

## Guidance Notes for Clubs

### Youth Cups 2023-24

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

*All rounds up to and including Semi-Finals*

#### ELIGIBILITY OF PLAYERS:

The qualifying date for players is 31<sup>st</sup> August 2023

All players in County Cup ties must be registered with the league in which their team plays for 7 days prior to the date of the match.

League Identity Cards must be carried and be presented to the opposition along with a team sheet if supplied 20 minutes prior to the scheduled kick off time. Where Leagues do not use player League Registration ID cards then they must print off their squad from the Club Portal to show the opposition team.

**In the Semi-final or Final tie**, a player must have played in a previous round of the competition or if not, they must have played at least 5 league matches for that team in the current season.

#### KICK OFF TIMES

Kick off times must be between 10.00am and 2.00pm, except in November, December and January, when kick off must be no later than 1.30pm. The kick off time in each tie shall be at the discretion of the home drawn team (see Rule 12A).

All Kick off times **MUST** be sent to the **Competitions Secretary** or the club can add the Kick-off times if using the Matchday app. Note: All Kick off times will be defaulted to 08.00AM.

## **DATES OF ROUNDS:**

As per rule 12E, only a weather postponement is accepted for a match being postponement. Any team/s not able to play on the selected date of a tie can bring the game forward earlier than the date shown by requesting via the Competitions Secretary.

## **CONFIRMATION OF MATCH**

Home Clubs need to confirm match details, at least 7 days before the date in which the tie is to be played to the Away team and Match Officials. In the final tie confirmations will be made by Hertfordshire FA.

## **COLOURS**

Home clubs will also need 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.

## **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.

## **SHIRT NUMBERS**

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

## **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, Under 15 and Size 4 in Under 14 sections.

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

## SUBSTITUTES

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

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

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

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

## DURATION OF MATCH

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

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

## HALF TIME

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

## EXTRA TIME

There are no replays in this competition and **no extra-time** to be played.

If the scores are level at the end of full-time, then the game will be decided by kicks from the penalty mark in accordance with the procedure laid down in the Laws of the Game.

## MATCH OFFICIALS

Match Official fees for this Competition are as follows:

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

**These fees are all inclusive of travelling expenses.**

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

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

## NOTIFICATION OF RESULT

All clubs (whether home or away) must communicate the result of their County Cup match by 11.00pm on the date of the fixture.

This communication must be in the form of an SMS message in response to an automated message sent from the County FA on the day of the game or by entering the result on FA Full-Time or the Matchday app. Any club failing to communicate the result of their game by this deadline shall be liable to a fine.

## MATCH REPORT FORM

The FA Full-Time system is being used to record results and other relevant information and details of each match must be inputted onto this system. As above, results must be updated no later than 11.00pm on the night of the Match played.

All remaining information (e.g. the players selected for the match, substitutes used, referee scores, etc) must be added on the system no later than 11.00pm the day after the match is played. A fine will be imposed if the system has not been updated by the club within the time stated. Please ensure nominated substitutes, and used substitutes, are shown accordingly. Unused named substitutes are not considered to be cup tied.

## **ABANDONED MATCHES**

If the referee abandons a match due to ground conditions, it becomes void and must be played again on the second weekend. If abandoned due to misconduct, a written report will be necessary from the Referee.

The Home Club must advise the **Competitions Secretary** of an abandoned match. If abandoned through no fault of either club after the completion of normal time, but before the end of penalty kicks, then the game shall be played again at the ground of the away team.

Hertfordshire FA may require a new venue to be found if the Home team pitch becomes unplayable and a match is postponed more than once.

## **MERCY RULE**

In any Hertfordshire FA Youth County Cup Competition match at any age-group, where one team has attained a nine (9) goal advantage the match shall be adjudged to have reached a conclusion. The referee shall signal the end of the match and the score at that time shall be recorded as the final score.

To clarify, a nine-goal advantage means 9-0, 10-1, 11-2 etc.

The referee and teams shall inform Hertfordshire FA, via the match report form, of the time the match was ended. This is required to provide feedback to the Football Association of the pilot scheme. Should a match be concluded within this rule and it occurs well before normal full-time, it will be the decision of the two teams playing as to whether they wish to play a friendly or training match.

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

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

*In addition, the following will apply for the Semi-Final and Final ties*

## **SQUAD SHEET**

Every Club playing in the Semi-final or Final shall, not less than seven (7) days before the match, send to the opposing club and the **Competitions Secretary** a list of all players from which the team for such match will be selected, also clearly indicating the date of birth of each player. A copy must also be sent to their league, who will confirm that all listed players are registered and eligible to play.

No objection to the qualification of any such player mentioned in such a list shall be entertained unless notice of objection, stating particulars, is given prior to the date of the kick off for the match to the **Competitions Secretary** and the Secretary of the opposing Club. No player shall be eligible unless their name has been included in the list.

## **Key Contacts for Youth Cups**

*Competition and administration enquiries should be directed to:*

### **Football Operations Administration Assistant**

T: 01462 650203

E: [competitions@hertfordshirefa.com](mailto:competitions@hertfordshirefa.com)

### **Paddy Donovan**

#### **Competitions Secretary**

M: 07581 543465

E: [paddy2645@btinternet.com](mailto:paddy2645@btinternet.com)

*Referee enquiries should be directed to the relevant appointments officer:*

### **Frank Van Der Wens**

#### **Boys Competitions Referee Appointments**

T: 07941 128395

E: [frank.vanderwens@outlook.com](mailto:frank.vanderwens@outlook.com)

### **Adam Marsh**

#### **Girls Competitions Referee Appointments**

T: 07852 125745

E: [adam.m.marsh@outlook.com](mailto:adam.m.marsh@outlook.com)

*Updated 17.06.2023*