written claim by or on behalf of the Compensation Claimant which sets out the amount claimed and detailed reasons for the claim;

53.2 it is satisfied that the Compensation Claimant has suffered loss as a consequence of the Misconduct of the Participant Charged; and

53.3 the Participant Charged has had an opportunity both of seeing the claim in advance of an order being made and of making submissions to the Regulatory Commission in relation to it.

## **COSTS ORDERS**

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54 Save where otherwise provided, any costs incurred:

54.1 in bringing or defending a Charge will be borne by the party incurring the costs; and

54.2 by a Regulatory Commission, which are considered by the Chairman of the Regulatory Commission to be appropriate, may be ordered to be paid in full or in part by either party (such costs may include, but are not limited to, the costs of the Regulatory Commission and related expenses).

(xi) Any appeal against only the quantum of costs awarded shall be heard and determined by a single person appointed by Sport Resolutions (UK) (or similar independent body as determined by The Association from time to time). That person shall decide all matters of procedure for how such an appeal will be conducted.

(xii) A Notice of Appeal against a decision of a Regulatory Commission shall be deemed not to have been lodged unless either:

56.1 all financial orders, including costs orders, relating to the Participant in question have been paid in full; or

56.2 the Chairman of the Regulatory Commission has made an order to set aside the

relevant financial orders pending the outcome of the Appeal.

- (e) In the event of an appeal being lodged, where applicable payments of costs made will be held in escrow by The Association.

## **COMPLIANCE WITH PENALTIES AND ORDERS**

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- (g) Unless the Regulatory Commission determines otherwise, a penalty or order shall come into effect immediately at the date of the notification of the decision.
- (h) A Regulatory Commission may issue such further order, requirement or instruction as it considers appropriate for the purpose of giving effect to its decision.
- (i) Where a Regulatory Commission is satisfied that a Participant Charged has failed to observe or comply with a penalty or order imposed by the Regulatory Commission, it shall have the power to order that the Participant Charged be suspended immediately from all or any football activity for such period and on such conditions as it considers appropriate.
- (j) In respect of any appeal made by a Participant Charged against a decision of a Regulatory Commission, the Regulatory Commission shall have the power, upon application and its absolute discretion, to stay the effect of, or compliance by the Participant Charged with, a penalty or order of a Regulatory Commission.

## **PAYMENT OF FEES, FINES AND COMPENSATION ORDERS**

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- (j) Payment of any administration fee, fine or compensation shall be made to The Association by such deadline and under such terms as ordered by The Association at the time of the written notification or decision.
- (k) The failure to make payment within the deadline ordered may result in an automatic increase of 25% of the amount due. Failure to pay within a further 30 days from the deadline ordered may result in the automatic suspension of the Participant until such time as payment has been received. Where the Participant is a person, such suspension will be from all football and football activity. Where the Participant is a Club, such suspension will be from playing in any Match or Competition.

## **WRITTEN DECISION**

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- c The Regulatory Commission shall as soon as practicable send to the Participant Charged and the Chief Regulatory Officer (or their nominee) a written statement of its decision, which shall state:

- 64.1 the Charge(s) considered and whether admitted or denied;
- 64.2 the decision as to whether Misconduct has been proven or not; and
- 64.3 any penalty or other order imposed.

- (d) The written decision shall be signed and dated by the Chairman of the Regulatory Commission and be the conclusive record of the Regulatory Commission's decision. A copy of the written decision shall be forwarded to The Association.

## **WRITTEN REASONS**

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- (f) Where the relevant parts of Part B: Non-Fast Track Regulations and Part E: Fast Track Regulations so provide, written reasons may be requested and provided.
- (g) Where written reasons are provided they shall state in writing:
- 67.1 the findings of fact made by the Regulatory Commission;
  - 67.2 the reasons for the Regulatory Commission's decision finding the Charge(s) proven; and
  - 67.3 the reasons for any penalty or order.

**APPEALS**

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(d) The rights of appeal shall be as set out in Part B: Non-Fast Track Regulations or Part E: Fast Track Regulations.

## APPEALS FROM DECISIONS OF LEAGUES: BOND APPLICATIONS



# APPEALS - NON-FAST TRACK

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These Regulations set out the provisions relating to appeals conducted in accordance with the Rules, save for appeals arising from matters proceeding under Part E: Fast Track Regulations (which shall be conducted in accordance with Part E: Fast Track 7: Appeals – Fast Track therein).

## GROUND OFS OF APPEAL

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63. The grounds of appeal available to The Association shall be that the body whose decision is appealed against:
- 1.1 misinterpreted or failed to comply with the Rules and/or regulations of The Association relevant to its decision; and/or
  - 1.2 came to a decision to which no reasonable such body could have come; and/or
  - 1.3 imposed a penalty, award, order or sanction that was so unduly lenient as to be unreasonable.
21. The grounds of appeal available to Participants shall be that the body whose decision is appealed against:
- 2.1 failed to give that Participant a fair hearing; and/or
  - 2.2 misinterpreted or failed to comply with the Rules and/or regulations of The Association relevant to its decision; and/or
  - 2.3 came to a decision to which no reasonable such body could have come; and/or
  - 2.4 imposed a penalty, award, order or sanction that was excessive.
32. Where an appeal is brought by FIFA, UKAD or WADA against a decision of a Regulatory Commission pursuant to the Association's Anti-Doping Regulations, any of the grounds set out at paragraphs 1 and 2 above may be relied upon.

## APPEAL PROCESS

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### Commencement of Appeal and Response

- xxvi. Appeal timings shall run from the date of notification of the decision being appealed against ("**Notification Date**"). The Notification Date shall be:
- 4.1 the date of provision of the written decision; or
  - 4.2 where the relevant rules or regulations provide that written reasons may be produced or requested, the date of provision of the written reasons.
- xxxi. In the case of an appeal from a decision of a Regulatory Commission or Disciplinary Commission;
- 5.1 notification of the intention to appeal shall be made in writing to The Association (or to the relevant Participant, where The Association is the appellant) within seven days of the Notification Date.
  - 5.2 a notice of appeal (the "**Notice of Appeal**") with The Association by email to [Disciplinary@TheFA.com](mailto:Disciplinary@TheFA.com) (or, where The Association is the appellant, with the relevant Participant) within 14 days of the Notification Date.
23. In case of all other appeals, the timings set out in paragraph 5 above shall apply, unless the relevant rules provide otherwise.
26. The Notice of Appeal must:
- 7.1 identify the specific decision(s) being appealed;



7.2 set out the ground(s) of appeal and the reasons why it would be substantially unfair not to alter the original decision;

7.3 set out a statement of the facts upon which the appeal is based;

7.4 save for where the appellant is The Association, in which case no appeal fee will be payable, be accompanied by the relevant appeal fee as set out in paragraph 21 of Part A: General Provisions. Where an appeal is lodged electronically, the appeal fee must be received not later than the third day following the day of despatch of the electronic notification (including both the day of despatch and receipt);

7.5 where appropriate, apply for leave to present new evidence under paragraph 10 below.

12 The respondent shall serve a written reply to the Notice of Appeal (the “**Response**”) on an appellant and the Appeal Board within 21 days of the lodging of the Notice of Appeal. Where appropriate, the Response must include an application for leave to present new evidence under paragraph 10 below.

30. Where the Regulatory Commission or other body appealed against has not stated the reasons for its decision, either:

9.1 the appellant shall request written reasons from that body which shall be provided to the Appeal Board; or

9.2 the Appeal Board shall require that a member of that body attends the appeal hearing. In which case: (i) questions may be put by the Appeal Board at a hearing to satisfy itself as to the reasons for the decision); (ii) cross-examination by the appellant or respondent shall not be permitted; (iii) representations may be made by the parties to the Appeal Board who may then put questions to the member of the body that made the decision.

#### New Evidence

11 The Appeal Board shall hear new evidence only where it has given leave that it may be presented. An application for leave to present new evidence must be made in the Notice of Appeal or the Response. Such application must set out the nature and the relevance of the new evidence, and why it was not presented at the original hearing. Save in exceptional circumstances, the Appeal Board shall not grant leave to present new evidence unless satisfied with the reason given as to why it was not, or could not have been, presented at the original hearing and that such evidence is relevant. The Appeal Board’s decision shall be final. Where leave to present new evidence has been granted, in all cases the other party will be given an opportunity to respond.

#### Appeal Board Proceedings

32. The appellant shall prepare a set of documents which shall be provided to the Appeal Board and respondent at least seven days before the hearing and which shall comprise the following (or their equivalent):

11.1 the Charge;

11.2 the Reply;

11.3 any documents or other evidence referred to at the original hearing relevant to the appeal;

11.4 any transcript of the original hearing;

11.5 the notification of decision appealed against and, where they have been given, the reasons for the decision;

11.6 any new evidence;

11.7 the Notice of Appeal;

11.8 the Response.

(n) An appeal shall be by way of a review on documents only. The parties shall however be entitled to make oral submissions to the Appeal Board. Oral evidence will not be permitted, except where the Appeal Board gives leave to present new evidence under paragraph 10 above.

(o) Once an appeal has been commenced, it shall not be withdrawn except by leave of the Appeal Board. Where an appeal is so withdrawn, the Appeal Board may make such order for costs, or such order in respect of any bond lodged pursuant to paragraphs 27 to 37 below, as it considers appropriate.

(p) The chairman of an Appeal Board may upon the application of a party or otherwise, give any instructions considered necessary for the proper conduct of the proceedings, including but not limited to:

- 14.1 extending or reducing any time limit;
- 14.2 amending or dispensing with any procedural steps set out in these Regulations;
- 14.3 instructing that a transcript be made of the proceedings;
- 14.4 ordering parties to attend a preliminary hearing;
- 14.5 ordering a party to provide written submissions.

The decision of the chairman of the Appeal Board shall be final.

(t) The Appeal Board may adjourn a hearing for such period and upon such terms (including an order as to costs) as it considers appropriate.

(u) The Appeal Board shall proceed in the absence of any party, unless it is satisfied that there are reasonable grounds for the failure of the party to attend, and shall do so in such manner as it considers appropriate.

(v) The following procedures shall be followed at an appeal hearing unless the Appeal Board thinks it appropriate to amend them:

- 17.1 the appellant to address the appeal board, summarising its case;
- 17.2 any new evidence to be presented by the appellant;
- 17.3 the respondent to address the appeal board, summarising its case;
- 17.4 any new evidence to be presented by the respondent;
- 17.5 each party to be able to put questions to any witness giving new evidence;
- 17.6 the Appeal Board may put questions to the parties and any witness giving new evidence at any stage;
- 17.7 the respondent to make closing submissions;
- 17.8 the appellant to make closing submissions.

(k) The Appeal Board may, in the event of a party failing to comply with an order, requirement or instruction of the Appeal Board, take any action it considers appropriate, including an award of costs against the offending party.

## APPEAL BOARD DECISIONS

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### General

(k) A decision, order, requirement or instruction of the Appeal Board shall (save where to be made under the Rules by the Chairman of the Appeal Board alone) be determined by a majority. Each member of the Appeal Board shall have one vote, save that the Chairman shall have a second and casting vote in the event of deadlock.

(l) The Appeal Board shall notify the parties of its decision to the parties as soon as practicable in such a manner as it considers appropriate; and unless it directs otherwise, its decision shall come into effect immediately.

(m) The Appeal Board shall have power to:

21.1 allow or dismiss the appeal;

21.2 exercise any power which the body against whose decision the appeal was made could have exercised, whether the effect is to increase or decrease any penalty, award, order or sanction originally imposed;

21.3 remit the matter for re-hearing;

21.4 order that any appeal fee be forfeited or returned as it considers appropriate;

21.5 make such further or other order as it considers appropriate, generally or for the purpose of giving effect to its decision.

21.6 order that any costs, or part thereof, incurred by the Appeal Board be paid by either party or be shared by both parties in a manner determined by the Appeal Board.

(k) Decisions of the Appeal Board shall be final and binding and there shall be no right of further challenge, except in relation to appeals:

22.1 to CAS brought by FIFA or WADA pursuant to the Anti-Doping Regulations; or

22.2 concerning the amount of costs any party is ordered to pay by the Appeal Board (which is considered in paragraph 24 below).

#### Other Costs

(k) Any costs incurred in bringing, or responding to, an appeal shall normally be borne by the party incurring the costs. In exceptional circumstances the Appeal Board may order one party to pay some or all of the other party's costs. Such costs will not include any legal costs. Any applications for such costs must be made at the Appeal Board and must include details of the exceptional circumstances.

(l) An appeal against only the quantum of costs ordered to be paid shall be heard and determined by a single person appointed by Sport Resolutions (UK) (or a similar independent body as determined by The Association from time to time). That person shall decide all matters of procedure for how such an appeal will be conducted.

#### Written Decision and Written Reasons

(m) As soon as practicable after the hearing, the Appeal Board shall publish a written statement of its decision, which shall state:

25.1 the names of the parties, the decision(s) appealed against and the grounds of appeal;

25.2 whether or not the appeal is allowed; and

25.3 the order(s) of the Appeal Board.

(p) The Appeal Board shall, upon the request of the appellant or the respondent (such request to be received at The Association within three days of the date of the notification of the decision), give written reasons for the decision.

## **APPEALS FROM DECISIONS OF LEAGUES: BOND APPLICATIONS**

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(h) The provisions relating to bond applications at paragraphs 28 to 37 shall only apply where an appellant is appealing a decision of a League (save for decisions of the Premier League or the EFL).

(i) Within seven days of lodging the Notice of Appeal, the League (as respondent) may make an application for the Appeal Board to require a bond to be lodged by the appellant before the appeal may progress.

(j) Whilst such a bond application is being processed, no Response to the Notice of Appeal will be due from the Respondent in accordance with paragraph 8 above.

(k) Any bond application must be copied to the appellant, and must:

30.1 state the grounds for the application; and

30.2 state the amount applied for.

(f) The appellant may provide a response to the bond application within seven days of its submission.

(g) Whether or not the appellant has provided any response to it, the Appeal Board shall consider the bond application as soon as practicable after the seventh day following its submission. The Appeal Board may, in its discretion, consider the bond application on papers alone, or require the parties to attend a personal hearing. Any such personal hearing shall be conducted according to such timings and procedure as the Appeal Board may determine at its discretion.

(h) The test to be applied by the Appeal Board is whether it is satisfied that there is a real risk that the appellant will not pursue the appeal to a final determination by the Appeal Board. Where it is so satisfied, the Appeal Board may order the appellant to lodge a bond with The Association on such date and in such amount as it considers appropriate. The Appeal Board's decision in this respect shall be final and binding with no further right of appeal. For the avoidance of doubt, consideration of a bond may only be given by an Appeal Board following submission of an application by a respondent in accordance with paragraph 28.

(i) Where an Appeal Board orders a bond to be lodged with The Association, the Appeal may not proceed until the bond is duly lodged. In any such appeal, notwithstanding the terms of paragraph 8 above, the respondent shall serve its response to the Notice of Appeal within 14 days from the date that the bond is lodged with The Association.

(j) Where an Appeal Board decides not to order a bond to be lodged with The Association, notwithstanding the terms of paragraph 8 above, the respondent shall serve its response to the Notice of Appeal within 14 days from the date of the Appeal Board's decision.

(k) Any bond lodged with The Association pursuant to paragraph 33 above will be held by The Association until the final determination of the appeal by an Appeal Board. Following such final determination, the bond shall in all cases be returned to the appellant in full.

(l) Notwithstanding the terms of paragraph 23 below, in any case where a bond has been lodged with The Association, and the appeal is not pursued by the appellant to a final determination by the Appeal Board, the Appeal Board shall have a discretion to order the forfeiture of any part or all of the bond, such amount to be paid in full to the respondent to cover any costs it has so far incurred in responding to the appeal.

# ON-FIELD REGULATIONS

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## SECTION THREE: PROVISIONS APPLICABLE TO CATEGORY 5

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### GENERAL

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64. Each Affiliated Association must set out in its rules or regulations a copy of this Section Three, which is to be followed where a Participant of a Club in Category 5 commits an alleged act of Misconduct and where a Player commits a cautionable or sending-off offence in a Match.

22. Nothing in this Section Three shall preclude:

2.1 an Affiliated Association delegating to The Association or to another Affiliated Association its powers and duties to investigate and/or adjudicate in cases where it may be advantageous so to do; or

2.2 the exercise by The Association of its powers pursuant to Rule G1.

33. All written communications from a Player to the Affiliated Association Secretary must be sent by the secretary of the Player's Club unless the Player is no longer registered with that Club (in which case written communications must be sent by the Player or the secretary of the Club to which that Player has moved).

xxvii. Where a Club receives a notification pursuant to this Section Three, it is the duty of the Club Secretary and the Player, by the deadline stated on any notification, to ensure that either

(a) the Affiliated Association Secretary receives the completed player reply form or  
(b) ensure that a response has been provided via the electronic system operated by The Association from time to time with such information that includes:

4.1 the full name and address of the Player;

4.2 the Player's date of birth (and other personal identification data requested);

4.3 the name of each Club for which the Player is currently registered or was registered in the previous two playing seasons;

4.4 the signature of the Player concerned (where applicable); and

4.5 the names of any school, college or other educational establishment currently attended by the Player.

Where the Player is not available to sign the player reply form, the Club should complete and return it indicating the reason for the non-completion together with the administration fee and confirmation as to whether or not the Player has been made aware of the contents. Where the Club provides a response via the electronic system operated by The Association from time to time, in doing so the Club Secretary acknowledges that the Player has been made aware of the contents. Any suspension order resulting from failure to comply with this paragraph 4 shall be on the Club and the individual Player, subject to paragraph 103 below.

xxxii. Clubs may participate in a pilot programme as set out by Council and will be required to abide by the regulations and terms of that programme.

24. Payment of any fine or costs in respect of disciplinary matters must be paid in accordance with the terms set out by the Affiliated Association.

27. Any period of suspension under this Section Three shall apply only to football at Step 5 and below of the National League System and for Clubs operating outside of the National League System, unless approval has been granted by The Association for such suspension to be extended across all levels of football.

### CHARGES

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13 An Affiliated Association may issue a Charge against a Player in relation to an incident

whether or not the same incident has been dealt with by the Referee and/or pursuant to this Section Three. In deciding whether or not to issue a Charge, an Affiliated Association will have particular (but not exclusive) regard to the following:

- 8.1 any applicable Law(s) of the Game or rules and regulations or FIFA instructions and/or guidelines;
- 8.2 the nature of the incident, and in particular any intent, recklessness, negligence or other state of mind of the Player;
- 8.3 where applicable, the level of force used;
- 8.4 any injury to any Participant caused by the incident;
- 8.5 any other impact on the Match in which the incident occurred;
- 8.6 the prevalence of the type of incident in question in football generally;
- 8.7 the wider interests of football in applying consistent sanctions.

31. A Disciplinary Commission considering a Charge pursuant to paragraph 8 above shall have regard to any automatic suspension or sanction imposed pursuant to paragraphs 48 and 51 for the same incident when considering any sanction.

#### **MATCH OFFICIALS' REPORTING OF OFFENCES TO AFFILIATED ASSOCIATIONS**

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12 Where a Referee fails to show a Player the appropriate card when communicating a caution or a sending-off, the relevant disciplinary action shall not be invalidated. However, the attention of the Referee should be drawn to the correct procedure.

13 Referees must submit a report to the relevant Affiliated Association within two days of the Match (excluding Sundays) stating the cautionable, sending-off offences and/or extraordinary incidents. In the case of sending-off offences and extraordinary incidents, the Assistant Referees must also submit a report.

14 Reports related to Players participating in Matches in County Representative and FA County Youth Cup football must be sent to the Affiliated Association of the Club of the offending Player. A copy of each such report must also be provided to The Association.

15 An Affiliated Association may reserve the right not to process a caution if the report is deemed to be invalid for any reason.

#### **NOTIFICATION OF CAUTIONABLE AND SENDING-OFF OFFENCES**

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33. A Player who has been cautioned or sent off in a Match will be notified by the relevant Affiliated Association, through their Club, of:

- 14.1 the cautionable and/or sending-off offence reported by the Referee to the Affiliated Association;
- 14.1 in the case of a cautionable offence, the total number of cautions accumulated by the Player under this Section Three during the current playing season; and
- 14.2 any automatic suspension, fine or other consequences resulting from an accumulation of cautions or a sending-off offence pursuant to paragraphs 48 and 51 below. Any automatic suspension will take effect regardless as to whether the notification is received by the Club from The Association before it is due to take effect in accordance with this Section Three.

(q) An administration fee of £10.00 will be charged to the Player through their Club for the cost of processing each notification made in accordance with paragraph 14 above. It is the responsibility of the Club to collect the administration fee from the Player and forward it to the Affiliated Association upon request.

#### **MISTAKEN IDENTITY (CAUTIONABLE OR SENDING-OFF OFFENCES)**

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(w) Where a Player has been cautioned or sent off in a Match but claims they have been the victim of mistaken identity, that Player or their Club may make a claim of mistaken identity in relation to that cautionable or sending-off offence in accordance with the procedure set out at paragraphs 17 to 18 below.

#### Making a Claim of Mistaken Identity

(l) To make a claim of mistaken identity, the Players concerned and their Club must submit to the Affiliated Association:

17.1 written particulars upon which the claim is founded (which must include identifying specifically the name of the Player responsible for the relevant offence);

17.2 any evidence in support of the claim; and

17.3 the relevant fee as set out in paragraph 34.

(n) The relevant timings for a Player or their Club to make a claim of mistaken identity are as follows:

	TIMINGS	GENERAL GUIDE*
Claim / Evidence	5pm on the third Business Day following the incident	Wednesday
Disciplinary Commission	To be determined prior to the suspension being served.	Friday

\* based on a Match taking place on Saturday or Sunday

#### Disciplinary Commission Procedure

(l) If the Affiliated Association is satisfied that the claim of mistaken identity warrants further investigation, a Disciplinary Commission shall be convened and will meet before any automatic suspension is due to take effect.

(m) The Disciplinary Commission shall determine the matter on video and/or written evidence only, and parties shall not be present or represented in person. For the avoidance of doubt, none of the Match Officials nor the Club or Player are entitled to be present or represented in person at the Disciplinary Commission established for such purpose.

(n) If the appointed Disciplinary Commission is satisfied that the claim of mistaken identity has been proven, the record of the offence will be transferred to the appropriate offender, who will be subject to any applicable disciplinary consequences in accordance with this Section Three.

## **WRONGFUL DISMISSAL (SENDING-OFF OFFENCES)**

### General

(m) Where a Player has been sent off in a Match but claims that the dismissal was wrongful, that Player and their Club may seek to limit the disciplinary consequences of that dismissal by making a claim of wrongful dismissal in accordance with the procedure set out in paragraphs 24 to 26 below. In order to demonstrate that the decision was wrongful, the Player and/or their Club must establish that the Referee made an obvious error in dismissing the Player.

(n) A Player and their Club may make a claim of wrongful dismissal for any sending-off offence under the provisions of Law 12 of the Laws of the Game, save for where the Player is sent off for a) receiving a second caution in the same Match or b) using offensive, insulting or abusive language and/or gestures.

#### Making a Claim of Wrongful Dismissal

(n) Where a Player and their Club intend to make a claim of wrongful dismissal, they must notify the Affiliated Association that they intend to make such a claim. Notification can be provided to the Affiliated Association by fax or email. If confirmation is provided via email it should be sent to discipline@[insert name of county]fa.com – for example discipline@kentfa.com.

(q) To make a claim of wrongful dismissal, the Player and their Club must submit to the Affiliated Association:

25.1 written particulars upon which the claim is founded;

25.2 any evidence in support of the claim (this must include video footage showing the incident if available); and

25.3 the relevant fee as set out in paragraph 34.

(l) The relevant timings for a Player and their Club to make a claim of wrongful dismissal are as follows:

	TIMINGS	GENERAL GUIDE*
Notification of Intention to Submit a Claim	5pm on the second Business Day following the incident	Tuesday
Claim / Evidence	5pm on the fourth Business Day following the incident	Thursday
Disciplinary Commission	To be determined prior to the suspension being served.	Friday

\* based on a Match taking place on Saturday or Sunday

(m) Upon receipt of a claim of wrongful dismissal by the Affiliated Association, it will determine whether the claim is capable of acceptance by determining whether the claim complies with the requirements set out at paragraph 25 above and the timings set out at paragraph 26 above.

(n) Claims of wrongful dismissal accepted by the Affiliated Association will be placed before a Disciplinary Commission for consideration as soon as possible but no later than the date upon which an automatic suspension is due to take effect.

#### Disciplinary Commission Procedure

(h) The Disciplinary Commission shall determine the matter on video and/or written evidence only, and parties shall not be present or represented in person. For the avoidance of doubt, none of the Match Officials nor the Club or Player are entitled to be present or represented in person at the Disciplinary Commission established for such purpose.

(i) After considering the evidence, the Disciplinary Commission will decide whether the claim of wrongful dismissal is rejected or is successful. A claim will only be successful where the Disciplinary Commission is satisfied that the Referee made an obvious error in dismissing the Player.

(j) If the claim of wrongful dismissal is successful, the automatic suspension will be withdrawn the fee is returned to the Player and their Club. If the claim is unsuccessful, the fee is not returned to the Player and their Club.

(k) Where the standard punishment is withdrawn, the sending-off offence shall not be counted for the purposes of paragraph 53 below.

(l) Notwithstanding the outcome of a claim of wrongful dismissal, the relevant sending-off offence will remain on the record of the Club and the Player.

## **FEE FOR CLAIMS OF MISTAKEN IDENTITY OR WRONGFUL DISMISSAL**

(k) The following fees apply in respect of claims of mistaken identity or wrongful dismissal proceeding under this Section Three:

LEVEL OF CLUB	FEE
Steps 5-7 of the National League System	£50
Outside of the National League System	£30



## CLEARLY INSUFFICIENT CLAIMS (SENDING-OFF OFFENCES)

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### General

(vii) In truly exceptional circumstances, an Affiliated Association may seek to increase the disciplinary consequences of a sending-off offence by making a claim that the standard punishment is clearly insufficient. An Affiliated Association may bring such a claim where it is satisfied that the standard punishment otherwise applicable to the sending-off offence would be clearly insufficient. Such claims may only be made by an Affiliated Association for the following sending-off offences: (a) serious foul play; (b) violent conduct; or (c) spitting at an opponent or any other person.

(viii) The ability for an Affiliated Association to bring a claim under paragraph 35 above is provided only so exceptional cases may be rectified. It is not intended to lead to the systematic, regular review of standard punishments. Disciplinary Commissions will be instructed to approach such cases with these principles in mind and it is envisaged that, for the vast majority of sending-off offences, the standard punishments applicable pursuant to paragraph 52 below will be appropriate and will be applied.

(ix) Where an Affiliated Association brings such a claim:

37.1 a Referee's report showing that a Player was sent off for a) serious foul play; (b) violent conduct; or (c) spitting at an opponent or any other person shall be conclusive evidence that the Player committed the relevant sending-off offence under Law 12 of the Laws of the Game and shall not be subject to challenge, save for where a sending-off is subject to a claim for wrongful dismissal pursuant to paragraph 22 above; and

37.2 the Player will be provided notice of the claim together with any evidence in support of the claim and will be invited to submit a written reply to the claim together with any evidence and submissions in support of that reply.

(g) A Disciplinary Commission that considers a claim of wrongful dismissal is concerned with only the question of whether any sanction of a suspension from play is one which should be imposed in view of the facts of the case. This role is not to usurp the role of the Referee.

(h) Notwithstanding the outcome of a claim made by an Affiliated Association pursuant to paragraph 35 above:

39.1 the Player will be suspended for at least one Match, save where a successful claim for wrongful dismissal is made pursuant to paragraph 22 above; and

39.2 the sending-off offence:

39.2.1 will remain on the record of the Club and the Player;

39.2.2 will remain the subject of the administration fee set out in paragraph 15 above; and

39.2.3 will still accrue the applicable number of penalty points as set out in paragraph 85 below.

### Disciplinary Commission

(j) A claim made by an Affiliated Association pursuant to paragraph 35 above will be determined by a Disciplinary Commission on the basis of video and/or written evidence only, and parties shall not be present or represented in person. For the avoidance of doubt, none of the Match Officials nor the Club or Player are entitled to be present or represented in person at the Disciplinary Commission established for such purpose.

(k) Claims pursuant to paragraph 35 above will be placed before a Disciplinary Commission for consideration prior to the commencement of the automatic suspension (if possible) but in any event no later than the date upon which an automatic suspension is completed.

(l) A Disciplinary Commission will be convened to decide the matter on any relevant video and written evidence submitted.

(m) The following procedures will be used at a Disciplinary Commission unless the

Disciplinary Commission thinks it appropriate to amend them:

43.1 the Disciplinary Commission Secretary will produce:

43.1.1 the Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action;

43.1.2 any video and written evidence provided in support of the claim.

43.1.3 the written reply and all evidence and submissions provided by the Player in response to the claim.

43.2 after considering the evidence, the Disciplinary Commission will decide whether the claim should be successful or rejected.

43.3 The claim will only be successful where the Affiliated Association satisfies the Disciplinary Commission so that it is sure that:

43.3.1 the circumstances of the sending-off offence under review are truly exceptional, such that the standard punishment should not be applied; and

43.3.2 the standard punishment would be clearly insufficient.

43.4 in considering the matters at paragraph 43.3, the Disciplinary Commission shall have regard to those factors set out at paragraphs 8.1 to 8.7 above.

43.5 in the event the claim is rejected, the Player shall serve the standard punishment.

43.6 in the event the claim is successful, the Disciplinary Commission will then decide on the additional punishment to be applied to the Player in respect of the sending-off offence. In deciding on such punishment, the Disciplinary Commission shall have regard to the matters at paragraphs 8.1 to 8.7 above.

44 The decision will be subject to appeal only:

44.1 in the event that the additional suspension imposed (over and above the automatic suspension) is in excess of three Matches; and

44.2 on the single ground that the additional suspension is excessive; and

44.3 in respect of that part of the additional suspension in excess of the additional three Matches, not accounting for any additional Matches included in the penalty as a result of a Player having served a suspension earlier in the same playing season.

For example, where a Player is suspended for 8 Matches following a sending-off for violent conduct, they may appeal only in respect of the two Matches in excess of the three automatic and three additional Match suspension.

45 Appeals shall proceed in accordance with Part C: Appeals - Non-Fast Track.

## **STANDARD PUNISHMENTS**

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### Friendly Matches

#### *Cautionable Offences*

(k) An Affiliated Association shall only impose standard punishments in respect of cautionable offences committed by Players during Friendly Matches where Participants have agreed, for example as part of tournament rules, that such punishments apply. Any such punishment may only apply to Friendly Matches.

#### *Sending-Off Offences*

(vi) The commission of a sending-off offence by a Player in a Friendly Match will result in that Player receiving an automatic suspension from Friendly Matches until such time as their Club has completed its next Friendly Match, as decided by the relevant Affiliated Association.

### Competitive Matches

#### *Accumulation of Cautions*

10. The accumulation of a set number of cautions by a Player in the same Football Category or Competition during a playing season will, subject to any applicable cut-off points, result in that Player receiving an automatic suspension and/or fine.

11. The relevant automatic suspensions and/or fines, the applicable cut-off points and the Football Categories or Competition in which the automatic suspensions are to be served are as set out in Table 7. Unless otherwise stated, such automatic suspensions shall only be served in the Football Category or Competition in which the cautions were accumulated.

12. Where a Player accumulates 20 cautions in the same Football Category (as set out in Table 7) during a playing season, that Player shall be required to attend a Disciplinary Commission within seven days of the date of the last caution. The Disciplinary Commission shall have the power to deal with the Player in such manner as it deems fit. The same procedure will apply for every further five cautions received by that Player during the same playing season.

#### *Sending-Off Offences*

(d) The commission of a sending-off offence by a Player will result in that Player receiving an automatic suspension and/or fine.

(e) The relevant automatic suspensions and/or fines arising from a sending-off offence by a Player and the Football Category and Competition(s) in which the automatic suspensions are to be served are as set out in Table 8.

#### *Additional Sending-Off Offences*

(h) A Player who, in the same playing season, has previously been sent off in a Match, will be automatically suspended for one extra Match for each such previous sending-off offence in addition to the automatic suspension applicable to the latest sending-off offence as set out in Table 8.

#### *Commencement of Suspension*

(viii) Any period of suspension arising from an accumulation of cautions or a sending-off offence will commence on the seventh day following either the date of the last offence (in relation to an accumulation of cautions) or the date of the relevant offence (in relation to sending-off offences), irrespective of whether paperwork has been received from the relevant Affiliated Association.

#### *Period of Suspension*

55 During a period of suspension, a Player will

55.1 be suspended from operating as a Match Official:

55.2 will remain eligible to play in Matches in a Football Category (or Competition) other than that to which the suspension applies.

v If the suspension is as a result of a Charge, during the whole period of suspension the Player is suspended from playing all football (including Friendly Matches). The Football Categories affected by this paragraph are Saturday, Sunday, Midweek, Veterans and Representative Football. This will be deemed to be a suspension from playing only, unless specified otherwise by a Disciplinary Commission.

vi A period of suspension will be complete once the Player's team has completed the appropriate number of Matches in the Football Category or Competition in which the suspension must be served as set out in Tables 7 and 8. In respect of suspensions arising from County Association and League Representative Football, any such suspension will be from Representative Football only and not any other Football Category unless a Disciplinary Commission has specified that the suspension is to be from all football.

vii In exceptional cases, the Player may make a claim to the Affiliated Association that a suspension from all football is disproportionately harsh due to the period taken to serve the suspension. In such circumstances, The Association may at its absolute discretion amend the suspension so that it applies only to a single Football Category.

(xiii) Where a Player has to serve more than one suspension at the same time the following criteria will apply:

59.1 any suspensions arising from this Section Three and due to commence on the same date will result in the total number of Matches involved running consecutively.

59.2 any suspensions that overlap (i.e. where a suspension starts before the previous suspension ends) will also run consecutively.

59.3 Matches cannot be used more than once to cover two or more suspensions.

#### *Payment to Players Under Suspension*

(f) During a Player's applicable period of suspension, Clubs must not pay a Player more than the basic wage payable under the Player's contract (where applicable).

#### *Outstanding Suspensions*

(k) Subject to paragraph 62 below, any period of suspension or part thereof arising from this Section Three or as a result of a Charge which remains outstanding at the end of playing season must be served at the commencement of the following playing season.

(l) Any period of suspension or part thereof arising from an accumulation of cautions in relation to the FA Cup or FA Vase which remains outstanding at the end of the playing season will be repealed and need not be served at the commencement of the following playing season.

(m) Affiliated Associations will impose split suspension periods where suspensions have to be carried over to the following playing season. The last day of the first suspension period shall be the Player's team's last competitive Match of the playing season. The suspension will recommence upon that team's start of the following playing season.

#### *Players Moving Between Clubs*

(l) Where a Player moves between Clubs at a time when that Player is subject to a suspension, the following shall apply:

64.1 until the Player moves, the suspension shall be served by reference to Matches completed by the Club from which the Player moves;

64.2 where the Club that the Player moves to is within the same level as the Club that the Player moves from, any remaining period of suspension at the time that the Player moves shall be served by reference to Matches completed by the Club to which the Player moves;

64.3 where the Club that the Player moves to is within a different level as the Club that the Player moves from, any remaining period of suspension at the time that the Player moves shall continue to be served by reference to Matches completed by the Club that the Player moves from unless dispensation has been granted in writing by The Association for the suspension to be served with reference to Matches completed by the Club to which the Player moves.

d For the purposes of paragraph 64, Clubs compete at three different levels. Each level is comprised as follows:

65.1 Premier League, EFL Leagues and the National League;

65.2 The National League (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League;

65.3 Steps 5 to 7 of the National League System, or any other League outside the National League System which operates a match-based disciplinary system.

(e) Paragraph 64 applies to all moves by Players between Clubs which are completed and evidenced to the satisfaction of The Association, however they occur. This includes, but is not limited to, all transfers, loans and the expiration of loans, and Players whose registration is cancelled by the Club that the Player moves from, where that Player is subsequently registered by the Club that the Player moves to.

(f) Players who are otherwise eligible (i.e. but for any suspension) to play for two or more

Clubs competing at the level referred to at paragraph 65.3 above will not be taken to have moved between those Clubs for the purposes of this paragraph by virtue only of the fact that they are so eligible to play for them.

Re-arranged Matches

(h) A Disciplinary Commission may determine that a Match shall not count towards the completion of a suspension if it is satisfied that the Match has been arranged by the Club with a view to enabling a Player to complete their suspension and thus enable the Player to play in a specific Match.

RESPECT SANCTION SYSTEM

Respect Offences

(e) A Respect Offence for the purposes of Respect Sanctions comprises any of the following:

- 69.1 a caution received by a Player for dissent;
- 69.2 a sending-off of a Player for using offensive, insulting or abusive language and/or gestures;
- 69.3 or any proven Charge issued to a Player or an occupant of the technical area for Misconduct on a Match day.

(d) Where any team accumulates a set number of Respect Offences during a playing season, a Respect Sanction shall be imposed on that team's Club in accordance with the table at paragraph 72 below.

(e) Where any team accumulates 20 Respect Offences during a playing season, that team's Club shall be issued a Charge for a breach of Rule E20. Further Charges for a breach of Rule E20 shall be issued against the team's Club for every five Respect Offences accumulated after the twentieth.

Respect Sanctions

72 The Respect Sanctions referred to in paragraph 70 above are as follows:

	STAGE 1	STAGE 2	STAGE 3	STAGE 4
	ACCUMULATION OF 6 RESPECT OFFENCES	ACCUMULATION OF 10 RESPECT OFFENCES	ACCUMULATION OF 15 RESPECT OFFENCES	ACCUMULATION OF 20 RESPECT OFFENCES
STEP 5	Warning as to future conduct	£150	£300	Club issued with a Charge
STEP 6		£75	£150	
Outside the National League System (including Youth Football)		£50	£100	

73 An administration fee of £10.00 will be charged to the team's Club for the cost of processing each Respect Sanction.

Responding to the imposition of a Respect Sanction

74 A Club may submit a written plea in mitigation in respect of the Respect Sanctions imposed at Stages 2 and 3 only and this mitigation may be considered by a Disciplinary Commission at a non-personal hearing.

75 There is no right of appeal in relation to the Respect Sanctions imposed up to and including Stage 3.

DISCIPLINARY ACTION AGAINST CLUBS – MULTIPLE OFFENCES IN A SINGLE MATCH

76 An Affiliated Association will take disciplinary action against a Club if six or more Players in one of a Club’s teams are either cautioned or sent off in a single Match.

Clubs at Steps 5 to 7 of the National League System

77 On the first occasion that this happens in a playing season, the Affiliated Association will impose an automatic fine on the Club in accordance with the following table:

STEP OF THE NATIONAL LEAGUE SYSTEM	FINE
Step 5	£150
Step 6	
Step 7	£75

78 For each successive occasion that this happens in the same playing season, the automatic fine imposed by the Affiliated Association will be a fine that is double and then treble (and so on) the amount set out in the table at paragraph 77 above.

Clubs Outside the National League System

79 On the first occasion that this happens in a playing season, the Affiliated Association will issue a Charge against the Club and warn the Club as to the future conduct.

80 On the second occasion that this happens in the same playing season, the Affiliated Association will impose an automatic fine on the Club of £25. For each successive occasion that this happens in the same playing season, the automatic fine imposed by the Affiliated Association will increase by £25.

Plea in Mitigation

81 In truly exceptional circumstances, a Club may submit a written plea in mitigation against the imposition of a fine under paragraphs 77, 78 or 80 above.

DISCIPLINARY ACTION AGAINST CLUBS – ACCUMULATION OF PENALTY POINTS BY A CLUB’S PLAYERS

General

82 The purpose of the penalty points system is to assess the disciplinary record of Players of each of a Club’s teams across a playing season.

83 The number of penalty points accumulated by a one of a Club’s teams is calculated in accordance with paragraphs 84 to 85 below.

Calculating Penalty Points Totals

84 Each cautionable offence and sending-off offence committed by a team’s Players in each Match during a playing season (together with each Charge issued to a team’s Players in that playing season) will incur that team a set number of penalty points.

85 The number of penalty points incurred for a cautionable offence, each sending-off offence and Charge are as follows:

TYPE OF OFFENCE/CHARGE	PENALTY POINTS INCURRED
Cautionable Offences	1 penalty point (with the exception of a caution for dissent, which will incur 2 penalty points)
Denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball	3 penalty points
Denying a goal or an obvious goal-scoring opportunity to an opponent whose overall movement is towards the offender’s goal by an offence punishable by a free kick	3 penalty points

Serious foul play	5 penalty points
Spitting at an opponent or any other person	7 penalty points
Violent conduct	6 penalty points
Using offensive, insulting, or abusive language and/or gestures	4 penalty points
Receiving a second caution in the same Match	3 penalty points
Charge	5 penalty points (subject to any increase by the Disciplinary Commission)

#### Accumulation of Penalty Points

86 Where a team accumulates 75 penalty points during a playing season, that team's Club shall be issued a Charge for a breach of Rule E20.

### **DISCIPLINARY ACTION AGAINST CLUBS - MISCELLANEOUS**

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87 A Club may be the subject of a Charge for a breach of Rule E20 where that Club:

87.1 has been the subject of two or more proven Charges where the Matches to which the Charges relate were abandoned as a result of the Misconduct;

87.2 has four or more incidents of violent conduct across any of its teams. Violent conduct includes all sending-off offences for violent conduct and any proven Charge relating to an assault on a Match Official, physical contact on a Match Official or assault on a Participant; or

87.3 has two or more Charges for an Aggravated Breach issued against any of the Club's Players in a 12-month period which are found proven.

### **ABANDONED MATCHES**

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88 If a Referee's report indicates that a Match has been abandoned due to alleged acts of Misconduct of either team, the Affiliated Association shall without delay conduct an investigation in to the matter.

89 Following the investigation, the Affiliated Association, may issue a Charge against the Club or the relevant Participants.

90 A Disciplinary Commission shall meet to consider the Charge within 28 days of (the date of) the Charge letter.

### **OFFENCES AGAINST MATCH OFFICIALS**

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#### Categories of Offence

91 The three categories of offence against Match Officials are as follows:

91.1 *Threatening behaviour*: words of action that cause the Match Official to believe that they are being threatened;

91.2 *Physical contact or attempted physical contact*: examples include but are not limited to: pushing the Match Official, pulling the Match Official (or their clothing or equipment), barging or kicking the ball at a Match Official (causing no injury) and/or attempting to make physical contact with the Match Official (for example, attempting to strike, kick, butt, barge or kick the ball at the Match Official); and

91.3 *Assault*: acting in a manner which results in an injury to the Match Official.

This includes spitting at the Match Official (whether it connects or not).

#### Investigation and Process

92 If a Match Official's report indicates that an offence has been committed against a Match Official (as categorised in paragraph 91 above), the Affiliated Association will without delay investigate the Match Official's report.

93 Following the investigation, the Affiliated Association, if it is satisfied that a prima facie case can be made out against the alleged offender, may:

93.1 issue a Charge against the Participant; and

93.2 may issue an Interim Suspension Order in accordance with paragraph 108 below against the alleged offender from all football activity until a Disciplinary Commission has adjudicated on the matter.

94 The Affiliated Association will take all reasonable steps to notify the Participant (and their Club, where applicable) of the suspension order issued in accordance with paragraph 93.2 above.

