Staffordshire FA

STAFFORDSHIRE FA

MAKING A DIFFERENCE THROUGH FOOTBALL

COUNTY HANDBOOK
SEASON 2017/2018

WWW.STAFFORDSHIREFA.COM

STAFFORDSHIRE FA

HOW GRASSROOTS FOOTBALL IS SUPPORTED IN STAFFORDSHIRE

OVER 800 REGISTERED REFEREES OFFICIATING ON LEAGUES ACROSS THE COUNTY

OVER 1,700 AFFILIATED TEAMS ACROSS YOUTH, ADULT AND DISABILITY FOOTBALL

1550 PEOPLE RECEIVING E-NEWSLETTERS ON A REGULAR BASIS

£66,000 INVESTED TO NEW TEAMS VIA THE GROW THE GAME INITIATIVE

£15.25 MILLION INVESTED BY THE FOOTBALL FOUNDATION INTO STAFFORDSHIRE FACILITIES SINCE 2001

OVER 100 SITE VISITS VIA THE FA PITCH IMPROVEMENT PROGRAMME

£20,000 INVESTED INTO COACH EDUCATION VIA COACHING BURSARIES

OVER 8,354 DISCIPLINE CASES PROCESSED IN THE 2016/17 SEASON

65% OF AFFILIATED CLUBS WITH CHARTER STANDARD STATUS

OVER 90% OF LEAGUE FOOTBALL COVERED BY A QUALIFIED MATCH OFFICIAL

104 YOUNG LEADERS DEVELOPED OVER THE LAST 12 MONTHS

OVER 30 WALKING FOOTBALL SESSIONS PROVIDING FOOTBALL OPPORTUNITIES FOR THE OVER 50'S

20 AFFILIATED LEAGUES PROVIDING 'TRADITIONAL' FOOTBALL OPPORTUNITIES AT WEEKENDS

6 AFFILIATED LEAGUES PROVIDING 'FLEXIBLE' FOOTBALL OPPORTUNITIES DURING THE WEEK

14 COUNTY CUP COMPETITIONS ACROSS ALL AGE GROUPS

OVER 100 COACH EDUCATION COURSES RAN DURING THE 2016/17 SEASON

OVER 30,000 PLAYERS ACROSS ALL AGE GROUPS

14 CLUBS GIVEN ACCESS TO THE FA COACH MENTOR PROGRAMME DURING 2016/17 SEASON

www.staffordshirefa.com

Staffordshire Football Association Limited.
(Established 1877)

Incorporating the Staffordshire County Youth Football Association and the Walsall & District Football Association

Dyson Court,
Staffordshire Technology Park,
Beaconside,
Stafford,
Staffordshire,
ST18 0LQ

Telephone: 01785 256994
Fax: 01785 279837
E-mail: info@staffordshirefa.com
Web: www.staffordshirefa.com

Staffordshire FA County Handbook 2017 / 2018

Registered in England: Registration Number: 3799658

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Office **Hours**

The Office is open to receive telephone calls and visitors between the following hours:

Monday – Thursday: 9:00am – 5:00pm
Friday: 9:00am – 4:00pm

Outside of these hours a Telephone Answering Machine is in operation.

Sportsguard

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Staff Contacts

Chief Executive Officer
Adam Evans
adam.evans@staffordshirefa.com

Head of Strategy & Investment
Kevin Staples
kevin.staples@staffordshirefa.com

Members Support Hub

Team Lead
Members Support (Discipline)
Vicky Collins
vicky.collins@staffordshirefa.com
Ext. 203

Members Support (Finance)
Joanne Adams
joanne.adams@staffordshirefa.com
Ext. 200

Safeguarding & Education Officer
Jan Scott
jan.scott@staffordshirefa.com
Ext.205

County Communications Officer
Michelle Fatcher
michelle.fatcher@staffordshirefa.com
Ext. 213

Football Administrator
Lynn Barber
lynn.barber@staffordshirefa.com
Ext. 224

Accountants
Dains LLP
01782 262121

Office
01785 256994

Participation Hub

Team Lead
Football Development Officer (Adult)
Gareth Thomas
gareth.thomas@staffordshirefa.com
Ext. 207

Football Development Officer (Youth & Workforce)
Daniel Hickinbottom
daniel.hickinbottom@staffordshirefa.com
Ext. 209

Football Development Officer (Disability)
Gemma Turner
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Ext. 208

Football Development Officer (Inclusion)
Bethan Woolley
bethan.woolley@staffordshirefa.com
Ext. 215

Referee Development Officer
Matthew Jones
matthew.jones@staffordshirefa.com
Ext. 211

Workforce Co-Ordinator
Sare Michael
sare.michael@staffordshirefa.com
Ext. 212

Members of Council

PRESIDENT

D.M. Bathurst Esq.

CHAIRMAN

M. Stokes Esq.

VICE CHAIRMAN

R. Tooth Esq.

LIFE MEMBERS

B.G. Shenton	(44)	5 Cranbrook Close, Trentham, Stoke on Trent ST4 8PN	01782 659225
R.M. Street	(44)	Camelot, Wade Lane, Hill Ridware, Rugeley WS15 3RE	01543 490590

LIFE VICE PRESIDENTS

B. J. Adshead	(21)	53 Warren Road, Burntwood, Staffordshire, WS7 4SY	01543 682001
D.M. Bathurst	(50)	36 Spring Court, Birmingham Road, Walsall, WS1 2NS	01922 648380
M.J. Cooper	(37)	55 Victoria Terrace, Stafford, ST16 3HB	01785 601725
J.C.W. Deans	(36)	10 Splash Lane, Hednesford, WS12 2NE	01543 877229
E.F. Evans	(33)	4 Kingsfield Road, Basford, Stoke on Trent, ST4 6DY	01782 637808
R.H. Jenkinson	(36)	5 Ganton Road, Bloxwich, Walsall, WS3 3XQ	01922 710870
G. Leadley	(47)	85 Louise Street, Burslem, Stoke on Trent, ST6 1AY	01782 814847
W.K. Martin	(30)	5 Crossdale Avenue, Baddeley Green, Stoke on Trent, ST27JB	01782 542517
D.E. Ramsbottom	(31)	8 Swinfen Broun Road, Lichfield, WS13 7AP	01543 252396
P. Savage	(35)	Wyndene House, 61/63 High Street, Ipstones, ST10 2LU	01538 266265
T. Simms	(46)	c/o Staffordshire Football Association Limited	
G. Singh	(23)	19 Springvale Rise, Parkside, Stafford, ST16 1TE	01785 602548
D.L. Stanton	(54)	The Haven, Little Hay, Lichfield, WS14 0QB	01543 480940
J.E. Wells	(23)	258 Bradbury Lane, Hednesford, WS12 4EP	01543 871128

REPRESENTATIVES

M. Barnard **(3)** **Mid Staffs Junior League**
28 Knowle Road, Stafford, ST17 0DN 01785 661999
J.F. Cotton **(18)** **Elected Club Representative**
293 Weston Road, Weston Coyney, Stoke on Trent, ST3 6HA 01782 333445
Mrs B. Degg **(1)** **Uttoxeter & District Sunday League**
34 Mellor Drive, Uttoxeter, ST14 7AL 07816 068454
I. Evans **Leek Town FC**
29 Church Meadow, Ipstones, Stoke-On-Trent, ST10 2LS 07970 090350
C. Garlick **Port Vale FC**
Vale Park, Hamil Road, Burslem, Stoke on Trent, ST6 1AW 01782 655800
A.J. Grocott **(9)** **Lichfield & Walsall District League**
5 Rectory Lane, Armitage, Rugeley, WS15 4AN 01543 307555
Mrs. W. Hancock **(7)** **Potteries Junior Youth League**
142 Wilson Road, Stoke on Trent, ST4 4QF 01782 658613
P. Heafield **Staffordshire County Referees Association**
61 New Road, Burntwood, WS7 0BX 07837 652097
D. Hodgkiss **(1)** **Bilston Partnership Youth League**
18 Raymond Gardens, Wednesfield, WV11 3JH 07791 386329
S.J. Holland **(6)** **City Traders League**
1 Booth Street, Chesterton, Newcastle under Lyme, ST5 7PX 07749 059694
Mrs. M. Hollingshead **(1)** **Lichfield & District Recreational League**
10 Croxley Drive, Hednesford, Staffordshire, WS12 2GU 01543 425821
J. Houston **(1)** **Cannock Chase Sunday League**
13 Hardie Avenue, Rugeley, Staffordshire, WS15 1NU 01889 585658
J. Lilburne **Stafford & District Sunday League**
5 Sayers Road, Stafford, ST16 1QD 07805 355331
A. Martin **(1)** **Staffordshire County Girls & Womens League**
7 Kempson Road, Penkridge, Staffordshire, ST19 5BG 07944 387386
D. Mole **Walsall FC**
Banks's Stadium, Bescot Crescent, Walsall, WS1 4SA 01922 622791
L.G. Morris **(2)** **Sentinel Football Competitions**
292 Princes Road, Penkhull, Stoke on Trent, ST4 7JP 07879 466523
R. Mullin **(3)** **Stafford Rangers FC**
3 Gillingham Crescent, Castlefields, Stafford, ST16 1AN 01785 602430
A. Penn **Stoke City FC**
Bet365 Stadium, Stoke-On-Trent, ST4 4EG 01782 367598
C. Redfern **(1)** **Walsall Junior Youth League**
26 Highfield Way, Aldridge, Walsall, WS9 8XF 07926 588178
M. Sale **(5)** **Leek & District Sunday League**
The Bungalow, Stoneyvale, Stoke on Trent ST10 3AH 01782 702361
M.A. Sanders **(17)** **Coors Sunday League**
18 Arran Drive, Stoke on Trent, ST7 4UD 01782 814842
A.S. Sheldon **(18)** **North Staffs Junior Youth League**
27 West Street, Porthill, Newcastle ST5 0AL 01782 635962

S. Shuttleworth **Staffordshire Ability Counts League**
49 Pirehill Lane, Stone, ST15 0JL 07718 195358
M. Stokes **(18)** **Staffordshire County Senior League**
21 Corsican Drive, Pye Green, Cannock, WS12 4SZ 01543 878075
R. Tooth **(13)** **Potteries & District Sunday League**
42 Westsprink Crescent, Stoke-On-Trent, ST3 5JB 07890 422644
M. Warren **(3)** **Staffordshire Schools FA**
21 Highfields Park, Cheslyn Hay, Walsall, WS6 7PH 01922 414533
J.E. Wells **(23)** **Elected Club Representative**
258 Bradbury Lane, Hednesford, WS12 4EP 01543 871128

Meetings of Council

The dates of the Meetings of Council for Season 2017/2018 have been agreed as follows;

Thursday 28th September 2017
Thursday 23rd November 2017
Thursday 25th January 2018
Thursday 26th April 2018
Monday 4th June 2018

All meetings to be held at Dyson Court, Staffordshire Technology Park, Beaconside, Stafford at 7.30pm, unless otherwise notified.

Annual General Meeting

The Annual General Meeting of the Association will be held on Monday 4th June 2018 at Dyson Court, Staffordshire Technology Park, Beaconside, Stafford at 7.30pm prompt.

Board of Directors

The following Directors have been elected to serve for Season 2017 / 2018:

Chairman - M. Stokes, R. Tooth, M. Sale, M. Barnard, M. Warren, Chief Executive Officer - A.C Evans

Committees

The following Committees have been appointed for the Season 2017 / 2018:

GIRLS AND LADIES

M. Barnard
E.F. Evans
A. Martin
L.G. Morris
A.S. Sheldon
G. Singh
M. Warren

CO-OPTED MEMBER:
K. Hardy

REFEREES

E.F. Evans
A.J. Grocott
P. Heafield
M.A. Sanders
B.G. Shenton
G. Singh
R. Tooth
M. Warren
J.E. Wells

CO-OPTED MEMBER:
D. Turner

REGULATORY

M. Barnard
D.M. Bathurst
M.J. Cooper
Mrs. W. Hancock
W.K. Martin
D.E. Ramsbottom
M.A. Sanders
P. Savage
B.G. Shenton
M.A. Stokes
R.M. Street
R. Tooth

SATURDAY FOOTBALL

J.F. Cotton
E.F. Evans
I. Evans
R.H. Jenkinson
W.K. Martin
R. Mullin
P. Savage
B.G. Shenton
D.L. Stanton
M.A. Stokes
M. Warren
J.E. Wells

CO-OPTED MEMBER:
T. Homer

SUNDAY FOOTBALL

J. Houston
B. Degg
E.F. Evans
A.J. Grocott
S.J. Holland
J. Lilburne
L.G. Morris
M. Sale
M.A. Sanders
G. Singh
R. Tooth

CO-OPTED MEMBERS:
T. Hall
D.L. Sheldon

YOUTH

B. J. Adshead
M. Barnard
D.M. Bathurst
E.F. Evans
Mrs. W. Hancock
D. Hodgkiss
Mrs. M. Hollinshead
R.H. Jenkinson
G. Leadley
W.K. Martin
L.G. Morris
D.E. Ramsbottom
C. Redfern
A.S. Sheldon
G. Singh
D. Stone

CO-OPTED MEMBERS:

N.E. Adshead
A.E. Whitmore

The President, Mr. D.M. Bathurst, the Chairman, Mr. M. Stokes and Vice Chairman, Mr. R. Tooth are ‘Ex Officio’ members of all Standing Committees.

