

Hertfordshire FA



Guidance Notes for Match Officials

Youth Competitions 2019-20

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

AGE GROUP FORMATS BOYS:

Under 12	9v9
Under 13, 14, 15, 16 and 18	11v11

AGE GROUP FORMATS GIRLS:

Under 12 and 13	9v9
Under 14, 15 and 16	11v11

CONFIRMATION OF APPOINTMENT BY HOME CLUB

The home club in each tie is responsible for notifying the Match Officials of exact details of the location of the ground, date of match and kick of time. Match Officials are required to acknowledge details of the match arrangements with the home club.

For the Final ties, confirmation will be made by Hertfordshire FA.

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

ACKNOWLEDGEMENT OF APPOINTMENTS TO THE APPOINTMENTS OFFICER

Match Officials **MUST** acknowledge all appointments to **Norman Appleby**, by email to normappleby@hotmail.com.

DRESS CODE/ARRIVAL AT GROUND

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

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

KICK OFF TIMES

Kick off times shall be between 10.00am and 2.00pm, except in the months of November to February, when kick off must not be later than 1.30pm.

MATCH BALLS

Match Balls **MUST** be handed to the Referee 15 minutes before kick-off. Size 5 balls will be used in the Under 18, Under 16 and Under 15 sections. Size 4 balls will be used in the Under 14, Under 13 and Under 12 sections.

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

SHIRT NUMBERS

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

MATCH DELEGATE

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

SUBSTITUTES

Seven substitutes can be used from **seven** named for each team, but the names of these players must be given to the Referee 10 minutes before kick-off (30 minutes for Semi-finals, 45 minutes for Finals).

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

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

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

COLOURS

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

DURATION OF MATCH

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

U18	45 mins each way, plus 15 mins each way extra time if required
U16 and U15	40 mins each way, plus 10 mins each way extra time if required
U14 and U13	35 mins each way, plus 10 mins each way extra time if required
U12	30 mins each way, plus 10 mins each way extra time if required

EXTRA TIME

Extra time must be played, or at least started if ground conditions are difficult, if the scores are level at the end of normal time. If the scores are level at the end of extra time, then the game will be decided by kicks from the penalty mark in accordance to the procedure laid down in the Laws of Association Football. There are no replays in these Competitions.

HALF TIME

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

FEES

Match Officials fees for these Competitions are as follows:

	U18	U16 & U15	U14 & U13	U12
Referee	£35.00	£30.00	£27.00	£25.00
Assistant Referee	£27.00	£23.00	£21.00	£19.00

These fees are all inclusive of travelling expenses.

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

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

REPORTING OF MATCH RESULT

Each appointed Referee must report the result of their fixture to the Hertfordshire FA by completing the online Match Officials Report Form within two days of the fixture.

The form can be found here:

<https://fs4.formsite.com/Hertfordshirefa/RefereReportForm/index.html>

ABANDONED MATCHES

If the referee abandons a match, due ground conditions, it becomes void and must be played the following week. If abandoned due to misconduct, a written report will be necessary from the referee.

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

MISDEMEANOURS OF CLUBS

Referees are to report all cases of late match confirmations, late kick offs, failure to wear numbered shirts, failure to provide a linesman or Match Delegate. Reporting of misdemeanours should be made on the online Match Officials Report Form (see above).

MERCY RULE

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

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

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

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

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

Please Note: This is a pilot scheme running for one season (2019-20), at present, and feedback will be forwarded to the Football Association in December and at the end of the season. However, this is a rule of the competition and must be followed.

Key Contacts for Youth Competitions

All competition and administration enquiries should be directed to:

Paul Musgrave

Football Services Administrator (Competitions)
Hertfordshire Football Association
The County Ground
Baldock Road
Letchworth
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SG6 2EN

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E: paul.musgrave@hertfordshirefa.com

Paddy Donovan

Hon. Secretary, Competitions Committee
9 Smallwood Close
Wheathampstead
Hertfordshire
AL4 8TW

T: 01582 832833

M: 07581 543465

E: paddy2645@btinternet.com

All referee enquiries should be directed to:

Norman Appleby

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Sandridge,
St Albans
Hertfordshire
AL4 9DU

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