95 A Disciplinary Commission shall meet to consider the Charge within 28 days of (the date of) the interim suspension.

96 The recommended (or mandatory, where stated) sanctions for each of the three categories of offence where a Charge issued in accordance with paragraph 93.1 above has been found proven against the Participant are as follows:

*Threatening behaviour:*

96.1 suspension from all football activity for a period of 112 days / 12 Matches, with a mandatory minimum suspension from all football activity for a period of 56 days / 6 Matches; and

96.2 a fine of up to £100, with a mandatory minimum fine of £50.

*Physical contact or attempted physical contact:*

96.3 suspension from all football activities for a period of 182 days, with a mandatory minimum of 112 days from all football and football activity.

96.4 a fine of up to £150.

*Assault:*

96.5 mandatory suspension from all football and football activity for 5 years from the date of the suspension. Where the assault causes serious injury the review period should be extended to 10 years. Such mandatory suspension shall be reduced to 2 years for a Participant aged 14 or under.

97 The recommend sanctions set out in paragraph 96 above should only be varied where appropriate aggravating or mitigating factors are present, save that they may not be varied to a level below the mandatory where stated.

98 A Match Official that has reported a Participant for an offence against them may make a written request for notification of the decision and punishment awarded, which must be made available to the Match Official at the earliest opportunity.

## **ASSAULTS BY PARTICIPANTS ON OTHER PARTICIPANTS**

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99 If a Match Official's report indicates that a Participant has perpetrated an assault on another Participant causing serious bodily harm before, during or after a Match, the Affiliated Association shall without delay investigate the Referee's report.

100 Following the investigation, the Affiliated Association, if it is satisfied that a prima facie case can be made out against the alleged offender, may:

100.1 issue a Charge; and

100.2 may issue an Interim Suspension Order in accordance with paragraph 108 below against the alleged offender from all football activity until a Disciplinary Commission has adjudicated on the matter.



101 A Disciplinary Commission shall meet to consider the Charge within 28 days of (the date of) the Charge letter.

102 The recommended (or mandatory, where stated) sanctions where a Charge issued in accordance with paragraph 100.1 above has been found proven against the Participant are as follows:

PARTICIPANT CHARGED	RECOMMENDED / MANDATORY MINIMUM SANCTIONS
Player	1. Mandatory minimum: suspension for all football activity for 140 days  2. £150 fine
Club Official	
Match Official	1. Mandatory suspension from all football and football activity for 5 years from the date of suspension. Where the assault causes serious injury the suspension period should be extended to 10 years.  2. A recommendation to the relevant Referees' Committee that the Match Official's registration is removed and no request for reinstatement is to be allowed until the suspension has been completed or removed.

## FAILURE TO COMPLY

103 Where a Participant fails to comply with any applicable deadlines or other procedural requirements set out in this Section Three, the Participant's right to a personal hearing or right to make a plea in mitigation is forfeited and the Disciplinary Commission may deal with the reported Misconduct on such evidence as is available.

104 Where a Player or their Club fails to respond to a request for information (to include, but not limited to, a request pursuant to paragraph 4 above):

104.1 a fine will be imposed and a further seven days given to respond;

104.2 failure to respond within the further seven days will result in the Player and the Player's team being suspended from all football activities from the following Monday; and

104.3 may result in a Charge against the Player, their Club (or both).

105 The Club Secretary must make Players aware of the applicable punishment where an automatic suspension and/or sanction applies. The Club Secretary must sign and return the reply form to the Affiliated Association by the response date. By signing the form, the Club Secretary is confirming that they have made the Player so aware.

106 Where a Participant has been issued with a Charge both the Club Secretary and the Participant will be required to sign and return the form to the Affiliated Association.

107 When dealing with compliance issues the Affiliated Association must consider the following:

107.1 whether the Player has responded to their Club;

107.2 whether the Club has failed to pass on the Player's reply;

107.3 whether the Club has informed the Affiliated Association that the Player has failed to respond; and

107.4 whether the Player has left the Club.

## SUSPENSION PENDING MISCONDUCT HEARING

108 An Affiliated Association shall have the power, in consultation with and upon the agreement of The Association, to issue an Interim Suspension Order in relation to a Club Official affiliated to, or a Player registered with, that Affiliated Association where the Club Official or Player has been:

108.1 issued with a Charge by the Affiliated Association in relation to an alleged act of serious Misconduct;

108.2 charged with a criminal offence; or

108.3 charged by a League in connection with disciplinary action pursuant to the relevant regulations of the League.

109 As soon as reasonably practicable, notification of an Interim Suspension Order shall be communicated to the Player and/or the Club.

110 The Interim Suspension will be lifted when either the Charge is dealt with by a Disciplinary Commission, the criminal charges are withdrawn or found not to have been proven or the charge has been dealt with by the League.

## **DISCIPLINARY PROCEEDINGS BEFORE DISCIPLINARY COMMISSIONS**

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### General

111 These provisions should be read in conjunction with:

111.1 Part A: General Provisions;

111.2 Part G: Appendix II: County and Other Affiliated Associations – Hearings before Disciplinary Commissions.

112 A Disciplinary Commission, which shall comprise members appointed by the Affiliated Association, shall be appointed by the Affiliated Association to consider a Charge. It shall comprise of not less than three nor more than five members. The appointed Disciplinary Commission shall have no previous personal knowledge of the events or any involvement with any of the Participants concerned.

113 Financial penalties for Misconduct must not be imposed on any Player in Youth Football. Where a punishment or Disciplinary Commission decision applicable to a Player in Youth Football includes any financial sanction, the Player's Club shall pay the sum imposed.

### Personal Hearings

#### *Right to Request a Personal Hearing*

114 A Participant issued with a Charge has the right to a personal hearing on request.

115 A Disciplinary Commission may, whether on the application of one of the parties or otherwise, require a Participant (whether before or during a hearing) to attend before it to provide information, in which case questions may be put to them by the Disciplinary Commission.

116 Where the Participant accepts the Charge, the appropriate Match Official(s) will not be required to attend a Disciplinary Commission. If the Participant denies the Charge, the appropriate Match Official(s) may be required to attend the Disciplinary Commission.

117 The Participant, through their Club Secretary, shall be notified of:

117.1 the date, time and venue fixed for the hearing; and

117.2 the attendance of any witnesses in support of the Charge, in particular the Match Official(s) on whose report the Charge has been issued.

118 Both the Participant issued with the Charge and the Match Official(s) concerned should be given a minimum 14 days' notice of details of the personal hearing. Any written request to the Disciplinary Commission for a postponement of the personal hearing should be given consideration. If the reason submitted is considered valid, then a postponement should be granted, and in such circumstances costs may be charged. A request for a second postponement by the same party should not ordinarily be granted.

#### *Personal Hearing Procedures*

119 In the case of a Participant under 18 years of age on the date fixed for the hearing, the hearing shall take place either in the presence of a parent or guardian of the Participant or another appropriate adult.

120 At a personal hearing a Disciplinary Commission may adopt such procedures as it considers appropriate and expedient for the just determination of the Charge.

121 Subject to paragraph 120 above, a Disciplinary Commission shall follow the procedure set out in "County and Other Affiliated Associations – Hearings before Disciplinary Commissions" (at Part G: Appendix II).

#### Disciplinary Commission Decisions and Costs

122 Save where otherwise provided, a Disciplinary Commission may impose such penalties as provided for in paragraph 40 of Part A: General Provisions Section Two.

123 Where the Charge is found not proven, any record of it will be expunged from the Player's record.

124 Where the Charge is found proven the Disciplinary Commission will decide what punishment, if any, is to be imposed. In so doing, the Disciplinary Commission must consider the overall nature and effect of the offence(s) and the Player's disciplinary record during the current playing season and the previous five playing seasons and any plea in mitigation. In cases where the Disciplinary Commission can order costs in accordance with paragraph 125 below, it shall take into account any deposit lodged by the Player.

125 Where a personal hearing is requested in accordance with paragraph 114, and the Charge is subsequently found proven at that hearing, the Disciplinary Commission may, in addition to any other penalty, order:

125.1 the Player to pay all or part of the costs of the personal hearing. Such costs may include some or all of the costs incurred in relation to the holding of the Disciplinary Commission.

125.2 any deposit lodged by the Player be forfeited.

126 Where:

126.1 a personal hearing is requested in accordance with paragraph 114, and the Charge is subsequently not found proven at that hearing;

126.2 a Player is instructed to attend a personal hearing by the Affiliated Association or the relevant Disciplinary Commission; or

126.3 a case is considered on written submissions only,

there shall be no costs order made against the Player. In such cases, any deposit lodged by the Player shall be returned.

127 Save where an appeal has been submitted in accordance with paragraph 132 below, any fines or costs that are ordered must be paid before the expiry of 14 days from the date of the order. Failure to make payment shall constitute Misconduct.

128 The Player and their Club are jointly and severally responsible for payment of any fine and costs. The Club shall take such action as may be necessary to recover any sum paid on the Player's behalf.

#### Notification of Disciplinary Commission Decisions

129 Decisions of Disciplinary Commissions will be provided to the Player or (in the cases of Players) Club Secretaries of all Clubs for whom the Player is known to be currently playing and to the Player's home address if known. Each of these Club Secretaries is responsible for informing the Player of the decision.

130 The commencement date of any suspension imposed on a Player is at the discretion of the Disciplinary Commission, subject to the suspension starting on a Monday. Such date must allow for the time permitted for notification of an intention to appeal.

131 A Disciplinary Commission decision may be notified to the relevant Match Officials, subject to (a) the Player being aware of the decision, and (b) the Match Officials having requested to be so notified.

## APPEALS FROM DISCIPLINARY COMMISSION DECISIONS

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132 Participants shall have the right to appeal decisions of a Disciplinary Commission to an Appeal Board in accordance with Part C: Appeals – Non-Fast Track. A Participant wishing to appeal must:

132.1 lodge notification of an intention to appeal within seven days of notification of the decision being appeal against;

132.2 submit their appeal within 14 days of notification of the decision being appeal against.

133 The Association shall also have the right to appeal decisions of a Disciplinary Commission to an Appeal Board. Where The Association wishes to appeal it must submit its appeal within 28 days following the receipt of the reasons of the Disciplinary Commission.

134 In respect of any appeal made by a Participant against a decision of a Disciplinary Commission, upon application and its absolute discretion, the Judicial Panel Chairman may stay the effect of, or compliance by the Participant Charged with, a penalty or order of a Disciplinary Commission.

## FURTHER DISCIPLINARY ACTION

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135 The rules or regulations of an Affiliated Association must provide for disciplinary action to be taken against a Player who fails to reimburse their Club where the Club has had a claim upheld in accordance with the Football Debt Recovery Regulations.

136 An Affiliated Association in formulating its rules and regulations for Misconduct may adopt and include the power to make an order that a Club whose Players are persistently the subject of proven Charges:

136.1 is censured and/or fined in accordance with the penalty point system in accordance with paragraphs 82 to 86 above;

136.2 may have its affiliation suspended or cancelled;

136.3 is subject to any other power approved in writing by The Association.

137 A power approved by The Association pursuant to paragraph 136.3 shall continue from year to year until such time as the approval is withdrawn. Such approval may be withdrawn by The Association giving notice in writing before 30 April in any year.

# FOOTBALL DEBT RECOVERY REGULATIONS

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COMMENCING A CLAIM
PAYMENT OF A CLAIM
APPEALS
MISCELLANEOUS



# FOOTBALL DEBT RECOVERY REGULATIONS

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The FDR Regulations are applicable to Participants at Steps 5 and below only and The FA Women's Football Pyramid excluding The FA Women's Super League.

Each Affiliated Association shall operate a system to adjudicate upon and facilitate the recovery of Football Debt, which conforms with the FDR Regulations.

Unless otherwise defined in the FDR Regulations, words and expressions shall have the same meaning as set out in the Rules, as amended from time to time.

The following defined terms are used in the FDR Regulations only:

"Alleged Creditor" means a Club, Competition or local authority which is allegedly owed a Football Debt by an Alleged Debtor;

"Alleged Debtor" means a Player (except Players who are under 18 years old and play in an Under 18 Competition), Club Official, Official, Manager, Match Official, Management Committee Member, or member or employee of a Club which allegedly owes a Football Debt to an Alleged Creditor;

"Appeal Board" means the appeal board of an Affiliated Association;

"Appeal Notification" means a written and dated notification of the decision of the Appeal Board in respect of a claim;

"Deadline" means the expiry date of the 112 day period which commenced when the relevant Football Debt arose;

"FDR Regulations" means the Football Debt Recovery Regulations;

"Football Debt" means any cost incurred by an Alleged Creditor on behalf of an Alleged Debtor which is (i) equal to or larger than £25 (save for the recovery of disciplinary fines) and (ii) arose directly from football activity including, but not limited to, disciplinary fines and costs, Match fees and costs, Club subscriptions and playing expenses (e.g. pitch hire). For the avoidance of doubt, incidental costs (e.g. fund raising activities) do not fall within the scope of the FDR Regulations. In the event of a dispute as to what constitutes a Football Debt, the relevant Affiliated Association may, in its absolute discretion, determine the matter.

"Formal Request" means a written and dated request for payment of a Football Debt;

"Notice of Appeal" means a written and dated notice of appeal against a decision of the Affiliated Association in respect of a claim;

"Notice of Claim" means a written notice of claim for the recovery of a Football Debt from an Alleged Debtor which is submitted by the Alleged Creditor to the Alleged Creditor's Affiliated Association prior to the Deadline ;

"Notification" means a written and dated notification of the decision of the Affiliated Association in respect of a claim.

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## COMMENCING A CLAIM

1. In the first instance, an Alleged Creditor must take reasonable steps to recover a Football Debt, including the serving of a Formal Request on the Alleged Debtor.
2. If a Football Debt has not been recovered within 28 days of the date of the Formal Request, the Alleged Creditor may submit a Notice of Claim, provided this is done prior to the Deadline.
3. In order for a Notice of Claim to be valid, an Alleged Creditor must (i) include all relevant

details about the Football Debt(s) which is the subject of the claim and the manner in which it is alleged to have arisen and what steps have been taken to recover it; (ii) provide a copy of the

Formal Request and; (iii) provide the full name, last known address and date of birth of the Alleged Debtor (if known); (iv) pay an administration fee of £25 in respect of each Football Debt detailed in the Claim at the same time as filing the Notice of Claim. This fee may be added to the total debt claimed from the Alleged Debtor.

4. Upon receipt of a valid Notice of Claim, the Affiliated Association shall take steps to verify whether the Football Debt(s) is payable by the Alleged Debtor to the Alleged Creditor. The Affiliated Association shall provide a Notification to the Alleged Creditor and Alleged Debtor within 21 days of receipt of the Notice of Claim.

## PAYMENT OF A CLAIM

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5. If a claim is upheld by the Affiliated Association, the Alleged Debtor must make payment of the Football Debt directly to the Alleged Creditor within 21 days of the date of the Notification.
6. If a claim is partially upheld by an Affiliated Association, the Alleged Debtor must make payment of such proportion of the Football Debt as directed by the Affiliated Association, in its absolute discretion, in the Notification, directly to the Alleged Creditor within 21 days of the date of the Notification.
7. If a claim is rejected by the Affiliated Association, no payment is payable by the Alleged Debtor to the Alleged Creditor.

## APPEALS

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8. If a Claim is upheld or partially upheld by the Affiliated Association, the Alleged Debtor may submit a Notice of Appeal to the Affiliated Association within 21 days of the date of the Notification.
9. If a Claim is rejected or partially upheld by the Affiliated Association, the Alleged Creditor may submit a Notice of Appeal to the Affiliated Association within 21 days of the date of the Notification.
10. In order for a Notice of Appeal to be valid, the Alleged Debtor/Alleged Creditor must (i) detail all relevant reasons why the Notification should be overturned in full or in part; (ii) provide a copy of the Notification and copies of all paperwork previously submitted to the Affiliated Association in respect of the claim; (iii) provide the full name, last known address and date of birth of the Alleged Debtor/Alleged Creditor (if known).
11. Upon receipt of a valid Notice of Appeal, an Appeal Board shall determine, in its absolute discretion, whether to uphold, partially uphold or reject the appeal and shall provide an Appeal Notification to the Alleged Creditor and Alleged Debtor within 21 days of receipt of the Notice of Appeal. The decision of the Appeal Board shall be final.
12. If an appeal is rejected by an Appeal Board, the Appeal Fee shall be retained by the Affiliated Association.
13. If an Appeal Notification directs that the entirety or a proportion of the Football Debt(s) is payable by the Alleged Debtor to the Alleged Creditor, such sum must be paid directly to the Alleged Creditor within 21 days of the date of the Appeal Notification.

## MISCELLANEOUS

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14. If a claim is upheld or partially upheld by an Affiliated Association/Appeal Board and payment of the Football Debt has not been received by the Alleged Creditor within 21 days of the date of the Notification/Appeal Notification, the Alleged Debtor will be automatically suspended from all footballing activity by the Affiliated Association until (i) the sum directed to be paid by the Affiliated Association/Appeal Board has been paid to the Alleged Creditor in full,



and (ii) the Alleged Debtor has received notification from the Affiliated Association that the suspension has been lifted. Any Alleged Debtor breaching such a suspension will be liable to be charged under FA Rule E10 of the Rules of The Association.

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## APPENDIX II: AFFILIATED ASSOCIATIONS –HEARINGS BEFORE DISCIPLINARY COMMISSIONS

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### Disciplinary Commission Members and Secretaries

65. A Disciplinary Commission must be chaired by a Chairman that has completed The FA Chairman training and passed the online assessment within the previous two years.
23. At least one member of the Disciplinary Commission shall be independent.
34. A Disciplinary Commission may appoint members from outside of the Affiliated Association Council. Members of the County Local Football Association Anti-Discrimination Panel are eligible for all Disciplinary Commission appointments and are co-opted members to the County Disciplinary Committee.
- xxviii. All Disciplinary Commission members must have completed and passed the relevant online assessment as communicated by The Association from time to time.
- xxxiii. A Disciplinary Commission Secretary must attend all Disciplinary Commissions. Neither the Chairman of the Disciplinary Commission nor any of the members of the relevant Disciplinary Commission may act as Disciplinary Commission Secretary.
25. The Disciplinary Commission Secretary must have completed The FA Secretary training and passed the online assessment within the previous two years.

### Attendance of Children at Personal Hearings

28. A child aged 13 or under must not appear at a Disciplinary Commission as either a witness or the Participant Charged. An alternative method should be adopted which could include:
- 7.1 convening a meeting to bring the parties together to talk through the issues.
  - 7.2 the Affiliated Association Welfare Officer talking to the child to warn them about their behaviour. A parent/carer should be present at any meeting.
  - 7.3 the Affiliated Association Welfare Officer obtaining a written statement from the child, with the Disciplinary Commission proceeding on the basis of written submissions. The Affiliated Association Welfare Officer may need to write the statement in conjunction with the child and parent/carer.
- 14 A child between the ages of 14 and 18 years inclusive may attend a Disciplinary Commission provided that:
- 8.1 they understand it is their duty to speak the truth;
  - 8.2 their evidence is sufficiently important to justify it being heard;
  - 8.3 the appropriate procedures relating to minors are adopted. The child must be accompanied by a parent/carer.
32. Where a Disciplinary Commission is considering matters in adult football involving a child between the ages of 16 and 18 (inclusive), best practice would be to follow the guidance established for adults, except in cases where the individual has learning development needs. Those with learning development needs should be treated in a manner consistent with their mental capacity. If the suggestion is that the Participant has the cognitive reasoning of a child of a particular age, that age appropriate guidance should be followed.
- ### Young people as witnesses
- 16 Evidence should only be received from young people (accompanied by a responsible adult) in front of the Disciplinary Commission, the Disciplinary Commission Secretary, the Participant Charged and their representative.

34. All others present at a hearing must remove themselves from the hearing whilst a young person is giving evidence.
35. Questions are to be asked by the Chairman of the Disciplinary Commission only.
36. At the end of the questioning the representative or Participant Charged will be asked whether there are any other questions that they believe should be asked of the witness.
37. If required additional questions may be put to the witness but only by the Chairman of the Disciplinary Commission.
38. Once all the questioning has been completed the young person will then leave the Disciplinary Commission room and will not be required to remain for the remainder of the hearing.

### **Disciplinary Commission Procedures**

#### Case Papers

- 16 Case papers shall ordinarily be distributed:

16.1 in the case of a personal hearing, to the Participant Charged and the Disciplinary Commission at least three days prior to the hearing; and

16.2 in the case of hearing being conducted on written submissions, to the Disciplinary Commission at least one day prior to the hearing.

#### Personal Hearings

- (r) The duties of the Disciplinary Commission Secretary at a personal hearing shall include calling the evidence to be submitted in support of the Charge and generally assisting the Disciplinary Commission in its determination of the Charge.
- (s) A Participant Charged may be represented in accordance with, and subject to, paragraphs 10 and 11 of Part A: General Provisions.
- (t) The Participant Charged and any representative shall be admitted to the hearing. The Disciplinary Commission shall satisfy itself that the Participant Charged has had details of the Charge.
- (u) Evidence (including witness evidence) in support of the Charge shall be received by the Disciplinary Commission. In cases concerning a report from a Match Official, that report shall be received in evidence first. This report may have been submitted by email or through a web-site, in accordance with accepted procedures of The Association.
- (v) The Participant Charged or their representative shall have the right to ask questions relevant to the matters in issue of any witness in support of the Charge.
- (w) After evidence in support of the Charge has been received by the Disciplinary Commission, any written statement made by the Participant Charged shall be considered by the Disciplinary Commission. The Participant Charged may then give evidence on their own behalf and in such event they may have questions asked of them by the Disciplinary Commission. The Participant Charged or their representative may then submit evidence and call witnesses.
- (x) At any time the Chairman and members of the Disciplinary Commission may ask questions of any witness or any representative. The Disciplinary Commission may draw such inferences as it considers appropriate from the failure of the Participant Charged to give evidence or answer a question put to them.
- (y) In the event of the evidence submitted in answer to the Charge disclosing a point which the Disciplinary Commission considers was not covered in the evidence of, or not put to, any witness in support of the Charge, the Disciplinary Commission may recall any witness and ask questions of them. The Participant Charged or their representative may also ask questions as at paragraph 21 above.
- (z) The evidence having been completed to the satisfaction of the Disciplinary Commission, the Participant Charged or their representative shall be entitled to make closing submissions based upon the evidence, but this may not include reference to facts not disclosed

in the evidence presented to the Disciplinary Commission.

(x) At the conclusion of the closing submissions, all persons shall withdraw from the Disciplinary Commission room whilst the Disciplinary Commission considers the evidence and submissions presented to it and determines whether the Charge has been proven or not. After reaching its decision, the Disciplinary Commission shall recall the Participant Charged and their representative. The Disciplinary Commission Secretary shall announce whether the Charge has been found proven or not proven.

(y) If the Charge is found not proven the hearing will be declared closed.

(z) If the Charge is found proven details of the record of Misconduct of the Participant Charged shall be received by the Disciplinary Commission. The Participant Charged, or their representative, may then make a plea in mitigation.

(aa) At the conclusion of the plea in mitigation, the Participant Charged and their representative shall again withdraw from the Disciplinary Commission room and the Disciplinary Commission shall determine what order or orders, if any, shall be made under paragraph 40 of Part A: General Provisions Section Two.

(bb) Subject to paragraph 31 below, the Participant Charged and their representative shall then be re-admitted and informed of the decision of the Disciplinary Commission by the Disciplinary Commission Secretary. This shall subsequently be confirmed in writing.

(cc) A Disciplinary Commission may, where it considers it appropriate, not announce its decision at the hearing but inform the Participant Charged that such decision will be communicated to them in writing through their Club Secretary.

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## APPENDIX IV: SMALL-SIDED FOOTBALL – DISCIPLINE PROCESS

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### THE FOOTBALL ASSOCIATION DISCIPLINE PROCESS FOR SMALL-SIDED FOOTBALL Introduction

Implementing an effective disciplinary process is an important factor for all formats of football, helping to establish a quality, organised, safe and enjoyable football experience for all players and officials. The issue of discipline is of equal importance in Small Sided Football as it is in the 11v11 football, and subsequently should be shown proper attention and regard by Small Sided Football providers when organising their competitions; particularly if the competitions wish to be appropriately sanctioned and affiliated to The Association.

The Association has developed this disciplinary process to accommodate the varied and different needs of Small Sided Football. The Association recognises that applying the same disciplinary processes to Small Sided Football as it does in 11v11 football does not satisfactorily meet the differing demands of this version of the game. However, this does not mean that The Association takes ill-discipline in Small Sided Football any less seriously.

It is important to note for all Small Sided Football providers, that failure or disregard in establishing and effectively implementing these disciplinary processes can and will lead to The Association removing affiliation and classifying providers competitions as being unsanctioned by The Association.

For all Small Sided Football providers that affiliate to The Association nationally it is a condition of affiliation to agree to abide by the 'Heads of Agreement' that clearly state that the provider will manage disciplinary issues in accordance with this disciplinary process.

It is recommended that County FAs that affiliate local Small Sided Football providers establish similar agreements.

The implementation of this disciplinary process will help create a safer and more enjoyable football environment for Small Sided Football players and officials, but also importantly for the providers it can assist in retaining Participants playing in their competitions.

#### 66. Discipline Ownership & Control

All issues of discipline that occur at a Small Sided Football provider affiliated to The Association fall under the jurisdiction of the local County FA.

The ability for Small Sided Football providers to manage discipline in their competitions for incidents outlined in Table 1 below have been delegated to the provider by the local County FA.

It is at the discretion of The Association to remove this delegated responsibility from a Small Sided Football provider if the provider is unable to demonstrate competence in handling and managing disciplinary issues. In such cases the responsibility for all discipline in that competition will be returned to the local County FA.

#### 24. Affiliation & Provision of Team Information

When affiliating competitions and slots to The Association or County FAs, all Small Sided Football providers must provide the following information for all teams playing in their competitions to ensure that disciplinary cases can be managed appropriately:

- Team Name
- Team Captain/Manager contact details (name, address, email or telephone number)

The Small Sided Football provider must also ensure that The Association or County FA is updated with accurate team information throughout the course of the affiliation period. Small Sided Football providers will not be affiliated unless this team information is provided accurately.

The only exceptions to this rule are outlined below:

## 2.1. Disciplinary Agreement:

On affiliation to The Association or County FA the Small Sided Football Provider signs the Disciplinary Agreement in Appendix B where the provider agrees to operate a comprehensive system of recording and maintaining accurate team and player details. This agreement also requires the Small Sided Football Provider to provide The Association/ County FA with team information (team name and team captain contact details) within 48 hours of receiving a request for this information. It also accepts that from time-to-time The Association or County FA may request to undertake a random spot-check of a Small Sided Football providers competition to ensure that the provider has accurate team information for all teams in that competition.

As well as signing this Disciplinary Agreement, at the point of affiliation the Small Sided Football provider must also provide written evidence to The Association or County FA to demonstrate the current systems that they operate and maintain to record accurate team information.

If the Small Sided Football provider is able to comply with these points, the organisation will not be required to provide all team information to The Association / County FAs upon affiliation.

If however, the Small Sided Football provider consistently fails to provide accurate team information when requested this privilege can be revoked by The Association.

## 2.2. FA Small Sided Football Accreditation

Small Sided Football providers that have attained The FA Small Sided Football Accreditation have demonstrated through the accreditation process that they have sufficient systems in place for recording and managing team information, and that as part of the accreditation they will provide The Association/County FAs with team details within 48 hours when requested in order for disciplinary cases to be managed. As a consequence, accredited Small Sided Football providers will not be required to provide team information upon affiliation.

## 35. Issuing of Cautions and 'Timed Suspensions'

In Small Sided Football yellow cards and associated cautions are not employed.

Referees should instead issue a blue card for a cautionable offence. The issuing of a blue card indicates that the recipient will serve an immediate 'timed suspension' ('sin bin').

The options for disciplining offenders are therefore as follows:

- Player shown a blue card and temporarily suspended from play
- Player issued with a discretionary second blue card and temporarily excluded from play
- Player issued with a red card and permanently excluded from play

A blue card offence should always be accompanied by a temporary suspension from play.

The period of timed suspension in Small Sided Football shall be two minutes. The release of Players from a temporary suspension should be at the direction of the Referee.

## 3.1. Recording of Blue Cards

In Small Sided Football cautionable offences that result in a blue card and a timed suspension from the match shall not be recorded and reported by the match official or Small Sided Football provider.

Blue card offences should not be reported back to the County FA, and no disciplinary fine shall be incurred by the player.

## xxix. Disciplinary Procedures for Red Card Offences

### xxxiv. 1. 'Serious' Red Card Offences

Offences not classified in Table 1 below will be the responsibility of the local County FA. Once the County FA has reviewed the case the Small Sided Football provider along with the player will be informed of the outcome and any disciplinary action.

For these offences match official are required to complete the Disciplinary Report in Appendix A and submit a copy to the Small Sided Football provider and the relevant County FA.

## 4.2. 'Less Serious' Red Card Offences (as outlined in Table 1)

Offences classified within Table 1 should be dealt with by the Small Sided Football provider under the delegated-authority of the County FA covered in paragraph 1 above.

The match official should complete a 'Disciplinary Report' (Appendix A) and ensure that it is sent to the Small Sided Football provider.

The Small Sided Football provider should employ the following disciplinary tariff of suspensions in such cases as outlined in Table 1. The provider shall not fine the player.

Match Suspension Tariff:

Table 1	
OFFENCE	PENALTY (TO BE ADMINISTERED BY SMALL SIDED)
Receiving a second 'blue card' in the same match	1 Match suspension
Denying a goal or an obvious goal scoring	1 Match suspension
Use of offensive, insulting or abusive gestures	2 Match suspension
Attempting to kick or strike another player Violent conduct Serious foul play	3 Match suspension

## 26. Remit of Disciplinary Action

Any suspensions for offences dealt with by the County FA that are not covered in

Table 1 apply to all levels of football (i.e. 11 a side and Small Sided Football).

Red cards administered in Small Sided Football for offences within Table 1 are the responsibility of the organiser to deal with according to The Association's recommended tariff of suspensions and are from Small Sided Football only.

## 29. Personal Liability for 'Serious' Disciplinary Offences

Initial responsibility for a disciplinary issue will be with the individual that committed the offence. If this individual leaves the team but can be accurately identified, this individual shall retain responsibility for the payment of a fine and should be suspended from all forms of football until the fine is paid in accordance with the Football Debt Recovery Regulations.

If the individual responsible for the offence cannot be accurately identified, the responsibility for the payment of this fine will be with (in order of responsibility):

(b) The small sided team that the individual played for when committing the offence.

(c) The team captain of the team that the individual played for.

## 33. Implementation of Disciplinary Procedures

A robust disciplinary process can only operate if a record is kept of the identity of participating teams and Players.

All Small Sided Football providers should maintain details of participating teams and team contacts prior to the beginning of a competition. Providers should ensure that these details remain updated.

In addition Small Sided Football providers should identify a system whereby the identity of participating Players is recorded prior to a game commencing. These records should be retained by the Organisers and referred to in the event of a serious incident or on suspicion that a Player is playing whilst under suspension.

The existence of these systems (in line with paragraph 2 above) shall be a requirement before The Association or County FA will provide sanction to a competition taking place.

In order for an effective discipline, affiliation and Referees appointment procedure to exist a good working relationship should exist between the Small Sided Football provider and the County FA.

County FA's and Small Sided Football providers should establish a 'Heads of Agreement' document which identifies the responsibilities of each party in relation to maintenance of

discipline and affiliation processes.

APPENDIX A

SMALL-SIDED FOOTBALL DISCIPLINARY REPORT

How to use:

- The Referee should complete this form after a red-card has been issued.
- One form should be completed for each red-card.
  - The first copy of this form should be retained by the Small Sided Football provider
  - The second to be retained by the Referee
  - The third copy should be forwarded to the County FA (Red Cards Type Two Offences only)

Referees must report to the local County FA **all** Red Card Type Two Offence.

Venue	
Date	
Player	
Team	
Opposition Team	

I have disciplined this player for the following Offence:

CARD TYPE	OFFENCE	PLEASE TICK
Red Card Type One	Denying a goal or an obvious scoring opportunity by physical means or by deliberately handling the ball	
	Use of offensive, insulting or abusive language/ gesture (including at a Referee)	
	A second blue card offence	
	Violent conduct	
	Serious Foul Play	
Red Cards Type Two (to be managed by County FA)	Serious Violent Behaviour causing injury, including any form of assault	
	Spitting	
	Any offences where the offender has also acted in a discriminatory manner for reasons of ethnic origin, colour, race, religion, sex, sexual orientation, disability	
	Any other offence not covered above including offences after the match or after being dismissed	



Notes of incident	
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Referee Name: .....  
Signature: .....  
Email Address: .....  
Date: .....

## APPENDIX B

### SMALL SIDED FOOTBALL PROVIDER DISCIPLINARY AGREEMENT

This Disciplinary Agreement must be signed and adhered to by a Small Sided Football provider upon affiliating to The Association or County FA if they do not wish to submit all team information details as part of the affiliation process.

The Small Sided Football provider agrees to adhere to the following:

17 The Small Sided Football provider agrees to appropriately affiliate all leagues and teams to The Association or County FA for the duration of this agreement.

39. The Small Sided Football provider will work with The Association and appropriate County FAs to manage and maintain a robust discipline process in their competitions and will adhere to The Football Association Small Sided Football Disciplinary Policy.

(aa) The Small Sided Football provider will promptly forward all incident reports to the relevant County FA for every sending off for offences not covered under Table 1 of the procedures that occurs in their competitions within 5 working days. The Small Sided Football provider will manage suspensions and disciplinary incidents that are considered 'less serious' and are covered within Table 1.in line with The Football Association Small Sided Football Disciplinary Policy.

(dd) The Small Sided Football provider will provide within 48 hours after receiving a request from a County FA the details of players that are involved in offences being dealt with by the County FA. If the Small Sided Football provider is unable to identify or provide details for the player involved, as a minimum the Small Sided Football provider must be able to produce the team captain / manager's name, address and contact details.

(m) The Small Sided Football provider will ensure that suspended players are unable to play in their competitions for the duration of the player's suspension.

(o) The local County FA will manage disciplinary incidents outlined in The Football Association's Small Sided Football Disciplinary Policy.

(o) The County FAs will ensure that the Small Sided Football provider is made aware of all outcomes that affect Players involved in their competitions.

(o) The County FAs will ensure that the Small Sided Football provider is informed of all

Players that are suspended from participating in affiliated football.

(o) The Small Sided Football provider will ensure that they operate a robust and thorough system of recording and maintaining accurate team and Player details in all of their affiliated competitions. The Small Sided Football provider at the point of affiliation will provide the County FA or The Association written details of this system that they operate.

(r) The Association or County FA from time-to-time may request to undertake a spot-check of a Small Sided Football provider's competition to ensure that the provider has the necessary team details for all teams involved in the competition.

The Small Sided Football provider (named below) agrees to adhere to all of the points listed in this Disciplinary Agreement during the period of affiliation to The Association or County FA.

This agreement needs to be signed by the Small Sided Football provider and returned to either The Association or County FA at the point of affiliation.

Name of Small Sided Football provider:	
Name of Senior Representative at the Small Sided Football provider:	
Role at the Organisation:	
Signed:	
Date:	

## SMALL-SIDED FOOTBALL

### LAWS OF THE GAME

Revised March 2018

#### Introduction

The following laws of the game are The Association's recommended laws for use in Small-Sided Football. This includes 5, 6 and 7-a-side games but not Mini-Soccer or Futsal, which have their own specific laws. (These are also available from The Association). These Laws were revised in 2012 based on the following principles;

- A revision of The Association's Laws so that they better reflect the game that it is being played in many venues
- Applying the general principle of the 'normal laws of Association Football with exceptions' and as consequence simplifying the game for both players and Referees.
- Improving the technical quality of play in the small-sided game
- To encourage participation and enjoyment in a safe and controlled environment.

Small Sided Football is now the largest form of the recreational game. The laws that people play the game tend to differ from venue to venue and reflect both traditions of play and the constraints of the facility in which the game is taking place. The set of Laws contained in this document are those that The Association will use in its own Small Sided Football competitions and we would recommend their adoption by all organisers of Small Sided Football. However, given the diversity of small sided facilities and formats in this country, use of these Laws in all circumstances is not mandatory and these revised Laws also allow The Association and the County Football Associations to sanction other formats of Small Sided Football. The principles of any approval by The Association shall be based upon;

- The normal laws of Association Football apply with exceptions
- The game should take into full account the health and safety of the players and officials.

This document contains both a full set of laws, suitable for use by competition organisers and Match Officials and an abridged version that can be used to advise participants of the laws that will be of greatest interest to them.

Further advice on laws of the game and the affiliation of competitions can be obtained from your local County Football Association.

The playing area is divided into two halves by the halfway line.

The **centre mark** is indicated at the midpoint of the halfway line. A circle with a radius of 3 m is marked around it.

A **penalty area** is defined at each end of the pitch as follows:

A semi circle of 6 m radius shall be drawn from the centre of each goal line. The extremities of these semi-circles should reach the goal line, barrier or wall regardless of whether or not the goal posts encroach onto the playing area.

#### **Penalty Mark**

A penalty mark is drawn 6 m from the midpoint between the goal posts and equidistant from them.

#### **The Corner Arc**

Where barriers do not surround the playing area a quarter circle with a radius of 25cm from each corner is drawn inside the playing area.

#### **Goals**

Goals must be placed on the centre of each goal line.

They consist of two upright posts equidistant from each corner and joined at the top by a horizontal crossbar.

The distance (inside measurement) between the posts is maximum 5m, minimum 3m and the distance from the lower edge of the crossbar to the ground is maximum 2m minimum 1.20m.

Both goal posts and the crossbar have the same width and depth of 8cm. Nets, made of hemp, jute or nylon, are attached to the posts and crossbars behind the goals. The lower part is supported by curved bars or some other adequate support.

#### **Safety**

The goals may be portable but they must be anchored securely to the ground during play as per Health and Safety requirements.

#### **Playing Surface**

Where natural turf is not used the surface must be smooth and flat and non-abrasive. The use of wood or artificial material is recommended.

### **LAW 2: THE BALL**

#### **Qualities and Measurements**

The ball is:

- Spherical
- Made of leather or other suitable material
- Size appropriate to the age group playing

#### **Replacement of a Defective Ball**

If the ball bursts or becomes defective during the course of a game:

- The game is stopped
- The game is restarted by dropping the replacement ball at the place where the first ball became defective

If the ball bursts or becomes defective while not in play:

- The game is restarted according to the Laws

The ball may not be changed during the match without the permission of the Referee.

### LAW 3: THE NUMBER OF PLAYERS

A match is played by two teams, each consisting of not more than the following number of players and substitutes for each format:

5-a-side = 5 players per team and 3 substitutes (total of 8 players)  
 6-a-side = 6 players per team and 3 substitutes (total of 9 players)  
 7-a-side = 7 players per team and 3 substitutes (total of 10 players)

#### Substitution Procedure

The maximum number of substitutes permitted is three.

The number of substitutions made during a game is unlimited. A player who has been replaced may return to the pitch as a substitute for another player.

Substitutions should take place when there is a break in play or during play if the second official is involved in refereeing the game. This will be determined by the Competition Rules.

A substitution is one that is made when the ball is in or out of play for which the following conditions must be observed:

- The player entering the playing area may not do so until the player leaving the playing area has passed completely over the boundary line
- Where barricades are used the players must use the opening onto the playing area
- A substitution is complete when the substitute enters the playing area from which moment they become a player and the player they are replacing ceases to be a player

A substitute is subject to the authority and jurisdiction of the Referee whether called upon to play or not

#### Changing Places with the Goalkeeper

Any of the players or substitutes, may change places with the goalkeeper. The following conditions must be observed:

- The Referee must be informed before the change is made
- The change may only be made during a stoppage in play
- The replacement goalkeeper must wear a jersey which distinguishes them from all other players

#### Infringements/Sanctions

If, while a substitution is being made, a substitute enters the playing area before the player being replaced has completely left:

- Play is stopped
- The player being replaced is instructed to leave the playing area
- The substitute is 'sin binned' for the agreed period.
- Play is restarted by an indirect free kick to be taken by the opposing team from the place where the ball was situated when the game was stopped. However, if the ball was inside the penalty area, the indirect free kick is taken on the penalty area line, at the place nearest to the position of the ball when play was stopped

Where barricades are used if, while a substitution is being made, a substitute enters the playing area or a player being replaced leaves it from a place other than the recognised opening in the barricades:

- Play is stopped
- The substitute is 'sin binned' for the agreed period.
- Play is restarted by an indirect free kick to be taken by the opposing team from the place where the ball was situated when the game was stopped. However, if the ball was inside the penalty area, the indirect free kick is taken on the penalty area line, at the place nearest to the position of the ball when play was stopped

### Validity of a Match – Playing Numbers

A match should not be considered valid if the playing strength of either team is permanently reduced by:

- **More than** two players for 5-a-side,
- **More than** two players for 6-a-side
- **More than** three players for 7-a-side.

However this should only apply when players are permanently excluded or lost through injury rather than within the 'Sin Bin' for a two minute suspension.

## LAW 4: THE PLAYERS' EQUIPMENT

### Safety

A player must not use equipment or wear anything that is dangerous to themselves or another player, including any kind of jewellery. Jewellery should be removed.

### Basic Equipment

The basic compulsory equipment of a player is:

- A jersey or shirt
- Shorts or track suit trousers
- Socks
- Shinguards
- Footwear – which is subject and appropriate to local conditions and surface type must be worn.

### Shinguards

- Are covered entirely by the socks
- Are made of a suitable material (rubber, plastic or similar substances)
- Provide a reasonable degree of protection

### Goalkeepers

- The goalkeeper is permitted to wear long trousers
- Each goalkeeper wears colours which easily distinguish them from the other players and the Referees

### Infringements/Sanctions

For any Infringements of this Law:

- The player at fault is instructed by the Referee to leave the playing area to correct their equipment or to obtain any missing item of equipment. The player may not return to the playing area without first reporting to the Referee, who then checks that the player's equipment is now correct. The player is only allowed to re-enter the game when the ball is out of play
- Players can return to play whilst the ball is in play if a second official has checked the equipment. If no second official is present the player must wait for a break in play in order for the Referee to check the faulty equipment

## LAW 5: THE REFEREE

### The Authority of the Referee

Each game is controlled by a Referee who has full authority to enforce the Laws of the Game in connection with the game to which they have been appointed, from the moment they enter the locality where the playing area is situated until they leave.

### Powers and Duties

#### The Referee:

- Enforces the Laws of the Game

- Allows play to continue when the team against which an offence has been committed will benefit from such an advantage and penalises the original offence if the anticipated advantage does not ensue at that time
- Keeps a record of the match and provides the appropriate authorities with a game report which includes information on any disciplinary action taken against players, and/or team officials and any other incidents which occur before, during or after the game
- Acts as timekeeper
- Stops, suspends or terminates the game for any infringement of the Laws or due to any kind

of outside interference

- Takes disciplinary action against players guilty of cautionable and sending-off offences
- Takes action against team officials who fail to conduct themselves in a responsible manner and may, at their discretion, expel them from the playing area and its immediate surrounds
- Ensures that no unauthorised persons enter the playing area
- Stops the game if, in their opinion, upon injury assessment a player is seriously injured and

ensures that they are removed from the playing area

- Ensures any player bleeding from a wound leaves the playing area
- Allows play to continue until there is a stoppage in play if a player is, in their opinion, only slightly injured
- Ensures that any ball used meets the requirements of Law 2
- Make use of timed suspensions to exclude temporarily players guilty of infringements of

the laws

- In the absence of a second official, the Referee should make excluded players aware of the end of their period of suspension

### Decisions of the Referee

The decisions of the Referee regarding facts connected with play are final.