Affiliated Leagues

Bilston Partnership Youth League (1998)		
Debbie Reynolds	reydon@blueyonder.co.uk	07957 268563
Cannock Chase Sunday League		
Gary Cartwright	gcartwright123@btinternet.com	01543424950
City Traders League (1966)		
Sidney Holland	sidrock@sky.com	07749 059694
Coors Sunday League (1966)		
Andrew Hill	andyhill.ref@gmail.com	07971 309467
Leek & District Sunday League (1968)		
Andrew Grindey	andy.grindey@btinternet.com	01538 372832
Lichfield & District Recreational League		
Michaela Hollingshead	ldrlsecretary@outlook.com	07803 256024
Lichfield, Walsall & District Sunday League		
Thomas Hall	hall-s2@sky.com	07711 828221
Mid Staffs Junior League		
Jackie Pritchard	j-pritchard@sky.com	07743 109979
North Staffs Junior Youth League		
Tony Sheldon	tsheldon@btinternet.com	01782 635962
North Staffs Youth League		
Darren Stone	darren.stone@culina.co.uk	07825 847077
Potteries & District Sunday League (1964)		
Roy Tooth	roytooth@gmail.com	07890 422644
Potteries Junior Youth League (1998)		
Derek Herrell	derek_herrell@msn.com	07737 332075
Stafford & District Sunday League (1969)		
George Singh	george.singh1@virginmedia.com	07399 611944
Staffordshire Ability Counts League (2008)		
Gemma Turner	gemma.turner@staffordshirefa.com	01785 256994
Staffordshire County Senior League		
Michael Stokes	michael262@btinternet.com	01543 878075
Staffordshire County Girls & Womens League		
Please contact the Staffordshire FA offices		01785 256994
Uttoxeter & District Sunday League (1973)		
Beverley Degg	beverleydegg@yahoo.co.uk	07816 068454
Walsall Junior Youth League		
Alberta Wood	alberta_wood@hotmail.com	07958 536532

Affiliated Small-Sided Competitions

For a full and up to date list please contact The Staffordshire Football Association Office on 01785 256994

Affiliated Cup Competitions

Leek & District Cup (1901)

Staffordshire County Police Cup (1920)

Staffordshire County Referees Challenge Cup (1959)

Sentinel Competitions (1892)

Affiliated Charity Competitions

Arthur Elden Memorial Trophy

Chesterton Charity Cup

Uttoxeter Charity Cup (1973)

Bilston Cup

Lichfield Charity Cup (1908)

Officers of The Association / Long Service Awards

PRESIDENT

1877 – 1879	T.C. Slaney
1879 – 1881	B. Woodsworth
1881 – 1887	H. Allen
1887 – 1891	H. Mitchell
1891 – 1894	T.C. Slaney
1894 – 1901	S. Barker
1901 – 1916	T.S. Sidney
1916 – 1929	H. Keys
1929 – 1933	J.E. Jones
1933 – 1938	A.C.J. Sherwin JP
1938 – 1948	F. Whitter
1948 – 1954	A.H. Oakley JP
1954 – 1961	Ald G. Owen OBE JP
1961 – 1964	W.H. Thursfield JP
1964 – 1967	J.H. Marshall
1967 – 1990	L.A. Hickman
1991 – 1999	G.H. Goode
2000 – 2006	P. Savage
2006 –	D.M. Bathurst

CHAIRMAN

1948 – 1954	Ald. G. Owen OBE, JP
1954 – 1961	W.H. Thursfield JP
1961 – 1967	F. Peake
1967 – 1968	E.G. Morgan
1968 – 1970	T.B. Williamson
1970 – 1973	H. Haynes
1973 – 1979	G.H. Goode
1980 – 2000	R.N. Heath
2000	D.E. Barber
2000 – 2006	P. Hodgkinson
2006 – 2013	D.E. Ramsbottom
2013 –	M. Stokes

VICE CHAIRMAN

1955 – 1956	S.W. Bailey	1987 – 1991	G.H. Goode
1956 – 1961	F. Peake	1991 – 1992	P. Savage
1961 – 1964	H. Brookes	1992 – 1996	J. Wilkie
1964 – 1967	E.G. Morgan	1996 – 2000	P. Hodgkinson
1967 – 1968	F. Peake	2000 – 2006	D.E. Ramsbottom
1968 – 1972	E.G. Wilson	2006 – 2009	M.A. Sanders
1973 – 1980	R.N. Heath	2009 – 2013	M. Stokes
1980 – 1987	S. Gutteridge	2013 –	R. Tooth

SECRETARY

1877 – 1891	T.C. Slaney	1976 – 1978	H. Goodall
1891 – 1915	W. Heath	1978 – 1986	T. Myatt
1915 – 1929	A.J. Barker	1986 – 1996	G.S. Brookes
1929 – 1948	J.T. Stevenson	1996 – 2016	B.J. Adshead
1948 – 1954	G. Salmon	2016 -	A. C. Evans
1954 – 1976	A. Heeks		

LONG SERVICE AWARDS

The following Members of Council have been presented with Long Service Awards:

B.J. Adshead	W.K. Martin	G. Singh
D.M Bathurst	T. Myatt	T. Simms
M.J. Cooper	D.E. Ramsbottom	D.L. Stanton
J.F. Cotton	D.R. Riley	M.A. Stokes
J.C.W. Deans	M.A. Sanders	R.M. Street
E.F. Evans	P. Savage	J. E. Wells
R.H. Jenkinson	A.S. Sheldon	
G. Leadley	B.G. Shenton	

The following Members, since deceased or resigned, also received Long Service Awards:

E. Adams	J.E. Blair	J. Conshaw
J.T. Adams	J.K. Blower	R.N. Crutchley
J.H. Addenbrooke	H.S. Boston	B. Davies
F.J. Archer	T.J. Botham	S. Davies
T. Armitt	G.S. Brookes	T. Davies
H.D. Austerberry	H. Brookes	F.J.M. De Leuw
J. Baggaley	B.G. Brown	R.H. Dennison
G. Bailey	A. Button	T.L. Duddell
S.W. Bailey	G.S. Clark	J.L. Duff
A.J. Barker	F. Cooper	F. Dunning
F. Bettaney	F. Cork	T.D. Dunning

A.W. Dunton
W. Eaton
S.J. Eccleston
C.I. Edwards
F. Everiss
P. Ford
J.F. Furby
G.H. Gee
A.N. Goode
G.H. Goode
T. Greaves
S. Gutteridge
G.B. Haddon
F.G. Hall
N.J. Harper
W.W. Hart
H. Haynes
R.N. Heath
W. Heath
A. Heeks
A.A. Henshall
L.A. Hickman
P. Hodgkinson
H. Holmes
L. Horne
C. Illsley
J.K. Johnson
R. Keay
W.T. Kendrick B.E.M.
H. Keys
S. Kimberley
T. Kirkham
M.W. Lawrence
S. Lawson
F. Lee
S. Leese
F. Leigh
A.D. Lewis
A.T. Lunn
J.W. Lycett
J. McNally
A. McPherson
H. Mayou
E.G. Morgan
F. Nixon
J. Nixon
D. Oliver
S.G. Osborn
G. Owen, OBE, JP
R. Pardoe
F. Peake
H. Pepper
R. Pepper
S. Pointon
M.J. Potts
D. Procter
J. Redfern
H.S. Richards
R. Richardson
R.S. Shanahan
T.H. Sidney
J.T. Stevenson
G.D. Swinton
J.N. Tatters
C.H. Taylor
J. Taylor
E. Thonger
B. Thirwall
W.H. Thursfield
A. Tipper
A. Trickett
G.W. Walker
A. Weaver
H.J. Westmancoat
G. Whittaker
A.E. Whitmore
J.F. Wiseman
F. Witter
E.G. Wilson
J.E. Williams
T.B. Williamson
H.N. Wootton
F.J. Wright

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Conference Dates 2017 / 2018

SENIOR CHALLENGE CUP *(Matches to be played Week Commencing)*

Round 1
Monday 9th October 2017

Round 2
Monday 4th December 2017

Quarter Finals
Monday 5th February 2018

Semi Finals
Monday 5th March 2018

Final
TBC

WALSALL SENIOR CUP *(Matches to be played on or before)*

Round 1
Friday 20th October 2017

Round 2
Friday 24th November 2017

Quarter Finals
Friday 26th January 2018

Semi Finals
Friday 23rd March 2018

Final
TBC

SENIOR CHALLENGE VASE

Preliminary Round
Saturday 23rd September 2017

Round 1
Saturday 14th October 2017

Round 2
Saturday 11th November 2017

Quarter Finals
Saturday 13th January 2018

Semi Finals
Saturday 10th March 2018

Final
Monday 16th April 2018

CHALLENGE CUP

Preliminary Round
Saturday 23rd September 2017

Round 1
Saturday 7th October 2017

Round 2
Saturday 4th November 2017

Quarter Finals
Saturday 2nd December 2017

Semi Finals
Saturday 3rd February 2018

Final
Monday 19th March 2018

MID WEEK FLOODLIT YOUTH CUP

Round 1
Monday 23rd October 2017

Round 2
Monday 27th November 2017

Quarter Finals
Monday 29th January 2018

Semi Finals
Monday 26th February 2018

Final
Monday 30th April 2018

SUNDAY PREMIER CUP

Round 1
Sunday 8th October 2017

Quarter Finals
Sunday 10th December 2017

Semi Finals
Sunday 11th February 2018

Final
Thursday 8th March 2018

SUNDAY CHALLENGE CUP

Round 1
Sunday 24th September 2017

Round 2
Sunday 22nd October 2017

Round 3
Sunday 26th November 2017

Quarter Finals
Sunday 28th January 2018

Semi Finals
Sunday 25th February 2018

Final
Thursday 22nd March 2018

TB WILLIAMSON CUP

Round 1
Sunday 15th October 2017

Round 2
Sunday 19th November 2017

Round 3
Sunday 17th December 2017

Quarter Finals
Sunday 21st January 2018

Semi Finals
Sunday 18th February 2018

Final
Thursday 15th March 2018

SAM KIMBERLEY TROPHY

Preliminary Round
Sunday 8th October 2017

Round 1
Sunday 12th November 2017

Round 2
Sunday 10th December 2017

Area Quarter Finals
Sunday 14th January 2018

Area Semi Finals
Sunday 11th February 2018

Area Finals
Sunday 11th March 2018

County Final
Thursday 19th April 2018

LADIES CHALLENGE CUP

Round 1
Sunday 15th October 2017

Round 2
Sunday 19th November 2017

Quarter Finals
Sunday 17th December 2017

Semi Finals
Sunday 21st January 2018

Final
Tuesday 6th March 2018

COUNTY U21'S SUNDAY CUP

Round 1
Sunday 24th September 2017

Round 2
Sunday 22nd October 2017

Quarter Finals
Sunday 26th November 2017

Semi Finals
Sunday 28th January 2018

Final
Tuesday 13th March 2018

COUNTY YOUTH CHALLENGE CUP

Round 1
Sunday 8th October 2017

Round 2
Sunday 12th November 2017

Round 3
Sunday 10th December 2017

Quarter Finals
Sunday 14th January 2018

Semi Finals
Sunday 11th February 2018

Final
Tuesday 27th March 2018

COUNTY YOUTH U16'S / U15'S SUNDAY CUP

Round 1
Sunday 1st October 2017

Round 2
Sunday 5th November 2017

Round 3
Sunday 3rd December 2017

Round 4
Sunday 7th January 2018

Quarter Finals
Sunday 4th February 2018

Semi Finals
Sunday 4th March 2018

U15 Final
Tuesday 24th April 2018

U16 Final
Thursday 26th April 2018

Conference Dates 2017 / 2018 External Competitions

LEEK CUP

Round 1
7th October 2017

Quarter Finals
4th November 2017

Semi Finals
6th January 2018

Final
3rd February 2018

UTTOXETER CUP

Round 1
1st October 2017

Quarter Finals
5th November 2017

Semi Finals
7th January 2018

Final
4th February 2018

SENTINEL SUNDAY CUP

Round 1
1st October 2017

Quarter Finals
5th November 2017

Semi Finals
4th February 2018

Final
4th March 2018

SENTINEL CUP

Round 1
1st October 2017

Quarter Finals
5th November 2017

Semi Finals
4th February 2018

Final
4th March 2018

SENTINEL SHIELD

Round 1
12th November 2017

Quarter Finals
14th January 2018

Semi Finals
11th February 2018

Final
11th March 2018

LICHFIELD CHARITY CUP

Round 1
1st October

Round 2
5th November

Quarter Finals
3rd December

Semi Finals
7th January

Final
4th February

BILSTON CUP

Round 1
1st October

Round 2
5th November

Round 3
3rd December

Quarter Finals
7th January

Semi Finals
4th February

Final
4th March

YOUR CLUB DESERVES A PROFESSIONAL IMAGE!

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TEAM & PLAYER PHOTOSHOOTS
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Standing Orders

1. The Council, at its first Meeting after the Annual General Meeting, shall appoint a Chairman and a Vice Chairman.

2. Each Member of Council on speaking shall rise and address him/herself to the Chairman, and not to any other Member of the Council. No speech shall exceed Five Minutes duration, except by permission of the Chairman.

3. Notice of intending Motions must be given in writing to the Secretary fourteen days before the Meeting of the Council.

4. The Mover of every original resolution, but not of any amendment (unless it becomes an original motion), shall have the right to reply not introducing therein any new matter, but confining him/herself strictly to the answering of previous objections, immediately after which the question shall be put from the Chair. No other Member shall be allowed to speak more than once on the same question unless permission be given to explain or the attention of the Chairman be called to Point of Order.

5. When an amendment is moved upon a proposition no further amendment shall be moved or taken into consideration until the first is disposed of, no more than Three amendments may be brought forward in succession, and the question must be put in such a manner that if one amendment be negative another may be moved upon the original proposition, but if an amendment be affirmed it shall form the proposition under consideration, whereupon further amendments may be moved, the question must ultimately be put upon the original or amended proposition, as the case may be, in order to allow its being passed as a resolution.

6. When discussion arises upon amended proposition, the mover of the amendment which has displaced the original proposition may speak in reply and so in like manner respect to any further displacing amendments.

7. No resolution may be rescinded at the Meeting at which it has been placed.

8. Every question, other than a Motion for Urgency, shall be decided by a majority of votes. The Chairman's declaration of the result shall be prima facie decisive, but if not accepted shall be challenged at once and a recount claimed.

9. If on a decision being taken the votes recorded, including that of the Chairman, are equally divided, the Chairman is entitled to give a casting vote.

10. Any objection to the validity of the decision of any question shall be made at once.

11. Powers and Duties of Committees. The decisions of Committees shall come before the Council for confirmation excepting where of necessity such decisions

must become operative before the next Meeting of the Council. All other decisions of Committees shall be considered recommendations and shall be subject to adoption by the Council.

12. Emergency. In case of urgency, the Board of Directors shall have to Powers of the Council.

13. Cup Competitions. The entire control and management of the Cup Competitions shall be vested in the Council.

14. Discipline. The Council or any Commission thereof shall act as a Disciplinary Board and a decision of such Commission shall be deemed to be a decision of The Association and binding on all Members subject to the Right of Appeal to The Football Association, whose decision shall also be binding with the provisions of The Football Association Rule No.H1.

15. A Minimum of THREE Members is needed to form a quorum for the transaction of any business.

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Articles of The Association

INTERPRETATION

1. the model articles of association for a private company limited by guarantee set out in Schedule 2 of the companies (Model Articles) regulations 2008 (S12008/3229) and any amendment or replacement from time to time shall not apply to the Association but the regulations contained in the following clauses (as originally adopted or from time to time altered by Special Resolution) shall be the Articles.

2. In these Articles:

"The Act"	means the Companies Act 2006 as amended, restated or re-enacted from time to time;
"Affiliated Club"	means a football club which the Council has accepted may affiliate to the Association as an Affiliated Club;
"Affiliated League"	means a League of Affiliated Clubs which the Council has accepted may affiliate to the Association;
"Articles"	means these Articles of Association;
"Associate Member"	means an Affiliated Club or other person who the Council has resolved may be an associate member of the Association;
"Association"	means Staffordshire Football Association Limited;
"Chairman"	means the chairman of the Association appointed from time to time in accordance with Article 41;
"Chief Executive"	means the person appointed from time to time to be the chief executive for the Association appointed in accordance with Article 63;
"clear day"	in relation to the period of a notice means that period excluding the day when the notice is giving or deemed to be given and the day for which it is given or on which it is to take effect;
"Competitions"	means a competition of Affiliated Clubs which the Council has accepted may affiliate to the Association;
"the Council"	means the Council of the Association as constituted under these Articles and any Rules made pursuant thereto;
"Council Member"	means the person appointed or elected from time to time to be members of the Council in accordance with these Articles;
"County"	means the area described in Article 3(b);
"Directors of the Board"	means the directors of the Association for the purposes of the Act as appointed from time to time under these Articles;
"Elected Club Representatives"	means the Council Members elected in accordance with Article 45;

"executed"	includes any mode of execution;
"FA Representative"	means the person appointed from time to time in accordance with Article 44 to be the Association's representative at The Football Association under the Articles of The Football Association;
"First Council Meeting"	means the first meeting of the council to be held after the Association's first annual general meeting;
"The Football Association"	means The Football Association Limited of Wembley Stadium, Wembley, London,HA9 0WS;
"Laws of the Game"	means the laws of Association Football as settled by the Federation Internationale de Football Associations (FIFA) from time to time;
"League Representative"	means a Council Member elected pursuant to Article 35 (viii) and in accordance with Article 36;
"Life Members"	means the persons appointed from time to time to be in the life members of the Association in accordance with Article 43;
"Life Vice Presidents"	means the persons appointed from time to time to be the life vice presidents of the Association in accordance with Article 42;
"members"	means those Affiliated League, Competitions, clubs, Associate Members and individuals admitted into membership of the Association in accordance with Article 5;
"Membership Rules"	means the membership rules of the Association created and amended from time to time pursuant to Article 8;
"office"	means the registered office of the Association;
"Past Presidents"	means the persons appointed from time to time to be the past presidents of the Association in accordance with Article 40;
"Past Secretaries" and "Past Chief Executives"	means the persons appointed from time to time to be the Past Secretaries and Past Chief Executives of the Associations in accordance with Article 46;
"President"	means the person elected from time to time to be the president of the Associations in accordance with Article 40:
"Rules"	means the rules, regulations, standing orders and bye-laws of the Association as amended from time to time;
"Rules of The Football Association"	means the rules of The Football Association as amended from time to time;
"secretary"	means the company secretary of the Association or any other person appointed to perform the duties of the company secretary of the Association pursuant to

	the Act, including a joint, assistant or deputy secretary;
"Senior Clubs"	means those Affiliated Clubs in full membership of The Football Association;
"Staffordshire Referees Association"	means the representative body for the referees recognised by the Directors as operating within the County from time to time;
"Standing Committees"	means the Standing Committees of the Council as created in accordance with Article 49 as amended from time to time in accordance with Article 50;
"United Kingdom"	means Great Britain and Northern Ireland;
"Vice-Chairman"	means the person elected from time to time to be the Vice Chairman of the Association in accordance with Article 41.

Unless the context otherwise requires, words or expressions contained in these Articles bear the same meaning as in the Act but excluding any statutory modification thereof not in force when these Articles become binding on the Association.

References to writing include references to any visible substitute for writing and to anything partly in one form and partly in another form.

Words denoting the singular number include the plural number and vice versa; words denoting the masculine gender include the feminine gender; words denoting persons include bodies corporate (however incorporated) and unincorporated, including unincorporated associations of persons and partnerships.

Headings are inserted for convenience only and do not affect the construction of these Articles.

OBJECTS

3. The Objects for which the Association is established are :-

1. to promote, foster, develop and support the Game of Association Football ("the Game") in every way, without discrimination, and to take all steps as shall be thought necessary or advisable for preventing infringements of the Laws of the Game as they apply from time to time, or any improper methods or practices in the Game, and for protecting the Game from abuses;

2. to make, adopt, vary and publish rules, regulations, bye-laws and conditions for the regulation of the Game or otherwise within the County Boundaries of Staffordshire as defined on 31st March 1925 or such other area as shall be determined from time to time by The Football Association Limited ("the County"), and to take all such steps as shall be thought necessary or advisable for enforcing such rules, regulations, bye-laws and conditions;

3. to promote, foster, develop and support the principle of fair play in the Game by encouraging everyone involved in the Game to show respect to each other and to behave in a sporting manner both on and off the field of play;

4. to promote, foster, develop and support organisations designed in any way to promote, foster, develop and support the Game, including playing the Game, the training and regulation of players, coaches and referees, the promotion of sportsmanship, the promotion of security in relation to spectating and the advancement of science and medicine as they apply to the Game, and in any way in relation to all other aspects of the Game, including by subscribing for shares, loan stock, warrants and other instruments in such organisations, or becoming involved as a member or affiliate of such organisations, or facilitating the drafting and adoption of the constitution or memorandum and articles of association of such organisations or by making payments by way of grant or otherwise to such organisations;

5. to maintain, continue and provide for the affiliation and registration of competitions, clubs and other organisations for promoting or playing the Game;

6. to maintain, continue and provide for the affiliation and registration of players, referees, coaches and others involved in the Game;

7. to promote, provide for, regulate and manage competitions and matches, in the County or elsewhere, and to do or provide for all or any such matters and things as may be considered necessary for or ancillary to such promotion, provision, regulation or management, including for the comfort, conduct, conveyance, convenience or benefit of players and of the public, and of any other persons concerned or engaged in such competitions or matches;

8. to provide for the proper custody, insurance, protection, exhibition, awarding, distribution or loan of or other dealing with all or any of the cups, shields, and other prizes of or relating to Staffordshire Football Association Limited;

9. to provide for representation at general meetings and on the Council of The Football Association Limited of persons involved in the Game within the County by such means and in such manner as shall be determined from time to time under the rules, regulations or bye-laws, conditions or articles of association;

10. to provide for, make and vary all such rules, regulations and bye-laws as they relate to persons involved in the Game in the County from time to time;

11. to provide by rules, regulations, conditions, bye-laws, or otherwise, for deciding and settling all differences that may arise between associations, clubs, competitions, players or any persons who are members of or who are employed or engaged by any such association, competition or club, or any other person in reference to due compliance with the Laws of the Game (as from time to time prescribed by The Football Association Limited) or the rules, regulations, conditions or bye-laws of the association or of The Football Association Limited, or in reference to contracts, or to any other matter or dispute or difference arising between such, or persons, or any of them, and whether the Association is concerned in such dispute or difference or not, and to make such provisions for enforcing any award or decision as shall be thought proper;

12. to co-operate with or assist any association or club or competition or other person involved in the Game in any way which the Association shall think proper, and to enter into or adopt any agreement or arrangements with such;

13. to co-operate with The Football Association Limited in all matters relating to the Game, including compliance with the Rules of The Football Association Limited

and the rules and regulations of any body to which The Football Association Limited is affiliated; and

14. to adopt and carry out all such rules and regulations, conditions, bye-laws, agreements and arrangements of The Football Association Limited, as are now in existence and from time to time, and to comply with or to enforce the due compliance with the same unless and until the same shall have been duly varied in accordance with the terms thereof.

4. The objects stated in each part of article 3 shall not be restrictively construed but shall be given the widest interpretation. In article 3, the word "association" shall, except where used to refer to the Association, mean any partnership or other body or person, whether corporate or unincorporated, and whether domiciled in the United Kingdom or elsewhere. Except where the context expressly so requires, none of the objects stated in article 3, shall be limited by, or be deemed subsidiary or auxiliary to, any other object stated in Article 3.

MEMBERS OF THE ASSOCIATION

5. The members as at the date of adoption of these Articles and such other persons as are admitted to membership by the Council in their absolute discretion in accordance with the articles shall be the members of the Association. Every person who wishes to become a member shall deliver to the Association an application for membership in such form as the Council requires executed by him. The provisions of section 113 of the Act shall be observed by the Association and every member shall sign a written consent to become a member or sign the register of members on becoming a member. For the purposes of registration the number of members is declared to be unlimited. Every corporation and unincorporated association which is admitted to membership may exercise such powers as are prescribed by section 323 of the Act. Council Members shall be members but any person who ceases to be a Council Member shall automatically cease to be a member and his name erased from the register of members.

6. A member may withdraw from membership of the Association on seven days' clear notice to the Association. Membership shall not be transferable in any event and shall cease immediately on death or dissolution or on failure of the member to comply or to continue to comply with any condition of membership set out in these Articles or the Rules or the Membership Rules.

7. The Directors may from time to time make, vary and revoke Rules relating to the levels of subscriptions or affiliation fees to be paid by the different categories of members.

8. Subject to Article 5, the Council may from time to time make, vary and revoke Membership Rules relating to all aspects of membership of the Association including (without limitation) Membership Rules :

a. setting out different categories of membership of the Association including Rules for Associate Members;

b. setting out rights, privileges and obligations of the different categories of members;

c. relating to the organisation of members including (without limitation) rules of, finances of and financial and other records and minute books to be kept by the members;

d. setting out which office holder(s) of a member may represent the member at general meetings of the Association;

e. setting out disciplinary procedures for members and players.

9. It shall be the duty of the Directors, if at any time they shall be of the opinion that the interests of the Association so require, by notice in writing sent by prepaid post to a member's address, to request that member to withdraw from membership of the Association within a time specified in such notice. No such notice shall be sent except on a vote of the majority of the Directors present and voting, which majority shall include one half of the total number of the Directors for the time being.

10. If, on the expiry of the time specified in such notice, the member concerned has not withdrawn from membership by submitting written notice of his resignation, or if at any time after receipt of the notice requesting him to withdraw from membership the member shall so request in writing, the matter shall be submitted to a properly convened and constituted meeting of the Directors. The Directors and the member whose expulsion is under consideration shall be given at least 14 days' notice of the meeting, and such notice shall specify the matter to be discussed. The member concerned shall at the meeting be entitled to present a statement in his defence either verbally or in writing, and he shall not be required to withdraw from membership unless half of the Directors present and voting shall, after receiving the statement in his defence, vote for his expulsion, or unless the member fails to attend the meeting without sufficient reason being given. If such a vote is carried, or if the member shall fail to attend the meeting without sufficient reason being given, he shall thereupon cease to be a member and his name shall be erased from the register of members.

11. The members shall pay any subscription, affiliation and other fees set by the Directors. Any member whose subscription or affiliation fee is more than one month in arrears shall be deemed to have resigned his membership of the Association,

GENERAL MEETINGS

12. The Association shall hold a general meeting in every calendar year as its annual general meeting at such time and place as may be determined by the Directors, and shall specify the meeting as such in the notices calling it. The annual general meeting shall be held for the following purposes :-

a. to receive from the Directors a full statement of account;

b. to receive from the Directors a report of the activities of the Association since the previous annual general meeting;

c. to announce the appointment of the Council Members appointed pursuant to paragraphs (vii), (viii), (x), (xiii), (xiv) and (xv) of Article 35;

d. to elect the President in each alternate year;

e. to announce the result of the election of the Elected Club Representatives pursuant to Article 45;

f. to appoint the Association's auditors; and

g. to transact such other business as may be brought before it in accordance with these Articles.

All general meetings other than the Annual General Meetings shall be called Extraordinary General Meetings.

13. The Directors may call general meetings and, on the requisition of one tenth of the members pursuant to the provisions of the Act, shall within twenty one days proceed to convene a general meeting for a date not later than twenty eight days after the date of the notice convening the meeting. Such requisition must state the object of the meeting. If there are not within the United Kingdom sufficient Directors to call a general meeting, any Director or the secretary may call a general meeting.

NOTICE OF GENERAL MEETINGS

14. An annual general meeting and a general meeting called for the passing of a special resolution shall be called by at least 21 clear days' notice. A general meeting may be called by shorter notice if it is so agreed :

a. in the case of an annual general meeting, by all the members entitled to attend and vote thereat; and

b. in the case of any other meeting, by a majority in number of the members having a right to attend and vote being a majority together holding not less than 90% of the total voting rights at the meeting of all of the members.