## LAW 6: THE MATCH OFFICIAL

### Duties

The duties of the Match Official are to assist the Referee in the control of the game in the following areas:-

- Control of the substitution procedure, ensuring that the player to be replaced has left the playing area before the substitute is allowed to enter the playing area
- Check the equipment of all the substitutes entering the playing area
- Ensure that a player sent from the playing area by the Referee, to replace any missing or defective equipment is checked before being allowed back on to the playing area
- If a player has been removed from the playing area by the Referee to have a 'blood injury' treated the Match Official must ensure that the bleeding has stopped before the player is allowed to re enter the playing area
- Keep a full record of the game details
- Act as the timekeeper for any player who has been given a temporary suspension from the

game

- Report to the Referee any misconduct by any of the team players or officials in the technical / bench / substitute area
- Carry out any other duties as requested by the Referee

## LAW 7: THE DURATION OF THE GAME

The duration of the game shall be divided into two equal periods of over five and up to 25 minutes each period subject to the following:

- Allowance shall be made in either period for time lost through stoppages as decided by the Referee.
- The duration of either half shall be extended to enable a penalty kick to be taken.
- At half time the interval shall not exceed five minutes except by consent of the Referee.



- (d) Competition rules may allow for a game to be played in its entirety without a half time interval or requirement to change ends.

For games ending in a draw, competition rules may state provisions involving extra time or other procedures approved by the International FA Board to determine the winner of the game.

## **LAW 8: START OF PLAY**

### **Preliminaries**

The choice of ends is decided by the toss of a coin. The team winning the toss decides which goal it wishes to attack in the first half of the game.

The other team takes the kick-off to start the game.

### **Kick-off**

A kick-off is a way of starting or restarting play:

- At the start of the game
- After a goal has been scored
- At the start of the second half of the game
- At the start of each period of extra time, where applicable

A goal may be scored directly from the kick-off.

### **Procedure**

- All players are in their own half of the playing area
- The opponents of the team taking the kick-off are at least 3m from the ball until it is in play
- The ball is stationary on the centre mark
- The Referee gives a signal
- The ball is in play when it is kicked and moves forward
- The kicker may not touch the ball a second time until it has touched another player

After a team scores a goal, the other team takes the kick-off.

### **Infringements/Sanctions**

If the kicker touches the ball for a second time before it has been touched by another player:

- An indirect free kick is awarded to the opposing team which has to be taken from the place where the infringement occurred. For any other infringement of the kick-off procedure the kick-off is retaken.

### **Drop Ball**

A drop ball is a way of restarting the game after a temporary stoppage

### **Procedure**

The Referee drops the ball at the place where it was located when play was stopped, unless it was in the goalkeeper's possession, when the goalkeeper shall, at the referee's signal; return the ball into play by throwing the ball from any point within the Penalty Area.

Play restarts when the ball touches the ground.

Where barricades are in use and a drop ball is required the Referee shall drop the ball 2m from the barricade at the appropriate point.

### **Infringements/Sanctions**

The ball is dropped again:

- If it is touched by a player before it makes contact with the ground
- If the ball leaves the playing area after it makes contact with the ground, without a player touching it

## **LAW 9: THE BALL IN AND OUT OF PLAY**

### **Ball Out of Play**

The ball is out of play when:

- It has wholly crossed the goal line or touch line, whether on the ground or in the air
- Play has been stopped by the Referee
- When playing indoors, it hits the ceiling

### **Ball In Play**

The ball is in play at all other times including when:

- It rebounds from a goal post, the crossbar, or the barricades onto the playing area
- It rebounds from the Referee when on the playing area

### **Decisions**

When a game is being played on an indoor playing area and the ball hits the ceiling, the game is restarted by an indirect free kick awarded to the opposing team to the one which last touched the ball.

The indirect free kick should be taken from the point at which the ball began to rise. Should this occur in the penalty area, the free kick should be taken from the penalty area line nearest to where the offence was committed. The exception to this rule is when the ball hits the ceiling following a deliberate 'save' (as opposed to a clearance) by the goalkeeper. In this case teams should play on.

Height of ball restrictions – If a height restriction is to be introduced the competition rules should identify the height above which an indirect free kick shall be awarded to the opposing team. If a height infringement occurs within the penalty area and is committed by the defending team an indirect free kick should be awarded on the penalty area line nearest to where the offence took place. The exception to this rule shall be when the ball rises above the designated height restriction resulting from a save or block performed by a goalkeeper. Play should continue in this circumstance. Should another player then play the ball whilst it is at a height above the designated height restriction this will result in an indirect free kick to the opposing team.

## **LAW 10: THE METHOD OF SCORING**

### **Goal Scored**

Except otherwise provided by these Laws, a goal is scored when the whole of the ball passes over the goal line, between the goalposts and under the crossbar, unless it has been thrown, carried or intentionally propelled by the hand or arm by a player of the attacking side, the goalkeeper included.

### **Winning Team**

The team scoring the greater number of goals during a game is the winner. If both teams score an equal number of goals or if no goals are scored, the game is drawn.

### **Competition Rules**

For games ending in a draw, competition rules may state provisions involving extra time or other procedures to determine the winner of a game.

## **LAW 11: FREE KICKS**

### **Types of Free Kicks**

Free kicks are either direct or indirect.

For both direct and indirect free kicks, the ball must be stationary when the kick is taken and the kicker may not touch the ball a second time until it has touched another player.

### **The Direct Free Kick**

- If a direct free kick is kicked directly into the opponent's goal, a goal is awarded

**The Indirect Free Kick**

- A goal can be scored only if the ball subsequently touches another player before it enters the goal

**Position of Free Kick**

- All opponents must be at least 3m from the ball until it is in play
- The ball is in play after it has been touched or played

**Infringements/Sanctions**

If, when a free kick is taken, an opponent is closer to the ball than the required distance:

- The kick is retaken

If, after the ball is in play, the kicker touches the ball a second time before it has touched another player:

- An indirect free kick is awarded to the opposing team, taken from the place where the infringement occurred.

**Signals**

**Direct Free Kick:** the Referee keeps one arm horizontal pointing in the direction the kick has to be taken

**Indirect Free Kick:** the Referee indicates an indirect free kick by raising their arm above their head. They maintain their arm in that position until the kick has been taken and the ball has touched another player or goes out of play

**LAW 12: FOULS AND MISCONDUCT**

Fouls and misconduct are penalised as follows:

**Direct Free Kick**

A direct free kick is awarded to the opposing team if a player commits any of the following seven offences in a manner considered by the Referee to be careless, reckless or using excessive force:

- Kicks or attempts to kick an opponent
- Trips or attempts to trip an opponent
- Jumps at an opponent
- Charges an opponent, even with the shoulder
- Strikes or attempts to strike an opponent
- Pushes an opponent
- Tackles an opponent

A direct free kick is also awarded to the opposing team if a player commits any of the following offences:

- Holds an opponent
- Spits at an opponent
- Slides in an attempt to play the ball when it is being played or attempted to be played by an opponent (sliding tackle).
- Handles the ball deliberately, with the exception of the goalkeeper, who is able to handle the ball in their own penalty area

A direct free kick is taken from the place where the infringement occurred.

**Penalty Kick**

A penalty kick is awarded if a player commits any of the aforementioned offences inside their own penalty area, irrespective of the position of the ball but provided that it is in play.

If the Competition Rules dictate that only goalkeepers are permitted inside their own penalty area then this part of the Law does not apply.

## Indirect Free Kick

An indirect free kick is awarded to the opposing team if a goalkeeper commits one of the following offences:

- Touches or controls the ball with their hands after it has been deliberately kicked to them by a

team-mate

- Touches or controls the ball with their hands after they have received it directly from a kick-in

taken by a team-mate

- Touches or controls the ball with their hands or feet, in the penalty area, for more than four

seconds

- Height of ball restrictions (optional modification) – If a height restriction is introduced the competition rules should identify the height above which an indirect free kick shall be awarded to the opposing team
- If a height infringement occurs within the penalty area and is committed by the defending team an indirect free kick should be awarded on the penalty area line nearest to where the offence took place.
- The exception to this rule shall be when the ball rises above the designated height restriction resulting from a save or block performed by a goalkeeper. Play should continue in this circumstance unless the ball hits the roof, when play should be restarted with a drop ball. However should another player play the ball whilst it is at a height above the designated height restriction this will result in an indirect free kick to the opposing team.

An indirect free kick is also awarded to the opposing team, to be taken from the place where the infringement occurred, if, in the opinion of the Referee, a player:

- Plays in a dangerous manner
- Deliberately impedes the progress of an opponent when the ball is not being played
- Prevents the goalkeeper from releasing the ball from their hands
- Commits any other offence, not previously mentioned in Law 12, for which play is stopped

to caution or dismiss a player

The indirect free kick is taken from the place where the infringement occurred, unless this was in the penalty area, in which case the indirect free kick is taken from the penalty area line at the point nearest to where the infringement occurred.

## Disciplinary Sanctions

The use of temporary time suspensions ('sin bins') and the exclusion of a player arising from the issuing of a red card are the recommended disciplinary sanctions for use in small-sided football. Match Officials should employ the use of temporary timed suspensions (blue cards) in all cases traditionally regarded as cautionable offences.

Referees shall also have the discretion to use a second 'blue card' and a further period of suspension for a second minor offence rather than a second blue card automatically resulting in a red card and permanent expulsion.

The options for a match official imposing disciplinary sanctions are therefore;

- Player shown a blue card and temporarily suspended from play
- Player issued with a discretionary second blue card and temporarily excluded from play
- Player issued with a red card and permanently excluded from play

A blue card offence should always be accompanied by a temporary suspension from play.

The period of timed suspension in Small Sided Football shall be two minutes. The release of players from a temporary suspension should be at the direction of the Referee or a Match Official if one is available.

## Temporary Timed Suspensions – Procedures

A player temporarily suspended from play will be shown a blue card by the Match Official and informed that they shall be suspended from play for two minutes.

The player is obliged to leave the playing area and remain in a designated 'Sin Bin' area for the required suspension time. Separate 'sin bin' areas should be identified for each team. If no designated 'sin bin' areas are provided then suspended players should remain in the area where they can be seen by the Referee and adjacent to team officials and substitutes.

A player will be informed as to the end of a period of suspension by the Referee or Match Official and invited to rejoin the game. Where barricades are used the players must use the opening onto the playing area.

### Temporary Timed Suspensions

A player is shown the blue card and temporarily excluded from play if they commit any of the following offences:

- C1 is guilty of unsporting behaviour
  - C2 shows dissent by word or action
  - C3 persistently infringes the Laws of the Game
  - C4 delays the restart of play
  - C5 fails to respect the required distance when play is restarted with a corner kick, kick-in, free kick or goal clearance.
  - C6 enters or re-enters the playing area without the Referee's permission or infringes the substitution procedure
  - C7 deliberately leaves the playing area without the Referee's permission outside of a substitution
- For any of these offences, an indirect free kick is awarded to the opposing team, to be taken from the place where the infringement occurred. If the offence was committed within the penalty area the indirect free kick is taken from the penalty area line at the place nearest to where the infringement occurred.

### Exception to the use of 'Blue Cards' and Temporary Timed Suspensions

The only exception to the use of 'Blue Cards' and Temporary Timed Suspensions is in facilities where if a player is excluded for two minutes they are unable to take up a position which is still in the eye line of the Referee but outside the boundaries of the pitch. This might be the case in an enclosed sports hall or in a complex of caged pitches. In such circumstances safety considerations requires the Referee to employ the use of yellow cards, with all players remaining on the pitch unless excluded permanently. In this situation normal disciplinary sanctions will apply after the game as per the competition rules. If 2 yellow cards are given to an individual the player will be shown a red card and dismissed.

### Sending-Off Offences

A player is sent off and shown the red card if they commit any of the following offences:

- S1 is guilty of serious foul play
  - 1. S2 is guilty of violent conduct
  - 2. S3 spits at an opponent or any other person
  - 3. S4 denies the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within their own penalty area)
  - 4. S5 denies an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or a penalty kick
  - 5. S6 uses offensive, insulting or abusive language
  - 6. S7 receives a second blue/yellow card in the same match

If play is stopped for a player to be sent from the playing area without having committed any additional infringement of the Laws, the game is restarted by an indirect free kick, awarded to the opposing team, to be taken at the place where the infringement occurred. However, if the offence is committed in the penalty area, the indirect free kick is taken from the penalty area line at the place nearest to where the infringement occurred.

## Decisions

A player who has been sent off may not take any further part in the game nor may they sit on the substitutes' bench, where provided.

## LAW 13

### The Penalty Kick

A penalty kick is awarded against a team which commits any of the offences for which a direct free kick is awarded inside its own penalty area and while the ball is in play subject to Competition Rules dictating if other players other than the defending goalkeeper may enter the penalty area.

A goal may be scored directly from a penalty kick.

Additional time is allowed for a penalty kick to be taken at the end of each half or at the end of each period of extra time.

### Position of the Ball and the Players

The ball:

- Is placed on the penalty mark

The player taking the penalty kick:

- Is properly identified

The defending goalkeeper:

- Remains on their goal line, facing the kicker, between the goalposts, until the ball has been kicked

The players other than the kicker are located:

- Inside the pitch
- Outside the penalty area
- Behind or to the side of the penalty mark
- At least 3m from the ball

### Procedure

- The player taking the penalty kicks the ball forward
- They may not play the ball a second time until it has touched another player
- The ball is in play when it is kicked and moves forward

When a penalty kick is taken during the normal course of play, or time has been extended at half- time or full time to allow a penalty kick to be taken or retaken, a goal is awarded if, before passing the goalposts and under the crossbar:

- The ball touches either or both of the goalposts, and/or the crossbar and/or the goalkeeper

### Infringements/Sanctions

If any of the following situations occur:

A player of the defending team infringes this Law:

- The kick is retaken, only if a goal is not scored
- The kick is not retaken if a goal is scored

A team-mate of the player taking the kick infringes this Law of the Game:

- The kick is retaken if a goal is scored
- The kick is not retaken if a goal is not scored

The player taking the kick infringes this Law of the Game after the ball is in play:

- An indirect free kick is awarded to the opposing team, the kick to be taken from the place where the infringement occurred, unless this was in the penalty area, in which case the indirect free kick is taken from the penalty area line at the place nearest to where the infringement occurred.

## LAW 14 - THE KICK-IN

A kick-in is a method of restarting play.

A goal cannot be scored directly from a kick-in. A

kick-in is awarded:

- When the whole of the ball passes over a touch line, either on the ground or in the air, or hits the ceiling
- From the place where it crossed the touch line or 2m into the playing area adjacent to where the ball left the playing area when barricades are in use
- To the opponents of the player who last touched the ball

### Position of the Ball and the Players

The ball:

- Has to be stationary on the touch line; or 2m into the playing area from the barrier where barricades are in use
- Is kicked into play in any direction

The player taking the kick-in:

- Has part of each foot either on the touch line or on the ground outside the touch line at the moment of kicking the ball; or
- Must stand between the ball and the barricade where in use

The players of the defending team:

- Are at least 3m from the place where the kick-in is taken

### Procedure

- The player taking the kick-in may not play the ball a second time until it has touched another player
- The ball is in play immediately after it is kicked or touched

### Infringements/Sanctions

The kick-in is retaken by a player of the opposing team if:

- the kick-in is taken incorrectly
- the kick-in is taken from a position other than the place where the ball passed over the touch line or where indicated by the Referee where barricades are in use
- An indirect free kick is awarded to the opposition if the player taking the kick-in plays the ball a second time before it has been played by another player

## LAW 15

### The Goal Clearance

A goal clearance is a method of restarting play.

A goal may not be scored directly from a goal clearance.

The goal clearance is awarded when:

- The whole of the ball, having last touched a player of the attacking team, passes over the goal line, either on the ground or in the air, and a goal is not scored in accordance with Law 10

### Procedure

- Opponents remain outside the penalty area
- The goalkeeper does not play the ball a second time until it has touched another player
- The ball is in play when the ball is thrown or kicked from any point within the penalty area by the goalkeeper of the defending team

### Infringements/Sanctions

If the ball is not thrown or kicked directly beyond the penalty area:

- The goal clearance is retaken

If, after the ball is in play, the goalkeeper touches the ball, before it has touched another player:

- An indirect free kick is awarded to the opposing team from the penalty area line from the place nearest to where the infringement occurred

If, after the ball is in play, the goalkeeper picks the ball up after it has been deliberately kicked to them by a team mate:

- An indirect free kick is awarded to the opposing team, to be from the penalty area line from the place nearest to where the infringement occurred
- Competition rules may allow variations to this ruling allowing goalkeepers to receive the ball straight from a team mate.

## LAW 16

### The Corner Kick

A corner kick is a method of restarting play.

A goal may be scored directly from a corner kick, but only against the opposing team. A corner kick is awarded when:

- The whole of the ball, having last touched a player of the defending team, passes over the goal line, either on the ground or in the air, and a goal is not scored in accordance with Law 10

#### Procedure

- The ball is placed inside the corner arc at the nearest corner
- Opponents remain at least 3m from the ball until it is in play
- The ball is kicked by a player of the attacking team
- The ball is in play when it is kicked or touched
- The kicker does not play the ball a second time until it has been played by or touched

another player

### Infringements/Sanctions

An indirect free kick is taken by the opposing team if:

- The player taking the corner kick plays the ball a second time before it has been played by or touched another player. The indirect free kick is taken from the place where the infringement occurred

For any other infringement:

- The corner kick is retaken

Where the playing area is surrounded by barricades the corner kick is replaced by a kick-in at a point 2m inside the playing area at the corner nearest the point where the ball left the playing area.

Competition Rules may allow the ball to be returned to the defending goalkeeper once the ball has crossed the goal line.

### Kicks From The Penalty Mark Procedure

Taking Kicks from the Penalty Mark is a method of determining the winning team where competition rules require there to be a winning team after a match has been drawn

#### Procedure

- The Referee chooses the goal at which the kicks will be taken
- The Referee tosses a coin and the team whose captain wins the toss decides whether to

take the first or second kick.

- The Referee keeps a record of the kicks being taken
- In principle each team takes five kicks, depending on the circumstances described hereafter
- The kicks are taken alternately
- The names of the players taking the kicks are announced to the Referee by the captains of each team before the kicks from the penalty mark are taken and must be among those included on the list of players submitted before the match. Only those players on the pitch at the completion of the game are eligible to take part in Kicks from the Penalty Mark



- Where a player(s) has been sent off by the Referee the opposing team must reduce the number of players to equalise the participants in each team prior to the Kicks from the Penalty Mark commencing
- If, before both teams have taken five kicks, one has scored more goals than the other could score, even if it were to complete its five kicks, no more kicks are taken
- If, after both teams have taken five kicks, both have scored the same number of goals, kicks continue to be taken in the same order, until one team has scored one goal more than the other from the same number of kicks
- Any player who has been sent off may not take part in the kicks from the penalty mark
- Any eligible player may change places with their goalkeeper
- Only the eligible players and Match Officials are permitted to remain on the pitch when kicks from the penalty mark are taken
- All players, except the player taking the kick and the two goalkeepers, must remain in the opposite half to that where the kicks are being taken
- If a goalkeeper is injured during the kicks from the penalty mark procedure they may be replaced by a substitute

#### **Procedures to Determine the Winner of a Match**

To determine the winner of a match, tied after fulltime the following procedures or a combination of these procedures may be used,

- Extra time
- Kicks from the penalty mark

Use of these procedures should be detailed in the competition rules

## Appendix A: Notes on the Laws for Small Sided Football - Modifications

Provided the principles of these laws are maintained, the Laws may be modified in their application for matches, including for players with disabilities as outlined below.

Any or all of the following modifications are permissible:

- Size of the playing area
- Size, weight and material of the ball
- Width between the goalposts and height of the crossbar from the ground
- The duration of the periods of play
- Substitutions
- Height of ball restrictions – If a height restriction is to be introduced the competition rules should identify the height above which an indirect free kick shall be awarded to the opposing team. If a height infringement occurs within the penalty area and is committed by the defending team an indirect free kick should be awarded on the penalty area line nearest to where the offence took place. The exception to this rule shall be when the ball rises above the designated height restriction resulting from a save or block performed by a goalkeeper. Play should continue in this circumstance. Should another player then play the ball whilst it is at a height above the designated height restriction this will result in an indirect free kick to the opposing team
- Access to penalty areas being restricted only to goalkeepers. Entry into the penalty area by a defender results in a direct free kick from the penalty mark; entry into the penalty area by an attacker results in the goalkeeper being given possession of the ball to re-start the game.
- After the goalkeeper has distributed the ball, they may only receive a pass if the ball has either touched an opponent or if the ball has been touched by at least two of the goalkeeper's team-mates.
- Goalkeepers can only distribute the ball through underarm throws. Goalkeepers are not allowed to kick the ball deliberately unless in the process of making a save.
- Competition Rules may allow the ball to be returned to the defending goalkeeper once the ball has crossed the goal line
- Players are not permitted to hold onto barriers when in place to shield the ball and should be penalised by the Referee for holding and a direct free kick awarded to the opposition.

### Other formats of Small Sided Football

The Football has the ability to sanction other formats of Small Sided Football. The principles of any approval by The Association shall be based upon,

- The normal Laws of Association Football apply with exceptions
- The game should take into full account the health and safety of the players and officials

## Appendix B Advice to Referees Affiliated

### Competitions

To ensure they are covered by their County FA Public Liability Insurance Referees should ensure that all games they officiate in are sanctioned by the appropriate authority (The Association or County FA). If in doubt contact your County FA for clarification

### Disciplinary Process

Referees should ensure that all offences for which they have dismissed players with a single red card are reported to their County FA within 48 hours of the game being played. Likewise any disciplinary issues with team officials should be reported within the same timescales

## SECTION TWO

### Small-Sided Football Laws of the Game

#### Players' Guide

- 1 The players equipment
- 2 The Referee
- 3 Duration of play
- 4 Playing the match
- 5 Making Substitutions and Changes
- 6 Fouls and free- kicks
- 7 Discipline Process
- 8 Returning the ball back into play
- 9 Modifications to the Laws

The Normal Laws of Association Football apply with exceptions:

#### 1 The Players' Equipment -

A player must not use equipment or wear anything that is dangerous to themselves or another player. All Jewellery must be removed. Shinguards, must be covered entirely by the socks, made of a suitable material (rubber, plastic or similar substances) and provide a reasonable degree of protection.

Goalkeepers are permitted to wear long trousers and must wear colours, which easily distinguish them from the other players and the Referees

- 2 **The Authority of the Referee** - Each match is controlled by a Referee who has full authority to enforce the Laws of the Game in connection with the match to which they have been appointed, from the moment they enter the locality where the playing area is situated until they leave.

- 3 **The Duration of the Game** - the game shall be divided into two equal periods of over 5 and up to 25 minutes each period subject to the following:

- Allowance shall be made in either period for time lost through stoppages as decided by the Referee
- The duration of either period shall be extended to enable a penalty kick to be taken
- The Half Time interval shall not exceed 5 minutes except by consent of the Referee
- Competition rules may allow for a game to be played in its entirety without a half time interval or requirement to change ends

- 4 **Kick-off** - is a way of starting or restarting play: at the start of the game, after a goal has been scored, at the start of the second half of the game, and at the start of each period of extra time, where applicable. A goal may be scored directly from the kick-off. All players must be in their own half of the playing area; the opponents of the team taking the kick-off are at least 3m from the ball until it is in play. The ball must be stationary on the centre mark until the Referee gives a signal. The ball is in play when it is kicked and moves forward. The kicker may not touch the ball a second time until it has touched another player

**Drop Ball** - is a way of restarting the match after a temporary stoppage. Play restarts when the ball touches the ground.

**Ball Out of Play** - The ball is out of play when: it has wholly crossed the goal line or touchline, whether on the ground or in the air, when the Referee has stopped play, or when playing indoors, the ball hits the ceiling.

**Ball In Play** - the ball is in play at all other times including when: it rebounds from a goal post, the crossbar, or the barricades onto the pitch, or if it rebounds from the Referee when on the playing area. When a match is being played on an indoor playing area and the ball

accidentally hits the ceiling, the game is restarted by an indirect free kick awarded to the opposing team to the team, which last touched the ball.

**Height of ball restrictions** – If a height restriction is to be introduced the competition rules should identify the height above which an indirect free kick shall be awarded to the opposing team. If a height infringement occurs within the penalty area and is committed by the defending team an indirect free kick should be awarded on the penalty area line nearest to where the offence took place. The exception to this rule shall be when the ball rises above the designated height restriction resulting from a save or block performed by a goalkeeper. Play should continue in this circumstance. Should another player then play the ball whilst it is at a height above the designated height restriction this will result in an indirect free kick to the opposing team.

**Offside**- There is no offside.

**Areas of Play** – All players – both attackers and defenders are permitted to play within the penalty area. Goals can be scored within the penalty area. Modified rules may determine that access to the penalty area is restricted except for the goalkeeper.

#### 5 Substitution Procedure- The maximum number of substitutes permitted is three.

The number of substitutions made during a match is unlimited. A player who has been replaced may return to the pitch as a substitute for another player. Substitutions should take place when there is a break in play or during play if the second official is involved in refereeing the game.

**Changing Places with the Goalkeeper**- Any of the other players, or substitutes, may change places with the goalkeeper. The following conditions must be observed: the Referee must be informed before the change is made; a change may only be made during a stoppage in play, the replacement goalkeeper must wear a jersey, which distinguishes them from all other players, and the Referee.

**Viability of a match (Playing Numbers)** - For 5 or 6- a side if a team loses at any time more than 2 members of their team the match should be abandoned. For 7-a-side this number should be more than 3 members of a team. However for all formats this should only apply when players are permanently excluded or lost through injury rather than within the 'Sin Bin' for a two minute suspension.

#### 6 Fouls and Misconduct- Fouls and misconduct are penalised as follows:

**A Direct Free Kick**- A direct free kick is taken from the place where the infringement occurred and can be kicked directly into the opponent's goal to score a goal. The referee keeps one arm horizontal pointing in the direction the kick has to be taken. A direct free kick is awarded to the opposing team if a player commits any of the following offences in a manner considered by the Referee to be careless, reckless or using excessive force:

- Kicks or attempts to kick an opponent
- Trips or attempts to trip an opponent
- Jumps at, pushes or charges an opponent (even with the shoulder)
- Strikes or attempts to strike an opponent
- Tackles an opponent (the key words are doing it carelessly, recklessly or with excessive force)

In addition direct free kicks will also be awarded if a player:

- Spits at an opponent,
- Slides in an attempt to play the ball when it is being played or attempted to be played by an opponent (sliding tackle).
- Handles the ball deliberately, with the exception of the goalkeeper, who is able to handle the ball in their own penalty area
- Holds an opponent

**A Penalty Kick**- is awarded against a team, which commits any of the offences for which a direct free kick is awarded inside its own penalty area and while the ball is in play. Additional

time is allowed for a penalty kick to be taken at the end of each half or at the end of each period of extra time.

**Position of the Ball and the Players for a Penalty kick-** The ball is placed on the penalty mark; the player taking the penalty kick is properly identified. The defending goalkeeper must remain on their goal line, facing the kicker, between the goalposts, until the ball has been kicked. The players other than the kicker are located: inside the pitch, outside the penalty area, behind or to the side of the penalty mark, at least 3m from the ball. The player taking the penalty must kick the ball forward; they may not play the ball a second time until it has touched another player. The ball is in play when it is kicked and moves forward.

**Indirect Free Kicks** - An indirect free kick is taken from the place where the infringement occurred, unless this was in the penalty area, in which case the indirect free kick is taken from the penalty area line at the point nearest to where the infringement occurred. An indirect free kick is awarded for the following offences;

- A Goalkeeper touches or controls the ball with their hands after it has been deliberately kicked or thrown to them by a team-mate.
- A Goalkeeper Touches or controls the ball with their hands or feet, in the penalty area, for more than four seconds.
- The ball exceeds the height of ball restrictions (optional modification).
- If in the opinion of the Referee, a player: plays in a dangerous manner, deliberately impedes the progress of an opponent when the ball is not being played, prevents the goalkeeper from releasing the ball from their hands, commits any other offence, not previously mentioned for which play is stopped to administer a temporary timed suspension or dismiss a player.

From an Indirect Free Kick a goal can be scored only if the ball subsequently touches another player before it enters the goal. For an Indirect Free Kick: the Referee indicates an indirect free kick by raising their arm above their head. They maintain their arm in that position until the kick has been taken and the ball has touched another player or goes out of play.

**Position of Free Kick-** All opponents must be at least 3m from the ball until it is in play. The ball is in play after it has been touched or played.

- 7 Disciplinary Sanctions-** The use of temporary time suspensions ('Sin Bins') and the exclusion of a player arising from the issuing of a red card are the recommended disciplinary sanctions for use in small-sided football. Match Officials should employ the use of temporary timed suspensions (blue cards) in all cases traditionally regarded as cautionable offences. Yellow cards are no longer to be used in small-sided football unless the use of temporary timed suspensions is impractical due to the nature of the venue i.e. Referees cannot supervise players who have been dismissed. In these cases yellow cards may continue to be used.

The options for a Match Official imposing disciplinary sanctions are therefore;

- Player shown a blue card is temporarily suspended from play
- Player issued with a discretionary second blue card and temporarily suspended from play
- Player issued with a red card and permanently excluded from play

A blue card offence should always be accompanied by a temporary suspension from play of two minutes in duration. The release of players from a temporary suspension should be at the direction of the Referee or a Match Official if one is available.

**Temporary Timed Suspensions-** A player is shown the blue card and temporarily excluded from play if they commit any of the following offences: is guilty of unsporting behaviour, shows dissent by word or action, persistently infringes the Laws of the Game, delays the restart of play, fails to respect the required distance when play is restarted with a corner kick, kick-in, free kick or goal clearance. Enters or re-enters the pitch without the Referee's permission or infringes the substitution procedure, deliberately leaves the pitch without the Referee's permission.

For any of these offences, an indirect free kick is awarded to the opposing team, to be taken from the place where the infringement occurred. If the offence was committed within the penalty area the indirect free kick is taken from the penalty area line at the place nearest to where the infringement occurred.

**Sending-Off Offences-** A player is sent off and shown the red card if they commit any of the following offences: is guilty of serious foul play, is guilty of violent conduct, spits at an opponent or any other person, denies the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within their own penalty area). Denies an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or a penalty kick. Uses offensive, insulting or abusive language. Or if a player receives a second/third blue card in the same match.

**Decisions-** A player who has been sent off may not take any further part in the match nor may they sit on the substitutes' bench, where provided.

- 8      The Kick-In-** is a method of restarting play. A goal cannot be scored directly from a kick-in. A kick-in is awarded if; the whole of the ball passes over a touchline, either on the ground or in the air, or hits the ceiling. A Kick-in is taken from the place where it crossed the touchline or 2m into the playing area adjacent to where the ball left the playing area when barricades are in use. The kick is awarded to the opponents of the player who last touched the ball.

The player taking the kick-in may not play the ball a second time until it has touched another player. The ball is in play immediately after it is kicked or touched. The players of the defending team must be at least 3m from the place where the kick-in is taken. The feet of the player taking the kick-in must not cross the line.

**The Corner Kick-** a goal may be scored directly from a corner kick.

## **9      Modifications to the Laws–**

Any or all of the following modifications are permissible:

- Size of the field of play
- Size, weight and material of the ball
- Width between the goalposts and height of the crossbar from the ground
- The duration of the periods of play
- Substitutions
- Height of ball restrictions
- Access to penalty areas being restricted only to goalkeepers.
- Goalkeeper unable to receive 'pass backs' unless the ball has been touched by an opponent or been touched by at least two of his team-mates.
- Goalkeepers can only distribute the ball through underarm throws.
- Goalkeeper restarts if the ball crosses goalline
- Players are not permitted to hold onto barriers when in place to shield the ball

Modifications to the laws should be detailed in the competition regulations

## FA REGULATIONS FOR FLEXIBLE FOOTBALL

### THE FORMAT OF FLEXIBLE FOOTBALL

The Association has introduced “Flexible Football” as a new format to provide players with an additional way to participate in 11 a side football. The objective is to provide a more flexible framework within which 11 a side competition can be organised that is entirely separate to the normal football pyramid.

#### GENERAL PRINCIPLE

The IFAB Laws of the Game and the Rules and Regulations of The Association shall apply at all times, save for where indicated below.

#### COMPETITION ORGANISER AND TEAM INFORMATION

1. Competition organisers must affiliate the league and its teams with the relevant County Football Association.
2. Each competition should last no longer than 20 weeks of fixtures in total.
3. Flexible Football is for male only or female only competitions. For a temporary period to be determined by the Sanctions and Registrations Committee of The Association, mixed gender open age football competitions may also be permitted as a pilot project, subject to the prior approval of the Sanctions and Registrations Committee.
4. Competitions can run concurrently throughout the year.
5. There is no link between Flexible Football and the National League System and Women's Pyramid in relation to promotion and relegation.
6. The competition organiser is responsible for devising the competition format, dealing with any issues regarding scheduling and communicating the features of the competition to the teams prior to commencement.

#### PLAYER INFORMATION

7. All players must be at least 16 years of age and must be registered in order to play.
8. Players register by completing a registration form which shall be provided by the competition organiser. A player may cancel their registration with a team at any time by giving written notice to the competition organiser. Players may register with a new team provided all financial liabilities to the previous team have been discharged.
9. There is no limit on how many players can be registered for each team, but a player may not be registered for more than one team at the same time, in any competition.
10. A squad of no more than 15 players per team is permitted for each game.
11. A team shall require a minimum of seven players to participate in a match.
12. If a team has less than seven players at any time the match will be abandoned.
13. A team sheet setting out the name of each member of the squad must be provided to the competition organiser before each game.
14. Shin pads are mandatory for all players, including goalkeepers.
15. Players must wear appropriate footwear. This is at the discretion of the Referee and as permitted by the venue.
16. A team found to have played an ineligible or suspended Player in a match shall have any

## SMALL-SIDED FOOTBALL 2018-2019

points gained from that match deducted. If the opposing team did not win the match, it will be awarded the points for a victory.

17. No refunds of match fees or other charges will be provided to players or teams, as a result of contravention of the competition rules.





## FLEXIBLE FOOTBALL 2018-2019

**MATCH INFORMATION**

18. The duration of a match is at the discretion of the competition organiser. Each match in an individual competition must be played for two halves of the same duration. The half time interval shall be a minimum of five and no longer than 10 minutes.
19. Unlimited repeat substitutions are permitted.

**DISCIPLINARY**

20. Competition organisers and the Referee administer the disciplinary system for the competition, save for where indicated below.
21. In the event a player receives a yellow card during a match that player will be subject to a "Temporary Time Suspension". A Temporary Time Suspension will result in the player being excluded from play for a period six minutes, or until the conclusion of the match (whichever is earlier).
22. The release of players from a Temporary Time Suspension shall be at the direction of the Referee.
23. The options for Referees when imposing disciplinary sanctions are therefore;
- Player shown a yellow card and temporarily suspended from play for six minutes.
  - Player issued with a second yellow card, followed by a red card and excluded from play.
  - Player issued with a red card and excluded from play.

For the avoidance of doubt, a first yellow card offence should always be accompanied by a Temporary Time Suspension.

24. Temporary Time Suspensions – Procedure
- A player will be shown a yellow card by the Referee and informed that he/she shall be suspended from play for six minutes.
  - The player is obliged to leave the playing area and remain in the area where they can be seen by the Referee and adjacent to his or her own team officials and substitutes.
  - A player will be informed as to the end of a period of suspension by the Referee and invited to re-join the game.
  - A player shall re-join the game from the half-way line.

25. Temporary Time Suspensions - Offences

A player is shown a yellow card and made subject to a Temporary Time Suspension if he commits any of the following offences:

- C1 is guilty of unsporting behaviour.
- C2 shows dissent by word or action.
- C3 persistently infringes the Laws of the Game.
- C4 delays the restart of play.
- C5 fails to respect the required distance when play is restarted with a corner kick, free kick or goal clearance.
- C6 enters or re-enters the playing area without the Referee's permission or infringes the substitution procedure.

## SMALL-SIDED FOOTBALL 2018-2019

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• C7 deliberately leaves the playing area without the Referee's permission outside of a substitution.



For any of these offences, an indirect free kick is awarded to the opposing team, to be taken from the place where the infringement occurred.

## FLEXIBLE FOOTBALL 2018-2019

26. Where a red card has been issued a copy of the Disciplinary Report should also be sent to the County Football Association within 48 hours of the end of the match. Suspensions arising from "Standard Red Card Offences" imposed by the County Football Association are only applicable within the competition and not to other formats of Association Football. The suspension is to commence 14 days from the date the player was dismissed.
27. Suspensions arising from 'Serious Misconduct Red Card Offences' imposed by the County Football Association are applicable to all formats of Association Football.

### Management of Cautions, Standard Dismissals and Serious Misconduct Offences in Flexible Football

The table below summarises the management of the disciplinary process in Flexible Football.

Sanction	Offences	Responsibility for administering	Tariffs
Caution (Yellow card)	As per the normal Laws of Association Football	Referee	Temporary Time Suspension
Dismissal- Standard Red Card Offences	A second yellow card offence. Denying an obvious goal scoring opportunity. Use of offensive, insulting or abusive language/gesture (including at the referee). Serious foul play.	County Football Association	As determined by the relevant FA Disciplinary Process
Dismissals- Serious Misconduct Offences to be managed by the County Football Association *	Violent conduct or behaviour causing injury, including any form of assault. Spitting. Any offences where the offender has also acted in a discriminatory manner for reasons of ethnic origin, colour, race, religion, sex, sexual orientation, disability. Any other offence not covered above including offences committed after the match or after being dismissed.	County Football Association	As determined by the relevant FA Disciplinary Process.

\* In addition to imposing the relevant standard penalty, the County Football Association retains the discretion to take additional disciplinary action, depending upon the seriousness of the offence.

## THE FOOTBALL ASSOCIATION

### Application from a Premier League/English Football League/FA Women's Super League Club wishing to participate in Matches against Foreign Opposition

*To be received at The FA 60 days before the date of the intended match or the first of a series of matches.*

**FA Rule B 4 (b) and FIFA Regulations Governing International Matches shall apply.**

**All Clubs given permission to play matches against foreign opponents of another National Association shall ensure that, both on and off the field, members of the party uphold the prestige of The Association and of their Club and comply with all applicable Rules, Regulations and Policies including those of The FA and the Premier League, EFL or FAWSL.**

\_\_\_\_\_ Football Club ("the Club"), wish to arrange the following match(es) or tournament(s) against the following foreign team(s):

<u>Name of Club(s)/Tournament(s)</u>	<u>- First Team</u> <u>- Reserves</u> <u>- Age Group</u>	<u>Date</u>	<u>Kick-Off</u>	<u>Host and Venue</u>

**AGENTS** Please indicate whether the match(es)/tournament(s) listed above have been arranged by an agent.

**Name and address of licensed agent** \_\_\_\_\_

**TELEVISION** If your Club have entered into any contract which relates to the television transmission of the match(es) / tournament or part of it/them into the territory of the United Kingdom, or have any knowledge of any plans for such

transmission, please complete the following:

1. Have you retained the television rights for the match(es)/tournament?

YES ☒

NO ☐

2. If "NO" to question 1 then who are the television rights holders? \_\_\_\_\_

3. If you have entered into a television contract, does this contain the necessary UEFA/FIFA Regulations covering the authorisation for the exploitation of the Audio-Visual and Sound Broadcasting Rights?

UEFA Article 48\*

Applicable FIFA Article\*

4. Do you have any knowledge of any intention to transmit television pictures of the match(es) / tournament into the territories of the United Kingdom and the Republic of Ireland? ☐

YES

NO ☐

\* As such Articles may be updated or revised from time to time.

I confirm the above information to be correct and that the Club agrees to comply with applicable Rules, Regulations and Policies of The FA and the Premier League, EFL or FAWSL in relation to this application and acknowledge that The FA may at its discretion share details of this application with relevant football and statutory authorities.

<b>Signed:</b>		<b>Date:</b>	
<b>Name (Print):</b>		<b>Position:</b>	

Forms to be  
returned to:  
Licensing &  
Sanctioning  
Department,  
The Football  
Association  
Wembley  
Stadium, PO  
Box 1966,  
London  
SW1P9EQ  
[sanctioning  
@thefa.com](mailto:sanctioning@thefa.com)  
0800 169  
1863 ext

**4601**

## APPLICATION TO PARTICIPATE IN MATCHES AGAINST FOREIGN OPPOSITION

**Only for use by those that are NOT a Premier League / English Football League or FAWSL Club**

*To be completed in full and forwarded to the County Association to which your Club is Sanctioned / Affiliated at least 60 days prior to the date of the intended match or the first of a series of matches.*

**We** \_\_\_\_\_ ,

**the applicant Club with**

**Affiliation Number** \_\_\_\_\_ , wish to arrange

Name of Club(s)/ Tournament	- First Team - Reserves - Age Group	Date of match(es) and kick-off time	Venue	Home

*(If insufficient space, please provide a separate list along with this form)*

**In submitting this application we acknowledge and confirm that in relation to the match(es)/tournament for which consent to participate is requested we shall fully comply with the Laws of the Game and all FA Rules, Regulations, Procedures and Policies.**

**In circumstances where the match(es)/tournament involves one or more youth teams, we additionally acknowledge and confirm the following:**

- **We shall fully comply with The FA's Safeguarding Children Policies and Procedures - <http://www.thefa.com/football-rules-governance/safeguarding>;**
- **We shall at all times be responsible for the safeguarding and welfare of our Club's Officials, Players and Staff;**
- **We hold written consents from the parents/carers of all young persons aged under 16 that will attend the match(es)/tournament. No**

**young person shall participate in the match(es)/tournament in the absence of such consent;**

- **Where match(es)/tournaments involving young persons of school age are due to take place during term time, we hold written permissions from the head teachers of all young persons involved;**
- **We have read and shall adhere to the Safe Sports Events, Activities and Competitions Guidance provided by the NSPCC, Child Protection in Sport Unit - <https://thecpsu.org.uk/resource-library/2013/safe-sport-events-activities-and-competitions/> and**
- **We have satisfied ourselves that there will be an adequate Safeguarding Plan (compliant with the NSPCC's Safe Sports Events, Activities and Competitions Guidance), onsite emergency procedures and first aid provision in place to ensure the safety and welfare of all participants of the Club at all times during the match(es)/tournament.**

**If the Club requires safeguarding support please contact your County Welfare Officer.**

**Club Signatory** \_\_\_\_\_ **Print**

**Name** \_\_\_\_\_ **Email**

**address** \_\_\_\_\_

**Date** \_\_\_\_\_

**TO BE COMPLETED BY THE COUNTY FOOTBALL ASSOCIATION FOR ALL CLUBS BELOW STEP 4 OF THE NLS**

\_\_\_\_\_ **County**  
**Football Association hereby approves the above application to play against foreign teams.**

**Signed by the Secretary/Youth Secretary** \_\_\_\_\_

**Date** \_\_\_\_\_



Completed form to be forwarded to:

**Licensing & Sanctioning Dept**  
**The Football Association, Wembley**  
**Stadium, London, SW1P 9EQ, PO Box 1966**

**Email:** [sanctioning@fa.com](#)  
**Tel:** 0800 169 169

## STANDARD CLUB RULES

### SUGGESTED RULES:

#### 1. Name

The club shall be called ..... (the “Club”).

#### 2. Objects

The objects of the Club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members and community participation in the same.

#### 3. Status of Rules

These rules (the “Club Rules”) form a binding agreement between each member of the Club.

#### 4. Rules and Regulations

- (a) The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited (“The FA”), County Football Association to which the Club is affiliated (“Parent County Association”) and Competitions in which the Club participates, for the time being in force.
- (b) No alteration to the Club Rules shall be effective without prior written approval by the Parent County Association. The FA and the Parent County Association reserve the right to approve any proposed changes to the Club Rules.
- (c) The Club will also abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equality Policy as shall be in place from time to time.

#### 5. Club Membership

- (a) The members of the Club from time to time shall be those persons listed in the register of members (the “Membership Register”) which shall be maintained by the Club Secretary.
- (b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to membership shall be at the discretion of the Club Committee and granted in accordance with the anti-discrimination and equality policies which are in place from time to time. An appeal against refusal may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time. Membership shall become effective upon an applicant's name being entered in the Membership Register.
- (c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- (d) The FA and Parent County Association shall be given access to the Membership Register on demand.

#### 6. Annual Membership Fee

- (a) An annual fee payable by each member shall be determined from time to time by the Club Committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.
- (b) The Club Committee shall have the authority to levy further subscriptions from the

members as are reasonably necessary to fulfil the objects of the Club.

## 7. Resignation and Expulsion

- (a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of his/her resignation. A member whose annual membership fee or further subscription is more than two (2) months in arrears shall be deemed to have resigned.
- (b) The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Club for them to remain a member. An appeal against such a decision may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time.
- (c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the income and assets of the Club (the “Club Property”).

## 8. Club Committee

- (a) The Club Committee shall consist of the following Club Officers: Chairperson, Vice Chairperson, Treasurer, Welfare Officer (where a Club has youth teams) Secretary and Minutes Secretary and up to 5 other members, elected at an Annual General Meeting.
- (b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting (“AGM”) unless otherwise resolved at an Extraordinary General Meeting (“EGM”). One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the .....or in their absence the.....  
The quorum for the transaction of business of the Club Committee shall be three.
- (c) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- (d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than seven days’ notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- (e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
- (f) Save as provided for in the Rules and Regulations of The FA, the Parent County Association and any applicable Competition, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.
- (g) The position of a Club Officer shall be vacated if such person is subject to a decision of The FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

## 9. Annual and Extraordinary General Meetings

- (a) An AGM shall be held in each year to:
  - (i) receive a report of the activities of the Club over the previous year;
  - (ii) receive a report of the Club’s finances over the previous year;

- (iii) elect the members of the Club Committee; and
- (iv) consider any other business.
- (b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the meeting.
- (c) An EGM may be called at any time by the Club Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing, signed by not less than five members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.
- (d) The Secretary shall send to each member at their last known address written notice of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed at least 14 days before the meeting.
- (e) The quorum for a General Meeting shall be.....
- (f) The Chairperson, or in their absence a member selected by the Club Committee, shall take the chair. Save as set out at (g) below, each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.
- (g) Any member aged under 18 years may not vote in a general meeting save that one of his or her parents/guardians may vote on his or her behalf.
- (h) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

## 10. Club Teams

At its first meeting following each AGM the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team.

## 11. Club Finances

- (a) A bank account shall be opened and maintained in the name of the Club (the "**Club Account**"). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- (b) The Club Property shall be applied only in furtherance of the objects of the Club. The distribution of profits or proceeds arising from the sale of Club Property to members is prohibited.
- (c) The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.
- (d) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.



- (e) The Club may also in connection with the sports purposes of the Club:
  - (i) sell and supply food, drink and related sports clothing and equipment;
  - (ii) employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Committee without the person concerned being present;
  - (iii) pay for reasonable hospitality for visiting teams and guests; and
  - (iv) indemnify the Club Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- (f) The Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of six years.
- (g) The Club shall prepare an annual "Financial Statement", in such format as shall be available from The FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at general meeting. A copy of any Financial Statement shall, on demand, be forwarded to The FA.
- (h) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer ("the Custodians"), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.
- (i) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- (j) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. The Club shall, on request, make a copy of any Conveyance available to The FA. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.
- (k) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

## 12. Dissolution

- (a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.
- (b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- (c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them for related community sports.



For All

## STANDARD CODE OF RULES

This document contains the Standard Code of Rules developed by The Football Association for open age football (the “Standard Code”).

The Standard Code is mandatory for all Competitions at Step 7 of the National League System and below, and The FA Women's Pyramid excluding FA Women's Super League and FA Women's Championship.

Competitions seeking sanction must draft their Rules in conformity with the Standard Code, using the same numbering and standard headings.

The mandatory rules are printed in normal text and the optional rules in italics.

It should be noted that in many cases rules are so printed because they are alternatives and the procedure to apply should be retained and the others omitted.

In all cases where a [ ] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory rules or any relevant principles and policies established by The FA. Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

## DEFINITIONS

1. (A) In these Rules:

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

“**AGM**” shall mean the annual general meeting held in accordance with the constitution of the Competition. “**Club**” means a club for the time being in membership of the Competition.

“**Competition**” means the [ ] League.

“**Competition Match**” means any match played or to be played under the jurisdiction of the Competition. “**Contract Player**” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

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

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

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

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

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

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

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

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

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

## STANDARD CLUB RULES 2018-2019



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

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

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

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

**“Scholarship”** means a Scholarship as set out in Rule C 3 (a) (i) of the rules of The FA.

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

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

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

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

**“The FA”** means The Football Association Limited.

**“WGS”** means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

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

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



**COMPETITION NAME, CONSTITUTION**

2.

- (A) The Competition will be known as [“ ”] (or such other name as the Competition may adopt). The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist or which ceases to be entitled to play in the Competition for any reason whatsoever shall thereupon automatically cease to be a member of the Competition.
- (B) This Competition shall consist of not more than [ ] Clubs and/or [ ] Teams approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be [ ].
- (D) The administration of the Competition under these Rules will be carried out by the Competition acting (save where otherwise specifically mentioned herein) through the Management Committee in accordance with the rules, regulations and policies of The FA.
- (E) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation thereto, subject to the provisions of Rule 7.
- (F) The Rules are taken from the Standard Code of Rules (the “Standard Code”) determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.
- (G) All Clubs must be affiliated to an Affiliated Association and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, each not exceeding [ ] in number.

(H) Inclusivity and Non-discrimination

- (i) The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (to include those contained in the Equality Act 2010).
- (ii) This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise.
- (iii) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, Charter Standard and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (J) All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The FA from time to time.
- (K) Clubs shall not enter any of their Teams playing in the Competition in any other competitions (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (L) At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 22.

## STANDARD CLUB RULES 2018-2019

- (M) ~~Only one Team shall be permitted from any Club to participate in the same division as another Team from the same Club unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. The Competition will obtain the prior approval of the Sanctioning Authority in the event of a division comprising of more than one Team from the same Club. This Competition will ensure that, where permission is given, Teams from a Club operating in the same division are run as separate entities with no interchange of players other than via transfers of registration in accordance with these Rules.~~



### CLUB NAME

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

### ENTRY FEE, SUBSCRIPTION, DEPOSIT

4. (A) Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary and must be accompanied by an Entry Fee per Team as set out in the Fees Tariff, which shall be returned in the event of non-election.

At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the AGM or an SGM.

When Rule 22(B) is applied or a Team seeks a transfer or, is compulsorily transferred to another division, no Entry Fee shall be payable.

- (B) The annual subscription shall be payable in accordance with the Fees Tariff per Club/Team payable on or before the AGM of the Competition in each year.
- (C) In the event of any issue concerning the membership of any Club with the Competition the Management Committee may require a Deposit to be paid (in accordance with the Fees Tariff) by or on behalf of the Club on such terms and for such period as it may in its entire discretion think fit. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) A Club shall not participate in this Competition until the entry fee, annual subscription and deposit (if required) have been paid.
- (E) Clubs must advise annually to the Secretary in writing by [ ] of its Sanctioning Authority affiliation number for the forthcoming Playing Season. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

### MANAGEMENT, NOMINATION, ELECTION

5. (A) The Management Committee shall comprise the Officers of the Competition and [ ] members who shall all be elected at the AGM.
- (B) Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than [ ] in each year.

All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than [ ] in each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the AGM.

- (C) The Management Committee shall meet as and when required, save that no more than three calendar months shall pass between each meeting.

On receiving a requisition signed by two-thirds (2/3) of the members of the Management Committee the Secretary shall convene a meeting of the Management Committee.

- (D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.

## STANDARD CLUB RULES 2018-2019

- (E) All communications received from Clubs must be conducted through their Officers and sent to the Secretary.



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

### POWERS OF MANAGEMENT

6. (A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.
- (B) Subject to the permission of the Sanctioning Authority having been obtained, the Management Committee may order a match or matches to be played each Season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call upon each Club (including any club which may have withdrawn during the Season) to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.
- (C) Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one vote thereat, but no member shall be allowed to vote on any matters directly appertaining to such member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any sub-committee).

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

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

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

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

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

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

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

With the exception of Teams playing at Step 7 of the National League System, the maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

The maximum fine permitted for a breach of a Rule by a Team playing at Step 7 of the National League System is £500.

No Participant under the age of 18 can be fined.

## STANDARD CLUB RULES 2018-2019

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



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

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

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

## PROTESTS, CLAIMS, COMPLAINTS, APPEALS

7. (A) (i) All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.
- (ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the referee before the commencement of the Competition Match.
- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged with the Secretary within [ ] days (excluding Sundays) of the Competition Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.
- (C) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.
- (D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days prior to the protest or complaint being heard.
- (i) All parties must have received [ ] days' notice of the hearing should they be instructed to attend.
- (ii) Should a Club elect to state its case in person then it should indicate such when forwarding the



- (E) The Management Committee shall also have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
- (F) Any appeal against a decision of the Management Committee must be lodged with the Sanctioning Authority within 14 days of the posting of the written notification of the decision causing the appeal, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, in such respect the Sanctioning Authority may (but is not obliged to):
  - (i) invite submissions by the parties involved;
  - (ii) convene a hearing to hear the appeal;
  - (iii) permit new evidence; or
  - (iv) impose deadlines as are appropriate

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

- (G) No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the ground of unconstitutional conduct.
- (H) All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or a sub-committee duly appointed by the Management Committee. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and the party not succeeding may, in addition, be ordered to pay the costs at the direction of the Management Committee.

All such protests claims complaints and appeals must be received in writing by the Secretary within fourteen days of the event or decision causing any of these to be submitted.

## ANNUAL GENERAL MEETING

8. (A) The AGM shall be held not later than [ ] in each year. At this meeting the following business shall be transacted provided that at least [ ] members are present and entitled to vote:-
  - (i) To receive and confirm the minutes of the preceding AGM.
  - (ii) To receive and adopt the annual report, balance sheet and statement of accounts.
  - (iii) Election of Clubs to fill vacancies.
  - (iv) Constitution of the Competition for the ensuing Season.
  - (v) Election of Officers of the Competition and the Management Committee members.
  - (vi) Appointment of auditors.
  - (vii) Alteration of Rules, if any (see Rule 14)
  - (viii) Fix the date for the commencement of the Playing Season and kick off times applicable to the Competition.
  - (ix) Fix the date for the end of the Playing Season (save for Step 7 which shall be determined by The FA).
  - (x) Other business of which due notice shall have been given and accepted as being relevant to an AGM.
- (B) A copy of the duly audited/verified balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting, together with any proposed Rule changes.
- (C) A signed copy of the duly audited/verified balance sheet and statement of accounts shall be sent to the



- (D) Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 14 days' notice shall be given of any AGM.
- (E) Clubs who have withdrawn their membership of the Competition during the Playing Season being concluded or who are not continuing membership shall be entitled to attend but shall vote only on matters relating to the Season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 12.
- (F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least 50% of the delegates qualified to vote or the Chairman so decides.
- (G) No individual shall be entitled to vote on behalf of more than one Club.
- (H) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM.
- (J) Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

### **SPECIAL GENERAL MEETINGS**

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

The Management Committee may call a SGM at any time.

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

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

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

Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.

### **AGREEMENT TO BE SIGNED**

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

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

The agreement shall be signed by:

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

Any alteration of the chairman and/or secretary of the Club on the above agreement must be notified to the [ ] County Football Association(s) to which the Club is affiliated and to the Secretary.

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

### **CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB**

- 11. (A) Any Club intending, or having a provisional intention, to withdraw a Team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the

## STANDARD CLUB RULES 2018-2019

Secretary in writing by 31st March each season. This does not apply to a Club moving in accordance with Rule 22(B). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.



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

## EXCLUSION OF CLUBS, TEAMS. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE

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

## TROPHY

- 13. (A) The following agreement shall be signed on behalf of the winners of the cup or trophy:-  
"We (A) (name) and (B) (name), the Chairman and Secretary of FC (Limited), members of and representing the Club, having been declared winners of cup or trophy, and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the cup or trophy to the Competition Secretary on or before [ ]. If the cup or trophy is lost or damaged whilst under our care we agree to refund to the Competition the amount of its current value or the cost of its thorough repair."  
Failure to comply will result in a fine in accordance with the Fines Tariff.
- (B) At the close of each Competition awards may/shall be made to the winners and runners-up if the funds of the Competition permit.

## ALTERATION TO RULES

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

Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by [ ] in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by [ ] and any amendments thereto shall be submitted to the Secretary by [ ]. The proposals and proposed amendments thereto shall be circulated to Clubs with the notice of the AGM. A proposal to change a Rule shall be



## STANDARD CLUB RULES 2018-2019

carried if [ ] [a majority] of those present, entitled to vote and voting are in favour.

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



### FINANCE

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

### INSURANCE

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

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

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

### DISSOLUTION

17. (A) Dissolution of the Competition shall be by resolution approved at a SGM by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant SGM.
- (B) In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.
- (C) The Management Committee shall deal with any surplus assets as follows:
  - (i) Any surplus assets, save for a trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority.
  - (ii) If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.





## MATCH RELATED RULES

### QUALIFICATION OF PLAYERS

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

- (i) signed a fully and correctly completed Competition registration form in ink, countersigned by an Officer of the Club, which is submitted to the Competition [ ] days prior to the Player playing and whose registration has been confirmed by the Competition prior to that Player playing in a Competition Match;

Or

- (ii) signed a fully and correctly completed Competition registration form in ink on a match day prior to playing which is countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the Competition within two days (Sundays excluded) subsequent to the Competition Match. The Player shall not play again on a subsequent match day until the Club is in possession of the approval of the Competition. A maximum of [ ] Players may be registered in accordance with this paragraph 18(A)(ii);

or

- (iii) registered through WGS.

Any registration form which is sent by either of the means set out at Rules 18(A) (i) or (ii) above that is not fully and correctly completed will be returned to the Club unprocessed. If a Club attempts to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed.

For Clubs registering Players under Rules 18(A) (i) or (ii), registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players via WGS (under Rule 18 (A) (iii)), Clubs must access WGS in order to complete the registration process.

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

(B)

- (i) Contract players are not permitted in this Competition with the exception of those Players who are registered under Contract with the same Club who have a team operating at Steps 1 to 6 of the National League System.

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

- (ii) Each Club must have at least [ ] Players registered [ ] days before the start of each Playing Season. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (C) A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) to any club(s) shall be permitted to register and play for a Club in Competition Matches, save that the Player may be liable to be suspended from playing for that Club should the Player fail to comply with the terms of the Football Debt Recovery Regulations in respect of that Football Debt.

- (D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered.

- (E) The Management Committee shall decide all registration disputes.

In the event of a player signing a registration form or having a registration submitted for more than one Club, priority of registration shall decide for which Club the Player shall be registered. The Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

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

- (i) Play for more than one Club in the Competition in the same Playing Season without first being transferred.
- (ii) Having registered for one Club in the Competition, register for another Club in the Competition

## STANDARD CLUB RULES 2018-2019

in that Playing Season except for the purpose of a transfer.



- (iii) Submit a signed registration form or submit a registration through WGS for registration that the Player had willfully neglected to accurately or fully complete.

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

- (G) (i) The Management Committee shall have the power to accept the registration of any Player subject to the provisions of Rules 18(G) (ii) and (iii) below.
- (ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player or may fine any Player, at their discretion (in accordance with the Fines Tariff) who has been charged and found guilty of registration irregularities (subject to Rule 7).
- (iii) The Management Committee shall have power to make application to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct (subject to Rule 7) subject to the right of appeal to the Sanctioning Authority. Application should be made to the parent County of the Club the Player is registered or intending to be registered with.

Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.

- (iv) For a Player who has previously had a registration removed in accordance with Rule 18(G)(iii) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals), the Competition would be empowered to consider a further charge of bringing the Competition into disrepute.

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

- (H) Subject to compliance with FA Rule C2(a) when a Club wishes to register a player who is already registered with another club it shall submit a transfer form (in a format as determined by the Competition) to the Competition accompanied by a fee as set out in the Fees Tariff. Such transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the club's consent, or upon its failure to give written objection within 3 days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or [ ] days after receipt of such transfer.

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

- (I) A Player may not be registered for a Club nor transferred to another Club in the Competition after [date] except by special permission of the Management Committee.
- (J) A Club shall keep a list of the Players it registers and a record of all matches in which those Players have played for the Club, and shall produce such records upon demand by the Management Committee.
- (K) A register containing the names of all Players registered for each Club, with the date of registration, shall be kept by the (Registrations) Secretary and shall be open to the inspection of an Officer of the Club at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one Playing Season only.

In the event of a Non Contract Player without a written contract changing his status to that of a Contract Player with the same Club, another Club in the Competition or with a club in another

## STANDARD CLUB RULES 2018-2019

competition his registration as a Non Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18(B)(i).



- (L) A Player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding Competition Match (as specified in Rule 22(A)) unless the Player has played [ ] Competition Matches for that Team in the current Playing Season.
- (M) A Team shall not include more than [1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 ] Players who has/have taken part in [ ] or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played.

For the purpose of this Rule a senior competition(s) is/are [ ].

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

(N)

- (i) Subject to Rule 18(N)(ii), any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and have levied upon it a fine (in accordance with the Fines Tariff).
- (ii) The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18(N)(i) only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.
- (iii) Where a Club is found to have played an ineligible Player in accordance with Rule 18(N)(i) above, the Management Committee may also, at its discretion:
  - 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; or
  - b) Levy penalty points against the Club in default; or
  - c) Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).

(O) The following clause applies to Competitions involving Players in full-time secondary education:- Priority must be given at all times to school and school organisations activities. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (ii) The availability of children must be cleared with the Head Teachers (except for Sunday leagues competitions).
- (iii) To play open age football the player must have achieved the age of 16.
- (P) A Player who has played for a Team in the [ ] division [ ] times or more shall not in that Playing Season be eligible to play in a lower division except by permission of the Management Committee.

## CLUB COLOURS

- 19. Every Club must register the colour of its shirts and shorts with the Secretary by [date] who shall decide as to their suitability.

Any Club wishing to change its colours during the Playing Season must obtain permission from the Management Committee.

Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.

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

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

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



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

20.

- (A) All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

Clubs must take all reasonable precautions to keep their Grounds in a playable condition. All Competition Matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home Team a match has to be replayed, the Management Committee shall have power to order the venue to be changed.

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

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

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

Within the National League System ("NLS") all Competition Matches shall have a duration of 90 minutes. All Competition Matches outside of the NLS shall have duration of 90 minutes unless a shorter time (not less than sixty (60) minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves. Two matches involving the same two Teams can be played on the same day providing the total playing time is not more than 120 minutes.

The times of kick-off shall be fixed at the AGM and can only be altered by the mutual consent of the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at least 7 days prior.

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

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

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

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

- (C) An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground and time of kick-off to the Match Officials and an Officer of the opposing Club at least [ ] clear days prior to the playing of the match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) In accordance with the Laws of the Game, the minimum number of Players that will constitute a Team for a Competition Match is [ ]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (E) (i) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have power to impose a fine (in

## STANDARD CLUB RULES 2018-2019



- accordance with the Fines Tariff), deduct points from the defaulting Club, award the points from the Competition Match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents or otherwise deal with them except the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.
- (ii) Any Club with more than one Team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, A Team.
  - (iii) Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the (Fixtures) Secretary, the Competition Referees Appointments Secretary, the secretary of the opposing Club and the Match Officials.
  - (iv) In the event of a Competition Match not being played or abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the (Fixtures) Secretary within [ ] days the Management Committee shall have the power to order the Competition Match to be played on a named date or on or before a given date. Where it is to the advantage of the Competition and the Clubs involved agree, the Management Committee shall also be empowered to order the score at the time of an abandonment to stand. Providing gate money is taken and retained the visiting Club shall receive their actual standard class rail or bus fares or the equivalent for [ ] persons, or car allowance at [ ] p per mile for transporting [ ] persons, or hire charge of a coach (receipt to be submitted). The residue (if any) to be equally divided between the two Clubs after deducting the cost of advertising, printing, posting, police and Match Officials charges. The home Club shall take the whole of the proceeds of the second Competition Match.

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

- (v) The Management Committee shall review all Competition Matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall be empowered to award the points for the Competition Match to the opponent. In cases where a Competition Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Management Committee shall rule that neither Team will be awarded any points for that Competition Match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Competition Match.
  - (vi) The Management Committee shall review any Competition Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18(N) above. Where both Teams were under suspension the game must be declared null and void and shall not be replayed.
- (F) A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match. A Club may name up to [ ] (3, 4, 5, 6, 7) substitute Players of whom not more than [ ] ((3, 4, 5) may be used.

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

Where a Competition does allow return substitutes, a Club may use up to [3 from 3 substitutes Players] [4 from 4 substitute Players] [5 from 5 substitute Players] in a Competition Match.

## STANDARD CLUB RULES 2018-2019

The referee shall be informed of the names of the substitute Players not later than [ ] minutes before the start of the Competition Match and a Player not so named may not take part in that Competition Match.



A Player who has been named as a substitute before the start of the Competition Match but does not actually play in that game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.

- (G) The half time interval shall be of [ ] minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.
- (H) The Teams taking part in a Competition Match shall identify a Team captain who may/shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

### REPORTING RESULTS

- 21. (A) The (Registration/Fixtures) Secretary must receive within [ ] days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) and also the referee markings required by Rule 23, or any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (B) The Home Club/both Clubs shall telephone/SMS/email/notify the result of each Competition Match to the [ ] by [ ]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

### DETERMINING CHAMPIONSHIP

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

In the event of two or more Teams being equal on points at the end of the Playing Season, rankings shall be determined by goal difference (where the goals scored against each Team shall be deducted from the goals scored by that Team and the Team with the most favourable goal difference shall be placed highest).

In the event of two or more Teams still being equal, the Team which has scored the most goals during the Playing Season shall be placed highest.

In the event of two or more Teams still being equal, the Team that has won the most matches during the Playing Season shall be placed highest.

In the event of two or more Teams still being equal, the Team which has the better playing record against the other Team in their head to head Competition Matches during the Playing Season will be placed highest.

If the records of two or more Teams are still equal and it is necessary for any reason to determine the position of each then the Teams affected shall play a deciding match or matches under conditions as determined by the Management Committee.

- (B) Automatic promotion shall be applied for the first [ ] Teams and automatic relegation shall be applied for the last [ ] Teams in each division except as provided for hereunder, subject to the provisions of Rule 2(L).
  - (i) Should one or more Teams withdraw from any one division after the Playing Season has commenced an equal number of Teams to those withdrawing in that division shall not be automatically relegated.
  - (ii) Vacancies occurring after the conclusion of the Playing Season may be filled in any of the following ways:

## STANDARD CLUB RULES 2018-2019



- ~~(a) retention of otherwise relegated Team(s); or~~
- (b) additional promotion of the next ranked Team(s) from the division below;  
or
- (c) election.
- (iii) The last [ ] Teams in the lowest division shall retire, but be eligible for re-election except as below, and be subject to the conditions of Rule 22 (B) (i) above.
- (iv) When a senior Team is relegated to a lower division of which its reserve Team is a member, or entitled to be a member, such reserve Team must accept relegation to, or retain its position in, the next lower division; and should the senior Team be relegated to the lowest division its reserve Team automatically retires from the Competition.
- (v) Should either or both of the leading Teams in any of the divisions have its senior Team in the next higher division, promotion shall fall, at the discretion of the General Meeting, to the next highest Team or Teams in the division concerned.
- (C) In addition to the Team(s) automatically promoted under Rule 22(B), a maximum of one further Team shall be promoted by virtue of being the winner of a play-off match or series of matches (the "Play-Offs"). The eligibility criteria and format of the Play-Offs are as follows [ ].
- (D) In the event of a Team withdrawing from the Competition before completing 75% of its fixtures for the Playing Season all points obtained by or recorded against such defaulting Team shall be expunged from the Competition table. For the purposes of this Rule 22(D) a completed fixture shall include any Competition Match(es) which has been awarded by the Management Committee.
- (E) Where a promotion and/or relegation link exists between Competitions [ ] Clubs, providing they meet the appropriate grading criteria, will be eligible to make application to the [ ] Competition at their AGM. Should the champion Club not wish for promotion or, alternatively, not have the necessary grading criteria, then the [ ] or [ ] placed Club will be eligible under the same conditions.

At the end of each Season and depending on the geographical location of Clubs gaining promotion to or being relegated from the [ ] Competition, it may be necessary for the Competition either (a) to accept a Club from the [ ] Competition, or (b) have a Club transferred to the same Competition.

The bottom [ ] Clubs in the [ ] Competition will be relegated. Each relegated Club will be allocated either to the [ ] Competition or to the Competition recommended as most appropriate by the Joint Liaison Committee.

[ ] Clubs will be promoted to the [ ] Competition from the [ ] Competition, and the [ ] Competition providing that each Club is either the Champion Club or Runner-up or [ ] placed Club and has the necessary grading criteria.

In the event of there being no eligible Club wishing promotion or not having the necessary grading criteria from any of the Competitions, this will reduce the number of Clubs to be relegated from the [ ] Competition.

If only [ ] Clubs are eligible or wish for promotion, the bottom [ ] Clubs in the [ ] Competition will be relegated. If only [ ] Club is eligible or wishes promotion, only the bottom Club in the [ ] Competition will be relegated.

If no Clubs are eligible, or wish for promotion, no Clubs will be relegated from the [ ] Competition.

In the event of a [ ] Competition Club not being placed in the bottom [ ] Clubs at the end of the Playing Season, wishing to resign from the Competition at the end of the Playing Season, or having been excluded under Rule [ ] only [ ] Clubs will be relegated at the end of the Playing Season.

In the event of a [ ] Competition Club opting to be relegated or being relegated under Rule [ ] such Club or Clubs will replace the Club or Clubs otherwise due for relegation.

### MATCH OFFICIALS

- 23. (A) Registered referees (and assistant referees where approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.
- (B) In the event of the non-appearance of the appointed referee the appointed senior assistant referee shall take charge and a substitute assistant referee appointed by the competing Teams. In cases where



## STANDARD CLUB RULES 2018-2019

~~there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any Competition Match.~~



- (C) Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.
- (E) Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff and travel expenses of [ ] per mile/ or inclusive of travel expenses.

Match Officials will be paid their fees and/or expenses by the home Club before/immediately after the Competition Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (F) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to full fee plus expenses/half fee plus expenses/expenses only. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.
- (H) Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.
- (I) The Competition shall keep a record of the markings and, on the form provided by the prescribed date each Season, shall submit a summary to The FA/County FA.
- (J) The referee shall submit a report form, supplied by the Competition, giving the result of the Competition Match, the number of Players in each Team and the time of kick-off to the (Registration) Secretary within two days of the Competition Match.
- (K) Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.
- (L) Match Officials shall have undertaken a RESPECT briefing offered by The FA/County FA or the Competition.





FEES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	CLUB ENTRY FEE	£
4 (B)	CLUB/TEAM ANNUAL SUBSCRIPTION	£
4 (C)	DEPOSIT	£
7 (C), 7 (E), 7(G)	PROTEST/APPEAL FEES	£
18 (D)	PLAYER REGISTRATION FEE	£
18 (H)	TRANSFER FEE	£
23 (E)	REFEREE FEES	£
23 (E)	ASSISTANT REFEREE FEES	£

FINES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FINE
2 (G)	FAILURE TO AFFILIATE	£
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£
4 (C)	FAILURE TO PAY A DEPOSIT	£
4 (E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£
6 (I)	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	£
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£
9	FAILURE TO BE REPRESENTED AT SGM	£
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£
16 (A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£
16 (B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	£
18 (B) (ii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON COMMENCING	£
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM	£
18 (G) (ii)	REGISTRATION IRREGULARITIES	£



18 (M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£
18 (N)	PLAYING AN INELIGIBLE PLAYER	£
18 (O)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£
19	DELAYING KICK OFF DUE TO NO CHANGE OF COLOURS	£
19	FAILURE TO NUMBER SHIRTS	£
20 (A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£
20 (E) (i) & (iv)	FAILURE TO PLAY FIXTURE	£
20 (H)	NO CAPTAIN'S ARMBAND	£
21 (A)	LATE RESULT NOTIFICATION FORM	£
21 (B)	FAILURE TO PROVIDE RESULT	£
21 (C)	RESULT NOTIFICATION NOT SIGNED BY APPROPRIATE SIGNATORIES	£
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£

## SCHEDULE B – INDEX

Rule 1 Definitions

### GOVERNANCE RULES

Rule 2	Name and Constitution
Rule 3	Club Name
Rule 4	Entry Fee, Subscription, Deposit
Rule 5	Management, Nomination, Election
Rule 6	Powers of Management
Rule 7	Protests, Claims, Complaints, Appeals
Rule 8	Annual General Meeting
Rule 9	Special General Meeting
Rule 10	Agreement to be Signed
Rule 11	Continuation of Membership, Withdrawal of a Club
Rule 12	Exclusion of Clubs, Teams. Misconduct of Clubs, Officers, Players, Management Committee
Rule 13	Trophy
Rule 14	Alteration to Rules
Rule 15	Finance
Rule 16	Insurance



Rule 17      Dissolution

### **MATCH RELATED RULES**

Rule 18      Qualification of Players

Rule 19      Club Colours

Rule 20      Playing Season. Conditions of Play, Times of Kick-Off. Postponements. Substitutes

Rule 21      Reporting Results

Rule 22      Determining Championship

Rule 23      Match Officials

### **SCHEDULE A**

Fees Tariff

Fines Tariff



## STANDARD CODE OF RULES FOR MINI SOCCER AND YOUTH FOOTBALL COMPETITIONS

This document contains the Standard Code of Rules developed by The Football Association for Mini Soccer and Youth Football Competitions (the “Standard Code”).

The Standard Code is mandatory for all Mini Soccer and Youth Football Competitions.

Competitions seeking sanction must draft their Rules in conformity with the Standard Code, using the same numbering and standard headings.

The mandatory rules are printed in normal text and the optional rules initialics.

It should be noted that in many cases rules are so printed because they are alternatives and the procedure to apply should be retained and the others omitted.

In all cases where a [ ] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory rules or any relevant principles and policies established by The FA. Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

### DEFINITIONS

(B) (A) In these Rules:

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

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

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

“**Competition**” means the [ ] League.

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

“**Scholarship**” means a Scholarship as set out in Rule C 3 (a) (i) of the rules of The FA.

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

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

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

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

“**The FA**” means The Football Association Limited.

“**WGS**” means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

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

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

(C) 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.

**COMPETITION NAME AND CONSTITUTION**

(C)

- (i) The Competition will be known as [“ ”] (or such other name as the Competition may adopt). The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist or which ceases to be entitled to play in the Competition for any reason whatsoever shall thereupon automatically cease to be a member of the Competition.
- (ii) This Competition shall consist of not more than [ ] Clubs and/or [ ] Teams approved by the Sanctioning Authority.
- (iii) The geographical area covered by the Competition membership shall be [ ].
- (iv) 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.
- (v) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation thereto, subject to the provisions of Rule 7.
- (vi) 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.
- (vii) All Clubs must be affiliated to an Affiliated Association and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, *each not exceeding [ ] in number.*

**(H) Inclusivity and Non-discrimination**

- (ii) The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (to include those contained in the Equality Act 2010).
- (iii) This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise.
- (iv) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, Charter Standard and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (J) All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The FA from time to time.
- (K) Clubs shall not enter any of their Teams playing at a particular age group in the Competition in any other competition (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (L) At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary this Rule shall take



## CLUB NAME

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

## ENTRY FEE, SUBSCRIPTION, DEPOSIT

4. (A) Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary and must be accompanied by an entry fee per Team as set out in the Fees Tariff, which shall be returned in the event of non-election.

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

- a. The annual subscription shall be payable in accordance with the Fees Tariff per *Club/Team (where a Club has more than one Team in membership of the Competition)* and shall be payable on or before [ ] in each year.
- b. *A Deposit of £[ ] shall be payable in accordance with the Fees Tariff per Club/Team (where a Club provides more than one Team in membership of the Competition) and shall be payable on or before [ ] in each year. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.*
- c. A Club shall not participate in this Competition until the entry fee, annual subscription and Deposit (if required) have been paid.
- d. If requested by the Competition, Clubs must advise annually to the Secretary in writing by [ ] of its Sanctioning Authority affiliation number for the forthcoming Playing Season. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

## MANAGEMENT, NOMINATION, ELECTION

5. (A) The Management Committee shall comprise the Officers of the Competition and [ ] members who shall all be elected at the AGM.
  - a. Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than [ ] in each year.

All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than [ ] in each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the AGM.

- b. 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.

- c. 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.
- d. All communications received from Clubs must be conducted through their Officers and sent to the Secretary.

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

## POWERS OF MANAGEMENT

6. (A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters

## STANDARD CLUB RULES 2018-2019

within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.



- a. 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.
- b. Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one vote thereat, but no member shall be allowed to vote on any matters directly appertaining to such member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any sub-committee).

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

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

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

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

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

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

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

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

No Participant under the age of 18 can be fined.

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

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

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

- e. [ %] of its members shall constitute a quorum for the transaction of business by the Management Committee or any sub-committee thereof.
- f. 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.



## STANDARD CLUB RULES 2018-2019



- g. 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.
- h. Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 14 days of the date of notification of the decision.

Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.

- i. A member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition.
- j. The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM called to decide the constitution and the commencement of the Playing Season.
- k. The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

## PROTESTS, CLAIMS, COMPLAINTS, APPEALS

7. (A) (i) All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.
- (ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the referee before the commencement of the Competition Match.
- (iii) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged with the Secretary within [ ] days (excluding Sundays) of the Competition Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.
- (iv) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.
- (v) 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.
- All parties must have received [ ] days' notice of the hearing should they be instructed to attend.
  - Should a Club elect to state its case in person then it should forward a deposit of £ [ ] and indicate such when forwarding the written response.
- (vi) The Management Committee shall also have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
- (vii) 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

## STANDARD CLUB RULES 2018-2019

shall be determined by the Sanctioning Authority, in such respect the Sanctioning Authority may (but is not obliged to):

- (B) invite submissions by the parties involved; or
- (C) convene a hearing to hear the appeal; or
- (D) permit new evidence; or
- (E) impose deadlines as are appropriate.



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

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

### ANNUAL GENERAL MEETING

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

- (F) To receive and confirm the minutes of the preceding AGM.
- (G) To receive and adopt the annual report, balance sheet and statement of accounts.
- (H) Election of Clubs to fill vacancies.
- (I) Constitution of the Competition for the ensuing Season.
- (J) Election of Officers of the Competition and the Management Committee members.
- (K) Appointment of auditors.
- (L) Alteration of Rules, if any (see Rule 14).
- (M) Fix the date for the commencement of the Playing Season and kick off times applicable to the Competition.
- (N) Fix the date for the end of the Playing Season.
- (O) Other business of which due notice shall have been given and accepted as being relevant to an AGM.

(F) A copy of the duly *audited/verified* balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting together with any proposed Rule changes.

(G) 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.

(H) Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 14 days' notice shall be given of any AGM.

(I) Clubs who have withdrawn their membership of the Competition during the Playing Season being concluded or who are not continuing membership shall be entitled to attend but shall vote only on matters relating to the Season being concluded. *This provision will not apply to Clubs expelled in accordance with Rule 12.*

(J) 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.

(K) No individual shall be entitled to vote on behalf of more than one Club.

(L) 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.

(M) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM.

(N) Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

### SPECIAL GENERAL MEETINGS

## STANDARD CLUB RULES 2018-2019

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



The Management Committee may call a SGM at any time.

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

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

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

Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.

### AGREEMENT TO BE SIGNED

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

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

The agreement shall be signed by:

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

Any alteration of the chairman and /or secretary of the Club on the above agreement must be notified to the [ ] County Football Association(s) to which the Club is affiliated and to the Secretary.

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

### CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB

11. (A) *Any Club intending, or having a provisional intention, to withdraw a Team from the Competition must do so at least [ ] days before the AGM. This does not apply to a Club moving in accordance with Rule 22(B). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.*
- (E) 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.
- (F) Notwithstanding the powers of the Management Committee pursuant to Rule 6(I), in the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

### EXCLUSION OF CLUBS OR TEAM. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE

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

## STANDARD CLUB RULES 2018-2019

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.



- (E) Any Officer or member of a Club proved guilty of either a breach of Rule, other than field offences, or of inducing or attempting to induce a Player or Players of another Club in the Competition to join them shall be liable to such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of clauses (A) and/or (B) of this Rule.

### TROPHY

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

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

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

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

### ALTERATION TO RULES

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

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

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

### FINANCE

15. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- All expenditure in excess of £[ ] shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
  - The financial year of the Competition will end on [ ].
  - The books, or a certified balance sheet, of a Competition shall be prepared and shall be *audited/verified* annually by a suitably qualified person(s) who shall be appointed at the AGM.

### INSURANCE

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

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



## DISSOLUTION

17. (A) Dissolution of the Competition shall be by resolution approved at a SGM by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant SGM.
- (D) 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.
- (E) The Management Committee shall deal with any surplus assets as follows:
  - (i) Any surplus assets, save for a trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority.
  - (ii) If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.

## MATCH RELATED RULES

### STANDARD CLUB RULES 2018-2019



## QUALIFICATION OF PLAYERS

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

(M) *signed a fully and correctly completed Competition registration form in ink, countersigned by his /her parent or guardian and by an Officer of the Club, and who has been registered with the (Registrations) Secretary [ ] days prior to the Player playing and whose completed registration counterfoil has been received by the Club prior to playing in a Competition Match. The registration document must incorporate emergency contact details of the Player's parents or guardians. These details must be available at matches and training events the Player attends within the management of the Club or Competition;*

or

(N) *signed a fully and correctly completed Competition registration form in ink on a match day prior to playing which is countersigned by his/ her parent or guardian and by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the (Registrations) Secretary within two days (Sundays excluded) subsequent to the Competition Match. The Player shall not play again on a subsequent match day until the Club is in possession of the completed counterfoil. A maximum of [ ] Players may be registered in accordance with this paragraph 18 (A) (i) (b). The registration document must incorporate emergency contact details of the Players' parents or guardians. These details must be available at matches and training events the Player attends within the management of the Club or Competition;*

or

(O) *registered through WGS.*

Any registration form which is sent by either of the means set out at Rules 18(A) (i) (a) or (b) above that is not fully and correctly completed will be returned to the Club unprocessed. If a Club attempts to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed.

For Clubs registering Players under Rules 18(A) (i) (a) or (b) registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players via WGS (under Rule 18 (A) (i) (c)) Clubs must access WGS in order to complete the registration process.

- (K) Registration forms may also be submitted to the (Registrations) Secretary by electronic mail or facsimile machine prior to the Player playing in a Competition Match. The original document must be forwarded by post to the appropriate Officer of the Competition within three days of the Competition Match

*The registration document must incorporate a current passport-size photograph of the Player seeking registration together with confirmation that the Player's proof of date of birth has been checked by the Club and is accurate.*

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

- (H) (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.

- A Player registered with a Premier League or English Football League Academy under the Elite Player Performance Plan contained within Youth Development Rules will not be permitted to play in this Competition. Details of the Youth Development Rules are published on The FA website. A Player registered with a FA Girls' Regional Talent Club may play in this

# STANDARD CLUB RULES 2018-2019

Competition subject to the FA Programme for Excellence (Female) Regulations.



- Each Team must have the following number of Players registered [ ] days before the start of each Playing Season:

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

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

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

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

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

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

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

# STANDARD CLUB RULES 2018-2019



For All

15	Under 17	11v11	100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	5
	Under 18		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
16	Under 17		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	5
	Under 18	11v11	100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
	Open Age		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	

- (J) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered, if applicable.
- (K) The Management Committee shall decide all registration disputes taking into account the following.
- (i) A Player shall not be permitted to register for more than one Club subject to the exceptions set out in Rule 18 (E)(iii) below.
  - (ii) In the event of a Player signing a registration form or having a registration submitted for more than one Club priority of registration shall decide for which Club the Player shall be registered. The Secretary shall notify the Club last applying to register the Player of the fact of the previous registration subject to the exceptions set out in Rule 18 (E)(iii) below.
  - (iii) A Player is only permitted to register for more than one Club provided that:
    - a. The Team(s) in which the Player plays in are not in the same age group; or
    - b. Except for the purpose of a transfer.
- And the Player meets the requirements in Rule 18(C).

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

- (i) Play for more than one Team in the same age group in the Competition in the same Playing Season without first being transferred.
- (ii) Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season, except if the provisions set out in Rule 18 (E)(iii) apply.
- (iii) Submit a signed registration form or submit a registration through WGS for registration that the Player had willfully neglected to accurately or fully complete.

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

- (M) (i) The Management Committee shall have the power to accept the registration of any Player subject to the provisions of Rule 18(G)(ii) and (iii) below.
- (v) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player, the exercise of such power being without prejudice to the Management Committee's ability to fine a Club at its discretion (in accordance with the Fines Tariff) that has been charged and found guilty of registration irregularities (subject to Rule 7).
- (vi) The Management Committee shall have the power to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct (subject to Rule 7) subject to the right of appeal to the Sanctioning Authority or The FA. Where the Management Committee does not have enough information to enable it to make a decision pursuant to the above power, it may apply, in its absolute discretion, to the Sanctioning Authority or The FA for further information.

Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.

- (vii) For a Player who has previously had a registration removed in accordance with Rule 18(G)(iii) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player



## STANDARD CLUB RULES 2018-2019

~~commit a further act of proven misconduct under the jurisdiction of the~~  
Competition, (excluding standard dismissals), the Competition would be  
empowered to consider a further charge of bringing the Competition into disrepute.



(Note: Action under Rule 18(G)(iii) shall 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.)

(N) Subject to compliance with FA Rule C2(a) when a Club wishes to register a player who is already registered with another club it shall submit a transfer form (in a format as determined by the Competition) to the Competition accompanied by a fee as set out in the Fees Tariff. Such transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the Club's consent, or upon its failure to give written objection within 3 days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or [ ] days after receipt of such transfer.

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

(O) A Player may not be registered for a Club nor transferred to another Club in the Competition after [date] except by special permission of the Management Committee.