15. The notice shall specify the time and place of the meeting and, in the case of special business, the general nature of such business. All business shall be deemed special that is transacted at a general meeting and also all business that is transacted at an annual general meeting with the exception of :

a. the consideration and adoption of the accounts and balance sheet and the reports of the Directors and auditors and other documents required to be annexed to the accounts;

b. the appointment of auditors (and the fixing of their remuneration) where special notice of the resolution for such appointment is not required by the Companies Act. The notice shall, in the case of an annual general meeting, specify the meeting as such, and, in the case of a meeting to pass a special resolution, specify the intention to propose the resolution as a special resolution.

16. The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate any resolution passed or the proceedings at that meeting.

PROCEEDINGS AT GENERAL MEETINGS

17. No business shall be transacted at any meeting unless a quorum of 30 members (excluding associate members) is present in person, by proxy, or in case of a corporate member by representative.

18. If such a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting such a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the Directors may determine and if at such

adjourned meeting a quorum is not present within half an hour from the time appointed for holding the meeting the members present shall be a quorum.

19. The President, or in his absence the Chairman, or in his absence the Vice Chairman shall preside as chairman of the meeting, but if neither the President, the Chairman nor the Vice Chairman be present within 15 minutes after the time appointed for holding the meeting and willing to act, the Directors present shall elect one of their number to be chairman of the meeting and, if there is only one Director present and willing to act, he shall be chairman of the meeting.

20. If no Director is willing to act as chairman of the meeting, or if no Director is present within 15 minutes after the time appointed for holding the meeting, the members entitled to vote and present in person, by proxy or in the case of a corporate member by representative, shall choose one of their number to be chairman of the meeting.

21. The chairman of the meeting may, with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had the adjournment not taken place. When a meeting is adjourned for 14 days or more, at least seven clear days' notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.

22. The chairman of the meeting may at any time without the consent of the meeting adjourn any meeting (whether or not it has commenced or a quorum is present) either without fixing a day for the meeting or to another time or place where it appears to him that :

- **a.** members wishing to attend cannot be conveniently accommodated in the place appointed for the meeting;
- **b.** the conduct of persons present prevents or is likely to prevent the orderly continuation of business; or;
- **c.** an adjournment is otherwise necessary so that the business of the meeting may be properly conducted.

23. If an amendment shall be proposed to any resolution under consideration but shall in good faith be ruled out of order by the chairman of the meeting, the proceedings on the substantive resolution shall not be invalidated by any error in such ruling. With the consent of the chairman of the meeting, an amendment may be withdrawn by its proposer before it is voted upon. In the case of a resolution duly proposed as a special resolution, no amendment thereto (other than a mere clerical amendment to correct a typographical error) may in any event be considered or voted upon.

24. A resolution put to the vote of a meeting shall be decided on a show of hands unless before or on the declaration of the result of, the show of hands a poll is duly demanded. Subject to the provisions of the Act, a poll may be demanded :

15. by the chairman of the meeting; or

16. by at least five members present in person, by proxy or in the case of a corporate member by representative and having the right to vote at the meeting.

25. Unless a poll is duly demanded a declaration by the chairman of the meeting that a resolution has been carried, or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.

26. The demand for a poll may, before the poll is taken, be withdrawn but only with the consent of the chairman and a demand so withdrawn shall not be taken to have invalidated the result of a show of hands declared before the demand was made.

27. A poll shall be taken at such time and place and in such manner as the chairman of the meeting directs and he may appoint scrutineers (who need not be members) and fix a time and place for declaring the result of the poll. The result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.

28. In the case of an equality of votes, whether on a show of hands or on a poll, if the chairman of the meeting is a member of the Association then he shall be entitled to a casting vote in addition to any other vote he may have.

29. A poll demanded on the election of a chairman of the meeting or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken either forthwith or at such time and place as the chairman of the meeting directs not being more than 14 days after the poll is demanded. The demand for a poll shall not prevent the continuance of the meeting for the transaction of any business other than the question on which the poll was demanded. If a poll is demanded before the declaration of the result of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made.

30. No notice need be given of a poll not taken forthwith if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In any other case at least seven clear days' notice shall be given specifying the time and place at which the poll is to be taken.

31. A resolution in writing executed by or on behalf of such number of members who would have been entitled to vote for the resolution had it been proposed in general meeting at which all of the members were present and voting shall be as valid and effectual as if it had been passed at a general meeting duly convened and held and may consist of several instruments in the like form each executed by or on behalf of one or more members.

VOTES OF MEMBERS

32. Subject to Article 28, on a show of hands every member who is present in person shall have one vote and on a poll every member present in person by proxy or in the case of a corporate member by representative shall have one vote. Associate members shall not be entitled to receive notice of, attend or vote at general meetings.

a. Proxies may only validly be appointed by a notice in writing which :

i. states the name and address of the member appointing the proxy;

ii. identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed;

iii. is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the Directors may determine; and

iv. is delivered to the Association in accordance with the Articles and any instructions contained in the notice of the general meeting to which they relate.

b. A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid proxy notice has been delivered to the Association by or on behalf of that person.

c. An appointment under a proxy notice may be revoked by delivering to the Association a notice in writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given. A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.

33. If any votes are given or counted at a general meeting which shall afterwards be discovered to be improperly given or counted, the same shall not affect the validity of any resolution or thing passed or done at the said meeting, unless the objection to such votes be taken at the same meeting, and not in that case, unless the chairman of the meeting shall then and there decide that the error is of sufficient magnitude to affect such resolution or thing.

34. No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the chairman of the meeting whose decision shall be final and conclusive.

COUNCIL

35. The Council shall comprise:

i. the President;
ii. the Chairman;
iii. the Vice Chairman;
iv. the Life Vice Presidents;
v. up to three Life Members;
vi. the Chief Executive;
vii. one Representative from the Staffordshire County Referees' Association;
viii. one Representative from each Affiliated League with at least Eight Affiliated Clubs in Membership and the Sentinel Football Competitions;
ix. two elected Club Representatives;
x. one representative from each of the Senior Clubs;
xi. the Past Presidents;
xii. the Past Secretaries and Chief Executives;
xiii. one representative from the Staffordshire Schools Football Association; (xiv) one representative from Small Sided Football;
xiv. one representative from Disability Football.
xv. any Council Members of The Football Association resident within the County.

APPOINTMENT TO COUNCIL

36. Each organisation or group of organisations, entitled to nominate a person to be a Council Member pursuant to paragraphs (vii), (viii), (x), (xiii), (xiv) and (xv) of Article 35, shall submit to the Council for approval by such time as the Board shall prescribe, the name or names of the person or persons (as the case may be) they propose to nominate as a Council Member or Council Members (as the case may be). Those persons proposed to be nominated as Council Members pursuant to paragraphs (vii), (viii), (x), (xiii), (xiv) and (xv) of Article 35 must be nominated on the nomination form prescribed by the Directors and such form must be submitted to the secretary by such time or times as the Directors shall prescribe. Those persons nominated pursuant to paragraphs (vii), (viii), (x), (xiii), (xiv) and (xv) of Article 35 if approved by Council shall serve for a one year term from the Annual General Meeting in each year and shall be eligible for reappointment. Those persons nominated pursuant to paragraph (ix) of Article 35 if approved by Council shall serve for a two year term from the first Council Meeting after the Annual General Meeting in each year but shall be eligible for reappointment

37. In the event of a casual vacancy occurring in relation to any Council Member appointed in accordance with Article 36, the organisation or group of organisations concerned shall have power (but shall not be obliged) to appoint a substitute Council Member, suitably qualified to represent that organisation or group of organisations until such time as the person who was replaced was due to retire and such person shall be eligible for re-election in accordance with these Articles.

38. The Council Members shall remain in office until their successors have been elected and appointed. Subject to Article 37, the Council shall have the power to fill any other vacancy which may occur on Council during the year. A Council Member so appointed to fill a vacancy shall hold office until such time as the person who was replaced was due to retire and such person shall be eligible for re-election in accordance with these Articles.

39. No person shall be elected to serve as a Council Member if they are a member of the council of any other county football association, either at the time of nomination or after election.

PRESIDENT AND PAST PRESIDENTS

40. No person may be nominated to be President unless he is a current Council Member who has served on the Council for 15 Years in aggregate. Nominations for the office of President shall be made on the prescribed form and must be sent together with the names of the proposers and seconders to the secretary on or before the 31st March in the year of election. Any member of the Council may propose or second a nomination for President. Such person shall hold office for a four year term from the meeting at which he is elected. The President shall be elected at the Council meeting prior to the annual general meeting in the year of election. A person who has served as President of the Association may be appointed by the Council as a Past President upon his retirement from office. Past Presidents shall be entitled to remain on Council for the rest of their lives without the need to be reappointed. A person shall be deemed to have resigned as a Past President if, in the opinion of Council, he ceases to take an active

role on the work of the Council. The President and Past Presidents shall have such rights and privileges as the Directors shall from time to time prescribe.

CHAIRMAN AND VICE CHAIRMAN

41. A person can only become Chairman if they are a Council Member and have served on the Council for 10 Years or Vice Chairman if they are a Council Member and have served on the Council for 8 Years. The Council shall decide which Council Member shall be appointed as Chairman and which as Vice Chairman. The person appointed as the Chairman shall hold office for a two year term from the Council meeting at which he is appointed but is eligible for reappointment for a maximum of two further two year terms. The person appointed as the Vice Chairman shall hold office for a two year term from the Council meeting at which he is appointed but is eligible for reappointment for a maximum of two further two year terms.

LIFE VICE PRESIDENTS

42. The Life Vice Presidents may be appointed by the Council at the last Council meeting before the annual general meeting in each year. To become a Life Vice President a person must have served as a Council Member for 21 years. Life Vice Presidents shall be entitled to receive notice of, attend and vote at all Council meetings. Life Vice Presidents shall, on being elected pursuant to this Article, be entitled to remain on Council for the rest of their lives without the need to be re-appointed and shall have such rights and privileges as the Directors shall from time to time prescribe.

LIFE MEMBERS

43. A Council Member will only be eligible to become a Life Member if they have been a Council Member for at least 30 years. Life Members are entitled to remain on the Council for life without having to be re-elected. However, there can only be three Life Members at any one time. The rights and privileges are prescribed by the Council.

F. A. REPRESENTATIVE

44. The Council shall decide which person should be the FA Representative each year at the Council meeting prior to the annual general meeting. Such person shall be appointed for a one year term and upon such conditions as the Council thinks fit. Any person so appointed may be removed at any time by the Council. In the event of a casual vacancy arising in the office of FA Representative, the Council shall be entitled to appoint a replacement at the next Council meeting after the vacancy has arisen.

ELECTED CLUB REPRESENTATIVES

45. Two Elected Club Representatives will be nominated before the annual general meeting by Clubs in direct affiliation and not playing in competitions under the jurisdiction of this Association and must be representatives of the northern and southern pyramids. Nominations for persons to be the Elected Club Representatives

must be submitted in writing to the secretary by such time as the Directors shall prescribe. Each candidate must be proposed and seconded by Two Affiliated Clubs from the respective section of the pyramid who must both sign the nomination form as well as the candidate. Such persons shall be appointed for a two year term upon such conditions as the Directors think fit.

PAST SECRETARIES / PAST CHIEF EXECUTIVES

46. A person who has served as the secretary of the unincorporated association known as the Staffordshire Football Association or the Association secretary / Chief Executive from time to time (on his retirement from office) may be appointed by Council as a Past Secretary / Past Chief Executive. The Past Secretaries / Past Chief Executives shall be entitled to remain on Council for the rest of their lives without the need to be reappointed provided that, in the opinion of the Council, such person actively participates in the work of the Council. A person shall be deemed to have resigned as a Past Secretary / Past Chief Executive if, in the opinion of Council, he ceases to take an active role in the work of the Council. The Past Secretaries / Past Chief Executives shall have such rights and privileges as the Directors shall from time to time prescribe.

POWERS OF COUNCIL

47. The Council has the power to appoint and remove Directors in accordance with these Articles.

48. The Council has the power to regulate and manage all footballing matters referred to it including (without limitation) all disciplinary, selection, referees, league sanctions and other matters pertaining to the regulation and conduct of football in the County.

49. Pursuant to Article 51, at the first Council meeting following the annual general meeting the Council shall appoint such persons, whether or not Council Members, as they think fit to Standing Committees of the Council to hold office until the first Council meeting following the next annual general meeting.

50. The Council may in its absolute discretion at any time amend the number of Standing Committees in Article 49 and the Council may at any time dispense with the need for any of the Standing Committees referred to in Article 49. The Council may also amend the name of any Standing Committee at any time.

51. Each Standing Committee appointed in accordance with Article 49 shall decide which of its number shall be chairman and which vice chairman of the Standing Committee. When appointing members of each Standing Committee in accordance with Article 49, the Council shall decide who shall be the secretary to each Standing Committee. Each Standing Committee shall conduct its business in accordance with any terms of reference and standing orders set by the Council from time to time.

52. The President, Chairman and Vice Chairman shall be members of all Standing Committees ex officio and are entitled to receive notice of all meetings of Standing Committees and shall be entitled to attend and speak at such meeting and shall be entitled to vote at such meetings.

53. The Chief Executive and the secretary shall be entitled to receive notice of all general meetings, all meetings of Council, all meetings of the Standing Committees and all

Directors' Meetings and shall be entitled to attend and speak at such meetings and shall be entitled to vote at such meetings.

PROCEEDINGS OF COUNCIL

54. Council Members are entitled to attend all Council meetings and general meetings and subject to the provisions of these Articles are entitled to vote at such meetings.

55. The Chief Executive may, and on the request of any 12 Council Members shall, call Council meetings. The notice shall be sent to all the Council Members individually. At least seven days notice shall be given of Council meetings. The accidental omission to give notice of a Council Meeting to, or the non-receipt of notice of a meeting by, any Council Member shall not invalidate any resolution passed or the proceedings at that meeting. The Council shall meet at least five times in any year. No business shall be transacted at any meeting unless a quorum of 20 Council Members is present.

56. The Council shall have the power to make standing orders for the conduct of Council meetings and the Council may otherwise regulate their proceedings as they think fit. Council Meetings shall be conducted in accordance with those standing orders. Each Council Member shall have one vote.