(P) A Club shall keep a list of the Players it registers and a record of all matches in which those Players have played for the Club, and shall produce such records upon demand by the Management Committee.

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

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

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

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

(S) A Team shall not include more than [1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11] Players who has/have taken part in [ ] or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played.

For the purpose of this Rule a senior competition(s) is /are [ ].

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

(T) (i) Subject to Rule 18(N)(ii), any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and have levied upon it a fine in accordance with the Fines Tariff.

(J) The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18(N)(i) only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.

## STANDARD CLUB RULES 2018-2019

- (K) ~~Where a Club is found to have played an ineligible Player in accordance with Rule 18(N)(i) above, the Management Committee may also, at its discretion:~~



- (i) Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or
- (ii) Levy penalty points against the Club in default; or
- (iii) Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).

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

- (U) (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.
- (B) The availability of children must be cleared with their head teacher (except for Sunday league competitions).
- (C) A child under the age of 15 as at midnight on 31 August in the relevant Playing Season, shall not be permitted to play in a Competition Match during that Playing Season where any other Player is older or younger than that child by two years or more.

### CLUB COLOURS

19. Every Club must register the colour of its shirts and shorts with the Secretary by [date] who shall decide as to their suitability.

Any Club wishing to change its colours during the Playing Season must obtain permission from the Management Committee.

Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.

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

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

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

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

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

20. (A) All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer, and 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 Competition Match has to be replayed, the Management Committee shall have power to order the venue to be changed.

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

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

The home Club is also responsible for advising Participants of footwear requirements when confirming match

## STANDARD CLUB RULES 2018-2019



arrangements in accordance with Rule 20(C).

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

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

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

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

For trophy events, the Competition may award mementos.

The times of kick-off shall be fixed at the AGM and can only be altered by the mutual consent of the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at

least [ ] days prior.

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

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

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

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

- (E) An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground and time of kick-off to the Match Officials and an Officer of the opposing Club at least [ ] clear days prior to the playing of the Competition Match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (F) 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.

- (G) (i) In competitions where points are awarded, home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have the power to impose a fine (in accordance with the Fines Tariff), deduct points from the defaulting Club, award the points from the Competition Match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents or otherwise deal with them except the award of goals. *Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.*
- Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the (Fixtures) Secretary, the Competition Referees Appointments Secretary, the secretary of the opposing Club and the Match Officials.
  - In the event of a Competition Match not being played or abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the (Fixtures) Secretary within [ ] days the Management Committee shall have the power to order the Competition Match to be played on a named date or on or before a given date. Where it is to the advantage of the Competition and the Clubs involved agree, the Management Committee shall also be empowered to order the score at the time of an abandonment to stand. *Providing gate money is taken and retained the visiting Club shall receive their actual standard class rail or bus fares or the equivalent for [ ] persons, or car allowance at [ ] p per mile for transporting [ ] persons, or hire charge of a coach (receipt to*

## STANDARD CLUB RULES 2018-2019

~~be submitted). The residue (if any) to be equally divided between the two Clubs after deducting the cost of advertising, printing, posting, police and~~



*Match Officials charges. The home Club shall take the whole of the proceeds of the second Competition Match.*

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

- The Management Committee shall review all Competition Matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall be empowered to award the points for the Competition Match to the opponent. In cases where a Competition Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Management Committee shall rule that neither Team will be awarded any points for that Competition Match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Competition Match.
- The Management Committee shall review any Competition Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18(N)(i) above. Where both Teams were under suspension the Competition Match must be declared null and void and shall not be replayed.

(H) A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match.

Where a Competition does not allow return substitutes:

For Under 17s and Under 18s – a Club may name up to [ ] (3, 4, 5, 6, 7) substitute Players of whom not more than [ ] (3, 4, 5, 6, 7) may be used.

Where a Competition does allow return substitutes:

For Under 11s - Under 18s – a Club may use up to [3 from 3 substitute Players] [4 from 4 substitute Players] [5 from 5 substitute Players] [6 from 6 substitute Players] [7 from 7 substitute Players]. A Player who has been substituted becomes a substitute and may replace any Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

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

In Youth Football only, the referee shall be informed of the names of the substitute Players not later than [ ] minutes before the start of the Competition Match and a Player not so named may not take part in that Competition Match.

A Player who has named as a substitute before the start of that Competition Match but does not actually play in the game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.

- (I) The half time interval shall be of [ ] minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.
- (J) The Teams taking part in Under 7s to Under 11 or Youth Football shall identify a Team captain who *may/shall* wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.



21. (A) The (*Registration/Fixtures*) Secretary must receive within [ ] days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) *and also the referee markings required by Rule 23, or any other information required by the Competition*. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (B) The Home Club/both Clubs shall telephone/SMS/email/notify the result of each Competition Match to the [ ] by [ ]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) The Competition and Clubs are permitted to collect but NOT publish results or any grading tables for fixtures involving Under 7s, Under 8s, Under 9s, Under 10s, and Under 11s. Any Competition failing to abide by this Rule will be dealt with by the Sanctioning Authority, and any Club failing to abide by this Rule will be fined in accordance with the Fines Tariff). The Competition and Clubs are permitted to collect and publish results for trophy events.

## **DETERMINING CHAMPIONSHIP**

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

In the event of two or more Teams being equal on points at the end of the Playing Season, rankings may be determined by a deciding match or matches played under conditions determined by the Management Committee, or the position shared.

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

- *Should one or more Teams withdraw from any one division after the Playing Season has commenced an equal number of Teams to those withdrawing in that division shall not be automatically relegated.*
- *Vacancies occurring after the conclusion of the Playing Season may be filled in any of the following ways:*
  - *retention of otherwise relegated Team(s); or*
  - *additional promotion of the next ranked Team(s) from the division below; or*
  - *election*
- *The last [ ] Teams in the lowest division shall retire, but be eligible for re-election except as below, and be subject to the conditions of Rule 22(B)(i) above.*
- *Should either or both of the leading Teams in any of the divisions have a Team in the next higher division, promotion shall fall, at the discretion of the General Meeting, to the next highest Team or Teams in the division concerned.*
- *Should either or both of the relegated Teams in any of the divisions have a Team in the next lower division, relegation shall fall, at the discretion of the General Meeting, to the next lowest Team or Teams in the division concerned.*

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

*The eligibility criteria and format of the Play-Offs are as follows [ ].*

*(O) In the event of a Team withdrawing from the Competition before completing 75% of its fixtures for the*

## STANDARD CLUB RULES 2018-2019

~~Playing Season all points obtained by or recorded against such defaulting Team shall be expunged from the Competition table. For the purposes of this Rule 22 (D) a completed fixture shall include any Competition Match(es) which has been awarded by the Management Committee.~~



### MATCH OFFICIALS

23. (A) Registered referees (and assistant referees where approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.
- (D) In cases where there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any open age competition and individuals under the age of 14 must not participate either as a referee or assistant referee in any Competition Match. Referees between the ages of 14 and 16 are only eligible to officiate in competitions where the Players' age band is at least one year younger than the age of the referee, for example a 15 year old referee may only officiate in competitions where the age banding is 14 or younger.
- (E) *Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff) being imposed on the defaulting Club.*
- (F) The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, *subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.*
- (G) Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff and travel expenses of [ ] per mile / or inclusive of travel expenses.

Match Officials will be paid their fees and/or expenses by the home Club before/immediately after the Competition Match, unless otherwise ordered by the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (H) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to *full fee plus expenses/half fee plus expenses/expenses only*. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.
- (J) Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.
- (K) The Competition shall keep a record of the markings and, on the form provided by the prescribed date each Season, shall submit a summary to The FA/County FA.
- (L) *The referee shall submit a report form, supplied by the Competition, giving the result of the Competition Match, the number of Players in each Team and the time of kick-off to the (Registration) Secretary within two days of the Competition Match.*
- (M) *Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.*
- (N) *Match Officials shall have undertaken a RESPECT briefing offered by The FA/County FA or the Competition.*

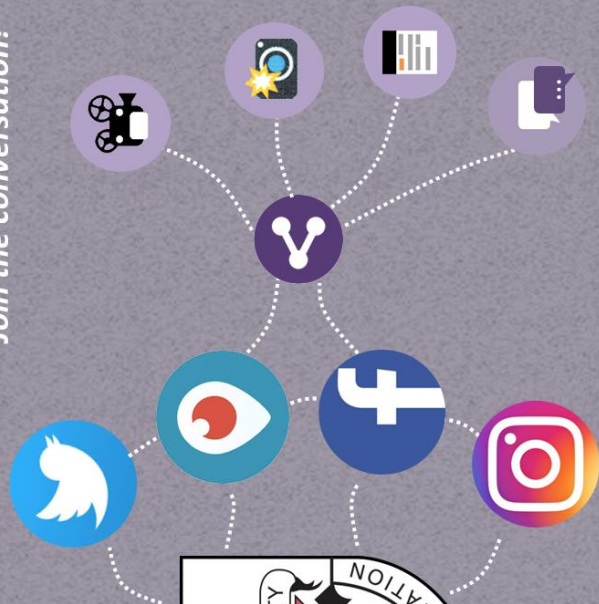




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FEES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	CLUB ENTRY FEE	£50.00
4 (B)	CLUB/TEAM ANNUAL SUBSCRIPTION	£150.00
4 (C)	DEPOSIT	£100.00
7 (C), 7(E)	PROTEST/APPEAL FEES	£25.00
18 (D)	PLAYER REGISTRATION FEE	£10.00 (per player)
18 (H)	TRANSFER FEE	£10.00
23 (E)	REFEREE FEES	As agreed with Sanctioning Authority
23 (E)	ASSISTANT REFEREE FEES	As agreed with Sanctioning Authority

FINES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FINE
2 (G)	FAILURE TO AFFILIATE	£100.00
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£100.00
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£100.00
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£30.00
4 (C)	FAILURE TO PAY A DEPOSIT	£100.00
4(E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£100.00
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£25.00
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£100.00
6 (I)	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	DOUBLE THE ORIGINAL FINE UP TO £100.00
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£100.00
9	FAILURE TO BE REPRESENTED AT SGM	£100.00
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£25.00
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£100.00
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£100.00
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£25.00
16(A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00
16(B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	£40.00
18 (B)(iii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE PLAYING SEASON COMMENCING	£25.00

## STANDARD CLUB RULES 2018-2019



18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS OR INACCURATE COMPLETION OF A REGISTRATION FORM	£25.00
18 (G)(ii)	REGISTRATION IRREGULARITIES	£100.00
18(M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£100
18 (N)(i)	PLAYING AN INELIGIBLE PLAYER	£100.00
18 (O)(i)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£50.00
19	FAILURE TO NUMBER SHIRTS	£10.00 (per shirt, up to an aggregate maximum of £30)
19	DELAYING KICK OFF TO DUE TO NO CHANGE OF COLOURS	£30
20(A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£30.00
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£100.00
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£50.00
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£100.00
20 (E) (i) & (iii)	FAILURE TO PLAY FIXTURE	£100.00
20 (H)	NO CAPTAIN'S ARMBAND	£10.00
21 (A) & 21 (C)	LATE RESULT NOTIFICATION FORM	£20.00
21 (B)	FAILURE TO PROVIDE RESULT	£20.00
21(D)	PUBLISHING RESULTS/GRADING TABLES FOR FIXTURES INVOLVING U7S, U8S, U9S, U10S OR U11S	£50.00
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£25.00
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£25.00
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£25.00
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£25.00

Rule 1 Definitions

GOVERNANCE RULES

- Rule 2 Name and Constitution
- Rule 3 Club Name
- Rule 4 Entry Fee, Subscription, Deposit
- Rule 5 Management, Nomination, Election
- Rule 6 Powers of Management
- Rule 7 Protests, Claims, Complains, Appeals
- Rule 8 Annual General Meeting
- Rule 9 Special General Meeting
- Rule 10 Agreement to be Signed
- Rule 11 Continuation of Membership, Withdrawal of a Club
- Rule 12 Exclusion of Clubs, Teams. Misconduct of Clubs, Officers, Players, Management Committee
- Rule 13 Trophy
- Rule 14 Alteration to Rules
- Rule 15 Finance
- Rule 16 Insurance
- Rule 17 Dissolution

MATCH RELATED RULES

- Rule 18 Qualification of Players
- Rule 19 Club Colours
- Rule 20 Playing Season. Conditions of Play, Times of Kick-Off, Postponements, Substitutes
- Rule 21 Reporting Results
- Rule 22 Determining Championship
- Rule 23 Match Officials

SCHEDULE A

- Fees Tariff
- Fines Tariff



## STANDARDISED RULES

These Rules have been compiled by the Sanctions and Registrations Committee of The Football Association for the mandatory use of all sanctioned Competitions at Steps 1 to 6 inclusive of the National League System.

It should be noted that where the Rules have been printed in [ ] they are optional and where a gap has been left the appropriate word, figure or amount needs to be inserted.

Whilst additions may be allowed to the Standardised Rules these must first be approved by The Football Association.

### 1. DEFINITIONS

#### 1.1 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 Articles of the Competition.

**“Appointing Authority”** means [The FA] [the Competition].

**“Articles”** means the Articles of Association of the Company and reference to a number of following the word **“Article”** is a reference to an Article so numbered in the **“Articles”**.

**“Board”** means the Board of Directors of the Company appointed in accordance with the Articles or, in the case of a Competition which is an unincorporated association, the management committee elected to manage the running of the Competition.

**“Board Directive”** means an order or instruction issued by the Board.

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

**“Club”** means a Club for the time being in membership of the Company (including a Club which has had a transfer of membership approved under Rule 2.9 below).

**“Commercial Agreements”** means all or any Agreement or Agreements with any third party including but not limited to broadcasting, media, sponsorship, marketing, merchandising, licensing and advertising, for the general promotion of each or any of the Clubs in the Competition and the Company, and which have the object of promoting the welfare and general commercial interest and increasing the financial resources of each of the Clubs, the Company and the Competition.

**“Company”** means The [.....] Limited, company registration number [.....] which administers the Competition and shall, where the Competition is an unincorporated entity, include that entity.

**“Company Secretary”** means the person appointed by the Board and registered at Companies House as the Company Secretary of the Company].

**“Competition”** means the [.....] League.

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

**“Competition Office”** means the registered Offices or addresses where League business is transacted.

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

**“Control”** means the power of a natural person, legal entity or any other body to exercise, or to be able to exercise or acquire, direct or indirect control over the policies, affairs and/or management of a Club, whether that power is constituted by rights or contracts (either separately or in combination) and having regard to the considerations of fact or law involved, and, without prejudice to the generality of the foregoing, Control shall be deemed to include:

- a) the power (whether directly or indirectly and by any means including without limitation by way of those that in the opinion of the Board are acting in concert) to appoint and/or remove all or such of the members of the board of directors of the Club as are able to cast a majority of the votes capable of being cast by the members of that board; and/or
- b) the holding and/or possession of the beneficial interest in, and/or the ability to exercise the voting rights applicable to, shares (or other equity securities) in the Club (whether directly, indirectly (by means of holding such interests in one or more other persons) or by contract including without limitation those that in the opinion of the Board are acting in concert) which confer in aggregate on the holder(s) thereof 30 per cent or more of the total voting rights exercisable at general meetings of the Club;

For the purposes of the above, any rights or powers of a nominee or of an associate (as defined in the Rules of The FA Challenge Cup) of a person shall be attributed to that person.

**“Criteria Document”** means the document entitled “National Ground Grading Document” issued by The FA from time to time and shall, unless stated to the contrary, mean the latest edition of the document.

**“CVA”** shall mean an agreement reached by a Club under a Company Voluntary Arrangement (under the Insolvency Act 1986) or a Scheme of Arrangement (under the Companies Act 1985 or Companies Act 2006).

**“Day”** means any day on which the Competition Office is open for normal business but excluding, unless the Board determines otherwise, a Saturday, a Sunday or a Bank or Public Holiday.

**“Embargo”** means a ban placed by the Board on a Club in respect of player registrations, as more fully defined in Appendix H.

**“Embargoed Club”** means any Club subject to an Embargo.

**“Fees Tariff”** means a list of fees approved by the Company at a general meeting to be levied by the Company for any matters for which fees are payable under the Rules.

**“FIFA Quality Concept”** means the:

- (a) FIFA Quality Concept Handbook of Requirements for Football Turf Surfaces (January 2012 Edition); and
- (b) FIFA Quality Concept – Handbook of Test Methods for Football Turf (January 2012 Edition), and any amendment or modification thereof.

**“FIFA Recommended One / IATS or Two Star Certificate”** means the certificate of that name awarded by FIFA following compliance with the applicable requirements of the FIFA Quality Concept.

**“Fines Tariff”** means a list of fines approved by the Company at a general meeting to be levied by the Company for any breach of the Rules.

**“Football Creditor”** means any one of the following:

- The Football Association Limited.
- Any Club affiliated with an Affiliated Association.
- Any League sanctioned by The Association or an Affiliated Association.
- Any full time or part time employee of a Club, or former full time or part time employee of a Club, in respect of sums due to such person by way of arrears of remuneration or expenses. This excludes for these purposes all and any claims for redundancy, unfair or wrongful dismissal or other claims arising out of the termination of the contract or in respect of any period after the actual date of termination.
- The Professional Footballers’ Association Limited.
- The Football Foundation.
- Any Affiliated Association.
- Any pension scheme or plan administered by or on behalf of the Competition.

**“Football Turf (3G) Pitch (FTP)”** means a field of play (as that term is defined in the Laws of the Game) that has, following installation and prior to the commencement of each subsequent Playing Season, been awarded the relevant FIFA Performance requirement (FIFA Two and One Star or Pro and Quality) and which otherwise conforms to the requirements of the Laws of the Game.

**“Grass Pitch”** means a field of play (as that term is defined in the Laws of the Game) that is natural grass, predominantly natural grass or intended to be predominantly natural grass and which conforms to the requirements of the Laws of the Game.

**“Ground”** means the ground on which the Club’s first team plays its Competition fixtures.

**“Insolvency Event”** means any one of the following:

- (a) entering into a Company Voluntary Arrangement pursuant to Part 1 of the Insolvency Act 1986 (“the 1986 Act”) or a compromise or arrangement with its creditors under Part 26 of the Companies Act 2006 or any compromise agreement with its creditors as a whole; or
- (b) lodging a Notice of Intention to Appoint an Administrator or Notice of Appointment of an Administrator at the Court in accordance with paragraph 26 or paragraph 29 of Schedule B1 to the 1986 Act, an application to the Court for an Administration Order under paragraph 12 of Schedule B1 to the 1986 Act (other than paragraph 12 (1)(c)) or where an Administrator is appointed or an Administration Order is made in respect of it (“Administrator” and “Administration Order” having the meanings attributed to them respectively by paragraphs 1 and 10 of Schedule B1 to the 1986 Act); or
- (c) an Administrative Receiver (as defined by section 251 of the 1986 Act), a Law of Property Act Receiver (appointed under section 109 of the Law of Property Act 1925) or any Receiver appointed by the Court under the Supreme Court Act 1981 or any other Receiver is appointed over any assets which, in the opinion of the Board, are material to the Club’s ability to fulfil its obligations as a member of the League; or
- (d) shareholders passing a resolution pursuant to section 84(1) of the 1986 Act to voluntarily wind up; or
- (e) a meeting of creditors is convened pursuant to section 95 or section 98 of the 1986 Act; or
- (f) a winding up order is made by the Court under section 122 of the 1986 Act or a provisional liquidator is appointed under section 135 of the 1986 Act; or
- (g) ceasing or forming an intention to cease wholly or substantially to carry on business save for the purpose of reconstruction or amalgamation or otherwise in accordance with a scheme of proposals which have previously been submitted to and approved in writing by the Board; or
- (h) being subject to any insolvency regime in any jurisdiction outside England and Wales which is analogous with the insolvency regimes detailed in (a) to (g) above; and/or
- (i) have any proceeding or step taken or any court order in any jurisdiction made which has a substantially similar effect to any of the foregoing.

**“Intermediary”** means any natural or legal person who carries out or seeks to carry out Intermediary Activity and has registered with The Association in accordance with The FA Intermediaries Regulations.

**“Intermediary Activity”** means acting in any way and at any time, either directly or indirectly, for or on behalf of a Player or a Club in relation to any matter relating to a Transaction. This includes, but is not limited to, entering into a Representation Contract with a Player or a Club. For the avoidance of doubt, a Club Official is not acting as an Intermediary when he carries out any Intermediary Activity in relation to any matter relating to a Transaction for or on behalf of that Club. Similarly, a Lawyer is not acting as an Intermediary when he solely and exclusively undertakes or provides Permitted Legal Advice in relation to any matter relating to a Transaction.

**“Long Term Loan”** means a loan transfer in excess of 93 days of a Player who is a qualifying Player within the terms of the Rules.

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

**“Membership Year”** means the period in each calendar year from the holding of one annual general meeting of the Company to the holding of the next annual general meeting.

**“National League System”** means the system of competitions controlled by the FA where promotion and relegation links exist between participating Leagues.

**“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 required to make an Owners’ and Directors’ Declaration by The FA.

**“Owners’ and Directors’ Declaration”** means a declaration to The FA required from an Officer from time to time.

**“Paid in Full”** shall mean when a Club has either:

- paid (in cleared funds) to the supervisor of its CVA or its administrator, sufficient funds to pay all its creditors in full (100p in the £) and to cover the costs of the CVA or the administration and confirmation of this fact has been received in writing from the supervisor/administrator; or
- paid (in cleared funds) sufficient to settle in full (100p in the £) any debts owed to creditors outside a CVA.

**“Pitch”** means a Grass Pitch or Football Turf Pitch.

**“Pitch Test”** means the test(s) conducted by a FIFA accredited field test institute or UKAS accredited test institute in accordance with the requirements of the FIFA Quality Concept or IATS.

**“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 league fixture in the Competition is played each year until the date on which the last league fixture in the



Competition is played. For Clubs participating in play off matches this does include the period when play off matches are played.



**“Play Off Position”** means the position of a Club in the table at the end of each

Playing Season which is provided for in Rule 12 as qualifying the Club to take part in a play off match to qualify for promotion to the next step of football for the next Playing Season.

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

**“Satisfied”** shall mean that a creditor has consented, and provided evidence of such, to accept a sum in full and final settlement of its debt from a Club. For the avoidance of doubt, a vote to approve a Company Voluntary Arrangement (‘CVA’) by the creditors of a Club, held in accordance with Insolvency Law in operation from time to time, shall deem those debts admitted to the CVA as being Satisfied. The Board shall determine at its absolute discretion whether an amount is satisfied under the Rules.

**“Scholar”** means a player aged sixteen or over who has signed a Scholarship with a Premier League or Football League Club or licensed National League Club, and who has completed a registration form for Scholars in accordance with FA Rules and Regulations.

**“Scholarship”** means a Scholarship as set out in Rule C 3 (a) (i) of the Rules of The FA.

**“Secured”** shall mean that one of the following legally recognised undertakings has been provided for the payment of the specified sum in full by the AGM at the end of the Playing Season in which the transfer of membership takes place:

- (i) A solicitor’s undertaking for the full amount outstanding;
- (ii) A bank guarantee is held for the full amount outstanding;

In each case to be paid and satisfied in full by no later than the AGM at the end of the Playing Season in which the transfer took place.

The Board shall determine at its absolute discretion whether an amount is Secured or Satisfied under the Rules.

**“Short Term Loan”** means a loan transfer for a period of no fewer than 28 days in any one season.

**“Significant Interest”** means the holding and/or possession of the legal or beneficial interest in, and/or the ability to exercise the voting rights applicable to, shares or other securities in the Club which confer in aggregate on the holder(s) thereof ten (10) per cent or more of the total voting rights exercisable in respect of the Shares of any class of Shares of the Club. All or part of any such interest may be held directly or indirectly or by contract including, but not limited to, by way of membership of any group that in the opinion of the Board are acting in concert, and any rights or powers held by an Associate (as defined in the Rules of The FA Challenge Cup) shall be included for the purposes of determining whether an interest or interests amounts to a “Significant Interest”.

**“SSAP”** means a sporting sanctions appeal panel to be appointed to determine an appeal against a deduction of points under Rule 13.



**“Team Sheet”** means a form provided by the Competition referred to in Rule 8.20.

**“The FA”** means The Football Association Limited.

**“Transaction”** means any negotiation or other related activity, including any communication relating or preparatory to the same, the intention or effect of which is to create, terminate or vary the terms of a player’s contract of employment with a Club, to facilitate or effect the registration of a player with a Club, or the transfer of the registration of a player from a club to a Club (whether on a temporary or permanent basis). A completed Transaction is one that has so achieved the creation, termination or variation of the terms of the player’s contract of employment with a Club, the registration of the player with a Club or the transfer of the registration from a club to a Club.

**“WGS”** means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

**“Work Experience Player”** means a Player whose registration is held by a competition other than the Competition and is registered under a Scholarship. The Club taking the Player on work experience will register the Player Non Contract with a league in which they take part to fulfil the football element of the Scholarship, not the educational part.

**“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 Loan”** means a loan transfer for a period of no fewer than 28 days of a Player who is a qualifying Player within the terms of the Rules.

- 1.2 The Rules are taken from the Standardised Rules determined by The FA from time to time. In the event of any omissions from the Standardised Rules then the requirements of the Standardised Rules shall be deemed to apply to the Competition.
- 1.3 Words or expressions used in these Rules shall, if not inconsistent with the subject or context, bear the same meanings as in the Articles.
- 1.4 All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Company to have accepted the Rules and to have agreed to abide by the decisions of the Board in relation thereto, subject to the provisions of Rule 16.
- 1.5 The Competition will be known as [“ ..... ”] (or such other name as the Company may adopt). The Clubs participating in the Competition must be members of the Company [in accordance with the Articles]. 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 Company.
- 1.6 The administration of the Competition under these Rules will be carried out by the Company acting (save where otherwise specifically mentioned herein) through the Board in accordance with the Rules Regulations and Practices of The FA.

- 1.7 The Company shall be part of the National League System established by The FA and shall sign such documents as are required from time to time to confirm such membership[s].



## 2. MEMBERSHIP REQUIREMENTS

- 2.1 Each Club shall register its Ground, and its pitch dimensions, with the Competition prior to the start of each Playing Season. It will be misconduct on the part of a Club to alter its pitch dimensions during a season unless with prior written consent of the Board. The Board may at any time require a Club, at its own cost, to submit a report from a qualified independent source certifying the pitch dimensions.

Dimensions of the field of play for all Competition matches shall be:-

Length - Maximum 120 yards (110 metres) – Minimum 110 yards (100 metres)

Width - Maximum 80 yards (75 metres) – Minimum 70 yards (64 metres)

No Club shall remove to another Ground without first obtaining written consent of the Board; such consent not to be withheld unreasonably. In consideration whether to give such consent the Board shall have regard to all the circumstances of the case and shall not grant consent unless it is reasonably satisfied that such consent:-

- would be consistent with the objectives of the Competition as set out in the Memorandum of Association;
- would be appropriate having in mind the relationship (if any) between the locality with which by its name or otherwise the applicant Club is traditionally associated and that in which such Club proposes to establish its Ground;
- would not adversely affect such Club's Officials, Players, supporters, shareholders, sponsors and others having an interest in its activities;
- would not have an adverse effect on visiting Clubs;
- would not adversely affect Clubs having their registered Grounds in the immediate vicinity of the proposed location, and
- would enhance the reputation of the Competition and promote the game of association football generally.

The Club must disclose, as soon as practicable, plans and details of any proposed move to a new stadium. The location of the proposed new stadium must meet with the approval of the Board.

Without prejudice to the provisions of Rule 4.12 a Club shall forthwith notify the Competition of any proposed change in its circumstances relating to the occupation of its Ground. By way of example, and without limitation, a proposed change may include a sale of any freehold interest (with or without subsequent leaseback) or any surrender or variation or a lease or licence.



2.2 All Clubs shall have Grounds and headquarters situated in England, the Channel Islands, Isle of Man if applicable or Wales and the Competition Secretary shall send their names and particulars to The FA annually by the date appointed by, and in the format required by, The FA. Clubs playing in England shall be duly affiliated at all times to a recognised County Football Association. Welsh Clubs shall be affiliated to The FA of Wales. Each Club shall notify the Competition Secretary of its affiliation number each year as soon as practicable after it has received same. Each Club shall return to the General Manager a fully completed questionnaire relating to Form “D” required by The FA by the date given in the circular letter accompanying the questionnaire issued by the Competition Secretary.

2.3.1 A Club’s Ground may be shared with another Club or any other club (including a club engaged in another sport) providing, where sharing with a football club the Club or club playing in the most senior competition has priority of fixtures at all times and, where sharing with a club engaged in another sport, the Club has priority of fixtures [unless agreed otherwise by the Competition at its sole discretion, applicable only to that Competition, and valid only for one season at a time but open to annual renewal]. A Club will not be permitted to ground share to gain promotion or to avoid relegation. Ground sharing may not be permitted when one of the sharers retains the use of another ground unless that club can show by means of a refused planning permission or similar that it cannot meet the requirements of the Criteria Document at that ground. Any Club wishing to share a Ground or intending to move to a new Ground must obtain the written consent of the Board. Any Ground sharing for a period exceeding thirteen (13) weeks must be in writing and a written agreement must first be approved by the Board before being entered into and (except in an emergency) must be completed by 31 March in any year to be effective for the following Playing Season. A copy of the completed signed and dated agreement must be received by the Competition within fourteen days of the approval being sent to the Club.

2.3.2 The Club as at 31 March in any year shall either:

- (i) Own the freehold of the Ground, or
- (ii) Have a lease for the Ground that extends uninterrupted for a minimum of the next Playing Season, or
- (iii) Possess an agreement for the use of the Ground that is acceptable to The Football Association following consultation with the relevant Competition.

In each case the Club must provide to the Competition of which it is a member and to The Football Association:

If the Ground is freehold either currently dated Official Copies of the freehold title at the Land Registry in the name of the entity in membership of the Competition or, if unregistered, a Certificate of Title from the Club’s solicitor showing that the Ground is owned by the entity in membership of the Competition, or

If the Ground is held leasehold a copy of the signed and dated lease in the name of the entity in membership of the Competition; if the expiry date of the lease has already passed or is

dated before the end of the next full Playing Season, a certificate from the Club's solicitor as to whether or not a notice has been given by the landlord to terminate the lease. In addition the Club must provide evidence of registration at the Land Registry, or explain why the Lease is not registered.

If the Ground is subject to an acceptable agreement a copy of the signed and dated agreement for the use of the Ground together with confirmation from The Football Association, following consultation with the relevant Competition, that the agreement is acceptable.

The Club must disclose whether the Club's occupation of the Ground is subject to any third party option, whether the ground is charged by way of security and whether or not any break clauses in the lease or agreement have been exercised either by the landlord or the tenant.

In all cases The Football Association and the Competition of which it is a member have the right to call for further information.

- 2.3.3 A Club's Ground must comply with the Criteria Document for the step in the National League System at which the Club is playing. Each Club that is required to hold a safety certificate issued in accordance with safety legislation must lodge a current copy with the Competition. If a Clubs' ground is subject to any reduction in capacity by a public authority it must immediately inform the Competition.

- 2.4 No club which is a "nursery" club [or a reserve side] of a football club shall be eligible for membership of the Company.

A club shall be deemed to be a "nursery" club if it is under obligation, written or otherwise, to a football club by reason of which it has not the sole and entire control of its own management, finance and Players.

- 2.5 Clubs seeking membership or applying to retain membership of the Company must comply with the requirements provided for in the Criteria Document for the step at which the Club is playing. Only clubs which meet these criteria in full will be eligible for membership. All Clubs visited by representatives of the Competition in pursuance of the document will pay a non-returnable fee. In the absence of a procedure for application for membership being established by The FA, the Board shall establish such procedure.

The Board shall establish a procedure for inspecting Clubs' grounds from time to time to ensure that the grade attained by that ground is maintained.

- 2.6 The Competition and the FA shall determine a time scale whereby all Clubs in membership must attain the grade provided for in the Criteria Document. The grade applicable for each Club for the commencement of a Playing Season shall be that existing at the previous 31<sup>st</sup> March, such grading to be ascertained by an inspection carried out on or before 31<sup>st</sup> March or as soon as practicable thereafter. Any Club not maintaining the grade set for the Competition may be relegated at the end of the Playing Season to a step determined by The FA.

[Any delay in inspection shall in no way release a Club from its obligation to have its ground ready for inspection. If for any reason a Club's existing ground, or any new ground in which it proposes to play its home matches in the season following inspection, is not available for grading by 31<sup>st</sup> March prior to commencement of the relevant season then the Club must, by the 31<sup>st</sup> March, submit to the Board in writing its proposals for a venue for its home matches in the following season ("alternative proposal"), such alternative proposal to be considered (and if appropriate) approved at the next Board Meeting after 31<sup>st</sup> March. The alternative proposal must, inter alia, contain documentary evidence in support of any ground sharing arrangements and evidence that the proposed ground is demonstrably suitable at a level which the relevant club will be competing. The alternative proposal may not be for a continuation of any ground share arrangement if the Club has had a ground sharing arrangement for the previous 2 seasons, or any part thereof, even if those arrangements have related to more than one ground.

Any approval of the alternative proposal will be subject to the issue of a grading certificate. The Board will use all reasonable endeavours to inspect the ground after receiving the alternative proposal and prior to the Board meeting, but if it is unable to do so then any approval of the alternative proposal will be subject to the issue of a satisfactory grading certificate. In the event of a Club not having received a grading certificate by 31<sup>st</sup> March and not having had its alternative proposal approved at the relevant Board Meeting, it shall be relegated forthwith at the end of the playing season to a level determined by The Football Association.]

- 2.7 Any Club which is incorporated must be incorporated in England and Wales. Any Club wishing to incorporate shall notify The FA, its Affiliated Association and the Company Secretary before it makes any resolutions in this regard. Any person wishing to be appointed as an Officer to a Club must comply with the requirements of The FA Owners' and Directors' Test Regulations and send to the [League] [Company] Secretary a copy of the Owners' and Directors' Declaration within 5 days of sending the same to The FA.
- 2.8 In the event that any Club which is an unincorporated association incorporates itself it shall notify the [Company] [League] Secretary in writing within 14 days of the passing of the resolution to take this action and shall with such notice provide the [Company] [League] Secretary with a copy of the Memorandum and Articles of Association of the company. Any amendments to the Memorandum and Articles of Association of a Club must be notified to the Competition Secretary in writing within 14 days of the passing of the resolution with a copy of the change(s).

## Transfer of Membership

### Transfer as a Going Concern

- 2.9.1 In the event that any Club which resolves to transfer its membership of the Competition from one legal entity to a different legal entity, other than in the circumstances shown at 2.9.2 below, the Board will use the following minimum criteria in deciding whether to approve that transfer:



- (a) — The shareholders or members of the Club have voted to agree to the transfer of the Club's membership to the new entity.
- (b) All Football Creditors in the Club must be paid in full or transferred in full (with each creditor's consent) to the new entity, and evidenced as such.
- (c) All other creditors in the Club must be paid in full or Secured or transferred in full (with each creditor's consent) to the new entity and evidenced as such.
- (d) The proposed new entity has provided financial forecasts to The FA and the Competition showing its ability to fund the Club for the next twelve (12) months or to the end of the Playing Season following transfer (whichever is the longer) and that evidence of funding sources has been provided.
- (e) The FA must have given approval for the transfer to take place.

### Transfer from Insolvency

2.9.2 In the event that any Club that is subject to an Insolvency Event resolves to transfer its membership of the Competition to a new entity, the Board will use the following minimum criteria in deciding whether or not to approve that transfer:

- (a) The shareholders or members of the Club have voted to agree to the transfer of the Club's membership to the new entity and/or a licensed insolvency practitioner(s) appointed to the Club has agreed to sell or transfer some or all of the Club's assets to the new entity;
- (b) All Football Creditors in the Club must be Paid in Full and evidenced as such;
- (c) The proposed new entity has provided financial forecasts to The FA and the Competition showing its ability to fund the Club for the next twelve (12) months or to the end of the Playing Season following transfer (whichever is the longer) and that evidence of funding sources has been provided;
- (d) The FA must have given approval for the transfer to take place; and
- (e) All other creditors in the Club must be satisfied and evidenced as such (This provision to be read in conjunction with 2.9.3 below.)

In the event that requirement (a) and/or (e) is not fully complied with, and only where the Board, at its absolute discretion, deems there to have been exceptional circumstances surrounding the application for the transfer, it may approve the transfer (subject to compliance with all other provisions above) and may apply such conditions as it deems appropriate including, without limitation, the deduction of points.

2.9.3 Nothing in Rule 2.9.2 above shall limit in any way the application of Rule 13B of these Rules.

2.10 The Competition shall allow for up to [...] member Clubs. There will be [...] divisions of [...] Clubs in each division where possible. The divisions will be called [...]. The Clubs competing in each division each season will be confirmed by the Annual General Meeting of the Company each year. A Club entered into membership at the Annual General Meeting shall

be subject to the application of the Rules until the date of the following Annual General Meeting. It shall be allowed for these numbers to be increased to accommodate any anomaly in the National League System.



- 2.11 Any Club or Club representative found guilty of serious irregularities regarding Players Contract payments under The FA Rules may be expelled from the Company in accordance with [the Articles or] these Rules and, in addition, may be fined such sum as the Board shall determine.
- 2.12 The Company will hold a membership register of the full name of the company/unincorporated entity constituting each Club. If the Club is an incorporated entity, it must provide the Company with its company name and registration number. If the Club is an unincorporated entity, it must provide the Company with the name of an individual in whose name the membership of the Company will be vested. A Club must notify the Company of all proposed changes to the information held by the League in the membership register in respect of the Club including any proposed change of company name or the name of an individual in whose name the membership of the Company is vested. [Clubs are required to submit a fully completed membership form prior to the Annual General Meeting each Season.]
- The Company will provide a copy of its membership register to The FA annually.

### **Ownership and Change of Control**

- 2.13 Each Club shall publish its legal name, form (e.g. unincorporated association, company limited by shares or guarantee etc) and any identifier (e.g. company number). In addition for those Clubs that are owned, then the Club shall also publish the identities of the ultimate owner (i.e. the name of an individual) of each Significant Interest in the Club. Such information shall as a minimum be published on the Club's official website on a page accessible directly from the home page of that official club website and within the Club's official matchday programme.

### **NEXT SECTION IS FOR NATIONAL LEAGUE ONLY**

- 2.14 If any change of Control of a Club is proposed (whether by a natural person, legal entity or any other body) then:
- (i) The Club shall submit to the Board up to date information including financial information (such as budgets) prepared to take into account the consequences of the change in Control on the Club's future financial position as soon as reasonably practicable prior to the change of Control, or if submission is not reasonably practical prior to the change of Control then no later than 10 working days thereafter;
  - (ii) The Board shall have the power to require those that are to acquire or have acquired control of the Club to appear before it and to provide evidence of the source and sufficiency of any funds which the purchaser proposes to invest in or otherwise make available to the Club;
- and



(iii) On considering all information available, including that provided under Rule 2.14(ii), then the Board at its absolute discretion shall apply any conditions in respect of the Club's ongoing membership of the Competition including the provision of any further information, adherence to a budget, the application of an Embargo, request for financial guarantees, and or payment of a Bond.

This Rule shall not apply where Rule 2.9 applies.

## ALL OTHER LEAGUES RESUME HERE

2.15 In the event that an Insolvency Event occurs in relation to any Club, that Club must inform and keep informed the [League] [Company] Secretary and The FA immediately.

The Board shall have the power to suspend a Club on notification of it having entered an Insolvency Event.

At the discretion of the Board, a suspension may take effect from the giving of the notice or it may be postponed subject to any conditions as the Board may think fit to impose.

In the event that a Club is suspended or its suspension is postponed, the Board shall have power to make such payments as it may think fit to the Club's Football Creditors out of any monies due to that club from the Company.

2.16 An Officer must submit an Owners' and Directors' Declaration to The FA in accordance with the Reporting Requirements set out in The FA's Owners' and Directors' Regulations that apply from time to time. The Club must provide a copy of any such Owners' and Directors' Declaration to the Competition at the time it is submitted to The FA.

No individual will be permitted to act as an Officer if they fail to meet any of the requirements of the Owners' and Directors' Declaration, as set out in the Rules of The FA.

In the event that an individual/entity is found to have either:

- Completed false or misleading statements on their Owners' and Directors' Declaration;
- acted as an Officer when in breach of the requirements of the Owners' and Directors' Declaration;
- Acted as an Officer without The FA having given written confirmation to the Club in accordance with The FA's Owners' and Directors' Regulations that the individual may so act; then the individual/entity or Club shall be subject to such fine or other sanction as may be determined by The FA.

In the event that the Competition receive a Notice from The FA issued in accordance with The FA's Owners' and Directors' Test Regulations for the suspension of that Club's Competition membership, then that Club shall be suspended from the Competition with effect from 14 days from the date of the Notice. An appeal of the effect of the Notice is to The FA and can only be made by the affected Club and in accordance with the appeal procedures set out in the FA Owners' and Directors' Test Regulations. The effect of the Notice shall be suspended pending the outcome of an appeal.

The FA shall advise the Competition and the Club in writing where it becomes satisfied that a Disqualifying Condition as defined in the FA Owners' and Directors' Test no longer applies. Upon receipt of this written notification from The FA, the Competition may remove the suspension of the Club's Competition membership.

Where a Club is suspended and that causes a match in the Competition not to be played, the Board shall determine how the outcome of that match shall be treated.

- 2.17 Within fourteen days of a change in a Significant Interest at a Club or the appointment or removal of any director of a Club, written notice thereof, together with such details as are required to be filed with the Registrar of Companies, shall be deposited at the Competition Office.
- 2.18 If during the course of a season the Board decide that the organisation and management or finances of a particular Club fall below the standards appropriate to membership of the Competition, the Competition Secretary shall be instructed to warn the Club at once that it may be excluded from membership of the Competition at the end of that playing season. Such a Club shall have the right to appeal to The FA within 14 days of the date of notification of the Board's decision.
- 2.19 The Competition, through the Board shall be empowered from time to time by subscription, levy or otherwise to require Clubs to contribute such sum or sums of money to the funds of the League as may be necessary for the proper conduct of the business of the League. Such contributions by Clubs may be collected by deduction from sums due to Clubs under any promotion agreement [commercial contract] or from sponsorship money due or by whatever means the Board shall think fit. There shall be added to any sums to be contributed from Clubs, if applicable, Value Added Tax at the then prevailing rate.
- 2.20 Any Club failing to be represented at an Annual General Meeting or any other General Meeting called in accordance with the [Rules] [Articles] without satisfactory reason being given shall be fined in accordance with the Fines Tariff. [Whenever required to do so all Club Managers, or an Assistant Manager, will be required to attend in person any General Meeting of Clubs to receive a presentation by the Board. Failure to do so without just cause shall be a breach of these Rules and be dealt with in accordance with the Fines Tariff.]
- 2.21 The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination.
- 2.22 The Competition and each Club does not and must not [by its rules or regulations or] in any manner whatsoever unlawfully discriminate against any person within the meaning and scope of the Equality Act 2010 or any law, enactment, order or regulation relating to discrimination (whether by way of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability, or otherwise).
- 2.23 The Competition and each Club shall 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.

- 2.24 Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate sanctioning Association for investigation.
- 2.25 Each Club shall comply with the provisions of Appendix [ ] – the ‘Licencing System’, as approved by the FA Council from time to time.

### **3. MEMBERSHIP – ANNUAL SUBSCRIPTION**

- 3.1 Any Club allocated for membership of the Company shall submit to the Company a fully completed Membership application form and the application fee [and non-refundable ground inspection fee].
- 3.2 Clubs which have qualified for membership of the Company must confirm their acceptance of membership on the appropriate Competition form to be received by the Company at least [ ] 14 days prior to the next Annual General Meeting of the Company accompanied where appropriate by the membership fee.

The annual subscription shall be paid by each Club to the Company no later than [7 days before the Annual General Meeting of the Company in each year].

### **4. POWER OF THE BOARD**

- 4.1 The Board shall have power to deal with all matters of management of the Competition covered by the Rules. The Board shall conduct the business of the Competition and shall meet as often as is necessary for this purpose.  
  
The Board may appoint such committees as it deems appropriate which shall be fully empowered to act on the Board’s behalf subject to ratification by the Board. The Board 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 Football Association or affiliated Association.
- 4.2 Save where specifically provided otherwise in these Rules, the Board shall have power to apply, act upon and enforce these Rules and shall have jurisdiction over all matters affecting the Company or the Competition including any not provided for in these Rules. The Board shall also have the power to issue an order or instruction, by way of a Board Directive, in the best interest of the Competition, on any matter not provided for in these Rules, with which Clubs must comply or be subject to sanction under Rule 4.6, save where any such Directive is inconsistent with a Rule or Regulation of The FA, in which event the Directive will not create a binding obligation on Clubs.
- 4.3 All decisions of the Board shall be binding, subject to a right of appeal to The FA pursuant to Rule 16. Decisions of the Board must be notified, in writing, to all concerned within fourteen days of the making of such decision.

Upon becoming aware of any breaches of these Rules the Board shall write to the entity suspected of a breach formally charging the party giving at least 7 days' notice of the time, date and venue of the meeting at which the charge shall be considered.

The party charged will respond in writing to the Board within 7 days stating whether or not the charge is admitted and in default the Competition will deal with the case on the evidence it has at the time. If the charge is disputed or if the party admitting the charge wishes to present a plea in mitigation, it shall have the right to a personal hearing. The party charged also has the right to waive the 7 day requirement and allow the charge to be considered in less than 7 days after the party has been charged.

If the party charged disputes the charge or wishes to have a personal hearing to present a plea in mitigation then it shall submit its case in writing to be received by the League Secretary at least 7 days prior to the date of the meeting set to consider the charge and in default the Board will be at liberty to proceed to hear the charge without the benefit of written submissions from the party charged.

- 4.4 Where the Rules provide for the imposition of a financial penalty under the Fines Tariff then the Notice of Charge given by the Board under Rule 4.3 above shall refer to the penalty provided for in the Fines Tariff.

If the Rule provides that the penalty for such a breach is in the discretion of the Board then the notice shall also state as such. If the penalty set by Rules is not a financial penalty then such penalty must still be referred to in the Notice of Charge.

All breaches of the Laws of the Game Rules and Regulations of the Football Association shall be dealt with in accordance with FA Rules by the appropriate Association prior to any action by the Competition in accordance with FA Regulations.

- 4.5 All fines and charges imposed by the Board shall be received by the Company within twenty-eight days of the date of notification of imposition (unless otherwise ordered). Any Club or person breaking this Rule shall be liable to such penalties as the Board may impose.
- 4.6 If a Club fails to comply with a Board Directive within fourteen days of notification of such order or instruction, or within fourteen days of an operative date specified in that order or instruction, it shall not be allowed to play or take part in the business of the Company until the expiry of 7 days from the day the order or instruction is complied with.
- 4.7 Except where otherwise mentioned, all communications shall be addressed to the Competition Secretary, who shall conduct the correspondence of the Competition [and keep a record of its proceedings].
- 4.8 A Club must at all times attend satisfactorily to the business of the Competition and/or the correspondence of the Competition or Company.

- 4.9 If a Club is asked to submit a report in relation to any alleged violation of these Rules it may have a personal hearing, providing it notifies its intention of such within fourteen days of the date of notification from the Company, or the case will be dealt with in its absence.

4.10 The Board shall have the power to arrange representative matches at their discretion.

4.11 A match may be played each season [year] between two clubs nominated by the Board. All matters concerning the match will be decided by the Board.

4.12 In the event of any issue concerning the membership of any Club with the Competition the Board may require a Bond to be paid by or on behalf of the Club on such terms and for such period as it may in its entire discretion think fit.

## 5. INTERESTS IN MORE THAN ONE CLUB

Except with the prior written consent of the Board no person, company or business institution (including insolvency practitioners) may at any time be interested in more than one Club or in a Club and any other club playing in a Competition sanctioned by The FA. The definition of “interested” shall be the same as provided for by the Rules of the FA Challenge Cup Competition in force from time to time.

## 6. REGISTRATION OF PLAYERS

### 6.1 A QUALIFYING PLAYER REGISTRATION

The Football Association’s rules will apply in respect of all matters concerning players.

6.1.1 A Player is one who has:

(i) signed a registration form supplied by the Competition (such signature to be witnessed by a second person) and where:-

- the form has been completed and signed by an Officer of the Club;
- has been approved and registered by the Competition; and
- a registration number has been allotted; or

(ii) registered through WGS.

#### NATIONAL LEAGUE ONLY

A Player will only be eligible to play in a match organised by The National League if his registration form; transfer form, or loan transfer form, has been received by The National League by 5pm on the last normal business Day before the day of the match when a match is played on a Saturday, Sunday or a Bank or Public Holiday or not less than four hours before the scheduled kick-off of the match when a match is played on a midweek Day in which the player is required to play and found to be in order, and so registered. It is the responsibility of all Clubs to ensure any player signing a registration form has, where necessary, the required International Clearance Certificate and in the case of Contract Players, including those on loan, must have approval from The Football Association. Clubs are also responsible for all

players being correctly registered before fielding any player. Failure to do so constitutes misconduct and the Club will be charged with fielding an ineligible player.



## COMPETITIONS OTHER THAN NATIONAL LEAGUE

A Player will only be eligible to play in a match organised by the Competition if his registration form; transfer form, or loan transfer form, has been received by the Company, or the necessary information has been submitted via WGS, not less than four hours before the scheduled kick-off of the match in which the player is required to play and found to be in order, and so registered. It is the responsibility of all Clubs to ensure any player signing a registration form, or registering via WGS, has, where necessary, the required International Clearance Certificate and in the case of Contract Players, including those on loan, must have approval from The Football Association. Clubs are also responsible for all players being correctly registered before fielding any player. Failure to do so constitutes misconduct and the Club will be charged with fielding an ineligible player.

Where a Club opts to register a Player via WGS, the Club must access WGS in order to complete the registration process.

## ALL COMPETITIONS

Registration forms will be made available to Clubs by the Competition and charged in accordance with the fees tariff. The status of a player must be clearly stated on the registration form. The registration form must be received at the Competition office within five days of having been signed by the Player.

The registration of a Player will be valid from the date of registration to the end of that Playing Season only or, if in the case of a Contract or Loan Player whose contract or loan expires before the end of the Playing Season, for the term of the said contract or loan.

- 6.1.2 A Player may only play under his correct status. Any change of a Player's status during the currency of a registration must be notified to the Competition within five (5) days of the change of registration being affected.

In the event of a Player changing his status with the same Club either from Contract to Non-Contract or from Non-Contract to Contract then that Player must sign a new registration form, or submit the necessary information via WGS, and be re-registered. In default the Player re-registering will be ineligible to play in a match under the jurisdiction of the Competition and Rule 6.9 will be applied in such circumstances where a Club is found guilty of playing a Player who has changed status without re-registering.

A Player whose registration under Contract is cancelled by mutual consent and immediately re-registered by the same Club or a different Club on a non-contract basis shall not subsequently be registered as a Contract player with the Club for which his Contract was cancelled, within three months of the date of the cancellation except with the consent of the Board.



- 6.1.3 The Board shall have the power to make application to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct subject to the right of Appeal to the FA or the relevant County Football Association. Undesirable conduct shall mean an incident of repeated conduct, which may deter a participant from being involved in this Competition. Application should be made to the parent County of the Club the Player is registered with.

(Note:- action under this clause shall not be taken against a Player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the Player bringing the Competition into disrepute and will in any case be subject to an Appeal to the Football Association. For the purposes 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 a period of two years or less from the date of the first offence.)

- 6.1.4 The Board shall also have the power to place an Embargo on the registration, transfer or loan transfer of Players by any Club deemed to be in breach of these Rules. Where a Club has been subject to an Embargo that is ongoing (if applied by the Competition or another) then the Embargo shall continue to apply until the Club can demonstrate to the satisfaction of the Board that the circumstances that resulted in the Embargo no longer apply.

## 6.2 REGISTRATION PERIOD

### 6.2.1

[In any Playing Season the Registration Period for that season for The National League, National League North and National League South Clubs shall be the period commencing at midnight on the last day of the immediately preceding Playing Season and ending at 5.00pm on the fourth Thursday in March next following.]

After 5.00pm on the [fourth Thursday in March] [31st March] each Playing Season new registrations, new loans, and transfer of registrations will be declined or will be approved subject to such limitations and restrictions as the Board may determine and, if so determined, the Player shall only be eligible to play in the matches for which permission is granted by the Board.

## 6.3 PLAYER STATUS

The status of a player may be:-

- Contract Player
- Non-Contract
- Work Experience
- Scholar
- Short Term Loan
- Long Term Loan
- Youth Loan

## 6.4 REGISTRATIONS AND REGISTRATION PROCEDURES



A Player will only be eligible to play in a match organised by the Company under these Rules if the appropriate form(s) is (are) received by the Company (including by facsimile or electronically) by 5pm on the last normal business Day before the day of the match when a match is played on a Saturday, Sunday or a Bank or Public Holiday or at least four (4) hours before the scheduled kick-off time when a match is played on a midweek Day ("The Registration Deadlines"). No Player whose registration, including Loan registrations, is received after the Registration Deadlines will be eligible to play. Any loan registration must also be approved by the Football Association before that Player can be considered eligible to play.

The registration of a Player by [facsimile or] electronic transmission is not automatically valid and it is the responsibility of the Club to ensure the player is NOT registered with any other Club. When the Player involved was previously registered with another Club it is necessary for that Club to complete the standard Competition transfer form or to have completed the standard Competition cancellation of registration form prior to or at the same as the registration to the new Club.

#### COMPETITIONS OTHER THAN NATIONAL LEAGUE

A Player will only be eligible to play in a match organised by the Company under these Rules if the appropriate form(s) is (are) received by the Company (including [by facsimile or] electronically), or the necessary information has been submitted to WGS, at least four (4) hours before the scheduled kick-off time of such match. No Player whose registration, including Loan registrations, is received by the Company or submitted via WGS less than four (4) hours before the match organised by the Company in which he is required to play will be eligible. Any loan registration must also be approved by the Football Association before that Player can be considered eligible to play.

The registration of a Player by [facsimile or] electronic transmission or WGS is not automatically valid and it is the responsibility of the Club to ensure the player is NOT registered with any other Club. When the Player involved was previously registered with another Club it is necessary for that Club to complete the standard Competition transfer form or to have completed the standard Competition cancellation of registration form prior to or at the same as the registration to the new Club.

Where a Club opts to register a Player via WGS, but does not fully and correctly complete the necessary information, that registration will not be processed.

#### ALL COMPETITIONS

Where a registration form is sent to the Company [by facsimile or] electronically, e.g. email, the originating form must subsequently be received by the Company within five (5) Days of



the sending of the [facsimile or] electronic transmission. In default of this Rule the player shall not be eligible to play in the Competition unless and until a valid registration form is received. The form when received must contain the same information as that received by [facsimile or] email. It is an offence to falsify a competition form.

Any Club found to have been in breach of any part of Rule 6.4.1 will be deemed to have played an ineligible player and will be dealt with in accordance with Rule 6.9.

- 6.4.2 Each Club must have at least sixteen (16) Players registered fourteen (14) days before the start of each Playing Season.
- 6.4.3 [A registration form, when submitted to the Competition, must be accompanied by the financial details, i.e. the appropriate page of the contract for Players under written contract or the standard Competition form for Players not under written contract.]
- 6.4.4 In the event of a Player signing registration forms for more than one Club, priority of registration shall decide for which Club he is entitled to play. The Club submitting the latter form shall be notified of the prior registration of the Player, and the circumstances under which the registration forms were signed shall be investigated by the Board. Any Player found to have signed registration forms for more than one Club, or any Club found to have knowingly induced a registered Player of another Club to sign a registration form, shall be dealt with by the Board in such a manner as it shall think fit.
- 6.4.5 Except when specific approval has been given by the Board a Club cannot register more than one Player, contract or non-contract, from another Club at any one time unless a period of 14 days has elapsed between each registration.
- 6.4.6 If a non-contract Player also registers for a club not in membership of the Competition, his registration for the Competition may be retained by the Club.
- 6.4.7 A Club may register any number of Work Experience players but only two (2) may play in any one match, in accordance with FA Rules.
- 6.4.8 A Club may name up to a maximum of five (5) players on a Team Sheet who are either Short Term Loan, Long Term, [Youth Loan] or Work Experience. Any Club in breach of this Rule which results in more than 5 of such players entering the field of play during the course of any one fixture will be deemed to have played an ineligible player(s) and will be dealt with in accordance with Rule 6.9.
- 6.4.9 The Company may, at its discretion, refuse any further registration of players, i.e. place under a registration embargo, any Club which has not completed payment of a transfer or loan arrangement made with another Club (or club) or arranged for the payment to be adequately secured. The Club (or club) which holds the Player's Contract will continue to pay the Player in accordance with his Contract.

- 6.4.10 The Company at its discretion may approve at any time the registration of an additional goalkeeper on a short-term basis if none of the Clubs' registered goalkeepers are available ahead of a Competition Match.

## 6.5 TRANSFERS

- 6.5.1 The transfer of a registration of a Player under written Contract from one Club to another must be in writing, on the Competition transfer form, signed by the Contract Player and the two Clubs, and the form must be forwarded to the Company for approval and registration. Such Contract Player does not become a bona-fide Player of the Club seeking his transfer until the form has been approved and registered by the Competition. The registration of a Contract Player whose Contract is cancelled by mutual consent shall be automatically cancelled upon receipt by the Competition of a copy of the relevant FA form.

Where a Club cancels the registration of a Player, Contract or Non-Contract, for any reason whatsoever, the Club must notify the Competition [General Manager] immediately, in writing or on the relevant Competition form. To be valid such notification must be signed by an authorised signatory of that Club.

- 6.5.2 The transfer of a registration of a Non-Contract Player from one Club to another must be in writing, on the Competition transfer form, signed by the Non-Contract Player and the two Clubs, and the form must be forwarded to the Company for approval and registration. Such Non-Contract Player does not become a bona-fide Player of the Club seeking his transfer until the form has been approved and registered by the Competition. A Non-Contract Player whose registration for a Club is cancelled or transferred for any reason whatsoever cannot, without the consent of the Board, return to his original Club until a minimum of fourteen (14) days has elapsed from the date of the cancellation or transfer.

- 6.5.3 A Club cannot register the transfer of a Contract Player or Non-Contract Player unless that Player has been registered with the transferor Club for at least 14 days, unless that Player is a goalkeeper.

## 6.6 TEMPORARY TRANSFERS (LOANS)

- 6.6.1 Where the Rules of the relevant League permit, Short Term Loans, Youth Loans and Long Term Loans of Contract players shall be allowed to or from Clubs in membership of:-

- The Premier League
- The Football League
- The National League
- The Isthmian Football League
- The Northern Premier League
- The Southern Football League
- Any other Leagues which have been authorised by the FA [as shown in Appendix K]

on such terms and conditions as shall be mutually agreed by the two clubs and the player. For Loan Transfers between Clubs in the same Competition the transfer must be completed on

the National League System Temporary Transfer Form. For Loan Transfers between Clubs in different Competitions the transfer must be completed on FA Form H3 together with a registration form applicable for the Competition of the transferee club.



The player being taken on loan, [including Youth Loan,] must sign a Competition contract registration form which will be valid for the full period of the loan, including any extension to the loan period. The Competition's standard cancellation form must be used to prematurely end the temporary transfer period. The temporary registration for the borrowing Club will automatically be deemed to be cancelled upon maturity of the temporary transfer period.

Where a Short Term Loan, [ or Youth Loan] expires, and is not renewed simultaneously, any subsequent Short Term Loan, [or Youth Loan] of that Player to the same Club will be subject to a minimum duration of 28 days.

No more than four (4) Players (Short Term, Long Term or [Youth]) may join one Club from another Club (or club) in any Playing Season. [An additional Youth Loan Player may be added to this figure.]

Where a Short Term Loan, [Youth Loan] or Long Term Loan (or period of Work Experience) expires on or after the last match of the season and the Club finishes in a Play-Off Position, and both Clubs agree, the Loans shall be extend to include the Club's remaining Play-Off Matches. Any such extension is not subject to any time limits that would otherwise apply, and must be agreed in writing by the player's parent Club and be registered with the Competition and the Association in accordance with these Rules.

#### 6.6.2 Short Term Loan Transfers – A Club can have up to a maximum of twelve (12) Short Term Loans during a Playing Season. The minimum period of a Short Term Loan transfer must be twenty-eight (28) days with a maximum **period to the end of the Playing Season**.

The Competition shall not approve more than two (2) Short Term Loan transfers to or from any one Club, including Premier League and Football League Clubs, at any one time.

On completing the National League System Temporary Transfer Form or FA form H3, a Club must send the original to the FA, one copy to the Company, and a third copy to the secretary of the League with which the player is registered.

To extend the period of any Short Term Loan transfer a further National League System Temporary Transfer Form or FA form H3 must be completed and copies sent as directed above. If the Short Term Loan transfer is extended only the Club for whom the Player was originally registered will be allowed to cancel the agreement at any time within the extension period, i.e. after 28 days. In the case of a goalkeeper Clubs may mutually agree, if they so wish, to include a recall clause in the agreement to enable the Club for who the Player was originally registered to recall the Player at any time during the loan period. Players other than goalkeepers may not be recalled within the first month, i.e. 28 days, of any loan.

Any Short Term Loan transfer which may terminate after the last day for registrations may be extended for a further period provided the **loan period does not extend beyond the current Playing Season.**

Short Terms Loan Transfers which become permanent before their expiry date shall not count against a Club's quota of days or Players.

6.6.3 Long Term Loan Transfers – Clubs may have up to a maximum of six (6) Long Term Loan Transfers of any age during a Playing Season.

Long Term Loan Transfers shall be for a full Playing Season; or from any date prior to 31st August to any date between 1st and 31st January; or from any date between 1st and 31st January (the January transfer window) to the end of the Playing Season.

A Player on Long Term Loan may not be recalled, except for a goalkeeper or where the Player is to be transferred permanently by the Club (or club) holding his registered contract. A Player other than a goalkeeper so recalled cannot be permitted to play for the Club (or club) holding his registration after such recall until the end of the Playing Season. Players so recalled can only be replaced by a further Long Term Loan with permission from the Company. Long Term Loan Transfers will not count against the number of Short Term Loan Transfers.

To extend the period of any long term loan transfer a further National League System Temporary Transfer Form or FA form H3 must be completed and copies sent as directed above.

The Competition shall not approve more than two (2) Long Term Loan transfers to or from any one club, including Premier League and Football League Clubs, at any one time.

6.6.4 Youth Loan Transfers

[Youth Loan Transfers apply to:-

- Scholars in their second or third (if that option is exercised) year of their Scholarship agreement, or
- Contract Players aged 20 or under on 1 July immediately preceding the Playing Season in question.

Unlimited Youth Loan Transfers shall be allowed to or from Clubs in membership of the **Competitions at Steps 1-4 of the National League System.**

Clubs playing in Competitions at Steps 1 to 4 of the National League System may register players on a Youth Loan from clubs in the EFL.

Clubs playing in Competitions at Steps 5 and 6 of the National League System may register players on a Youth Loan.

At Steps 1 to 6 of the National League System, Youth Loans are permitted at any time during the Registration Period.

It shall be a condition of any Youth Loan involving a Scholar or a Contract Player to whom Football League Youth Rules apply that for the duration of the period of the Youth Loan the Player continues to fully comply with the programme of education in place for that Player.

A Player registered on a Youth Loan may, provided it is agreed between the two clubs and the Player, continue to train with and/or play for his loaning Club (or club) in any match other than matches played as part of the Premier League Competition, Football League Competition, Football League Cup, FA Cup or Football League Trophy (i.e. First Team matches.) Participation by the Player in First Team matches for the borrowing Club shall take precedence.

Any days on which the Player participates in a Reserve Team match and/or attends any training sessions for the loaning Club (or club) shall still count towards the period of the Youth Loan.

The minimum period of a Youth Loan shall be 28 days, thereafter a break clause may be included. Youth Loans cannot extend beyond the date of the Player's 21st birthday and/or the contract period with the parent club.]

## 6.7 CLUB LIST OF PLAYERS AND TRANSFER LIST

[Clubs shall furnish the Competition Secretary by 1st June with the following details:

- 6.7.1 a list of Contract Players whose agreements do not terminate at the end of the current season;
- 6.7.2 a list of contract Players in respect of whom the Club has exercised its option in accordance with Football Association Rule C1 (j);
- 6.7.3 a list of Contract Players in respect of whom the existing agreements do not include an option to renew but which the Club is desirous of offering further engagements, in accordance with Football Association Rule C1 (j);
- 6.7.4 a list of Contract Players in respect of whom the Club has exercised its option in accordance with Football Association Rule C1 (j) but whose registration the Club is prepared to transfer;
- 6.7.5 a list of Contract Players the Club has released;
- 6.7.6 a list of all Players whose registration the Club wishes to be cancelled;

Clubs shall also complete the standard Competition forms and return these by this date.

A Club relegated from the Football League Limited shall advise the Competition Secretary by 30th June the names of Players retained by that Club for the season, taking into consideration the contents of Football League Rule 53.]

## 6.8 SUBSTITUTE PLAYERS

A Club at its discretion may use three substitute Players at any time in a match. Substitution can only be made when play is stopped for any reason and the Referee has given permission. When a Club is making a substitution it shall use a Board to show the number of the Player to



be substituted and the number of the substitute Player. The substitution board used shall be branded as determined by the Competition.

A maximum of [ ] SUBSTITUTES may be nominated and they must be included on the official Team Sheet handed to the Referee before the match in accordance with Rule 8.20. A substitute may not be used to replace a Player who has been suspended from the match by the Match Officials.

If a Player does not take part in the match for which he is a nominated substitute he shall be deemed as not having played for the Club in that match.

## **6.9 PLAYING AN INELIGIBLE PLAYER**

Any Club found to have played an ineligible Player in a match or matches shall have any points gained from that match or matches deducted from its record, up to a maximum of 12 points, and have levied upon it a fine. The Board may also order that such match or matches be replayed on such terms as are decided by the Board which may also levy penalty points against the Club in default.

The Board may vary its decision in respect of the points gained in circumstances where;

- (a) the ineligibility is due to the failure to obtain an International Transfer Certificate or
- (b) where the ineligibility is related to a change in the Player's status with the Club for whom he is registered or
- (c) where the Board determined that exceptional circumstances exist

## **6.10 FINANCIAL ARRANGEMENTS**

6.10.1 Subject to clauses 6.10.2 to 6.10.7 and to the Rules and Regulations of The FA, a Club may negotiate a financial arrangement with its Players.

6.10.2 All Players under a written contract must be registered with the Competition and The FA.

6.10.3 All payments and benefits due and/or made to the Player must be shown in the contract.

6.10.4 All payments made to Players must be made by the Club and fully recorded in the accounting records of the Club.

6.10.5 All salaried payments (whether to Contract or Non-Contract Players) must be subject to PAYE and National Insurance.

6.10.6 All salary payments due on written Contracts must be stated gross, before PAYE and National Insurance deductions.

6.10.7 Any Players paid expenses should be reimbursed via an expense claim form. The club should retain all expense records in a format acceptable to the HM Revenue and Customs.

## **7. CLUB COLOURS**

7.1 On or before a date specified by the Company each year, every Club shall notify the Competition Secretary, in writing, of details of their first choice colours for outfield players and

their goalkeeper (shirts, shorts and socks) and such details shall be printed in the Handbook published by the Company for the ensuing Playing Season.

The colours registered by each Club shall be worn during the following season when playing at home. Shirts must be numbered 1 to 20 or [in accordance with the Competition squad numbering provision] such that the numbers can be clearly identified by officials and spectators. Striped, hooped or otherwise patterned shirts shall have numbers affixed to contrasting patches or numbers in a contrasting colour with bold outline. No changes to the first choice colours or combination of colours shall be permitted without the consent of the Board. Subject to the consent of the Board, each Club is authorised on one occasion per Playing Season to wear an alternative strip in a home match.

- 7.2 When playing away from home, clubs must play in colours (shirts, shorts and socks) which are clearly distinguishable from those of their opponents and the Match Officials, in particular the goalkeeper must play in kit clearly distinguishable from the colours of the shirts worn by all other Players in the match and the Match Officials.

Neck and cuff rim colours on shirts are not regarded as basic colours for the purpose of this Rule. Subject to the foregoing a Club may, if it wishes, wear colours not registered with the Competition for away matches. It is the responsibility of the visiting Club to check that their colours will not clash.

The goalkeeper may wear tracksuit trousers acceptable to the Match Referee.

- 7.3 No Club shall be permitted to register or play in shirts the colour of which is likely to cause confusion with the outfits worn by the Match Officials (i.e. black or dark blue).
- 7.4 The Players' shirts must be clearly numbered in accordance with the Team Sheet handed to the match referee before a match and there must be no change of numbers during the match except for a change of goalkeeper or if permitted by the match referee because of a blood injury. [The shirt numbers, and short numbers if worn, used in all matches played under the jurisdiction of the Competition must be the official numbers as determined by the Competition.]
- 7.5 The Captain shall wear a distinguishing armband [provided by the Competition] to indicate his status.
- 7.6 Both sleeves of the shirts of all Players in matches played under the jurisdiction of the Company shall carry a Competition logo as supplied by the Competition on an annual basis if so decided by the Board. When playing in other competitions the shirts of all Players must include the Competition logo.
- Advertising must comply with FA Kit and Advertising Regulations.
- 7.7 The colours of clothing worn by ballboys/girls must not clash with the colours of either competing Club and the Match Officials.

## 8. PLAYING OF MATCHES.



## ARRANGEMENT OF FIXTURES

8.1 The Board shall fix the date on which the Playing Season shall commence.

8.2 All matches shall be played under the Rules and Regulations of The FA and in accordance with the Laws of the Game as determined by the International Football Association Board.

8.3 All Competition matches shall be arranged as soon as practicable. The copyright in all lists of arrangements of such fixtures shall be vested in the Company.

8.4 All matches shall be played on the home and away principle and the Board shall determine how the fixtures shall be arranged.

Steps 1 to 4 only

Saturday fixtures in the Competition shall take precedence over all other competitions in which a Club may engage with the exception of:

- The FA Challenge Cup/Welsh Cup
- The FA Challenge Trophy Competition

Scheduled Saturday fixtures in the Competition must not be re-arranged without permission of the Competition Secretary. Clubs may be ordered to re-arrange outstanding matches, at the discretion of the Board, and where necessary their prospective opponents instructed accordingly. Clubs with open dates on Saturdays may be instructed to play any outstanding Competition fixture on such date. A minimum of ..... days' notice will be given in respect of any such re-arrangement.

Steps 2 to 4 only

Midweek fixtures in the Competition shall not take precedence over fixtures in the Nominated Cup Competition of the Affiliated Association to which it was first affiliated.

Steps 5/6 only

Saturday fixtures in the Competition shall take precedence over all other competitions in which a Club may engage with the exception of:

- The FA Challenge Cup/Welsh Cup
- The FA Challenge Vase Competition
- The Nominated Cup Competition for which the club is eligible, of the Affiliated Association to which it was first affiliated.

Scheduled Saturday fixtures in the Competition must not be re-arranged without permission of the Competition Secretary. Clubs may be ordered to re-arrange outstanding matches, at the discretion of the Board, and where necessary their prospective opponents instructed accordingly. Clubs with open dates on Saturdays may be instructed to play any outstanding Competition fixture on such date. A minimum of ..... days' notice will be given in respect of any such arrangement.

Midweek fixtures in the Competition shall not take precedence over fixtures in the Nominated Cup Competition of the Affiliated Association to which it was first affiliated.

8.5 In the event of any Club being required to play an FA Cup or FA Trophy match within 48 hours of a scheduled Competition fixture it shall have the right to apply in writing as soon as practically possible (but in any event no later than 48 hours after becoming aware of the relevant Cup fixture) to have its Competition fixture postponed with or without the consent of its opponent. At the same time as it makes the application a copy shall be sent to its opponent who shall raise any objection within a further 24 hours of notification. Thereafter the Competition shall decide in its absolute discretion as soon as reasonably possible as to whether or not the application is approved.

8.6 The standard kick-off times shall be as follows:

Saturday matches - 3.00 pm



Midweek matches—7.45 pm [unless a Club notifies the Competition Secretary in writing before the commencement of each Playing Season to state that it wishes all its home midweek matches to kick off at pm].

All agreed changes to time of kick-off to be notified to the Board immediately for confirmation.

Clubs with ground sharing agreements must arrange for home matches to be played on Friday, Saturday or Sunday. If a clash of fixtures occurs with the sharing Club and for any reason a match is unable to be played on a Saturday, the match must be played on either the day before ie on Friday, or the day after ie on Sunday. If Clubs are unable to agree on the date then it will be played on the Sunday unless the Board decides otherwise. The decision of the Board shall be final and binding. Official bank holidays and Sundays - [ ] unless agreed otherwise by the two Clubs and the Board; application shall be made to the Competition Secretary by both Clubs at least 21 days before the relevant date.

[All Competition midweek fixtures will be scheduled for Tuesday Evenings, pm Kick-Off.]

To re-schedule a midweek fixture for an evening other than [a Tuesday] [a Club's usual midweek night] will require written agreement of both Clubs and the Competition Secretary.

The Competition Secretary reserves the right to amend scheduled fixtures and kick-off times to meet television requirements as necessary. Notification will be provided by the Competition Secretary in writing to both Clubs for fixtures so rescheduled.

8.7 The Board may change any Competition fixtures during the season to suit the overall interests of the Competition and shall have the power to decide whether a ground is suitable for Competition matches and to order a Club whose ground is deemed unsuitable to play its home matches at an alternative suitable ground.

8.8 [ ] weeks' notice is required from Clubs wishing to re-arrange a Saturday match to Friday evening or Sunday. A request made in less than this period of time will only be considered by the Board in exceptional circumstances and granted at their sole discretion.

8.9 A Club may not enter its first team in any outside competition, other than those listed in Rule 8.4, without the prior permission of the Board. The Competition Secretary must be informed of all fixtures, postponements and results of all matches played in any other competition.

8.10 When a Club obtains the consent of the Board to postpone a fixture because of an epidemic affecting the availability of their Players, that Club shall be liable to pay any direct expenses incurred, if any, to the opposing Club. The amount of claim will be at the discretion of the Board. Requests for the postponement of a match for any reason will not be considered more than forty-eight hours before the scheduled time of kick-off.

Medical certificates for those Players affected, signed by the Players' own doctor, must be forwarded to the Competition Secretary within [fourteen days] of the postponement, along with a full list of contract and Non-Contract Players currently registered by the Club at the date of the match which was postponed, giving full reasons against each name for the Player's unavailability.

## PRE-MATCH ARRANGEMENTS & RESPONSIBILITIES

8.11 Each Club must take every precaution to keep its ground in good playing condition and amenities (including floodlights) in good working order and complying with the Criteria Document throughout the Playing Season.

8.12 All Clubs must have [a facsimile machine,] a mobile telephone and an email address operational at all times. These will be listed in the Competition Handbook unless a Club requests otherwise.



8.13 The home Club shall advise the visiting Club and the Match Officials of the date and time of kick-off of each match and the team colours, including the colour of the goalkeeper's jersey, it will be wearing, to be received at least five days prior to the match and the visiting Club and the Match Officials must acknowledge receipt to be received at least three days before the match.

The visiting Club must include in its acknowledgement the team colours, including the colour of the goalkeeper's jersey, it will be wearing.

8.14 The home Club is responsible for publishing a full match programme acceptable to the Board for each of its Competition matches. [A full match programme available electronically only shall be acceptable providing that each Club has approval from the Board before the commencement of the Playing Season and must be continuous for the whole of that Playing Season.] A Team Sheet will not be considered sufficient to comply with this Rule.

The visiting Club must send in writing to the home Club details of the proposed team they plan to field together with their Club history and up-to-date pen pictures of their current Players registered with the Competition for the season [and the latest team photograph] at least five days before the scheduled date of the match between the two Clubs.

The home Club programme must include the details sent by the visiting Club in the match day programme [and a copy of each match day programme shall be sent by the home Club to the Competition Secretary within 3 days of the match with the relevant match report form unless advised of an alternative arrangement by the Competition Secretary.]

Clubs will be responsible for all comments in their match day programme in respect of the Competition, the Company or other member Clubs, notwithstanding any disclaimers to the contrary. No part of a Club's programme issued for a match in any competition shall, in the opinion of the Board, bring the Competition or the Company into disrepute.

All Clubs will be responsible for their official website or similar computer related information system, which is within the public domain. Nothing shall be included on the website which in the opinion of the Board brings the Competition or the Company into disrepute.

8.15 The postponement of matches due to ground conditions must be carried out in accordance with Rule 14.2.

8.16 Where a match is re-arranged or cancelled after the officials have been appointed, it is the duty of the home Club to notify the officials of the cancellation of their appointments immediately. Clubs in default of this Rule may be subject to any action decided by the Board.

8.17 The Board shall determine the policy of the Competition for the issuing of match day passes. A home Club cannot refuse the admission into the ground of an away Club Official, as defined in the Rules of the Association, save for that individual being subject to a suspension or banning order from the Association or Competition.

8.18 All Clubs at Steps 1 to 4 are required to have a defibrillator available at all home matches.

## **MATCH MANAGEMENT**

8.19 All matches shall be of ninety minutes duration. The half time interval in all matches shall not exceed fifteen minutes. Any match which is not of ninety minutes duration may be ordered to stand as a completed match or replayed for the full period of ninety minutes or be awarded to the Club not at fault, as the Board may decide, on such terms as the Board shall decide.

8.20 Each Club must hand the Team Sheet containing name(s) of Players taking part in a match (including the name(s) and number(s) of the nominated substitute(s) to the Referee and a representative of their opponents in the presence of the Referee at least forty five minutes before the

scheduled time of kick-off. The Players' numbers (in accordance with Rule 7) and the colours of the playing strip must be clearly stated. Any Clubs in breach may be fined.



For All

8.21 Any Club altering its team selection or numbering after Team Sheets have been exchanged may be fined. A Player who is named on the Team Sheet may be replaced without fine if he is injured warming up after exchange of the Team Sheet. Any subsequent changes must be notified to the referee and to a representative of the opponents before the actual kick-off.

[The name of the Doctor or Medical Practitioner in attendance (in accordance with Rule 26) must be entered on the Team Sheet in the appropriate space provided.]

8.22 Clubs taking the field of play – For all matches under the jurisdiction of the Competition, Clubs shall be required to enter the field of play together, preceded by the Match Officials, not less than 5 (five) minutes before the advertised time of kick-off.

8.23 Each Club shall be prepared to kick-off at the scheduled time unless a satisfactory explanation is offered. Any Club commencing a Competition match with less than 11 Players may be subject to a fine. Each team participating in a match shall represent the full available strength of each competing Club.

8.24 In all Competition Matches, the number of Clubs Players and officials seated on the team benches, in the designated technical area, must not exceed 11 unless the team bench facility provides more than 11 individual seats.

8.25 Only one person at a time has the authority to convey tactical instructions to the Players during the match from within the technical area.

8.26 All team officials and substitutes seated on the bench shall be listed on the official Team Sheet when it is submitted to the Match Officials. Only those persons listed on the official Team Sheet shall be permitted in the technical area.

8.27 The occupants of the technical area must behave in a responsible manner at all times. Misconduct by occupants of this area will be reported by the Referee to The FA, who shall have the power to impose sanctions as deemed fit. [Any occupant dismissed from the technical area shall immediately go to a location within the ground from which they cannot view the remainder of the game.]

8.28 With the exception of the team manager, the team coach and any substitutes who are warming up or warming down, all other personnel are to remain seated on the trainer's bench. The team manager or team coach is allowed to move to the edge of the technical area to issue instructions to his team.

8.29 [All occupants of the technical area must wear the corporate bench kit supplied to each Member Club. Failure to wear the bench kit will result in a fine. The only exception would be the Team manager who will be allowed to wear suits and overcoats not displaying any sponsorship logos.]

8.30 Match Videos.

### **NEXT SECTION IS TO BE USED INSTEAD OF THE FOREGOING FOR NATIONAL LEAGUE, NATIONAL LEAGUE NORTH AND NATIONAL LEAGUE SOUTH ONLY**

The Home Club in all matches played under the jurisdiction of the Competition shall film the game in its entirety with an uninterrupted view and provide a full match video to a content management solution as specified by the Competition and in a timeframe as determined by the Competition. The Away Club may film the match if this is agreed by the Home Club, such agreement is not to be unreasonably withheld. Clubs are permitted to use or duplicate match footage with the permission of the Competition only. Filming shall be in a format as directed by the National League from time to time.]



## POST MATCH MANAGEMENT

8.31 Each Club [shall enter information from the match result form by the method instructed by the Competition and] shall submit the fully completed copy of the appropriate match result forms by [first class post], [or facsimile,] [or email], [or the relevant IT system] to the Appointing Authority and the Competition [within 3 days of the match] [immediately following completion of the match, or within 24 hours at the very latest]. When a Club considers that the Referee has discharged his duties incompetently and awards a mark of 60 or less, a detailed report must be sent to the Appointing Authority within three days of the match by the method instructed by the Appointing Authority. Clubs in default of any provision of the Rule will be subject to a fine for each offence.

8.32 In the event that a match is abandoned before half time the Club playing at home will issue a voucher to each spectator valid for free admission if the match is ordered to be replayed. In the event that the match is abandoned during or after the half time interval the Club playing at home is not obliged to issue such a voucher.

8.33 In the event that a match is abandoned for reasons over which neither Club has control the Club playing at home shall retain the gate receipts for such uncompleted match and the Board shall determine the terms upon which any replayed match shall be played.

8.34 In the event of a match being abandoned due to the conduct of one Club or its members or supporters the Board has the power to order that the match is not replayed and to award either one or three points to the Club not at fault. It cannot levy a financial penalty due to the conduct of a Club.

8.35 In the event of the match being abandoned due to the conduct of both Clubs or their members or supporters no financial penalty can be applied by the Board to either Club and the Board shall determine whether the original match stands as a completed match or is replayed and, if replayed, the terms upon which the match is to be replayed.

8.36 In the event of a match having to be postponed and one Club is found to be at fault then opponents for that match shall be compensated by the Club at fault. In the case of a visiting Club where it has undertaken all or part of its journey then travelling expenses and meal allowances may be claimed based on the total mileage involved in the whole journey. In exceptional circumstances, expenses for overnight accommodation up to a maximum of 18 persons may be claimed. In some instances compensation may also be claimed when neither of the Clubs is at fault. The Board will determine the amount of compensation payments to be made, if any.

All claims for compensation by either Club in the case of either an abandoned match or a postponed match must be received by the League Secretary within 14 days of the date of the match to which the claim relates.

## POST MATCH ADMINISTRATION

8.37 The home Club shall be responsible for notifying the Competition immediately following the conclusion of each home Competition match the result of that match together with the attendance, the times of all goals scored in the match and the scorer of each goal. In any FA or AFFILIATED ASSOCIATION Competition the home Club if two Clubs are playing the tie, or the Club if the match involves a team outside of the Competition, must also follow this procedure.

8.38 In the event of the match being postponed, not completed or abandoned, the home Club must immediately telephone [or facsimile] the Competition results service, the Competition Secretary and, in the case of a match postponement, the Appointing Authority, the visiting Club and the Match Officials. When a postponement occurs in any FA or County Cup competition, the home Club, if two

Clubs are playing the tie, or the Club if the match involves a team outside of the Competition, must also follow this procedure.



8.39 Where a match has been postponed for any reason, [the two Clubs concerned must agree within ( ) days of the postponement a new date (which shall, save in exceptional circumstances, be within 42 days of the original date) and in default the Board is empowered to order Clubs to play on a date it considers suitable.] [The Competition Secretary shall determine the new date.]

Any Club without just cause failing to fulfil an engagement to play a Competition match on the appointed date shall for each offence be liable to expulsion from the Competition and/ or such other disciplinary action the Board may determine, including the deduction of up to a maximum of three points from the offending Club's record, any expenses incurred by their opponents, and a fine.

In the event of a Club being in breach of the previous paragraph of this Rule then the Board may award points to the Club not at fault as if the match had been played and the League table shall reflect the position as if the match had been played with the result awarded by the Board.

## 9. REGISTERED INTERMEDIARIES

9.1 An Intermediary cannot have an involvement in any Club in an official capacity (as defined by the Board) nor may he hold office with the Competition.

9.2 All Clubs must comply with The FA Regulations concerning Intermediaries.

## 10. FINANCIAL RECORDS

10.1 All Clubs shall keep their accounting records for recording the fact and nature of all receipts and payments so as to disclose with reasonable accuracy, at any time, the financial position including the assets and liabilities of the Club.

10.2 The home Club shall retain all gate receipts. Where a match is declared all ticket the Away [visiting] Club shall be entitled to 10% of the total number of tickets available or a minimum of 600, whichever is the greater, subject to any stipulation by the relevant safety authority affecting these figures. **A reasonable allocation of the total disabled spectator accommodation where appropriate shall be made available to disabled supporters of the Away Club.**

Clubs must ensure that all gate receipts are fully and properly recorded and accounted for in the accounting records of the club.

Clubs should have a system in operation for home games that enables them to accurately report on the following;

- A record of all tickets sold in advance
- A reconciliation of cash received by category of entrant through each turnstile
- The number of entrants through each turnstile
- A schedule of the numbers admitted to parts of the stadium that do not pass through a turnstile
- A list of complimentary tickets authorised

This documentation should be reconciled to the overall takings and declared attendance for each home game.



## NEXT SECTION IS FOR NATIONAL LEAGUE ONLY

- 10.3 Sale of tickets for away supporters - Clubs are required to sell tickets for their away matches if required to do so by the Home Club and Home Clubs are required to supply tickets for their home matches to the Away Club for sale by the Away Club to its supporters if so requested by the Away Club. These tickets are to be made available on a sale or return basis and must be ordered by the Away Club at least five weeks before the Competition match to which they relate. The Home Club must deliver those tickets to the Away Club at the latest four weeks before the Competition match to which they relate. Where any match is arranged at shorter notice the above steps shall be taken as soon as is reasonably practicable. Visiting supporters should also have the same opportunity to take advantage of pre-booking discounts that apply to home supporters.

For League matches only the Away Club shall be entitled to a commission representing five (5) per cent of the aggregate sales (exclusive of VAT) of tickets sold on behalf of the Home Club, unless otherwise agreed between the Clubs. The Away Club shall submit a VAT invoice, in respect of the commission due, to the Home Club within five working days of the match taking place.

The Away Club may charge a booking fee of transaction charge to the customer providing this is exactly the same in every respect as that which it charges for tickets to its own home matches.