57. Any Council Member who shall without sufficient reason be absent, without the permission of the Council, from three consecutive Council meetings and / or three consecutive meetings of a Standing Committee of which he is a member shall be deemed to have resigned his membership of the Council.

MINUTES

58. The Council shall cause minutes to be made in books kept for the purpose:

a. of all appointments it makes; and

b. of all its proceedings.

DIRECTORS

59. Subject to Articles 8 and 48, the affairs of the Association shall be governed by the Directors who may authorise all such acts and the exercise of all such powers of the Association by the Directors, on whom executive management powers are conferred as Directors, as may be required to give effect to the objects as described in the provisions of the Memorandum of Association, and which are not by statute or these Articles required to be done or exercised by the Association in general meeting or by the Council.

60. In the absence of any expression to the contrary in the Articles, rules or any regulations, or standing orders, or decisions of the Directors, a matter shall be carried if supported by a simple majority of the Directors present and voting.

NUMBER OF DIRECTORS

61. Unless otherwise determined by ordinary resolution, the number of Directors shall be subject to a maximum of 6 but not less than 4.

BOARD OF DIRECTORS

62. The directors shall be:
- **a.** the Chief Executive / Company Secretary;
- **b.** the Chairman of the Association; and
- **c.** up to Four further persons elected by Council

63. The Directors shall decide who shall be appointed as the Chief Executive for such term and upon such conditions as they think fit. Any person so appointed may be removed by the Directors at any time. The Directors may fill any casual vacancy in the position of Chief Executive.

ELECTIONS TO THE BOARD

64. At the First Council Meeting following the annual general meeting in each year, one half of the persons appointed as Directors pursuant to Article 62 (c) shall retire but shall be eligible for re- election. The Directors to retire shall be those longest in office since their last appointment or re-appointment. As between Directors who have served for an equal length of time the Directors to retire shall (unless they otherwise agree) be determined by lot. Elections of Directors to fill the places of those retiring shall be held pursuant to Articles 64 to 69.

65. Only Council Members are eligible for election as a Director and only Council Members may participate in the election of Directors. The Chief Executive shall send, on request, to Council Members a nomination paper on or before such date as the Directors shall prescribe each year. Such nomination paper must be completed and returned to the Chief Executive not later than such date as the Directors shall prescribe each year.

66. Any Council Member may nominate another Council Member to be a Director on the form provided, which must be seconded by another Council Member and signed by the candidate. Council Members may only nominate or second one candidate.

67. A voting paper containing the names of candidates will be provided to each Council Member at such time as the Board shall prescribe each year. The name of any person nominated as a Director who has failed to be re-appointed to the Council at the annual general meeting shall be withdrawn from the ballot.

68. In the event that a ballot is necessary, such ballot shall take place at the first Council Meeting following the annual general meeting in such manner as the Directors shall prescribe.

69. The requisite number of candidates recording the highest number of votes shall be declared elected at the First Council meeting following the annual general meeting to fill the vacancies that have arisen, such persons to serve for a two year term (as appropriate pursuant to Article 64) from that Council meeting.

DELEGATION OF DIRECTORS' POWERS

70. The Directors may delegate any of their powers to any committee consisting of one or more Directors. They may also delegate to any managing Director or any Director holding any other executive office such of their powers as they consider desirable to be exercised by him. Any such delegation may be made subject to any conditions the Directors may impose, and either collaterally with or to the exclusion of their

own powers, and may be revoked or altered. Subject to any such conditions, the proceedings of a committee with two or more members shall be governed by the Articles regulating the proceedings of Directors so far as they are capable of applying.

APPOINTMENT AND RETIREMENT OF DIRECTORS

71. Without prejudice to the provisions of section 168 of the Act, the members may by ordinary resolution remove any Director before the expiration of his period of office, and may by an ordinary resolution appoint another suitably qualified person in his stead; but any person so appointed shall retain his office so long only as the Director in whose place he is appointed would have held the same if he had not been removed.

72. The Directors may appoint a person who is willing to act to be a Director to fill a casual vacancy provided that the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with these Articles as the maximum number of Directors. A Director so appointed shall hold office until the person he has replaced was due to retire but shall be eligible for re-election.

73. If any Director is not re-appointed, he shall retain office until the meeting appoints someone in his place, or if it does not do so, until the end of the meeting.

DISQUALIFICATION AND REMOVAL OF DIRECTORS

74. The office of a director shall be vacated if:

- **a.** he ceases to be a Council Member;
- **b.** he ceases to be a director by virtue of any provision of the Act or he becomes prohibited by law from being a director; or
- **c.** he becomes bankrupt or makes any arrangement or composition with his creditors generally; or
- **d.** he is, or may be, suffering from mental disorder and either:
  - **i.** he is admitted to hospital in pursuance of an application for admission for treatment under the Mental Health Act 1983 or, in Scotland, an application for admission under the Mental Health (Scotland) Act 1960; or
  - **ii.** an order is made by a court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder for his detention or for the appointment of a receiver, curator bonis or other person to exercise powers with respect to his property or affairs; or
- **e.** he resigns his office by notice to the Association; or
- **f.** he shall without sufficient reason for more than three consecutive Board Meetings have been absent without permission of the directors and the directors resolve that his office be vacated; or
- **g.** he is suspended from holding office or from taking part in any footballing activity relating to the administration or management of the Association by a decision of The Football Association; or
- **h.** he reaches the Age of 72. He will, however, be allowed to complete his term of office before retiring;

i. he is removed from office by a resolution duly passed pursuant to section 168 of the Act; or

j. he is removed from office by three quarters majority of Council Members present and voting at the Council meeting at which the resolution to remove him is proposed.

Section 293 of the Act shall not apply.

DIRECTORS AND COUNCIL MEMBERS EXPENSES

75. The Directors and Council Members may be paid all reasonable travelling and other expenses properly incurred by them in connection with their attendance at meetings of Directors or committees of Directors or general meetings or other meetings of the Association or otherwise in connection with the discharge of their duties save where the Rules provide otherwise. The Association may also fund a Director's expenditure for the purposes permitted under the Act and may do anything to enable a Director to avoid incurring such expenditure as provided in the Act.

DIRECTORS APPOINTMENTS AND INTERESTS

76. Subject as otherwise provided in the Act or these Articles, a Director may be in any way, directly or indirectly, interested in any contract or arrangement or transaction with the Association and he may hold and be remunerated in respect of any office or place of profit (other than the office of auditor of the Association) under the Association and he (or any firm of which he is a member) may act in a professional capacity for the Association and be remunerated and in any such case (save as otherwise agreed) he may retain for his own absolute use and benefit all profits and advantages accruing to him in consequence of so acting.

77.

a. Director must declare to the other Directors any situation of which he is aware in which he has, or could have, a direct or indirect interest that conflicts, or possibly might conflict, with the interests of the Association unless it relates to a contract, transaction or arrangement with the Association or the matter has been authorised by the Directors or the situation cannot be reasonably be regarded as likely to give rise to a conflict of interest.

b. the Directors may (subject to such terms and conditions, if any, as they may think fit to impose from time to time, and subject always to their right to vary or terminate such authorisation) authorise, to the fullest extent permitted by law any conflict or potential conflict disclosed under Article 77 (a). Provided that for this purpose the Director in question and any other interested Director are not counted in the quorum for any resolution at any board meeting pursuant to which such conflict or potential conflict is authorised and it is agreed to without their voting or would have been agreed to if their votes had not been counted.

c. a Director shall not, by reason of his office, be accountable to the Association for any benefit which he derives from any matter where the conflict or potential conflict has been authorised by the Directors pursuant to Article 77 (b) (subject in any such case to any limits or conditions to which such authorisation was subject)

78.

a. a Director who becomes aware that he is in any way, directly or indirectly interested in a proposed or existing contract, transaction or arrangement with the Association must declare the nature and extent of that interest to the other Directors unless it cannot be reasonably be regarded as likely to give rise to a conflict of interest.

b. save as herein provided, or otherwise agreed in writing by all of the Directors, a Director shall not vote in respect of any contract, transaction or arrangement with the Association in which he has an interest which is to his knowledge a material interest otherwise than by virtue of being a member. A Director shall not be counted in the quorum at the meeting in relation to any resolution on which he is debarred from voting.

c. subject to the provisions of the Act and always to the provisions of Article 77 a Director shall (in the absence of some other material interest than is indicated below) be entitled to vote (and be counted in the quorum) in respect of any resolution concerning:

i. the giving of any security, guarantee or indemnity in respect of a debt or obligation of the Association or any subsidiary for which he himself has assumed responsibility in whole or in part under a guarantee or indemnity or the giving of security; or

ii. any arrangement for the benefit of Directors or employees of the Association or Directors or employees of any subsidiary which does not award him any privilege or benefit not generally awarded to the other persons to whom such arrangement relates.

d. if any question shall arise at any time as to the materiality of a Director's interest or as to the entitlement of any Director to vote and such question is not resolved by his voluntarily agreeing to abstain from voting, such question shall be referred to the chairman of the meeting (or if the Director concerned is the chairman to the other Directors at the meeting) and his or their ruling (as the case may be) shall be final and conclusive except in a case where the nature or extent of the interests of such Director has not been fairly disclosed.

e. Subject as otherwise provided in the Act or these Articles, a Director may be in anyway, directly or indirectly, interested in any contract or arrangement or transaction with the Association and he may hold and be remunerated in respect of any office or place of profit (other than the office of auditor of the Association) under the Association and he (or any firm of which he is a member) may act in a professional capacity for the Association and be remunerated and in any such case (save as otherwise agreed) he may retain for his own absolute use and benefit all profits and advantages accruing to him in consequence of so acting.

DIRECTORS GRATUITIES AND PENSIONS

79. The Directors may provide benefits, whether by the payment of gratuities or pensions or by insurance or otherwise, for any Director who has held but no longer holds any executive office or employment with the Association or with any body

corporate which is or has been a subsidiary of the Association or a predecessor in business of the Association or of any such subsidiary, and for any member of his family (including a spouse or former spouse) or any person who is or was dependent on him, and may (as well before as after he ceases to hold such office or employment) contribute to any fund and pay premiums for the purchase or provision of any such benefit.

PROCEEDINGS OF DIRECTORS

80. The Directors shall regularly report to the Council on all their activities.

81. The Board may at its discretion, award honoraria to such persons as it thinks fit.

82. Subject to the provisions of these Articles, the Directors may regulate their proceedings as they think fit. A Director may, and the secretary at the request of the Director shall, call a meeting of the Directors. It shall not be necessary to give notice of a meeting to a Director who is absent from the United Kingdom. Questions arising at a meeting shall be decided by a majority of votes. In the case of an equality of votes, the chairman of the meeting shall be entitled to a casting vote in addition to any other vote he may have.

83. Any Director may participate in a meeting of the Board, or of a committee of Directors, by way of video conferencing or conference telephone or similar equipment which allows every person participating to hear and speak to one another throughout such meeting. A person so participating shall be deemed to be present in person at the meeting and shall accordingly be counted in the quorum and be entitled to vote. Such a meeting shall be deemed to take place where the largest group of those participating is assembled, or if there is no such group, where the chairman of the meeting is.

84. A meeting of the Directors at which a quorum is present shall be competent to exercise all the authorities, powers and discretions by or under the regulations of the Association for the time being vested in the Association generally. The quorum for the transaction of the business of the Directors shall be three.

85. The continuing Directors or a sole continuing Director may act notwithstanding any vacancies in their number, but, if the number of Directors is less than the number fixed as the quorum, the continuing Directors or Director may act only for the purpose of calling Council Meetings, filling vacancies or of calling a general meeting.

86. The Board of Directors shall appoint their own chairman. If the chairman is not present within five minutes after the time appointed for the meeting, the Directors present may appoint one of the number to be chairman of the meeting.

87. All acts carried out by a meeting of Directors, or of a committee of Directors, or by a person acting as a Director shall, not withstanding that it be afterwards discovered that there was a defect in the appointment of any Director or that any of them were disqualified from holding office, or had vacated office, or were not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a Director and had been entitled to vote.

88. A resolution in writing signed by all the Directors entitled to receive notice of a meeting of Directors or of a committee of Directors shall be as valid and effectual as if it had been passed at a meeting of Directors or (as the case may be) a committee of

Directors duly convened and held and may consist of several documents in the like form each signed by one or more Directors.

89. Save as otherwise provided by the Articles, a Director shall not vote at a meeting of Directors or of a committee of Directors on any resolution concerning a matter in which he has, directly or indirectly, an interest or duty which is material and which conflicts or may conflict with the interests of the Association.

90. A Director shall not be counted in the quorum present at a meeting in relation to a resolution on which he is not entitled to vote.

91. The Association may by ordinary resolution suspend or relax to any extent, in respect of any particular matter, any provision of the Articles prohibiting a Director from voting at a meeting of Directors or of a committee of Directors.

92. Where proposals are under consideration concerning the appointment of two or more Directors to offices or employments within the Association or any body corporate in which the Association is interested the proposals may be divided and considered in relation to each Director separately and (provided he is not for another reason precluded from voting) each of the Directors concerned shall be entitled to vote and be counted in the quorum in respect of each resolution except that concerning his own appointment.

93. If a question arises at a meeting of Directors or of a committee of Directors as to the right of a Director to vote, the question may, before the conclusion of the meeting, be referred to the chairman of the meeting and his ruling in relation to any Director other than himself shall be final and conclusive.

SECRETARY

94. Subject to the provisions of the Act, the secretary shall be appointed by the Directors for such term, at such remuneration and upon such conditions as they may think fit; and any secretary so appointed may be removed by them. For the avoidance of doubt the Chief Executive may be appointed as the secretary.

MINUTES

95. The directors shall cause minutes to be made in books kept for the purpose:

a. of all appointments made by the directors; and

b. of all proceedings at meetings of the Association, which shall include without limitation proceedings of the Council, and of the Directors, and of committees of Directors, including the names of the Directors present at each meeting. Any such minutes of any meeting, if purporting to be signed by the chairman of such meeting, or by the chairman of the next succeeding meeting, shall be sufficient evidence without any further proof of the facts therein stated.

THE SEAL

96. The seal shall only be used by the authority of the Directors or of a committee of Directors authorised by the Directors. The Directors may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by a Director and by the secretary or by a second Director.

ACCOUNTS

97. The Directors shall cause accounting records of the Association to be kept in accordance with section 386 of the Act and any regulations made pursuant thereto (or as the same may be hereafter amended or altered). No member shall (as such) have any right of inspecting any accounting records or other book or document of the Association except as conferred by statute or authorised by the Directors or by ordinary resolution of the Association. Once at least in every year the accounts of the Association shall be examined and the correctness of the income and expenditure account and balance sheet ascertained by one or more appropriately qualified auditor or auditors. Auditors shall be appointed and their duties regulated in accordance with the Act.

NOTICES

98. Any notice to be given to or by any person pursuant to the Articles shall be in writing except that a notice calling a meeting of the Directors need not be in writing.

99. The Association may give any notice to a member either personally or by sending it by post in a prepaid envelope addressed to the member at his registered address or by leaving it at that address. A member whose registered address is not within the United Kingdom at which notices may be given to him shall be entitled to have notices given to him at that address, but otherwise no such member shall be entitled to receive any notice from the Association.

100. A member present at any meeting of the Association shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called.

101. Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given. A notice shall, unless the contrary is proved, be deemed to be given at the expiration of 48 hours after the envelope containing it was posted.

DISSOLUTION

102. If upon the winding-up or dissolution of the Association there remains after the satisfaction of all debts and liabilities any property whatsoever, the same shall be paid to or distributed among the members of the Association equally.

RULES

103. The Association and its members shall be bound by and subject to and shall act in accordance with the rules and the rules of The Football Association and any regulations, standing orders, decisions, rulings or other findings or orders of any nature made pursuant to the rules or the rules of The Football Association. In the case of any difference between provisions under these Articles, the rules and the rules of The Football Association, the rules of The Football Association and any provisions made pursuant to them shall take precedence.

INDEMNITY

104. Subject to the provisions of the Act but without prejudice to any indemnity to which a Director may otherwise be entitled, every Director or other officer or auditor of the

Association shall be indemnified out of the assets of the Association against any liability incurred by him in defending any proceedings, whether civil or criminal, in which judgement is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Association.

ALTERATIONS TO THE MEMORANDUM AND ARTICLES

105. Any proposal to alter the Memorandum or Articles not being such as by statute requires a special resolution or to wind-up the Association shall require the approval of the Association in general meeting and the same may be passed or approved by a resolution of the Association passed by a majority of not less than three quarters (3/4) of the members of the Association for the time being entitled to vote who may be present in person in accordance with the Act and (in the case of a winding-up) in accordance with the provisions of the Insolvency Act 1986 (as amended from time to time).

106. The Football Association shall, if invited by the Directors to the meeting, have all the rights of a member of the company in relation to receiving notice of, and attending and speaking at general meetings and to receiving minutes of general meetings but shall have no right to vote at general meetings.

RULES, STANDING ORDERS AND BYE-LAWS

107. The Directors have the authority, subject to approval by Council, from time to time to make, repeal and amend regulations for the better administration of the Association.

108. The Council has the power to make, repeal and amend regulations for the sanction and control of leagues and competitions, regulations for disciplinary proceedings of players and members, and regulations relating to referees.

109. Any such rules made pursuant to Articles 107 and 108 must be consistent with and subject to the rules of The Football Association.

MEMBERS' LIABILITY AND APPLICATION OF PROPERTY

110. The liability of the members is limited.

111. The income and property of the Association shall be applied solely towards the promotion of its objects as set forth in these Articles and no portion thereof shall be paid or transferred directly or indirectly by way of distribution, bonus or otherwise by way of profit to the members of the Association save that the provisions of Article 113 shall apply on the winding-up or dissolution of the Association. Provided that nothing herein shall prevent any payment in good faith by the Association:

a. of reasonable and proper remuneration to any Director, member, officer, servant or consultant of the Association for any services rendered to the Association and of reasonable and proper travelling, conference and study expenses necessarily incurred in carrying out the duties of any such Director, member, officer, servant or consultant of the Association;

b. to any Director who is a Solicitor, Accountant or other person engaged in a profession of all reasonable professional and other charges for work done by him

or his firm when instructed by the other Directors to act in that capacity on behalf of the Association;

c. of interest on money lent by a member of the Association or its Directors at a commercial rate of interest;

d. to any Director of reasonable and proper out-of-pocket expenses or other costs as permitted further to Article 75;

e. of reasonable and proper rent for premises demised or let by any member of the Association or by any Director;

f. of any premium in respect of the purchase and maintenance of indemnity insurance in respect of liability for any act or default of the Directors (or any of them) in relation to the Association.

112. Every member of the Association undertakes to contribute such amount as may be required (not exceeding £10.00) to the Association's assets if it should be wound-up while he is a member or within one year after he ceases to be a member, for payment of the Association's debts and liabilities contracted before he ceases to be a member, and the costs, charges and expenses of winding-up, and for the adjustment of the rights of the contributors among themselves.

113. If upon the winding-up or dissolution of the Association there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall be paid to or distributed among the members of the Association equally.

Membership Rules

These Rules are made pursuant to the Association's Memorandum and Articles of Association [and may only be changed in accordance with Article 8]. If there is any conflict between these Rules and the Memorandum and Articles of Association, the Memorandum and Articles of Association shall prevail.

1. MEMBERSHIP

a. All affiliated Associations, Leagues or independent Competitions shall be Members of the Association. Affiliated Associations, Leagues or independent Competitions shall forward to the Secretary on or before 31 August in each year a return in accordance with the Form marked "D" in the Schedule annexed to The Football Association Rules.

b. All properly constituted Clubs in the County of Stafford playing under the Rules of The Football Association shall be eligible for Membership, subject to the approval of the Directors of this Association. The Secretary of each Club shall annually forward to the Secretary of this Association, on or before 30 June, a return in accordance with Form "A" in the Schedule annexed to these Rules, also a copy of the Balance Sheet, duly audited within Seven Days after its Annual General Meeting. All Clubs shall be required to keep a Minute Book containing full records of all their Meetings and showing the date of election of Members.

c. Membership of the Staffordshire Football Association Limited is dependant upon taking out Public Liability Insurance and Personal Accident Insurance. In the case of Adult Clubs the Personal Accident Insurance shall provide their Members with a Minimum Benefit of £125.00 per week.

d. Membership of the Staffordshire Football Association Limited is dependant upon each Playing Member of a Club completing an approved Registration Form.

2. LONG SERVICE

a. A Long Service Award shall be presented to Members of Council on the completion of 15 Years active service (the definition of the term "active service" being that 50% of Meetings must be attended in the period required for qualification - except in the case of illness).

b. A Long Service Award shall be presented to Players and Officials on the completion of 15 Years unbroken active service in either or both capacities with an individual Club or Competition. The Club or Competition must make the request together with the necessary details.

c. A Long Service Award shall be presented to Referees on the completion of 15 Years unbroken active service as a Referee affiliated to this Association.

3. REPRESENTATIVES AT GENERAL MEETING

Each Member shall appoint its own representative to the General Meetings but in the event of a change in the representative at any Meeting, the Secretary of the

Association must be advised by letter of such change by the Secretary of the body to whom the representatives belong.

4. POWERS

The Directors shall have the power to deal with any matter not provided for in the Laws and Rules of this Association.

5. ALTERATIONS TO RULE

No alteration shall be made in these Rules except in accordance with the Memorandum and Articles of Association.

6. OFFENCES AGAINST THE RULES

The Council may call upon Clubs or Individuals charged with offending against the Laws or Rules to prove to the satisfaction of the Council that the offence has not been committed and failing such satisfactory proofs, the Club or Individuals shall be judged guilty of the offence. The Council shall have power to call upon any Club or Individual to produce the Books, Letters or Documents, and evidence of any kind that the Council may desire.

7. PUNISHMENTS

Any Affiliated or Associate Association, Combination, Club, Player, Official, or Member being proved guilty of any breach of the Laws or Rules of Misconduct shall be dealt with in such a manner as the Council may decide; and any other Association, Combination, Club, Player, Official, or Member taking part in Football against such offender shall be liable to be similarly dealt with.

8. DECISIONS AND APPEALS

Resolutions and decisions of the Council and the Directors shall be binding on all affiliated Associations or Competitions and all Members thereof, until they are rescinded or varied in accordance with Standing Orders. The Council's decision shall be final in respect of the Cup Competitions and the Charity Fund. Any District Association, League, Competition, Club or Individual wishing to appeal against a decision of a Committee or Council of this Association shall forward to the Chief Executive of The Football Association (Wembley Stadium, PO Box 1966, London, SW1P 9EQ) within 14 DAYS from the date of the Meeting at which the Committee or Council FIRST gave its decision, and by Registered Letter, a notice setting forward the grounds of the Appeal, together with the sum of £35.00 (Thirty Five Pounds). At the same time an exact copy of the notice must be sent to the Secretary of this Association, also by Registered Letter. In the case of an Association or Club, the Appeal must be signed by the Chairman or his deputy and the Secretary. Appeals cannot be made arising out of the Competitions of this Association when the Rules provide that the decision of the Association shall be final. The Appeals Board appointed by The Football Association to hear the Appeal shall have power to order the Fee to be forfeited if it thinks fit ad may, in addition order the appellant concerned to pay the cost of the hearing of the Appeal.

9. COMPLAINTS AND APPEALS

All Complaints and Appeals shall be in writing and sent to the Discipline Manager within Fourteen Days of the Competition notifying the Club in writing. No Complaint or Appeal will be entertained by the Association if full details of the grounds or the reasons for the Appeal are not lodged. The Complaint or Appeal must be accompanied by a Deposit of £25.00 which shall be forfeited if the Complaint or Appeal is not sustained. The Council shall also have power to compel any party to the Complaint or Appeal to pay such expenses as they deem fit. All Complaints relating to nonfulfillment of match fixtures must be made within 28 Days from the date upon which such fixtures should have been played.

10. PUBLICATION OF DECISIONS

The Association through its Secretary, shall be entitled to publish in the public press, or any other manner, report its proceedings, acts and resolutions, whether the same shall nor shall not reflect on the character or conduct of any Association or Competition, Club, Official, Player or Spectator, and every such Association or Competition, Club, Player or Spectator shall be deemed to have assented to such publications.

11. CONDUCT OF OFFICIALS AND BETTING

a. Every Association or Club is responsible to the Council for the actions of its Players, Officials and Spectators, and is required to take all precautions necessary to prevent Spectators threatening or assaulting Officials and Players during, or at the conclusion of Matches.

b. No Official of an Association or Club, Referee or Assistant Referee or Player shall bet on any Football Match, and Associations and Clubs are also required to prevent betting and the use of objectionable language.

c. An Official of an Association or Club, Referee, Assistant Referee or Player, proved to have taken part in Coupon Football Betting (Authorised and Registered Football Pools excepted) shall be permanently suspended from taking part in Football or Football Management.

12. CLUB FINANCE

All books and vouchers, for at least TWO Seasons preceding the current Season, must be retained by the Club and be ready for production whenever required by this Association. The Association shall call for the books of AT LEAST TWO Clubs who are not FULL MEMBERS of The Football Association each Season. All Clubs applying for RE- AFFILIATION shall submit with their Form "A" a Statement of Accounts for their last Financial Year.

13. COUNTY COMPETITIONS

All Clubs whose parent body is this Association will be required to enter whichever of the County Competitions is considered suitable by the Council.

14. GATE RECEIPTS AND ASSOCIATION ACCOUNTS

All Gate Receipts in which the Association is interested shall be checked at the conclusion of the Match by Two Members of the Board of Directors, who shall certify the correctness of same and at the first Meeting of the Council thereafter, a report of the net receipts shall be made, the funds of which shall be deposited in such Bank as the Council may decide and all cheques shall be signed by Two Members of the Board of Directors. The Accounts shall be audited annually and a certified Balance Sheet shall be sent to each Member at least One Week prior to the Annual General Meeting.

15. REPRESENTATIVE MATCHES

a. The Council may call upon the services of any Player registered with the Clubs in Membership of this or any affiliated or Incorporated Association if required for a Representative Match.

b. Any Player selected to attend a Match arranged by the Association and (without good and sufficient cause) refusing to comply with the arrangements of the Council for the playing of the Match, or failing to attend such Match, may be adjudged by the Council to have been guilty of Misconduct, and any Club or Official who may be deemed to have encouraged or instigated such Player to commit a breach of Instruction or Rule, shall be deemed guilty of a similar offence.

c. The Council may also require a Member Club to place its ground at the disposal of the Association.

16. REFEREES

The Council shall have power to appoint Referees in all or any of the Matches played by Clubs under its jurisdiction and for this purpose may appoint a Committee or delegate the appointing of Referees to the Leagues and Competitions under its control and include such representatives as may be considered necessary.

17. REGISTRATION OF PLAYERS

Please see Football Association Rule C 2

18. PLAYERS WITH WRITTEN CONTRACTS

Please see Football Association Rule C 2

19. PLAYING SEASON

a. Between the period from the official commencement of the Season to 30 September and the period 15 March and 31 May in any playing Season, Leagues and Competitions (other than the Staffordshire Senior Cup, Vase, Walsall Senior Cup and Youth) Mid-Week fixtures shall be subject to the following conditions:

i. Leagues and Competitions sanctioned by this Association normally playing on Saturdays shall play their Mid-Week fixtures on Mondays and Wednesdays.

ii. Leagues and Competitions sanctioned by this Association normally playing on Sundays shall play their Mid-Week fixtures on Tuesdays and Thursdays.