Unless otherwise agreed between the Clubs unsold tickets must be returned, and received by the Home Club, no later than 48 hours prior to the date of the match. Payments for tickets sold by an Away Club must be made to the Home Club within five working days of the date of the match taking place. Any Club making late payment shall:-

- Pay interest to the Home Club at the rate of 5 (five) per cent per annum over Barclays Bank base rate in force from time to time calculated on a daily basis, on the outstanding sum from the due date to the actual date of payment to the Home Club, and
- Forfeit its entitlement to the 5 (five) per cent commission detailed above.

- 10.4 For Competition league matches only, the travelling expenses of match officials shall be pooled, each Club rendering on the match report details of all payments made.

The Company shall, at the conclusion of the season, divide the total cost of officials in each division by the total number of Clubs in that division and where the total payment made by the Club is less than the equal share of the pool, the Club shall pay the difference within 14 days of the date of posting of the written notification to the Club.

Where the sum paid by the Club is more than the equal share of the pool, the Club will be reimbursed from the pool of monies received from all the other Clubs.

- 10.5 In the event of a transfer of a player where a consideration is agreed, the consideration can only be paid between the two clubs (the transferor and transferee clubs).

The full name of each contracting club should be stated in the transfer agreement. The full consideration involved must be recorded in the accounting records of both clubs.

- 10.6 Any Club temporarily transferring a player's registration to another club should invoice the receiving club in accordance with the terms of the loan agreement. The player concerned should remain on the payroll of the Club holding his permanent registration for the period of the loan.

- 10.7 All loans extended to a Club must be documented in full in the accounting records of the Club. Documentation supporting each loan must be retained and should include the following information:-

- The value of the loan.
- The length of the loan.
- The interest rate charged, and whether this is fixed or variable.
- Repayment terms.
- The full names of the individual or corporate body extending the loan.
- The terms in the event of a default on the loan.

The document should be signed by two directors, Officers or Executive Committee Members who are independent of the party extending the loan.

- 10.8 Within nine months of its accounting reference date, each Club shall submit to the Company a copy of its full financial statements as presented to its members/shareholders with confirmation that the accounts have been approved at a duly convened general meeting.

## ALL OTHER LEAGUES RESUME HERE

- 10.3 For Competition league matches only, the travelling expenses of match officials shall be pooled, each Club rendering on the match report details of all payments made. The Company shall, at the conclusion of the season, divide the total cost of officials in each division by the total number of Clubs in that division and where the total payment made by the Club is less than the equal share of the pool, the Club shall pay the difference within 14 days of the date of posting of the written notification to the Club. Where the sum paid by the Club is more than the equal share of the pool, the Club will be reimbursed from the pool of monies received from all the other Clubs.

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should remain on the payroll of the Club holding his permanent registration for the period of the loan.

- 10.6 All loans extended to a Club must be documented in full in the accounting records of the Club. Documentation supporting each loan must be retained and should include the following information:-

- The value of the loan
- The length of the loan
- The interest rate charged, and whether this is fixed or variable
- Repayment terms
- The full names of the individual or corporate body extending the loan
- The terms in the event of a default on the loan

The document should be signed by two directors, Officers or Executive Committee Members who are independent of the party extending the loan.

- 10.7 Within nine months of its accounting reference date, each Club shall submit to the Company a copy of its full financial statements as presented to its members/shareholders with confirmation that the accounts have been approved at a duly convened general meeting.

## 11. FOOTBALL CREDITORS

Where a Club defaults in making any payments to any Football Creditor, the Club shall be subject to such penalty as the Board may decide, including, but not limited to, an Embargo; a points deduction; a Bond; a suspension; or any combination thereof.

## 12. CHAMPION, RELEGATION

- 12.1 Three points will be awarded for a win at home or away and one point for a drawn match at home or away.

- 12.2 At the end of the Playing Season of each competition a table will be compiled showing the playing record of each Club in each division of the Competition. The playing record of each Club must include any points deduction made by the Competition or by the FA and in any situation where points per game are calculated the calculation will be made after taking into account the deduction of any such points.

The position of each Club in the table so compiled shall be determined in order with the Club being awarded the highest number of points being first and the Club being awarded the second highest number of points being placed second and so on. In the event of two or more clubs being awarded the same number of points the highest placed Club shall be decided as follows:

- 12.2.1 Goal difference – If any two or more Clubs have scored the same number of points their position in the division shall be determined on goal difference, that is to say, the difference between the total number of goals scored by and against a Club in League Matches in that Season, and the higher or highest placed Club shall be the Club with the higher or highest goal difference.





- 12.2.2 In the event of the goal difference being equal the highest placed Club shall be the Club which has scored the most goals;
- 12.2.3 In the event that two or more Clubs have the same goal difference and have scored the same number of goals then the highest placed Club shall be the Club which has won the most matches.
- 12.2.4 In the event of the two Clubs still being equal the Club which has the better playing record against the other Club in their head to head Competition matches during the Season will be the highest placed Club.
- 12.2.5 If the records of two or more Clubs are still equal and it is necessary for any reason to determine the position of each then the Clubs concerned shall play off a deciding match or matches on a neutral ground or grounds with the net gate money after deducting the usual matches expenses being divided equally between the two competing Clubs.
- 12.3 Promotion, relegation and lateral movement of Clubs shall be in accordance with the principles established by the Leagues Committee of The FA.
- 12.4 [each League to insert provision for promotion and relegation not covered by the LC]
- 12.5 If no Clubs are eligible or wish promotion, the number of Clubs to be relegated will be reduced.
- 12.6 In the event of a Club, not being placed in a relegation position at the end of the season, wishing to resign from the Competition at the end of the season, or having been removed from membership under the Articles the number of Clubs to be relegated shall be reduced accordingly.
- 12.7 In the event of a Club opting to be relegated or being removed from membership under the Articles such Club or Clubs will replace the Club or Clubs otherwise due for relegation in accordance with Regulation 5.4 in the Regulations for the Establishment and Operation of the National League System.
- 12.8 If any Club ceases to operate between the annual general meeting of the Company and the commencement of the following Playing Season, no adjustments to the number of Clubs participating in the Competition will be made. The remaining Clubs will participate in the Competition for that season.
- 12.9 A Club which for any reason ceases to operate at any time during the Playing Season may have its playing record expunged, and any monies due to them from the Company shall be forfeited. From the date of the withdrawal no further payment shall become due to them. From the date of the withdrawal, that Club shall cease to be a member of the Company.

### 13. INSOLVENCY PROVISIONS

#### 13.A. SPORTING SANCTIONS

- 13.A.1 If an Insolvency Event shall occur in relation to any Club that Club shall be deducted 10 (ten) points.

13.A.2 Where a Club takes or suffers an Insolvency Event:-

13.A.2.1 during the Playing Season but prior to 5:00 p.m. on the fourth Thursday in March, the points deduction shall apply immediately;

13.A.2.2 during the Playing Season but after 5:00 p.m. on the fourth Thursday in March then Rule 13.3 shall apply; and

13.A.2.3 outside the Playing Season, the points deduction shall apply in respect of the following Playing Season such that the Club starts that Playing Season on minus 10 points (including a Club or Clubs Relegated from the [...] League, where such Club shall be subject to Rule 13 of the [...] League Rules or where it has been necessary under the National League System Regulations for a Club or Clubs to be moved from one league to another and such Club would have been subject to Rule 13).

13.A.3 Where the circumstances set out in Rule 13.2.2 apply and at the end of that Playing Season, having regard to the number of Competition points awarded (ignoring any potential deduction):-

- (a) the Club would be relegated in accordance with The [...] League Rules, the points deduction will apply in the next following Season; or
- (b) the Club would not be relegated as aforesaid, the points deduction will apply in that Playing Season and [...] League Rules will then apply (if appropriate) following the imposition of the points deduction.

13.A.4 For the purposes of this Rule 13

- a) where any Insolvency Event is taken or suffered other than on a Business Day (as defined by the Insolvency Rules 1986 as amended from time to time) then for the purposes of determining the timing of any points deduction only the action taken or suffered will be deemed to have been taken or suffered on the immediately preceding Business Day; and
- b) if a Company Voluntary Arrangement is approved, then approval of that Company Voluntary Arrangement shall be deemed to have been given at the date of the first meeting of creditors called to consider that Company Voluntary Arrangement, and not the date of any adjourned meeting of the creditors or the meeting of shareholders.

13.A.5 For the avoidance of doubt, where a Club is subject to more than one Insolvency Event (for example Administration followed by a Company Voluntary Arrangement), the Club shall only be deducted one set of 10 points, such deduction to apply with effect from the first Insolvency Event.

13.A.6 The Competition shall serve the Club with written notice of the points deduction (the 'Notice').

13.A.7 A Club may appeal against such a points deduction. Any such appeal will be conducted in accordance with the Regulations for Football Association Appeals, save that the following

paragraphs of those Regulations will not apply 1.2, 1.4, 1.5, 3.3 and 3.5. In place of those Regulations, the following Rules 13.A.8 to 13.A.12 will apply.



- 13.A.8 The Notice of Appeal shall be lodged with the FA within 7 days of the date of the Notice.
- 13.A.9 A Club may appeal against an automatic deduction of points solely on the ground that the insolvency proceedings arose solely as a result of a Force Majeure event (the 'Appeal'). For the purposes of this Rule 13, a 'Force Majeure' event shall be an event that, having regard to all of the circumstances, is reasonably considered to have been unforeseeable and unavoidable.
- 13.A.10 The Appeal Board shall have the power to:-
- 13.A.10.1 Confirm the deduction of ten points; or
  - 13.A.10.2 Set aside the deduction of ten points and substitute a deduction of such lower number of points as it shall deem appropriate; or
  - 13.A.10.3 Order that there shall be no sanction at all.
- 13.A.11 The decision of the Appeal Board shall be final and binding. Any costs incurred by any party in appeal proceedings brought before the Appeal Board shall be met by the Club in any event and shall be considered as a sum due to the Company.
- 13.A.12 Any sanctions imposed pursuant to these provisions shall not be taken into account in respect of any other sanctions, penalties or fines that may be imposed by the Competition in respect of any breaches of its Rules, Regulations or Articles of Association by the Club.

### **13.B. GENERAL INSOLVENCY**

- 13.B.1 In the event of a Club entering an Insolvency Event between the end of the AGM and start of the AGM immediately following thereafter ('the next AGM') then it shall automatically be relegated by one Step at the next AGM, unless one of the following requirements has been met, namely:
- (i) Prior to the next AGM it has Paid in Full all its creditors (including but not limited to Football Creditors); or
  - (ii) Prior to the next AGM it has Paid in Full its Football Creditors and entered a compliant CVA.

For the purposes of this Rule, a CVA shall be considered compliant if it provides for the following:

- That all Creditors will be paid in Full;
- The first payment under the terms of the CVA shall be made within 28 days of the approval of the CVA and shall constitute a minimum of 10% of the total sum payable;
- The balance shall be paid in equal amounts over the remaining period of the CVA;
- The period of the CVA shall not extend beyond three years from the date of approval.

Notwithstanding the above, in the event of a Club being subject to an Insolvency Event at the date of the AGM, then the Club may be subject to such sanction as the Board may determine,

(including expulsion from membership of the Competition) unless the Board is satisfied that by no later than 5pm on 31 July (or, if the 31 July falls on a weekend, 5pm on the immediately preceding Business Day) that the Club (or any new entity to which its membership is subsequently transferred under 2.9.2 above) is in a financial position to complete all of its fixtures for the immediate following Playing Season.

This sanction shall apply in addition to any Club being relegated pursuant to its playing record in the same period namely that in the event of the Club having already been relegated by one Step it shall be relegated two Steps.

This provision is subject to Rule 2.9.1 in respect of Clubs which have transferred their membership pursuant to an Insolvency Event and in that case where there is any conflict between any provision of Clause 14 and Rule 2.9.1 then this Clause 14 shall prevail.

13.B.2 A Club shall not be eligible for promotion or to compete in the Play Offs at the end of a Playing Season if at 5pm on the date on which the last scheduled League fixture is due to be played that Club:

- (i) has entered an Insolvency Event between the date of the AGM and 5pm on the date on which the last scheduled League fixture is played and has not Paid in Full all its creditors to which the Insolvency Event applies (including but not limited to Football Creditors) or Paid in Full all its Football Creditors and entered a CVA to have Paid in Full all other creditors over an agreed period not extending more than three years following the date of approval of the CVA: or
- (ii) has not complied with the terms of a CVA by which it is bound or is to seek to extend the period of the CVA.

13.B.3 The sanctions contained herein shall be in addition to and not in substitution for any other sanctions contained within the Rules and, in particular, the sanctions set out in rule 13.A. For the avoidance of doubt, where a Club is subject to more than one connected Insolvency Event, for example Administration followed by a Company Voluntary Arrangement, any sanction applied to it in accordance with Rule 13.B.1 shall be applied in one Playing Season only except as provided for in Rule 13.B.1

#### COMPLIANCE WITH/EXTENSION OF CVA'S

13.B.4 Any Club must inform the Competition in writing (and provide supporting evidence) within seven (7) days of the Club:

- (i) making a payment under the terms of a CVA and provide evidence of that payment;
- (ii) becoming aware of any failure to comply with the terms of any CVA entered into by it (including the failure to make a payment by the due date);
- (iii) making an application to extend or vary the terms of the CVA entered into by it and provide a copy of the application,
- (iv) completing all its obligations under an Insolvency Event and receiving confirmation of such from the relevant Insolvency Practitioner, or

- (v) — becoming aware of any consent by creditors to compromise the whole or part of the debt admitted into the CVA.

### 13.B.5

Following the approval of a CVA, if creditors subsequently consent to compromise the whole or part of the debt admitted to the CVA or if any Club makes a successful application to vary the terms of its CVA so that the CVA is not compliant as provided for in Rule 13.B.1 then that Club shall be automatically relegated by one Step at the end of the Playing Season in which the event takes place. If the Club has already been relegated due to its position in the final table of the Division in which it is competing then it shall be relegated two Steps.

### 13.B.6 In the event of any Club

- (i) Failing to comply with the terms of any CVA entered into it (whether securing Payment in Full of all of its creditors or not) including the failure to make a payment by the due date; and/or
- (ii) Breaching any of the provisions of Rule 13.B.4 or failing to notify the Competition of any consent by creditors to compromise the whole or part of the debt admitted thereby rendering the CVA as non-compliant as required in Rule 13.B.1.

Then the Board shall have the power to impose such sanction as it deems appropriate, including, but without limitation to expulsion of that Club, the relegation of that Club, the deduction of points and an Embargo.

13.B.7 Where a Club has transferred its membership under Rule 2.9.2 the provisions of Rule 13.B in relation to a CVA shall be applied to the former entity that was subject to the Insolvency Event and/or the new entity

### 13.B.8 NATIONAL LEAGUE ONLY (13.B.4)

#### Clubs Relegated from the Football League

13.B.8 In the event of any Club entering the Competition from the Football League whilst subject to any Insolvency Event, then that Club shall be eligible for membership of the Competition and the provisions of Clause 13.B.1 will not apply to it at the AGM at which it is first elected into membership but will apply in all seasons after its first season of membership of the Competition.

13.B.9 In the case of a Club or Clubs relegated from a league in the National League System (excluding Step 7) or subject to lateral movement under the National League System Regulations, Rule 13.B.1 shall apply from the date of the AGM of the League of which the Club or Clubs were a member in the immediately preceding Playing Season where the AGM of the Company is later.

## 14. MATCH OFFICIALS

14.1 Match Officials for all Competition matches shall be appointed by the Appointing Authority.

- 14.2 No Club shall postpone a Competition match on account of the apparent state of the ground. In the event that such circumstances prevail, Clubs should comply with procedures provided for in the document published by The FA “Recommended procedure for the guidance of Clubs and Referees in determining the suitability of grounds in adverse weather conditions”. Should the ground be declared unfit it is the responsibility of the home Club to immediately advise the Competition, the Appointing Authority, the visiting Club and the Match Officials.
- 14.3 In the event of any of the Match Officials appointed for a match not being in attendance at the match or becoming unable to complete the match it shall be completed under the control of the remaining Match Officials unless the competing Clubs are able to agree upon a substitute who is acceptable to the Match Referee; should the appointed Match Referee fail to appear then the senior Assistant Referee must take charge. Any substitute agreed for a match shall be considered a Match Official for the purposes of that match.
- In the event that a Club causes a match to be abandoned in relation to the operation of this Rule then that Club shall be charged with failing to fulfil a fixture (Rule 8.38 refers).
- 14.4 Match Officials should be present at the appointment at least [.....] minutes prior to the scheduled time of kick-off. The appointed Referee may be required to visit the ground earlier if requested to do so by the home Club.
- 14.5 In cases where it is found necessary to stop play owing to the weather or other cause, the Referee must wait a reasonable length of time before deciding on abandonment.
- 14.6 Referees must report on the relevant form all cases where teams commence a match late or without eleven Players on the field of play. Referees must also report their own or any assistant referees’ late arrival in any matches, and notify those concerned at the time of their intention. Assistant referees must also send an explanation of their late arrival to the Appointing Authority in writing by the method instructed by the Appointing Authority within 3 days of the match.
- 14.7 The home Club will be responsible for paying the Match Officials the fees and match expenses set by the Appointing Authority on the day of the match in their dressing room, within a reasonable time after the conclusion of the match (including matches abandoned for any reason). In the case of a postponed match, whether or not gate money is taken, any Match Official who has travelled to the match will be entitled to claim travelling expenses and half their match fee from the home Club. Where provided by the home Club, each Match Official must complete and submit a claim form for expenses.
- 14.8 The home Club shall be responsible for providing Assistant Referees with distinctive flags of a suitable size in an acceptable condition.
- 14.9 Three match balls proposed to be used in the match and, if applicable, supplied by the Company under a ball sponsorship agreement must be submitted to and approved by the Referee before the commencement of the match in his/her dressing room.

It is the responsibility of the Club playing at home in each match played under the jurisdiction of the Competition to provide match balls in accordance with any match ball agreement signed by the Company. [The official Competition match ball must be used in all Competition matches and pre-match warm-ups.]

- 14.10 [The away Club is responsible for the provision of its own practice balls for use prior to the start of each match, as supplied by the Competition under a ball sponsorship agreement.]
- 14.11 Referees must report all breaches of Rule to the Competition Secretary in writing within three days of the match on the appropriate form by first class post or electronically.

## 15. WITHDRAWAL OF CLUBS

A Club must notify the Company not later than 31st March each year of its intention to withdraw from the Competition at the end of that Playing Season. Failure to do so will make a Club liable to a fine.

This Rule shall not operate so as to preclude promotion, relegation or lateral movement of any Club to another competition in accordance with Rule 12.

## 16. PROTESTS, APPEALS

- 16.1 All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Board, or a sub-committee duly appointed by the Board. The Clubs or Players protesting, appealing, claiming or complaining must send two copies of such protest, appeal, claim or complaint and deposit a fee which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and the party not succeeding may, in addition, be ordered to pay the costs at the direction of the Board.
- 16.2 All such protests claims complaints and appeals must be received in writing by the Competition Secretary within fourteen days of the event or decision causing any of these to be submitted.
- 16.3 The Board shall also have power to compel any party to the protest to pay such expenses as the Board shall direct.
- 16.4 Any appeal against a decision of the Board must be lodged with The FA within fourteen days of the posting of the written notification of the decision causing the appeal, accompanied by a fee which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Competition Secretary.  
  
All appeals to The FA must be lodged in accordance with the appeals procedure detailed in the Appendix to these Rules or that in force at any one time.
- 16.5 A Club, on giving fourteen days' notice to a Player to terminate his Player's contract, must state in the notice his right of appeal to the Board and also the address of the Competition Secretary to whom he must appeal. The notice must advise the Player of the necessity of forwarding two copies of his appeal with the deposit fee specified in the Fees Tariff, to the Competition Secretary within seven days of the receipt of the notice from the Club. A copy of

such notice must be received by the Competition Secretary within seven days of the sending of the notice in order to be valid.

- 16.6 A Player on giving fourteen days' notice to his Club to terminate his Player's contract must also notify the Company and The FA of the reasons for the termination of the agreement. . A copy of such notice must be received by the Competition Secretary within seven days of the sending of the notice in order to be valid.
- 16.7 If the recipient of a notice referred to in Rules 16.5 and 16.6 above wishes to do so, he may appeal against the relevant notice within seven days of the date of sending of the notice in writing in duplicate to the Competition Secretary with an appeal fee.
- 16.8 The Club or the Player as the case may be shall have further right of appeal as set out in Rule 16.4 above.
- 16.9. An appeal by a contract Player against a fine or suspension imposed by his Club under Football Association Rule C1m must be made within seven days to the Competition Secretary.
- 16.10 If so requested the Board may arbitrate on any disputes, protests, appeals, claims or complaints between two member Clubs in which event both Clubs shall send a non-returnable fee. Such arbitration shall be final and binding upon the parties to the arbitration.

## 17. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS

- (a) Undertakings to be given by Club Employees

All Clubs must incorporate in any contracts of employment with their employees, including Player, an undertaking on the part of the employee not to bring The Competition or any Club into disrepute and an undertaking on the part of the employee not knowingly to do anything or omit to do anything which will cause the Club to be in breach of the Laws of the Game, the Rules of The Football Association or the Rules of the Competition.

Without prejudice to the generality of this rule, all Clubs must ensure they, and where appropriate any Officers of the Club, comply with the obligations of The Football Association's Owners' and Directors' Test.

- (b) Misconduct in pre-arranging the result of matches.

Any Club, Official or Player offering or receiving a payment or any form of inducement to or from any Club or the Official or Player of any Club; or any Club, Official or Player receiving or seeking to receive any payment or other form of inducement from any other person or organisation to win, lose, or draw a Match under the jurisdiction of the Competition or in which the Club participates by reason of membership of the Competition shall be deemed guilty of misconduct.

- (c) Any person charged and found guilty of bringing the Competition into disrepute and any Club, Officer or Member charged and found guilty of misconduct as defined by the Board or of inducing or attempting to induce a player of another Club to join his own Club shall be liable to such penalty as the Board shall deem appropriate.



## 18. TROPHY



The Company shall present to the Winners of all divisions in the Competition [....] souvenirs, [....for the Players, ...for the secretary, team manager and....for assistant and coaching staff.] Additional souvenirs cannot be presented except by consent of the Board, and then at the expense of the requesting Club.

In addition, a Competition championship trophy will be presented as and when the Board determine.

The Clubs concerned will also receive a permanent souvenir.

The trophies are the property of the Company and may never be won outright. A runners' up trophy and medals may also be awarded at the discretion of the Company.

The recipient Club shall be responsible for engraving their details on the trophy before returning same.

The following agreement shall be signed on behalf of the winners of the trophies:

"We, A.B. the ..... of ..... Football Club, C.D. and E.F. members of and representing the said Club, having been declared winners of the [.....] Trophy and the same having been delivered to us by the said Competition, do hereby on behalf of the said Club, jointly and severally agree to return the same to the Competition Secretary, on or before 1st March next in good order and condition, suitably inscribed, in accordance with the Rules of the Competition and if the said 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."

Any Club not returning the Competition trophy by the due date, returning them in poor condition or without being engraved will be fined .

## 19. ALTERATIONS TO RULES

No alteration to the Rules shall be made until they have been approved by The FA. Alterations to Rules shall be approved at a general meeting of the Company [in accordance with article [..] of the Articles of Association of the Company].

Proposals for alterations to Rules, together with the name of their proposers and seconders, shall be received by the [League] [Company] Secretary not later than 31st January prior to the date fixed for the annual general meeting of the Company in each year or not later than eight weeks before the holding of an extraordinary general meeting called for the purpose of amending the Rules.

## 20. ADMISSION CHARGES

The minimum charge for admission to all matches shall be determined from time to time by the Board.

Admission charges, excluding home Club concessions as appropriate, must be the same for home and visiting supporters at Competition matches.

~~Clubs may, with the written permission of the Board, have a maximum of three~~

Competition Match days each Playing Season during which they can vary admission charges for adults including allowing free admission.



[The minimum charge shall apply pro-rata to any Season Ticket albeit with a discount of up to 15%. A Club may provide its Sponsors with complimentary tickets at any time but the value of the said complimentary tickets shall not exceed 10% of the value of the relevant sponsorship per season,]

## **21. LONG SERVICE**

21.1 The Board shall be empowered to grant a long service award for 21 years' service with a member Club, providing such an award has not already been made by any other competition.

21.2 [Clubs may enter into agreement with Players after five years continuous service providing for a testimonial. Players shall be qualified for a second testimonial after a further five years continuous service. If a Player is eligible for and entitled to a testimonial, his Club may grant him a monetary consideration, sanctioned by the Board of Directors, in lieu of such testimonial.]

## **22. CENTENARY AWARDS**

A Club celebrating its centenary whilst in membership of the Competition shall be presented with a commemorative award by the Board.

## **23. PLAYING SURFACES**

### **23.1 The Pitch**

With effect from the commencement of Season 2016/17 Competition Matches may be played on:

- (a) Grass Pitch; or
- (b) Football Turf Pitch in Steps 1 to 6

### **23.2 Ground Maintenance**

The Club is to be responsible for the maintenance of the Pitch and for the general maintenance of the ground. The Club must ensure that adequate arrangements are in place to maintain its Pitch in good order, as required under these Rules.

### **23.3 Pitch Standards**

All Pitches must be flat and free from surface depressions and excessive undulations. The maximum slopes allowable shall not exceed an even gradient of vertical to horizontal 1:41 in any direction.

The Competition may require a Club to take such steps as the Board shall specify if not satisfied that an adequate standard of the Pitch is being maintained, including but not limited

to the Board commissioning an independent report (including a Pitch Test) on the state of the Pitch, the cost of such independent report to be borne by the Club concerned.



23.4 Where a Club proposes to install a Football Turf Pitch (or replace an existing Football Turf Pitch) the following shall apply:

For matches played under the auspices of The National League at Step 1& 2 of the National League System:-

- (a) the Club shall disclose to the Competition, as soon as reasonably practicable but in any event not later than 7 days following the Club's final match of the Playing Season preceding the scheduled commencement of installation, full details of the proposed contractor installing the Football Turf Pitch and the timescales for installation. The proposed Football Turf Pitch must have a design and specification that is capable of attaining the FIFA Recommended Two Star Certificate following installation;
- (b) no installation works shall commence until such time as the Competition has approved the proposed installation and the timetable thereof. Installation may only take place outside the Playing Season;
- (c) installation must be scheduled to be completed in sufficient time to enable the completion of a Pitch Test and for confirmation of the results thereof to be supplied to the Competition no later than 14 days prior to the commencement of the following Playing Season;
- (d) the Club shall procure that:
  - (i) a Pitch Test is carried out on the newly installed Football Turf Pitch; and
  - (ii) the FIFA accredited field test institute provides the Competition with a copy of their official reports to FIFA immediately following completion of the Pitch Test; and
- (e) the Club shall provide a copy of the FIFA Recommended Two Star Certificate within 7 days of receipt to the Competition.

For matches played at Step 3 and below of the National League System:-

- (f) the Club shall disclose to the Competition, as soon as reasonably practicable full details of the proposed contractor installing the Football Turf Pitch and the timescales for installation. The proposed Football Turf Pitch must have a design and specification that is capable of attaining the FIFA Recommended One Star Certificate / IATS (International Artificial Turf Standard) or Two Star Certificate following installation;
- (g) no installation works shall commence until such time as the Competition has approved the proposed installation and the timetable thereof;
- (h) the Club shall procure that:

~~(i) a Pitch Test is carried out on the newly installed Football Turf Pitch; and~~

(ii) the FIFA accredited field test institute provides the Competition with a copy of their official reports to FIFA immediately following completion of the Pitch Test; and

(i) the Club shall provide a copy of the FIFA Recommended One Star / IATS or Two Star Certificate within 7 days of receipt to the Competition in which it is in membership.

23.5 Only Clubs with FIFA Recommended Two Star certified Football Turf Pitches will be eligible to take part in matches under the auspices of The National League at Step 1 & 2 of the National League System SAVE THAT a Club which has a ground with the recommended FIFA One Star / IATS Certificate installed by 31 July 2016 can be promoted to Step Two of the National league System providing that it undertakes that upon renewal of the Pitch the Club will install a Pitch with a FIFA Recommended Two Star Certificate or be relegated to the appropriate Step.

23.6 Without prejudice to the obligations set out in Paragraph 23.3 above, Clubs that have a Football Turf Pitch shall:-

(a) take such steps and/or refrain from such actions as are necessary to ensure that the Football Turf Pitch continues to meet the requirements for a FIFA Recommended One / IATS or Two Star Certificate (as applicable) at all times during each Playing Season including, without limitation, complying with all requirements of the FIFA Quality Standard;

(b) where required to undertake Pitch Tests:

(i) procure that the FIFA accredited field test institute undertaking any Pitch Test provides to The Competition a copy of their official reports to FIFA immediately following completion of the Pitch Test;

(ii) provide a copy of the FIFA Recommended One / IATS or Two Star Certificate by 31st May prior to the commencement of each Playing Season (as applicable); and

(c) co-operate with all reasonable requests made by the Competition, the Association or FIFA for the performance of the Football Turf Pitch to be measured.

23.7 Where the Board is aware, by whatever reason, a Football Turf Pitch fails to meet the requirements of the FIFA Recommended One / IATS or Two Star Certificate, including following any Pitch Test, the Club shall forthwith, at its cost, take such steps as the Board shall specify to ensure the Football Turf Pitch is restored to the requirements of the FIFA Recommended One / IATS or Two Star Certificate (as applicable).

23.8 The Competition shall have the right to order the postponement of a match where the Football Turf Pitch fails to meet the requirements of the FIFA Recommended One / IATS or Two Star Certificate (as applicable).



23.9 Where a Club has a Football Turf Pitch, any visiting Club is allowed to train, at no cost to that Club, on the Football Turf Pitch on the day before the relevant match or at a mutually agreed time. The length of this training session may not exceed one hour, unless agreed otherwise with the home Club. The visiting Club must notify the home Club of its intention to exercise this right no later than 2 weeks prior to the scheduled match (or within 48 hours of the arrangement of the fixture, if later).

23.10 A breach of any of the requirements of Rule 23 which results in the postponement or abandonment of a match shall be dealt with in accordance with Rule 8.39.

#### 23.11 Pitch Protection

[In order to protect any Pitch, unless otherwise mutually agreed between both participating Clubs, the following procedures shall be adopted by Players and Officials in the periods immediately before and after a Match and at half time:

(a) the Pitch shall only be used for warming up or warming down by Players named on the Team Sheet;

(b) pre-match warming up by either team shall not commence until 45 minutes before the kick-off time at the earliest, shall not last for more than 30 minutes, and shall end no later than 10 minutes before the kick-off time;

(c) if portable goals are provided they shall be used for all goalkeeping drills other than crossing practice;

(d) the goalmouth area shall be used by goalkeepers only if portable goals are not provided or for crossing practice and then only for not more than 20 minutes;

(e) for the purposes of warming up and warming down each team shall use only part of the Pitch between the edge of a penalty area and the half way line or as otherwise directed by the groundsman;

(f) all speed and stamina work shall be undertaken off the Pitch parallel to the touchline opposite the side to be patrolled by the assistant referee or, in the absence of sufficient space, in that part of the Pitch described in paragraph (e) above or as otherwise directed by the groundsman;

(g) Players using the Pitch at half time as aforesaid shall give due consideration to any other activity or entertainment taking place on the Pitch at the same time;

(h) the Home Club may water the Pitch at half time provided it gives reasonable notice to the referee and the other Club that it intends to do so and that any such watering is carried out evenly over the entire length and width of the Pitch; and

(i) any warming down after the conclusion of the Match shall last for no longer than 15 minutes and for that purpose neither penalty area shall be used].



## Promotion and Relegation to and from The National League

As a pre-condition of entry into The National League (Step 1) any Club proposing to enter with a Football Turf Pitch must by no later than 31<sup>st</sup> May in its proposed year of entry provide the Competition with an irrevocable undertaking that in the event of it gaining promotion to The Football League at any time that it will comply in full with the applicable criteria, policies and regulations of The Football League in relation to the playing surface and together with such undertaking will provide credible and acceptable evidence as to how it would do so. In the event of the undertaking being breached at the relevant time and as a result the Club not being eligible to be admitted as a member of The Football League then the Club shall not retain its place in The National League and instead shall automatically be relegated to National League North or South and may have levied upon it a fine as determined by the Board in its sole discretion. Such Club shall not be accepted into membership of The National League (Step 1) until such time as it installs a Grass Pitch so that it complies in full with the playing surface regulation of The Football League. This provision shall cease to apply in the event of The Football League accepting clubs with a Football Turf Pitch.

## 24. INSURANCE

### 24.1 PLAYERS

All Clubs shall be members of a Players personal accident insurance scheme. The policy cover shall be at least equal to the minimum recommended cover determined from time to time by The Football Association.

[Each Club shall submit to the Board a copy of the insurance policy document together with the last premium payment receipt fourteen days prior to the start of the Playing Season.]

### 24.2 PUBLIC LIABILITY

All Clubs must have Public Liability cover of at least ten million pounds (£10,000,000).

Each Club shall submit to the Board a copy of the insurance policy document together with the last premium payment receipt fourteen days prior to the start of the Playing Season.

## 25. MEDICAL PERSONNEL

[The home Club must have a qualified medical practitioner in attendance throughout the match. The HOME doctor to visit both the home and away teams' dressing rooms before leaving the ground. The name of the doctor present at the match must be entered on the Team Sheet. Failure by any Club to meet this requirement may result in a fine being imposed at the discretion of the Board.]

[The home Club should have a therapist who is a Graduate, Chartered or a registered member of the Health Professions Council in attendance throughout matches, to attend to injured Players on the field of play and in the dressing room(s) and who holds a valid first aid



certificate. Away Clubs should be accompanied by a therapist as stated above, for the same purpose].

Clubs shall ensure their medical practitioner or physiotherapist or equivalent keeps detailed up-to-date medical records for all Contract Players in the form and in accordance with the requirements and guidelines published by the Football Association from time to time.

When a Player's registration is about to be transferred the Transferor Club must make such records available to the medical practitioner or physiotherapist of the Transferee Club. This procedure shall also apply to all Players whose registrations are temporarily transferred under the provisions for Long, Short and Youth Loans.

## **NEXT SECTION IS FOR NATIONAL LEAGUE, NATIONAL LEAGUE NORTH AND NATIONAL LEAGUE SOUTH ONLY**

### **25. MEDICAL PERSONNEL**

- (a) National League only- The home Club must have a qualified medical practitioner in attendance throughout the match. The HOME doctor to visit both the home and away teams' dressing rooms before leaving the ground. The name of the doctor present at the match must be entered on the team sheet. Failure by any Club to meet this requirement may result in a fine being imposed at the discretion of the Board.
- (b) All Clubs – The home Club should have a therapist who is a Graduate, Chartered or a registered member of the Health Professions Council in attendance throughout matches, to attend to injured players on the field of play and in the dressing room(s) and who holds a valid first aid certificate.

Away Clubs should be accompanied by a therapist as stated above, for the same purpose.

- (c) Medical Records for Contract Players.

Clubs shall ensure their medical practitioner or physiotherapist or equivalent keeps detailed up-to-date medical records for all Contract Players in the form and in accordance with the requirements and guidelines published by the Football Association from time to time.

When a Player's registration is about to be transferred the Transferor Club must make such records available to the medical practitioner or physiotherapist of the Transferee Club. This procedure shall also apply to all Players whose registrations are temporarily transferred under the provisions for Long, Short and Youth Loans.

All Clubs are required to have a Medical Emergency Action Plan (MEAP), or equivalent, in place. A copy of which must be submitted to the League Secretary on the standard form provided by no later than 1<sup>st</sup> August in each year.

- (d) Crowd Doctors.

Where necessary, any Doctors employed as Crowd Doctors must have successfully undertaken:-

- the 2 day FA Course in Immediate Medical Care or pre-Hospital Care;
- the Diploma in Immediate Medical Care; or
- an equivalent.



## ALL OTHER LEAGUES RESUME HERE

### 26. PLAYER TRANSFERS BETWEEN CLUBS

When Players are transferred (Contract, Non-Contract, Scholars or loan on temporary transfer) between member Clubs (or between member Clubs and clubs) it is the responsibility of each Club to ensure that the Competition receives copies of all relevant documents pertaining to the transfer including full details of any payment schedules agreed in writing or otherwise between the two Clubs. Should a Club fail to meet the payment schedules lodged with the Competition on receipt of notification an embargo on further Players registrations will be placed upon the defaulting Club together with a 1% levy per day on the outstanding payments as detailed in the [ .....]

### 27. PROVISION FOR MEMBERSHIP FORM TO BE SIGNED BY EACH CLUB EACH PLAYING SEASON

### 28. PROVISION FOR FULL & ASSOCIATE MEMBERS

### 29. PROMOTION AGREEMENTS

### 30. GENERAL MEETINGS

### 31. MANAGEMENT COMMITTEE

### 32. COMPETITION OFFICERS

33. Each Club shall at all times comply with all reasonable requests by the Competition to ensure due compliance by the Competition with its commercial agreements and shall not enter into any new agreements with any direct competitor to the Competition's title sponsor [or any third party with whom the Competition has entered into a commercial agreement.]

34. Each Club shall be obliged to utilise any match boards provided by the Competition's sponsor and further shall be obliged to procure that any bench kit provided by a sponsor shall be worn during competitive and first team matches. In the event of any Club having an existing agreement with a competitor to the Competition's sponsor in respect of match boards and bench kit, they should be entitled to honour that agreement but shall not renew the same.

35. Each Club shall permit photography, filming and audio and web broadcasting at their home ground to enable the Competition to comply with the terms of any Commercial Contract (as defined in the Articles), which may be entered into by the Company and will provide all necessary facilities as may reasonably be requested by the Competition or any broadcaster as may be nominated by the Competition.[Appendix.....]





36. [Any distribution of any income received by the Company from any source whatsoever shall be entirely at the discretion of the Board.]

[The amount of central funding available for distribution will be agreed by the Board from time to time and will be distributed to Clubs, subject to the Board's discretionary rights above, in the ratio of 70% of the total agreed fund to Clubs in the Premier Division and 30% to Clubs in the North and South Divisions. The Board's discretion not to distribute central funding to a Club or Clubs will extend to, but may not be limited to, Clubs subject to a winding-up petition and/or an Insolvency Event. Payment of central funding withheld under this rule will not be distributed retrospectively.]

37. The Company shall be entitled either directly or through its duly appointed agents to inspect the books, accounts and financial records of any Club and that Club shall make available to the Company all information as may be required from time to time in that respect.

## NEXT SECTION IS FOR NATIONAL LEAGUE ONLY

### 38. CLUB FINANCE RECORDS

- (a) The Company shall be entitled either directly or through its duly appointed agents to inspect any Member Club books, accounts and financial records and the Club shall make available to the Company all information as may be required from time to time in that respect.

- (b) Current HMRC debt.

With effect from 1 July 2011 any Club which has not, within twenty-eight (28) days of the relevant due date, paid to HMRC the amounts due to be paid to HMRC to discharge:-

- the Club's full liability for VAT, and PAYE & NIC due in respect of any and all employees or former employees of the Club for the immediately preceding payment period;
- the Club's full liability for VAT, PAYE & NIC which becomes due as a result of an assessment issued by HMRC, with the exception of amounts formally disputed until such time determination is made on HMRC's claim, and/or
- defaults on the terms of any 'time to pay' agreement,

shall report the default event to the Competition prior to the month end following the month in which the debt falls due.

### 39. CENTRAL FUNDING

- 39.1 The Competition has the right not to make any Payments from central funding to Clubs who are subject to an Insolvency Event.

- 39.2 Clubs shall irrevocably waive their right to receive monies and also waive their right to receive such monies when at any time funds are due from them to Football Creditors within or without The Competition and further irrevocably authorise and appoint the Competition as

their attorney to pay any monies which would otherwise be due to their Football Creditors to such Football Creditors on their behalf if deemed appropriate by the Board.



Any Club responsible for such payment arising shall pay a fee in accordance with the Standard Fees Tariff.

- 39.3 Members of the Competition hereby irrevocably authorise the Board that in the event of each or any of them taking steps which would comprise an Insolvency Event to withhold any payment that might otherwise be due and permanently waive their right to receive the same subject only to the Board's discretionary right to pay such monies to their Football Creditors as referred to in 39.2 above or 39.4 below.
- 39.4 Whether there is any withholding pursuant to Rule 39.1 or not the member further irrevocably appoints the Company as its attorney to pay and discharge out of any monies that would otherwise be due to it pursuant to its membership of the Company and/or the Competition any sums that may be due to other members of the Company or any other Football Creditor as defined within the Rules of the Competition.
- 39.5 In the event of any such payments being made as set out in Rule 39.2 and 39.4 the Board shall be obliged to advise the relevant members in writing of the payments it has made on its behalf within 28 days of such payments.

## NEXT SECTION IS FOR STEPS 1-4

### 40. FINANCIAL REPORTING INITIATIVE

A club shall comply with the provisions of Appendix [ ], 'Financial Reporting Initiative' as shall be enforced from time to time as determined by the Board and approved by the Football Association.

The following appendices are incorporated within the membership rules and should be read in conjunction with the aforementioned rules. The rules and appendices were approved and passed by the clubs at the Annual General Meeting (insert date ..... 20.....).

An Embargo may be imposed pursuant to any of the relevant preceding or subsequent Rules and Regulations or Appendices but in any event shall be imposed:-

- (a) where a Club has undergone an Insolvency Event
- (b) where a Club has been served with a winding-up petition which has not been satisfied in full or to the satisfaction of the petitioning creditors as evidenced by written agreement or
- (c) where a Club has either defaulted on such an agreement or has omitted or incorrectly reported its failure to adhere to the terms of any agreement.

Any Embargo is without prejudice to any other penalties that the Competition may wish or be entitled to impose pursuant to any other Rule or Regulation or Appendix in relation to any matter giving rise to the right to impose an Embargo including but not limited to any default,

or any agreement reached with creditors or failure to report the default or incorrectly reporting the Club's adherence to any agreement with creditors.



**ALL OTHER LEAGUES RESUME HERE****FEES TARIFF**

<b>Rule</b>	<b>Subject Matter</b>	<b>Amount (£)</b>
2.3	Grading	
3.1	Application for membership	
3.1	Grading	
3.2	Membership	
3.2	Annual Subscription	
6.1.1	Registration Forms	
6.1.1	Additional forms	
13.A.7	Sporting sanctions appeal	
16.1	Appeal to Board	
16.4	Appeal to The FA	
16.5	Appeal by Player	
16.6	Appeal by Club	
16.10	Arbitration	

**FINES TARIFF**

<b>Rule</b>	<b>Offence</b>	<b>Up to a Maximum Fine of (£)</b>
2.1	Failure to return Form D questionnaire	
2.1	Failure to complete Form D	
2.1	Failure to provide affiliation number	
2.6	Failure to notify change in Memorandum and Articles within 14 days	
2.13	Failure to publish legal name and ownership	
2.14	Failure to notify occurrence of an Insolvency Event	
2.20	Failing to attend any General Meeting	
3.2	Failure to pay Annual Subscription 7 days before AGM	
4.5	Failure to pay amount due within 28 days	
4.8	Failing to attend to business	
10.7	Failure to submit accounts within nine months of accounting reference date	

- 6.4.2 Failure to register 16 players prior to start of the season
- 6.7 Failure to return Retained List by the due date
- 6.8 (i) Failure to use a board for substitutions in a match  
(ii) Named substitute not registered but not taking part
- 6.9 Playing ineligible Player
- 7.1 Failure to provide details of colours by due date
- 7.1 Failure to wear registered colours at home
- 7.1 Failure to number all shirts
- 7.1 Failure to have numbers on striped etc shirts on contrasting patch
- 7.2 Failure to change relevant item in event of clash
- 7.3 Goalkeeper not wearing kit different to ALL OTHER Players
- 7.4 Failure to wear official shirt/short numbers in a match
- 7.5 Failure of Player to wear number in accordance with Team Sheet
- 7.5 Captain not wearing armband
- 7.6 Failure to wear official sleeve logos in a match
- 8.32-8.38, 14.3 Causing Abandonment
- 8.38 Failure to notify postponement or abandonment
- 8.39 Failure to fulfil fixture
- 8.39 Failure to agree new date of postponed match in time set
- 8.15 Failure to carry out inspection procedure in accordance with 14.2
- 8.12 Failure to have fax, mobile phone or email operational at all times
- 8.23 Failure to start with Eleven Players
- 8.23 Failure to play full strength team
- 8.20 Late Team Sheet



- 8.20 Incomplete Team Sheet
- 8.21 Altering Team Sheet after exchange (except for Player injured in warm up)
- 8.13 Failure to notify details of match to visiting Club and Match Officials
- 8.16 Failure to notify cancellation or rearrangement to Match Officials
- 8.18 Failure to have a defibrillator present at home matches (Steps 1 to 4 only)
- 8.6 Late kick off
- 8.4 Failure to play County Cup match midweek
- 8.9 (i) Playing in competition without permission  
(ii) FAILURE TO NOTIFY RESULT TO THE COMPETITION SECRETARY
- 8.37 Failure to provide details of match immediately following end of match
- 8.14 Failure to provide acceptable match programme
- 8.14 Failure to provide programme information to hosts when playing away
- 8.24 Benches
- 8.29 Failure of all occupants of the technical area to wear corporate bench kit
- 8.30 Failure by a home Club to provide a full match video
- 10.7 Failure to submit accounts within nine months of accounting reference date
- 8.31 Failure to send result form within the required timescales as detailed in 8.31
- 14.7 Failure to pay Match Officials on day of match in dressing room
- 14.8 Failure to provide flags
- 14.9 Failure to play with Match balls required by The Competition
- 14.10 Failure to provide practice balls to visitors
- 15 Failure to give notice of resignation by due date
- 18 Failure to return trophy by due date
- 18 Failure to return trophy engraved
- 18 Failure to return trophy in good condition



- 24.1 Failure to insure Players
- 24.2 Failure to implement public liability insurance to required level
- 25 Failure to have medical personnel as stated
- 34 Failure to utilise match boards provided by the Competition's sponsor in a match



Abandonments	8.30–8.36, 14.3, 14.5, 14.7
Admission charges	20
Agents	9.1, 9.2
Annual match, champions v cup winners	4.11
Appeals	4.3, 13.5-13.4, 16.4
Arbitration	16.10
Ballboys/girls	7.8
Balls, match	14.9
Balls, practice	14.10
Bench kit	34
Board, the	4.1-4.13
Cancellation, of contracts	6.5.1
Cancellation, of matches	8.16
Ceasing to operate, a club	12
Centenary awards	22
Champion club, declaration of	12
Club colours	7.1-7.7
Contributions, to league funds	2.16
Creditors	2.9.2, 2.9.3, 4.5, 11
Criteria document	2.5, 2.6
Dates, of matches	8.13
Deduction of points	13.A.1, 13.A.2
Definitions	1.1
Directors, change of	2.15
Duration, of matches	8.17
Fees, to match officials	14.7
Filming	35
Financial arrangements, with Players	6.10
Financial records	10.1
Financial statements	10.7
Fines	4.5
Fixtures, precedence of	8.4
Form D	2.1
Form H3	6.6.2





Gate receipts	10.2
General meetings	2.19
Ground sharing	2.1, 4.12, 8.6
Incorporation, by a club	2.8, 2.12
Ineligible Players	6.9
Insolvency event	2.14, 13A, 13B
Inspection, of grounds	2.5
Instructions, of the Board	4.6
Insurance	24.1, 24.2
Interests, in more than one club	5
International transfer certificate	6.11
Kick-off time	8.6
List of Players	6.7
Loans	10.6
Loan Transfers	6.6
Long Service	21
Match boards	34
Match officials	14.1-14.11
Medical certificates	8.10
Medical personnel	25
Medical records	25
Membership	2.1
Misconduct	17
Number of clubs	2.10
Number of Players	8.21
Nursery club	2.4
Owners' and Directors' Declaration	2.15
Passes, match day	8.16
Photography	35
Playing condition, of grounds	8.11
Playing season	8.1
Playing surfaces	23
Postponements	8.5, 8.9, 8.10, 8.15, 8.34, 8.36, 8.37, 14.2, 14.7, 23.8, 23.10
Programmes	8.14



Promotion and relegation	12
Protests	16.1-16.3
Publication of Ownership	2.13
Re-arranging matches, to Friday or Sunday	8.8
Registration forms	6.4
Registrations, closing date for	6.2.1
Representative matches	4.10
Result/report forms	8.29
Results, of matches	8.35
Rules, alterations to	19
Scholars	6.3.1
Sponsors	34
Standards, appropriate to membership	2.17
Status, of Players	6.3
Subscription	3.1, 3.2
Substitute Players	6.8
Suspension, of a club	2.14
Team Sheets	8.18, 8.19
Technical area	8.22-8.26
Temporary transfers	10.5
Termination of contract	16.5, 16.6
Transfers	6.5, 10.4, 26
Travelling expenses, of match officials	10.3, 14.7
Trophy	18
Websites	8.14
Withdrawal, of a club from a competition	15



## YOUTH RULES FOR THE GUIDANCE OF COUNTY ASSOCIATIONS

The following Youth Rules are for the guidance of County Associations:-

1. The Association shall be called "The County Youth Football Association."
2. The Officers of the Youth Association shall consist of a President, Vice-Presidents, Chairman, Hon. Secretary and Treasurer, and Hon. Referees' Secretary.
3. The Youth Association for the purposes of general management shall be governed by a Council consisting of two Members from each Division elected annually in accordance with these Rules, four Members nominated by the County Football Association, the President, Chairman, Hon. Referees' Secretary and the Hon. Secretary and Treasurer of the County Football Association.
4. All Clubs having their headquarters within the area of the County Association, the whole of whose players are under 18 years of age on 31st August, of the then current season, shall be eligible for Membership, subject to the approval of the Council.
5. All Clubs upon application for affiliation to the Youth Association, and at any time thereafter when so required, shall satisfy the Council that they are properly constituted and also play Football according to the Rules and Regulations of The Football Association.
6. Each affiliated League, Competition and Club shall pay an annual fee.
7. Each affiliated Club shall forward on or before the 1st September in each year, to the Hon. Secretary, a return in accordance with Form "A" in the Schedule which is annexed to and forms part of these Rules.
8. For the purposes of management, the Youth Association shall be divided into Divisions, geographically as defined by the Council, the Division to which a Club belongs being determined by the situation of its ground or, in the event of a Club having no ground, by the situation of its headquarters.
9. The Annual General Meeting shall be held not later than the ..... in each year.  
A printed balance sheet of the accounts, certified by the Auditor, shall be sent out with the notices convening the meeting 14 days prior to the date of same. Each affiliated League, Competition and Club shall be entitled to send two duly appointed Representatives. All Representatives appointed under this Rule must be Members of the Club they represent.  
An individual Member shall only represent one affiliated Club. The County Officers shall be entitled to vote at any Ordinary and/or Special General Meeting. Councillors may attend any General Meeting but may not vote in that capacity.
10. [Each County Association will frame its own Rule, as circumstances may require, to provide the method by which the Council shall be elected.]
11. The duties of the affiliated Leagues or Competitions may be generally defined as follows:-  
To investigate and (if so instructed by the Council) to deal with reports of misconduct, protests, complaints, or other matters referred to them by the Council, or by the Secretary in cases when delay would appear detrimental. The League or Competition shall, with as little delay as possible, report the results of their investigations and determinations to the Secretary. The Council shall have power to amend or revoke any decision of a League or Competition when they deem it advisable.
12. Any Appeal against a decision of a League or Competition must be sent to the Secretary, accompanied by a deposit of £0.50 which may be forfeited to the funds of the County

## STANDARD CLUB RULES 2018-2019

Association if the Appeal is successful. Members of a League or Competition whose decision is appealed against shall not sit on, or be present at, the Council Meeting during the determination of such Appeal. All Appeals under this Rule must be lodged with the Secretary within seven days of the decision being given, which it is desired to appeal against.



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YOUTH RULES 2018-2019

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13. If an insufficient number of candidates is nominated, the Hon. Secretary shall report the circumstances to the retiring Council, who shall elect Members to fill the vacancies.
14. Five Members of the Council shall form a quorum for the transaction of business. The Council shall have the power to fill any vacancy that may occur among the elected Members in their body during the year. The Council shall have power to appoint such Committees as they may consider necessary and provide such secretarial assistance as they think fit.

[The Rules of the County Association shall apply to all matters not provided for in these Rules.]

## GOALPOST SAFETY GUIDELINES

Updated June 2018

The Football Association, along with the Department for Culture, Media and Sport, the Health and Safety Executive and the British Standards Institution, would like to draw your attention to the following guidelines for the safe use of goalposts.

Several serious injuries and fatalities have occurred in recent years as a result of unsafe or incorrect use of goalposts. Safety is always of paramount importance and everyone in football must play their part to prevent similar incidents occurring in the future:

To minimise the risk of poorly designed, badly installed or inadequately maintained goals being used the BSI have a standard for football goals, nets, maintenance and management which has been agreed across Europe. Only goals and nets that are certified as complying with the relevant British Standard should be purchased or used for all forms of football.

Traditionally larger sized/weighted goals have been designed to withstand the types of misuse that can occur on unsupervised sites (people swinging on the cross bar, etc.); making the goals strong enough to withstand abuse does result in them being quite heavy and concerns have been expressed that there is the possibility of a greater risk of injury occurring through a heavy goal tipping or when a free-standing type, as often used on 3G pitches, is being moved around a field. Lighter goals have been developed for these pitches and a new standard established. BS EN 16579

When selecting goals and other sports equipment, consideration must be given to the precise uses of the pitch, so that changes in activity can take place with the minimum of effort and inconvenience. Goals can be freestanding, and therefore easily moved, although it is important to make proper provision for their storage when not in use (the run-offs of the pitch must not be used for this purpose) or they can be socketed when semi-permanent installation is required.

1. For safety reasons goalposts of any size (including those which are portable and not installed permanently at a pitch or practice field) must always be anchored securely to the ground or have a weighted back bar.
  - Portable goalposts must be secured as per the manufacturer's instructions; this is also a requirement for the Laws of the Game.
  - Under no circumstances should children or adults be allowed to climb on, swing or play with the structure of the goalposts;
  - Particular attention is drawn to the fact that if not properly assembled and secured, portable goalposts may overturn; and
  - Regular inspections of goalposts must be carried out to check that they are properly maintained.
2. Portable goalposts should not be left in place after use. They should either be dismantled or removed to a place of secure storage, or placed together and suitable fixings applied to prevent unauthorised use at any time.
3. Goalposts which are "homemade" or which have been altered from their original size or construction should not be used under any circumstances as they potentially pose a serious safety risk
4. There is no BS/CEN standard for wooden goals and it is unlikely that wooden goals will pass a load or stability test. The FA recommends that wooden goals should be replaced with British Standard compliant metal, aluminium or plastic goalposts. All wooden goals previously tested by independent consultants have failed strength and stability tests.

The FA and BSI, recognise the previous industry, standards for goalposts – BSEN 748 (2013) BS

## STANDARD CLUB RULES 2018-2019

8461:2005 +A1: 2009 and BS 8462: 2005 +A2: 2012 along with the new BS EN standard 16579. It is strongly recommended that you ensure that all goals purchased comply with the relevant standard. A Code of Practice BS 8461 is also available and copies of all of these standards are available from the BSI. Funding for the replacement of unsafe goals is available via the Football Foundation and eligibility criteria and further details can be obtained from their website.



**REMEMBER TO USE GOALPOSTS SAFELY AT ALL TIMES**

## GOALPOST AND PITCH SIZES 2018-2019

## GOALPOST AND PITCH SIZES

The FA receives many enquiries around pitch and goal sizes suitable for all age groups and therefore recommends the following should be applied where possible:-

Age grouping	Type	Recommended size of Goal Posts		Maximum Recommendation without runoff		Recommended size including runoff (Safety area around pitch)	
		(Height x width) ft		(Length x width) yds		(Length x width) yds	
Mini-Soccer U7/U8	5 v 5	6	12	40	30	46	36
Mini Soccer U9/U10	7 v 7	6	12	60	40	66	46
Youth U11/U12	9 v 9	7	16	80	50	86	56
Youth U13/U14	11 v 11	7*	21*	90	55	96	61
Youth U15/U16	11 v 11	8	24	100	60	106	66
Youth U17/U18	11 v 11	8	24	110	70	116	76
Over 18 Senior Ages	11 v 11	8	24	110	70	116	76

**Note:** County FAs and Leagues may have defined rules for their own competitions and reference should always be made to their handbooks for additional guidance and compliance.

The FA recommends that run-off's for natural grass pitches should be a minimum of 3 yards (or 3 metres) all around the pitch. For those clubs playing in the football pyramid the minimum safety run off is 1.83 metres (6 feet) but ideally at least 2 metres. If a new ground is to be constructed at least 3m should be provided.

The run-off must be of natural grass and must not be of tarmac or concrete construction, with no barriers or obstructions evident within the run-off area. If Football Turf (3G) is to be used as a run-off, this should be constructed to meet the performance standards of full size pitches and be green in colour.

Where pitches neighbour others within a confined area, the minimum run-off between both pitches should ideally be 6 yards to allow for spectators watching either match.

The Laws of the Game may be modified in their application for matches for players of under 16 years of age, for women footballers, for veteran footballers (over 35 years) and for players with disabilities.

Any or all of the following modifications are permissible:-

- the size of the field of play
- the size, weight and material of the ball
- the width between the goalposts and the height of the crossbar from the ground
- the duration of the periods of play
- substitutions

\* If a pitch is to be provided for U13/14 it is recommended that 7 x 21 goalposts are provided. However, it should be noted that 8 x 24 would also be acceptable as not all sites will be able to provide specifically for this age group



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GOALPOST AND PITCH SIZES 2018-2019

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**LINE MARKING**

## Multi-line Marking on Single Pitches

FIFA rules stipulate (Law 1 The field of play) that where 3G Football Turf pitches are being used 11v11 adult pitch should be marked in white. Other lines are permitted provided that they are of a different colour and clearly distinguishable. The lines must be of the same width which must not be more than (12cm) 5 inches. The FA have produced guidance documents for natural and football turf pitches that include recommended colours and how pitch dimensions and layouts can be implemented. These documents are available on The FA website.

As a quick guide the following colours are recommended when marking pitches:

- Red      Mini Soccer U7 & U8 (5v5)
- Yellow Mini Soccer U9 & U10 (7v7)
- Blue     U11 & U12 (9v9)
- White   other age groups & adult (11v11)



### THIRD GENERATION (3G) FOOTBALL TURF PITCHES 2018-2019

## THIRD GENERATION (3G) FOOTBALL TURF PITCHES

There continues to be significant interest in the use of Third Generation Football Turf Pitches (3G) for clubs in the National League System and below.

Much of this interest, both from leagues and clubs within the non-League pyramid, seeks to understand The FA's position regarding the sanction of these pitches, particularly in FA Competitions.

The FA Board and Council have now approved the use of such pitches in all FA competitions.

- FA Cup
- FA Trophy
- FA Vase
- FA Youth Cup
- FA Women's Super League, FA Women's Premier League, FA Women's Cup and FA WSL Continental Cup
- FA Sunday Cup
- FA County Youth Cup

The use of such pitches is however dependent on compliance with conditions of use – a copy of these is available for download and should be read in association with these notes.

It has been agreed that matches for steps 3 - 6 of the National League System, Womens Super League and FA competitions may be played on 3G Football Turf Pitches that conform to the FIFA 1 star/Quality performance standard, or the equivalent International Artificial Turf Standard (IATS)/International match standard (IMS). (see specific notes in the league rules relating to steps 1 and 2 and the FA Cup competition rules relating to first round 'proper' fixtures involving professional clubs)

To qualify for use, the pitch must be certified annually as meeting the FIFA 1 Star/Quality or IATS/IMS Standard and listed on the FA's Register of 3G Football Turf pitches. The relevant certificate or report must be supplied to The FA and relevant competition for approval before play is allowed.

3G Football Turf pitches are also allowed to be used for matches for Step 7 and below (including youth competitions) subject to the pitch meeting the correct performance criteria (relaxed from the FIFA 1 star /Quality standard) and appearing on the FA 3G register. A pitch must be tested (by an accredited test institute) every three years and the certificate or report passed to the FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

Clubs should make their own risk assessment of whether such an installation is plausible or not given their individual circumstances and depending on the volume of use. There is a risk that pitches may deteriorate over time and may not achieve the required standards at each period of retesting especially if the pitch has significant use and is not maintained appropriately.

It is suggested that clubs negotiate suitable longevity warranties from the pitch manufacturers to ensure that the pitch will last in line with the club's business plan and intended usage levels. A sinking fund should be established to ensure sufficient funds are available when the surface needs replacing.

Clubs are encouraged to understand the full maintenance required, which may be necessary to validate any warranty. The FA have found that most pitches that fail the performance test have insufficient maintenance. These pitches are not maintenance free and it is recommended that 1 hour maintenance is provided for every 10 hours use. This should increase for high activity use such as youth competitions or school use.

The FA together with representatives from the industry have prepared information regarding the design, installation, construction, maintenance and testing of Football Turf Pitches and The FA Facilities team can also offer advice to clubs considering installation. This information can be

## STANDARD CLUB RULES 2018-2019

accessed within the facilities section of The FA's website [www.TheFA.com](http://www.TheFA.com).

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## **GUIDANCE NOTES ON LINE MARKING OF FOOTBALL PITCHES**

Various practices have been used in the past for the application of white, or other coloured, lines to football pitches. The objectives of such practices has been to both reduce labour and materials costs whilst endeavouring to keep the lines visible for a greater length of time. Some of these practices have lead to injury and subsequent court action being taken against managers and clubs. You are therefore advised to study the following notes carefully.

### **A. LEGISLATION**

The main governing factors for marking out white lines are the same as that for other routine tasks in the workplace.

#### **1. Duty of Care**

Under the Health & Safety at Work Act 1974 every employer has a duty of care to ensure the workplace is safe for their employees, contractors, visitors, players, and spectators.

#### **2. The Control of Substances Hazardous to Health Regulations 2002 (COSHH)**

Regulations to prevent ill health from exposure to any hazardous substances present in the workplace.

#### **3. Risk Assessment**

You are required to carry out assessments on all tasks carried out in the workplace in relation to the nature of hazard, worst outcome, person(s) at risk, current precautions, estimated risk and further precautions.

If a risk assessment is correctly carried out this will ensure an appropriate line marking material is applied, ensuring best practice and, above all, safety of the groundsperson and players.

It is the duty of all Managers to ensure that all the regulations are adhered to as they are ultimately responsible in the eyes of the law. If line marking is carried out by contractors then a specification should be drawn up to include all the safeguards outlined in these guidance notes. This might also extend to include specifying a particular product however, the contractor should also provide a written risk assessment on the day of the line marking activity.

### **B. SUITABLE LINE MARKING COMPOUNDS**

#### **1. Permanent paints**

Based on pigmented viscous liquid. These “paints” can be applied either in a diluted form or neat.

#### **2. Powders**

There are various non-toxic whiting powders available which are based on ground natural calcium carbonate and can be used wet or dry. They are safe to use provided COSHH regulations are adhered to. Under COSHH the user would eliminate the risk as much as possible, although in practice this might require the user to wear gloves and eye protection and to wash off any contact with the skin as a precautionary measure. Most powders are supplied in a fine form.

Only materials approved for use as a line marking material on a grass surfaces can be used on football pitches. An example of an illegal material is hydrated Lime (Calcium hydroxide). This should never be used for line marking. It is toxic and can give rise to chemical skin burns

and irritations. It can cause serious damage to the eyes and skin on contact in both its dry or wet form. Its use is not approved or recommended under any circumstances.






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 LINE MARKING 2018-2019
 

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**C. USE OF HERBICIDES TO REINFORCE LINE MARKINGS**

Until The Food and Environment Protection Act, 1985 (FEPA) was introduced many groundsmen and club members used various herbicides mixed in with whitening compounds to keep the lines in longer and more visible during the winter playing season.

It is, however, only permissible to use a herbicide which is approved for use on sports turf, and this is likely to be a total herbicide. COSHH and a suitable Risk Assessment must be carried out prior to any application. A further legal consideration is that the user must have successfully obtained his/her Certificate of Competence in the Safe Use of Pesticides (PA1, PA2A or PA6A).

Any herbicide product for line marking must be used within the conditions of approval granted under The Control of Pesticide Regulations, 1986 (COPR), and subsequent amendments, and as outlined on the product label. There should be no risk to players by contact or transfer of the active herbicide to any part of the body. A Risk Assessment must always be carried out prior to any use of these materials to a grass surface.

The addition of herbicides to whitening materials is not a recommended practice however, there may be approved products available which might be considered in some circumstances.

Play safe – use only safe and approved materials. Do not use old materials as they may no longer be approved for use.

**D. MACHINES AVAILABLE TO MARK LINES**

Marking machines fall into the following categories.

**1. Dry Line Markers**

As the name implies, these are for applying dry powder compounds.

**2. Pressure Pump Markers**

A wheel driven pump forces marking fluid through a jet or spout directly onto the turf surface.

**3. Electric Pump Markers**

These are battery driven to constantly maintain the required pressure and direct the liquid onto the turf surface.

**4. Belt Feed Markers**

These have a moving belt system which conveys a continual supply of liquid onto the turf surface by contact

**5. Wheel Transfer Markers**

These convey the liquid via rotating wheel onto a tray and then via a sponge wheel directly onto the turf surface.

All of the above markers are obtainable from most sports ground suppliers. Before purchasing any marker have a demonstration first, and ensure you get the right marker for your requirements.

**E. USEFUL CONTACTS & INFORMATION**

The Control of Substances Hazardous to Health Regulations 2002  
<http://www.legislation.gov.uk/uksi/2002/2677/contents/made>

## STANDARD CLUB RULES 2018-2019

Health and Safety at Work etc. Act 1974

<http://www.legislation.gov.uk/ukpga/1974/37/contents>

Food and Environment Protection Act 1985

<http://www.legislation.gov.uk/ukpga/1985/48>






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**LINE MARKING 2018-2019**


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The Control of Pesticides (Amendment) Regulations 1997  
<http://www.legislation.gov.uk/ukxi/1997/188/contents/made>

Guidance for those affected by the Plant Protection Products (Sustainable Use) Regulations 2012:  
[http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/codes-of-practice/Guidance\\_Sustainable\\_Use\\_PPP\\_Regs\\_2012.htm](http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/codes-of-practice/Guidance_Sustainable_Use_PPP_Regs_2012.htm)

Code of Practice for Using Plant Protection Products available from  
<http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/codes-of-practice/code-of-practice-for-using-plant-protection-products>

Institute of Groundsmanship (Training Courses)  
 Tel: 01908 312511 [www.iog.org](http://www.iog.org)

Health & Safety Executive website  
<http://www.hse.gov.uk/>

The Amenity Forum website  
<http://www.amenityforum.co.uk>

Suppliers of products  
<http://www.iog.org/directory-and-shop/industry-directory/companies>

**F. IMPORTANT NOTE**

These notes are, intended solely to provide helpful guidance for club managers and groundsmen.

The information may vary or change from time to time, as a result of directives issued by governing bodies or government departments.

**LINE MARKING****Multi-line Marking on Single Pitches**

FIFA rules stipulate (Law 1 The field of play) that where 3G Football Turf pitches are being used 11v11 adult pitch should be marked in white. Other lines are permitted provided that they are of a different colour and clearly distinguishable. The lines must be of the same width which must not be more than (12cm) 5 inches. The FA have produced guidance documents for natural and football turf pitches that include recommended colours and how pitch dimensions and layouts can be implemented. These documents are available on The FA website.

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 White    other age groups & adult (11v11)



## RESPECT

Respect is The FA's response to a clear message from throughout the game, that the health of football depends upon high standards of behaviour on and off the pitch.

- Respect is a behavioural code for Football
- Respect is about recognising that the integrity of the game is more important than the result of the match
- Respect is For ALL and plays a key part in uniting the game
- Respect is about creating an understanding of what is acceptable and unacceptable behaviour in Football
- Respect is about those involved taking responsibility for the consequences of their own actions
- Respect is about supporting match officials to do their job.
- Respect is not a slogan. It is a collective responsibility of those involved in football to create a safe, fun and inclusive environment in which the game can take place.

The following Respect Codes of Conduct outline the types of behaviour that will support a safe, fun and inclusive game in this country. They also identify a range of sanctions which may be taken if these codes are not abided by.

### YOUNG PLAYERS – RESPECT CODE OF CONDUCT

When playing football, I will:

- Always play to the best of my ability and for the benefit of my team
- Play fairly – I won't cheat, dive, complain or waste time.
- Respect my team-mates, the other team, the referee or my coach/team manager.
- Play by the rules, as directed by the referee
- Be gracious in victory and defeat – I will shake hands with the other team and referee at the end of the game
- Listen and respond to what my coach/team manager tells me
- Understand that a coach/team manager has to do what is best for the team and not one individual player
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my club.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may:

- Be required to apologise to my team-mates, the other team, referee or team manager
- Receive a formal warning from the coach/team manager or the club committee
- Be dropped or substituted
- Be suspended from training
- Be required to leave the club

In addition:

- My club, County FA or The FA may make my parent or carer aware of any infringements of the Code of Conduct
- The FA/County FA could impose a fine and suspension against my club

## SPECTATORS – RESPECT CODE OF CONDUCT

We all bear a collective responsibility to set a good example and help provide a positive environment in which children can learn and enjoy the game.

Play your part and observe The FA's Respect Code of Conduct for spectators at all times

I will:

- Remember that children play for FUN.
- Applaud effort and good play as well as success.
- Respect the Referee's decisions even when you don't agree with them
- Appreciate good play from whatever team it comes from
- Remain behind the touchline and within the Designated Spectators' Area (where provided)
- Let the coach do their job and not confuse the players by telling them what to do
- Encourage the players to respect the opposition, referee and match officials
- Support positively. When players make a mistake offer them encouragement not criticism
- Never engage in, or tolerate, offensive, insulting, or abusive language or behaviour

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may be:

- Issued with a verbal warning from a club or league official
- Required to meet with the club, league or CFA Welfare Officer
- Required to meet with the club committee
- Obligated to undertake an FA education course
- Obligated to leave the match venue by the club
- Requested by the club not to attend future games
- Suspended or have my club membership removed
- Required to leave the club along with any dependents

In addition:

- The FA/County FA could impose a fine and/or suspension on the club

## COACHES, TEAM MANAGERS AND CLUB OFFICIALS – RESPECT CODE OF CONDUCT

We all bear a collective responsibility to set a good example and help provide a positive environment in which children can learn and enjoy the game. Play your part and observe The FA's Respect Code of Conduct at all times.

On and off the field, I will:

- Use my position to set a positive example for the young people I am responsible for
- Show respect to others involved in the game including match officials, opposition players, coaches, managers, officials and spectators
- Adhere to the laws and spirit of the game
- Promote Fair Play and high standards of behaviour
- Respect the match official's decision
- Never enter the field of play without the referee's permission
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour
- Be gracious in victory and defeat

When working with players, I will:

- Place the well-being, safety and enjoyment of each player above everything, including winning
- Never engage in or tolerate any form of bullying
- Encourage each player to accept responsibility for their own behaviour and performance
- Ensure all activities I organise are appropriate for the players' ability level, age and maturity
- Co-operate fully with others in football (e.g. officials, doctors, physiotherapists, welfare officers) for each player's best interests

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may be:

- Required to meet with the club, league or County Welfare Officer
- Suspended by the club from attending matches
- Suspended or fined by the County FA
- Required to leave or be sacked by the club

In addition:

- My FA Coaching Licence may be withdrawn

## MATCH OFFICIALS

We all have a responsibility to promote high standards of behaviour in the game.

The behaviour of the match officials has an impact, directly and indirectly, on the conduct of everyone involved in the game – both on the pitch and on the sidelines.

Play your part and observe The FA's Respect Code of Conduct of match officials at all time.

I will:

- Be honest and completely impartial at all times
- Apply the Laws of the Game and competition rules fairly and consistently
- Manage the game in a positive, calm and confident manner
- Deal with all instances of violence, aggression, unsporting behaviour, foul play and other misconduct
- Never tolerate offensive, insulting or abusive language or behaviour from players and officials
- Support my match official colleagues at all times
- Set a positive personal example by promoting good behaviour and showing respect to everyone involved in the game
- Communicate with the players and encourage fair play
- Respond in a clear, calm and confident manner to any appropriate request for clarification by the team captains
- Prepare physically and mentally for every match
- Complete and submit, accurate and concise reports within the time limit required for games in which I officiate.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my County FA or The FA:

I may be:

- Required to meet with The FA/County FA Refereeing Official
- Required to meet with The FA/County FA Referees Committee

## ADULT PLAYERS

We all have a responsibility to promote high standards of behaviour in the game. Play your part and observe The FA's Respect Code of Conduct for players at all times. On and off the field, I will:

- Adhere to the Laws of The Game
- Display and promote high standards of behaviour
- Promote Fair Play
- Always respect the match official's decisions
- Never engage in public criticism of the match officials
- Never engage in offensive, insulting or abusive language or behaviour
- Never engage in bullying, intimidation or harassment
- Speak to my team-mates, the opposition and my coach/manager with respect.
- Remember we all make mistakes.
- Win or lose with dignity. Shake hands with the opposing team and the referee at the end of every game.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may:

- Be required to apologise to team-mates, the other team, referee or team manager
- Receive a warning from the coach
- Receive a written warning from the club committee
- Be required to attend an FA education course
- Be dropped or substituted
- Be suspended from training
- Not be selected for the team
- Be required to serve a suspension
- Be fined
- Be required to leave the club

In addition:

- The FA/County FA could impose a fine and/or suspension on the club

# SAFEGUARDING IS EVERYONE'S RESPONSIBILITY

However, as a committee member, you have both a personal and collective responsibility to keep children and young people safe.

Your committee's job is to embed The FA Safeguarding Children policy, best practice guidance and regulatory requirements within your club. You'll do this by supporting your Club Welfare Officer to:

- involve suitable people
- create a safe environment
- recognise and report any concerns.

These simple objectives apply to every club, whatever its size. This course will explain why they're important and how to achieve them.

**Let's get started.**



Rule Changes are in **BOLD**

## GENERAL RULES OF COUNTY COMPETITION

1. The entire control and management of all County Competitions shall be vested in the Council, whose decision shall, in all matters affecting such Competitions, be final.
2. The various Cups shall be competed for annually in accordance with these Rules and the Special Rules governing each Competition.
3. The Council may reject the entry of any team for any Competition if they deem such a course desirable, and shall not have power to entertain any application for entry to exemption which is not made in accordance to the Rules. **Teams in membership of Leagues of the National League System at Step 6 and above will be required to enter the Challenge Cup and teams below Step 6 will be required to enter the relevant Competition for their level of football.** The final decision will be made by the Council of The Durham County FA.
4. (a) A player shall not in the same season play for more than one competing team in the same Competition, but the members of each respective team may be changed during the series of matches in any particular Competition. Unless a satisfactory reason is given, each competing Team must play its full available strength.  
  
(b) In all rounds of a competition a player must have been a registered member of his team for at least SEVEN days previous to the time fixed for the playing of a match. No player will be allowed to compete in any competition's Final unless they have played in an earlier round of that season's competition. A recognised playing member is one, in the case of a player under written contract is registered with The Football Association or, in the case of a non-contract player, is registered with the League in which the Team currently competes at least SEVEN days previous to the time fixed for playing the round, except in the Challenge Cup where it **MUST** be **NO LATER THAN NOON** on the day of playing the fixture.

In the case of postponed matches only those players who were qualified on the date fixed for the playing of the original match shall be eligible to take part.

A Player who has been suspended may play in a postponed tie after the term of his suspension has expired.

(c) Three substitutes from five nominated to the Referee will be allowed in the Challenge Cup and Trophy, in all other competitions Seven Substitutes from Seven nominated to the Referee prior to kick off can be used as repeat substitutions, ie if a player is substituted then he/she becomes a substitute, except to replace a player who is dismissed by the Referee. Substitutes must be nominated prior to kick-off, and the substitution must take place at the half-way line, and the referee must have given permission.

(d) To play in the Challenge Cup, Sunday Cup, Trophy, Minor Cup and Women's Cup a player **MUST** be at least 16 (sixteen years old). To play in the Youth and Under 18 Sunday Cup a player must be at least 15 (fifteen) years old on or before the 31<sup>st</sup> August in the playing season.

5. The Home Team playing in any Competition shall, not less than SEVEN days before the match, send to the opposing Team and Match Officials written details of ground directions and colours. A written list of actual players (Forename name and Surname) on the official Team Sheet shall be exchanged in the presence of the referee at least 30 minutes before kick off and a copy given to the referee. Such list must be sent to the Secretary of the Association within SEVENTY-TWO HOURS of the conclusion of the match. Teams infringing this Rule shall be fined the sum of £20.00
6. If the Council have any doubt as to the qualification of any player taking part in any Competition, they shall have the power to call upon such player, or the Team to which the player belongs or for which he/she has played, to prove that he/she is qualified according to the Rules, and, failing satisfactory proof, the Council may disqualify such player, and may remove the team from such Competition and/or impose such other penalty as they may deem fit, should time permit the Council have the right to reinstate their opponents if the defaulting team won.
7. The Council shall have the power to disqualify any competing team or player, or players for any competing teams who may be proved to be guilty of any breach of the Rules of the Association.
8. The teams in each Competition shall be drawn in pairs. These pairs shall compete, and the winners shall be drawn and shall compete in the same manner, and this shall be continued until the end of the Competition. Immediately after each draw is made notice shall be given to each team of the name of its opponent, and the date and hour when the tie shall be played. All ties in each round shall be played on one date and at such hours as the Council may determine (**EXCEPT THE CHALLENGE CUP**). An earlier date may be mutually agreed upon if seven days notice be given to the Secretary of the Association. Matches may be played under Floodlights providing the Secretary of Durham C.F.A. has been notified.

9. In each tie the game shall be played on the ground of the first team drawn, unless otherwise directed by the Council or otherwise mutually agreed, and the consent of the Competition obtained. The ground **MUST** provide changing rooms for both teams and match officials. In such cases the Home team in the original draw must notify the match Officials. A team not having a ground shall provide one free of all charge to the visiting team, or play upon its opponent's ground. If the ground of the team having choice is considered unsuitable for a cup tie, the opposing team may appeal to the Council at least **SEVEN DAYS** before the date stated for the tie, such appeal must be accompanied by a fee of **£25**, which shall be forfeited if the appeal is not sustained. The Council may order the match to be played on the ground of the appealing team or on a neutral ground. If such appeal be not sustained: the complaining team may be called upon to pay the expenses incurred in deciding the appeal. Each team must take every precaution to keep its ground in playing condition, and if necessary either team may require the Referee to visit the grounds two hours before the advertised kick-off time and decide as to its fitness of play. Teams shall not mutually arrange to play a match in lieu of a cup tie. If a match is played to a conclusion it must be a cup tie, but if for any cause a match is not completed it must be played again at the same venue. Postponed matches shall be played on the following Saturday or Sunday or **Midweek (Challenge Cup)** as the case may be, unless the team agrees to an earlier date. This Rule does not apply to the final tie.
10. When the colours of two competing teams are similar the visiting team must change. Goalkeepers must wear colours to distinguish them from other Players, Spectators and Match Officials.
11. The duration of each match shall be **NINETY** minutes (except in U12s,U13s,U14s and Youth Minor), unless otherwise agreed by the captains of the competing teams and the referee prior to kick off, the minimum time in the Challenge and Trophy is 70 minutes (35 minutes each way) and 60 minutes (30 minutes each way) in all other ninety minute games. The Referee shall allow for time wasted or lost through accident or other causes.
12. **There will be NO extra time in any competition.** Where the scores are level after normal time a penalty kick competition shall take place to decide the winners.
13. Any team intending to scratch from any competition will be fined the exemption fee for that competition and must give notice of its intention to do so to the Secretary of the opposing team, the match Officials, and the Secretary of the Association, not less than five days before the date fixed for playing. If a team decides to scratch after a drawn game, intimation must be given to its opponent's at the close of the match. Teams failing to give satisfactory reason for scratching may not be allowed to enter the Competition the following season, and be fined the exemption fee for that competition.
14. The Council shall fix the ground for the Final Ties in all Competitions and shall have direct control of the arrangements. There shall be no replays in any fixture. Should a fixture (including the Final) result in a draw at normal time then a penalty kick competition shall take place. Where it is considered necessary, the Council may arrange for the Final Tie of any Competition to be played on a home and away basis.
15. No team shall be allowed to scratch in the last round of any Qualifying Competition or in any Competition Proper, and any team failing to play, without showing a good and sufficient cause, will be fined the exemption fee for that competition.
16. The dimensions of the field of play for Cup Ties shall be: maximum length 130 yards (120 metres): minimum length 100 yards (90 metres): maximum breadth 100 yards (90 metres): minimum breadth 50 yards (45 metres).
17. In all Ties the Council shall appoint all match officials. Present members of either of the competing teams shall be ineligible. The expenses of all Officials appointed by the Council to officiate in any match prior to the Final Tie shall be paid by the team upon whose ground the match takes place. Officials who are present, are entitled to their travelling expenses and half their fee if the match to which they were appointed is not played due to the game being cancelled due to pitch conditions. In all games match officials are expected to be in attendance 45 minutes prior to kick-off. Referees must report any game that does not commence on time, the defaulting team will be fined £20.00.
18. **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.** Should any match be postponed on two consecutive occasions due to the Home Team ground being unfit to play, the match must be played on the first available pitch (home or away) on the first available date, a decision of which must be made at least **THREE DAYS** before the fixture is due to be played. In the Challenge Cup the game **must** be played midweek. If the appointed Referee is not available and there is any doubt about the fitness of the ground the Secretary of the Association shall be empowered to appoint a local Referee to inspect the ground and make a decision.



19. The Secretary of each team shall send notice of the result, to the Secretary of the Association, within seventy-two hours of the conclusion of the match. Teams failing to comply with this Rule shall be fined ten pounds and in default of the payment shall be struck out of the Competition. In addition the team will be liable for any action the Council consider necessary.
20. All questions relating to the qualifications of competitions or interpretation of the Rules, or any dispute or protest whatever, shall be referred to the Council, whose decision shall be final and binding on both teams. Every protest must be made in writing, and must contain the particulars of the grounds upon which it was founded. The protest must be lodged with the Association, accompanied by a fee of £25.00, within seventy-two hours of the conclusion of the match. The fee shall be forfeited to the Association in the event of the protest not being sustained. The Council may order any team engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying expenses incurred. Any protest relating to the ground, goal posts or bars, or other appurtenances of the game, shall not be entertained by the Council unless an objection has been lodged with the Referee and Captain of the opposing team before the commencement of the match. The Referee shall require the responsible team to rectify the cause of the objection, if this is possible, without unduly delaying the progress of the match.
21. The Secretary of the Association shall, within three days of receipt of the same, send a copy of the protest and particulars to the team the protest is lodged against. Each team must be represented by its Secretary or a member of its Committee and may support its case by witnesses. If a member of the Council is connected with a team concerned in a dispute or protest, they shall not sit on the Committee dealing with the dispute or protest being considered. A Barrister or Solicitor may only represent the Association or Team, of which he is a member if he be the Chairman or Secretary. Any person summoned to attend an appeal, protest, complaint, claim or enquiry must attend personally or be represented.
22. In ALL competitions (prior to the final) where a gate is taken, the competing teams shall equally divide the gate receipts (after all expenses have been paid i.e. floodlighting – NOT TO EXCEED **£30.00**. Officials fees and the travelling expenses of the visiting team (which shall be assessed at £2.00 per mile, one way, on the straight line distance between the grounds of the competing teams). In ALL Final ties following all necessary payments being made, the remaining gate receipts will be divided equally between the Durham County Football Association and both competing Teams. Ground and other expenses referred to are:- Printing, posting, advertising, police charges and Referees' charges. Travelling expenses to be allowed shall be the actual amount paid, but not exceeding the return fare by nearest bus route. The home team shall provide for the taking of admission money and the visiting team for checking the same. The expenses of gate-keepers and checkers shall not be a charge on the gate except when turnstiles are used, then teams may charge for those who work them. All members and season ticket holders must pay the admission charges to the ground and stands. The gate receipts must be approximately divided immediately after the match, and a full statement and settlement must be made within seven days of the match, and a copy thereof, to the Association shall be sent to the Secretary of the Association in the Challenge Competition only. In matches where the gate receipts are not sufficient to pay the expenses described above, the deficit must be paid in equal shares by the two Clubs. In all final ties the council shall take the whole of the gate receipts and pay all expenses.
23. When a match is postponed through causes over which neither team has any control, the expenses shall be paid out of the receipts of the second match.
24. In any match ordered to be replayed in consequences of a breach of Rule, the team in default shall not receive any share of the proceeds of such replayed match without the consent of the Council, and such consent shall only be given under special circumstances. If consent is not given, the share will be allocated to the Association.
25. In all Final Ties the Council shall have power to demand from any affiliated team the use of its ground.
26. When the winning team in any Competition is known the Association shall deliver the Trophy to such team, which shall sign a Bond, signed by the Secretary and two Bondsmen, who will be responsible for its return to the Secretary of the Association on or before the first day of March in the ensuing year, in good order and condition. Should the Trophy be destroyed or damaged by fire or other accident whilst under care or custody of the team, the team shall refund to the Association the amount of its current value or the cost of thorough repair, and should the Trophy be lost or destroyed from any other cause whilst under the care or custody of the team, the team shall, in addition to any other penalty which the Association may impose, pay the Association a sum of £100 as and for liquidated damage, any team failing to return a Trophy by 1<sup>st</sup> March in good and clean condition as required, will be fined £25.
27. All fines imposed upon teams etc. (other than fines upon suspended players), shall be paid to the Association within 14 days from the dates of the meeting at which fines are imposed.
28. All notices required to be given to the Association by any of these Rules or Special Rules of a Competition shall be addressed to the Secretary.
29. Numbered shirts must be worn in all cup ties. Referees are to report any club in default of this rule. teams in default of the Rule



will be fined £25.00.

30. The closing date and entry fees for ALL County Cup Competitions shall be decided by Council.
31. In all County Cup ties corner flags and goal nets must be used. If a team is reported for not providing goal nets they will be fined £50.00.
32. The minimum charges for admission shall be fixed by Council.
33. The fees and expenses for Match Officials shall be fixed by Council.
34. The Home team must provide suitable changing accommodation for both teams and match officials.
35. The half-time interval shall be five minutes and not exceed **fifteen** minutes.