The only exception to this shall be for Leagues and Competitions normally playing on a Mid-Week Day shall have priority on that Day.

b. The Close Season shall be defined as the period between First (1st) June and Thirtieth (30th) June inclusive each year, save where Council makes an order to the contrary. No Matches other than those permitted and played in accordance with Sub-Paragraphs (I), (ii) and (iii) of Paragraph c) of this Rule may be played during the Close Season. No Matches other than the following may be played during the Close Season :-

i. Small side Matches as specified in Rule B7 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 in any Competitions for National Representative Teams or Clubs played under the auspices of FIFA or UEFA.

20. UNAUTHORISED FOOTBALL

a. Any Player or Club competing in any Football Competition, the proceeds of which are not devoted to a recognised Club or Football Association, or Charitable Institution, shall be liable to suspension for such time as this Association may think fit, unless permission has been first obtained.

b. No Player registered with any affiliated Competition last Season who has since 30 June (subject to the provisions of F. A. Rule B.4) taken part in any Football Competition not sanctioned by this or a recognised Association, shall be allowed to take part in any affiliated Competition this Season unless and until they have been dealt with by this Association.

c. Clubs and Players under the jurisdiction of this Association shall not play with or against any Club which is not a Member of this Association or some other recognised Association.

21. STAFFORDSHIRE FOOTBALL ASSOCIATION LIMITED CHARITY FUND

The object of the Fund is to make grants to Players, Officials and Employees of the Staffordshire Football Association Limited who are incapacitated from earning their living, or to the widows and orphans of such persons, and to such other persons who, by virtue of service to the Association, are, in the opinion of the Council, deserving of such consideration.

Subscriptions

In accordance with Article of Association No. 8, the Subscriptions payable annually shall be as follows:

Senior Clubs (Clubs in Full Membership of The Football Association)	£62.00
County Senior Clubs (Clubs playing in Leagues which permit Contract Players)	£43.00
Juniors Clubs	£38.00
Youth Clubs	£23.00
Referees' Association Teams	£23.00
Individual Team Fee	£1.00
Inter Departmental Competitions (Teams playing in National or Regional Competitions organised by their Employers)	£25.00
Small Side League, Competitions and Clubs **Small Sided One Day Competitions** (All Clubs taking part automatically affiliated)	£35.00
Small Sided Two Day Competitions (All Clubs taking part automatically affiliated)	£50.00

Honours List Season 2016 / 2017

Senior Challenge Cup
Chasetown FC 1 – 1 Stoke City FC
*Away Win Penalties 3 - 4

Walsall Senior Cup
Walsall FC 3 – 1 Stafford Rangers FC

Senior Challenge Vase
Ball Haye Green 3 – 0 Newcastle Town FC U21

Challenge Cup
Lichfield City Reserves 1 – 7 Tunstall Town

Sunday Premier Cup
Brereton Lion 1 – 0 Woolpack FC

Sunday Challenge Cup
The Staffordshire Knot 1 – 5 Victoria

TB Williamson Cup
Cheadle United 2 – 1 Seighford

Sam Kimberley Trophy
Sporting Dyers 6 – 1 Warstones Wanderers

County U21 Sunday Cup
Madeley White Star 4 - 1 Redgate Clayton

Ladies Challenge Cup
Sporting Khalsa Women Development 0 – 5 Stoke City Ladies

Mid week Floodlit Youth Cup
Newcastle Town FC U18 2 – 0 Wolverhampton Casuals Juniors U18a

County Youth Challenge Cup
Leek Town (Juniors) U18 1 – 0 Whittington U18 Albion

County Youth U16's Sunday Cup
AFC Biddulph U16 2 – 1 Newcastle Town Juniors U16
*Home Win After Extra Time (1 - 1 after 90 mins)

County Youth U15's Sunday Cup
Kidsgrove Athletic Youth U15 3 – 2 Red Star A.F.C. U15
*Home Win After Extra Time (2 - 2 after 90 mins

DOWNLOAD THE STAFFORDSHIRE FA APP FOR FREE

DEVELOPED BY BOUD DIGITAL, THE SFA APP ALLOWS USERS TO ACCESS INFORMATION REGARDING ALL AREAS OF THE ASSOCIATION.

INFORMATION INCLUDES STAFF CONTACTS, DISCIPLINE PROCEDURES, RULES AND REGULATIONS, AND ALL THINGS COUNTY CUPS.

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Competition Rules

THE SENIOR CHALLENGE CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Senior Challenge Cup', hereafter known as 'The Senior Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Challenge Cup, the FA Challenge Trophy and the FA Challenge Vase.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Saturday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to:

i) All senior clubs in membership of the Association, competing in the FA Premier League, English Football League or at Steps 1 to 6 of the National League System.

ii) Any other senior clubs not affiliated to this Association on payment of an entry fee of £60.00, and subject to the approval of the Committee.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £60.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the week in which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) **i)** Each match shall be played on the ground of the club first drawn, unless otherwise mutually agreed and with the consent of the Committee, or as otherwise decided by the Committee. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

ii) A club shall have regular use of a ground where charge for admission shall be made and the attendance shall be taken in all matches.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Dressing and washing accommodation shall be separate for each team and the match officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) Each team participating in a match shall represent the full available strength of each competing club. Clubs competing in the FA Premier League and English Football League shall be represented by teams of at least reserve team strength. If in the opinion of the Committee the spirit of this rule has been broken they shall have the discretion to impose a fine and dismiss the club from the Competition.

b) In all rounds of the Competition a player shall be a registered member of his club under the rules of the Competition.

c) **i)** A registered player is one who has either, in the case of a player under written contract registered with the Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Association or league by 12 noon on the Friday previous to the match being played, and the registration must be continuous through to the date of the match.

ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a players registration. Therefore, this is also required by 12 noon on the Friday previous to the match being played for the players registration to be valid.

iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association by 12 noon on the Friday previous to the match being played. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club he is registered to which must be received by the Association by 12 noon on the Friday prior to the match being played. The Association will not give permission for players on loan to play against the lending club.

iv) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

d) To play in this competition the player must have attained the age of 16.

e) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

f) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

g) A club may nominate a maximum of five substitutes and may use three at any time in a match in this competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).

h) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents at

least forty five minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

i) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

b) The fees and expenses of the Match Officials shall be paid by the club on whose ground the match takes place unless otherwise instructed by the Committee.

c) The fees to be paid in all rounds up to and including the semi final shall be as follows:

Referee:	£45.00
Assistant Referee:	£30.00

d) In all matches in this Competition, the Match Officials shall be paid travelling expenses of 40p per mile in respect of private car use. In the final tie, the Match Officials shall also receive a medal.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee plus travelling expenses to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee plus travelling expenses if they travel to the ground and find one club has defaulted; the defaulting club shall pay the fees and travelling expenses.

iii) In the event of a match being started and abandoned, full fee and travelling expenses paid by the home club.

f) The Match Officials shall report to the ground at least one hour before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be

lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) **i)** The proceeds of the matches up to and including the semi finals shall be equally divided between the competing clubs after paying therefrom advertising, printing, posting, police, first aid, Match Official fees and travel expenses, stewards / turnstile operators' charges, together with the

travelling expenses of the visiting club at the rate of £3.00 per coach mile on production of a written statement, or if private cars are used, then the expenses which can be claimed will be for a maximum of five cars at 25 pence per mile.

ii) If the receipts are not sufficient to cover the entire expenses of the match, the deficit shall be equally shared between the two clubs, with the visiting club's share being deducted from their travelling expenses.

iii) Each club shall be entitled to 30 complimentary tickets.

iv) The minimum admission fees for ties in this competition shall be as follows:

Adult: £5.00

Concession: £2.00

Any increased admission charges must be agreed by both clubs.

v) The home club shall provide for the sale of tickets and the visiting club for checking the sale. The expenses of sellers and checkers shall not be charged against the proceeds of the match.

vi) The gate receipts shall be divided and a full statement and settlement made within seven days of the match, under a penalty of £50.00. A copy of the statement shall be provided to the Association.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In the final tie the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the tie, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE WALSALL SENIOR CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Walsall Senior Cup', hereafter known as 'Walsall Senior Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall be played on an invitation only basis and shall not take precedence over any other competition.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Saturday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to:

i) All senior clubs in membership of the Association, within forty miles of The Bridge, Walsall, who have approved floodlighting facilities.

ii) Any other senior club not affiliated to this Association on payment of an entry fee of £40.00, and subject to the approval of the Committee.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £40.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) The matches in all rounds up to and including the semi finals shall be played on or before the dates set by the Association, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date by which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) **i)** Each match shall be played on the ground of the club first drawn, unless otherwise mutually agreed, and with the consent of the Committee, or as otherwise decided by Committee. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

ii) A club shall have regular use of a ground where charge for admission shall be made and the attendance shall be taken in all matches.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Dressing and washing accommodation shall be separate for each team and the match officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) Each team participating in a match shall represent the full available strength of each competing club. Clubs competing in the FA Premier League and English Football League shall be represented by teams of at least reserve team strength. If in the opinion of the Committee the spirit of this rule has been broken they shall have the discretion to impose a fine and dismiss the club from the Competition.

b) In all rounds of the Competition a player shall be a registered member of his club under the rules of the Competition.

c) **i)** A registered player is one who has either, in the case of a player under written contract registered with the Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Association or league by 12 noon on the Friday previous to the match being played, and the registration must be continuous through to the date of the match.

ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a players registration. Therefore, this is also required by 12 noon on the Friday previous to the match being played for the players registration to be valid.

iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association by 12 noon on the Friday previous to the match being played. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club he is registered to which must be received by the Association by 12 noon on the Friday prior to the match being played. The Association will not give permission for players on loan to play against the lending club.

iv) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club.

v) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club.

vi) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

d) To play in this competition the player must have attained the age of 16.

e) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

f) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

g) A club may nominate a maximum of five substitutes and who at their discretion may use three at any time in a match in this competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

h) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents at least forty five minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

i) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

b) The fees and expenses of the Match Officials shall be paid by the club on whose ground the match takes place unless otherwise instructed by the Committee.

c) The fees to be paid in all rounds up to and including the semi final shall be as follows:

Referee:	£45.00
Assistant Referee:	£30.00

d) In all matches in this Competition, the Match Officials shall be paid travelling expenses of 40p per mile in respect of private car use. In the final tie, the Match Officials shall also receive a medal.

e) In the event of a match not being played the Match Officials shall be paid:
i) Half the fee plus travelling expenses to be shared equally by both clubs, if the Referee decides the ground is unfit for play.
ii) Full fee plus travelling expenses if they travel to the ground and find one club has defaulted; the defaulting club shall pay the fees and travelling expenses.
iii) In the event of a match being started and abandoned, full fee and travelling expenses paid by the home club.

f) The Match Officials shall report to the ground at least one hour before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) **I)** The proceeds of the matches up to and including the semi finals shall be equally divided between the competing clubs after paying therefrom advertising, printing, posting, police, first aid, Match Official fees and travel expenses, stewards / turnstile operators' charges, and floodlighting expenses not exceeding £35.00.

ii) If the receipts are not sufficient to cover the entire expenses of the match, the deficit shall be equally shared between the two clubs.

iii) Each club shall be entitled to 30 complimentary tickets.

iv) The minimum admission fees for matches in this competition shall be as follows:

Adult: £5.00
Concession: £2.00

Any increased admission charges must be agreed by both clubs.

v) The home club shall provide for the sale of tickets and the visiting club for checking the sale. The expenses of sellers and checkers shall not be charged against the proceeds of the match.

vi) The gate receipts shall be divided and a full statement and settlement made within seven days of the match, under a penalty of £50.00. A copy of the statement shall be provided to the Association.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In the final tie the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the tie, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE SENIOR CHALLENGE VASE

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Senior Challenge Vase', hereafter known as 'Senior Vase' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Challenge Cup, the FA Challenge Trophy and the FA Challenge Vase and the Association's Senior Challenge Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Saturday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall

be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association competing at Step 7 of the National League System and those clubs playing in divisions in which the promoted clubs shall be promoted to Step 7 of the National League System.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £40.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off as follows;

First drawn clubs with floodlights:	3.00pm
First drawn clubs without floodlights:	(see below)
August / September / October:	2.30pm
November / December / January:	2.00pm
February / March / April:	2.30pm

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) **i)** Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

ii) A club shall have regular use of a ground where charge for admission shall be made and the attendance shall be taken in all matches.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a

football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Dressing and washing accommodation shall be separate for each team and match officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) will apply.

h) The Committee shall be empowered to order the match to be played as originally drawn or upon the ground of a neutral club or upon the ground of the opposing club.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) Each team participating in a match shall represent the full available strength of each competing club. If in the opinion of the Committee and the spirit of this rule has been broken they shall have the discretion to impose a fine and dismiss the club from the Competition.

b) In all rounds of the Competition a player shall be a registered member of his club under the rules of the Competition.

c) **i)** A registered player is one who has either, in the case of a player under written contract registered with the Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Association or league at least seven days previous to the date fixed for playing the round, and the registration must be continuous through to the date of the match. In order to be eligible for the final, the players must have been correctly registered and eligible for the semi final round of the competition.

ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a players

registration. Therefore, this is also required by midnight on the Friday seven or more days previous to the date fixed for playing the round for the players registration to be valid.

iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association by 12 noon on the Friday previous to the week fixed for playing the round. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club he is registered to which must be received by the Association at least seven days prior to the date fixed for playing the round. The committee will not give permission for players on loan to play against the lending club.

iv) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.

v) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.

vi) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

vii) A player who during the current season has played in a match in the Association's Senior Cup shall not be eligible to play in this competition.

d) To play in this competition the player must have attained the age of 16.

e) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

f) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

g) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

h) A club may nominate a maximum of five substitutes and who at their discretion may use three at any time in a match in this competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

i) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

j) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

b) The fees of the Match Officials shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid in all rounds up to and including the semi final shall be as follows:

Referee:	£36.00
Assistant Referee:	£27.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least one hour before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any

such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all ties prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the tie, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE CHALLENGE CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Challenge Cup', hereafter known as 'Challenge Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Challenge Cup, the FA Challenge Trophy and the FA Challenge Vase, the Association's Senior Challenge Cup and the Association's Senior Challenge Vase.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Saturday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall

be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who are not accepted for the Senior Challenge Cup or the Senior Challenge Vase Competitions.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £30.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off as follows;

First drawn clubs with floodlights:	3.00pm
First drawn clubs without floodlights:	(see below)
August / September / October:	2.30pm
November / December / January:	2.00pm
February / March / April:	2.30pm

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) **i)** Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match will be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

ii) A club shall have regular use of a ground where charge for admission shall be made and the attendance shall be taken in all matches.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a

football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Dressing and washing accommodation shall be separate for each team and match officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

h) The Committee shall be empowered to order the match to be played as originally drawn or upon the ground of a neutral club or upon the ground of the opposing club.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) Each team participating in a match shall represent the full available strength of each competing club. If in the opinion of the Committee and the spirit of this rule has been broken they shall have the discretion to impose a fine and dismiss the club from the Competition.

b) In all rounds of the Competition a player shall be a registered member of his club under the rules of the Competition.

c) **i)** A registered player is one who has either, in the case of a player under written contract registered with the Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Association or league at least seven days previous to the date fixed for playing the round, and the registration must be continuous through to the date of the match. In order to be eligible for the final, the players must have been correctly registered and eligible for the semi final round of the competition.

ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a players

registration. Therefore, this is also required by midnight on the Friday seven or more days previous to the date fixed for playing the round for the players registration to be valid.

iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association by 12 noon on the Friday previous to the week fixed for playing the round. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club he is registered to which must be received by the Association at least seven days prior to the date fixed for playing the round. The committee will not give permission for players on loan to play against the lending club.

iv) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.

v) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club. Such player may only play in postponed or replayed matches if he had been recalled in time for the first match.

vi) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

vii) A player who during the current season has played in a match in the Football Association Challenge Cup, Trophy or Vase, or The Football League, or the Association's Senior Cup or Senior Challenge Vase, shall not be eligible to play in this competition.

d) To play in this competition the player must have attained the age of 16.

e) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

f) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

g) A club may nominate a maximum of five substitutes and who at their discretion may use three at any time in a match in this competition, except to replace a player who has been suspended from the match

by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (b).

h) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

i) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

b) The fees of the Match Officials shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i. Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii. Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii. In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least one hour before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE SUNDAY PREMIER CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Sunday Premier Cup', hereafter known as 'Sunday Premier Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Sunday Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Sunday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to:

i) All affiliated clubs in membership of the Association, who compete in an affiliated Sunday Football League.

ii) A maximum of one team per club.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) i) All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £20.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) i) The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) The first drawn club must provide changing facilities and a toilet. If this is not possible, the first drawn club must inform their opponents and the Association within 7 days of the draw being notified. If the second drawn team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club who fails to comply with this ruling shall be fined £10.00.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played

on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) g) i) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

h) ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) **i)** When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) To play in this competition the player must have attained the age of 16.

d) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before

the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

b) The fees of the Match Officials shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the

match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE SUNDAY CHALLENGE CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Sunday Challenge Cup', hereafter known as 'Sunday Challenge Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Sunday Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Sunday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated Sunday Football League, who are not accepted for the Sunday Premier Cup.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) i) All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £20.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) i) The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) i) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

ii) Rounds 1 and 2 of the Competition shall be competed for on a regionalised basis.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the

match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the tie shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) **i)** In Rounds 1 and 2, which are competed for on a regional basis, in accordance with competition rule 7(c)(ii), the first drawn club does not have to provide any changing facilities or a Toilet, however are encouraged to do so wherever possible.

ii) In subsequent rounds, the first drawn club must provide changing facilities and a toilet. If this is not possible, the first drawn club must inform their opponents and the Association within 7 days of the draw being notified. If the second drawn team objects, they shall lodge their objection

with the Association who may then reverse the tie. Any club who fails to comply with this ruling shall be fined £10.00.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) i) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) c) i) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

d) ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) To play in this competition the player must have attained the age of 16.

d) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to

the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) i) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Association in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all ties prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE TB WILLIAMSON CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association TB Williamson Cup', hereafter known as 'TB Williamson Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Sunday Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Sunday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated Sunday Football League, who are not accepted for the Sunday Premier Cup or the Sunday Challenge Cup.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £20.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) **i)** The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

ii) Rounds 1 and 2 of the Competition shall be competed for on a regionalised basis.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the

match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) i) In Rounds 1 and 2, which are competed for on a regional basis in accordance with competition rule 7(c)(ii), the first drawn club does not have to provide any changing facilities or a toilet. However, clubs are encouraged to do so wherever possible.

ii) In subsequent rounds, the first drawn club must provide changing facilities and a toilet. If this is not possible, the first drawn club must inform their opponents and the Association within 7 days of the draw being notified. If the second drawn team objects, they shall lodge their objection

with the Association who may then reverse the tie. Any club who fails to comply with this ruling shall be fined £10.00.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) **i)** Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) **i)** When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) To play in this competition the player must have attained the age of 16.

d) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to

the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) i) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Association in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE SAM KIMBERLEY TROPHY

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Sam Kimberley Trophy', hereafter known as 'Sam Kimberley Trophy' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Sunday Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Sunday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated Sunday Football League, who are not accepted for the Sunday Premier Cup, the Sunday Challenge Cup or the TB Williamson Cup.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) i) All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £20.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) i) The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) i) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

ii) All rounds up to and including the Area Final shall be competed for on a regionalised basis.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the

match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Although not mandatory in this Competition, home clubs are encouraged to provide changing and toilet facilities wherever possible.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of

expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) **i)** Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn**.**

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) c) i) When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

d) ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) To play in this competition the player must have attained the age of 16.

d) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) **i)** In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Committee in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the tie.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE COUNTY U21'S SUNDAY CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association County U21's Sunday Cup', hereafter known as 'County U21's Sunday Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Sunday Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Sunday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated under-19, under-20 or under-21 Sunday League.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £20.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 11.00am, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) The first drawn club must provide changing facilities and a toilet. If this is not possible, the first drawn club must inform their opponents and the Association within 7 days of the draw being notified. If the second drawn team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club who fails to comply with this ruling shall be fined £10.00.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the

ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) i) Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) When a match has ended in a draw, it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

d) If the score is still level after such additional period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) The Competition shall be confined to players under the age of twenty one years and not under the age of sixteen years on 31st August in the current season.

d) A player shall not in the same season play for more than one competing club in any Sunday County Cup Competition (the Sunday Premier Cup, the Sunday Challenge Cup, the TB Williamson Cup, the Sam Kimberley Trophy and the County U21's Sunday Cup).

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before

the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) **i)** In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Association in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all ties prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the tie, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE LADIES CHALLENGE CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Ladies Challenge Cup', hereafter known as 'Ladies Challenge Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which she may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Women's Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Girls and Ladies Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated Ladies Football League.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **I)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

II) The entry fee shall be £20.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 2.00pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match shall be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) The first drawn club shall provide changing facilities and a toilet. If this is not possible, the first drawn club shall inform their opponents and the Association within 7 days of the draw being notified. If the second drawn team objects, they shall lodge their objection with the Association who may then reverse the tie. Any club who fails to comply with this ruling shall be fined £10.00.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the

draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) **i)** Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) **i)** When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) To play in this competition the player must have attained the age of 16.

d) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted herself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

a. If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which she belongs, or for which she played, to prove that she is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) **i)** In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Committee in all rounds up to and including the semi final shall be as follows:

Referee:	£25.00
Assistant Referee:	£20.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

f) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

g) ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

h) iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

i) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

j) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

a. The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the tie, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE MID WEEK FLOODLIT YOUTH CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association Midweek Floodlit Youth Cup', hereafter known as 'Midweek Floodlit Youth Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions with the exception of the FA Youth Challenge Cup.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Saturday Football Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to:

i) All affiliated clubs in membership of the Association, who have approved floodlighting facilities.

ii) Any other club not affiliated to this Association on payment of an entry fee of £30.00, and subject to the approval of the Committee.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) i**)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £30.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the week in which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £20.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have

the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) **i)** Each match shall be played on the ground of the club first drawn, unless otherwise mutually agreed and the consent of the Committee, or as otherwise decided by the Committee. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

ii) A club shall have regular use of a ground where charge for admission shall be made and the attendance shall be taken in all matches.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. The playing area shall be enclosed and goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Dressing and washing accommodation shall be separate for each team and the match officials. Qualified first aid personnel and suitable equipment shall be available at all grounds used for matches.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £75.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the visiting team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be fifteen minutes, and this may only be altered with the consent of the Referee.

c) When a match has resulted in a draw it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) Each team participating in a match shall represent the full available strength of each competing club. If in the opinion of the Committee and the spirit of this rule has been broken they shall have the discretion to impose a fine and dismiss the club from the Competition.

b) In all rounds of the Competition all players shall be registered members of their clubs under the rules of the Competition.

c) **i)** A registered player is one who has either, in the case of a player under written contract registered with the Football Association, or in the case of a player without a written contract, registered with a league in which his club competes in the current season. Any such registration must have been received and accepted by The Association or league by 12 noon on the Friday previous to the match being played, and the registration must be continuous through to the date of the match.

ii) An International Transfer Certificate for players coming from overseas Associations (including Wales, Scotland, Northern Ireland and the

Republic of Ireland) takes precedence over a players registration. Therefore, this is also required by 12 noon on the Friday previous to the match being played for the players registration to be valid.

iii) A player on a temporary (loan) transfer is ineligible to compete unless permission is given by the lending club in writing and a copy is submitted to the Association by 12 noon on the Friday previous to the match being played. A registered Trainee or a player on a Scholarship may only play for another club subject to written permission being given by the club he is registered to which must be received by the Association by 12 noon on the Friday prior to the match being played. The Association will not give permission for players on loan to play against the lending club.

iv) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club.

v) A player recalled, at any time prior to the date of the round, to his original club from temporary (loan) transfer, in accordance with the terms of the loan agreement, may represent his original club.

vi) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

d) The Competition shall be confined to players under the age of eighteen years and not under the age of fifteen years on 31st August in the current season.

e) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

f) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

g) A club may nominate a maximum of five substitutes and at their discretion use three at any time in a match in this competition, except to replace a player who has been suspended from the match by the Referee. The substitution can only be made when play is stopped for any reason and the Referee has given permission. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

h) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents at least thirty minutes before the advertised kick off time. Any club failing to carry out these provisions shall be fined £20.00.

i) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played,

to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

b) The fees of the Match Officials shall be paid by the club on whose ground the match takes place unless otherwise instructed by the Committee.

c) The fees to be paid in all rounds up to and including the semi final shall be as follows:

Referee:	£32.00
Assistant Referee:	£24.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

I) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee paid by the home club.

f) The Match Officials shall report to the ground at least one hour before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £75.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £75.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all ties prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE COUNTY YOUTH CHALLENGE CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association County Youth Challenge Cup', hereafter known as 'The County Youth Challenge Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Youth Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated under-17 or under-18 Sunday Football League.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £15.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 2.00pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) **i)** The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

ii) Any Preliminary Round(s) and Round 1 of the Competition shall be competed for on a regionalised basis.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match shall be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for any change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition Rule 7(e).

d) Although not mandatory in this Competition, home clubs are encouraged to provide changing and toilet facilities wherever possible.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to its fitness for play in sufficient time to save expenses of unnecessary

journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) **i)** Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be ninety minutes played in two halves of forty five minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be ten minutes, and this may only be altered with the consent of the Referee.

c) **i)** When a match has resulted in a draw it shall be decided by an additional thirty minutes played in two halves of fifteen minutes.

ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) The Competition shall be confined to players under the age of eighteen years and not under the age of fifteen years on 31st August in the current season.

d) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the

club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) **i)** In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Association in all rounds up to and including the semi final shall be as follows:

Referee:	£25.00
Assistant Referee:	£20.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

i) Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

f) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

g) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE COUNTY YOUTH U16'S SUNDAY CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association County Youth U16's Sunday Cup', hereafter known as 'County Youth U16's Sunday Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part is ordered to leave the field of play for misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Youth Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated under-16 Sunday Football League

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £15.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 2.00pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) **i)** The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

ii) Any Preliminary Round(s), Round 1 and Round 2 of the Competition shall be competed for on a regionalised basis.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association

so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Although not mandatory in this Competition, home clubs are encouraged to provide changing and toilet facilities wherever possible.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to

its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) **i)** Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be eighty minutes played in two halves of forty minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be ten minutes, and this may only be altered with the consent of the Referee.

c) **i)** When a match has resulted in a draw it shall be decided by an additional twenty minutes played in two halves of ten minutes.

ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) The Competition shall be confined to players under the age of sixteen years and not under the age of fourteen years on 31st August in the current season.

d) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of his suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) **i)** In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Association in all rounds up to and including the semi final shall be as follows:

Referee:	£25.00
Assistant Referee:	£20.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

f) **I)** Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

g) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

h) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

THE COUNTY YOUTH U15'S SUNDAY CUP

1. Name of Cup

The Cup shall be called 'The Staffordshire Football Association County Youth U15's Sunday Cup', hereafter known as 'County Youth U15's Sunday Cup' or any other such name that the Competition may adopt from time to time.

2. Cup Ownership

a) The Cup is the property of the Staffordshire Football Association, hereafter referred to as 'the Association'.

b) When the winning club shall have been ascertained the President (or his Deputy) shall present the Cup to such club, which shall be responsible for its return to the Association on or before the first day of February in the ensuing year, in good order and condition.

c) Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair, in addition to any other penalty that which the Association may impose.

3. Medals

a) In addition to the Cup, the Association shall present medals to the players, substitutes and Secretary in the final tie.

b) When a player taking part in the final tie is ordered to leave the field of play for serious misconduct, the medal to which he may have been entitled may be withheld at the discretion of the members of the Committee who are present at the final tie.

4. Control of the Competition

a) The Competition shall take precedence over all other competitions.

b) The ownership, organisation, control and management of the Competition shall be vested entirely and exclusively in the Association.

c) The Council shall appoint a Committee ('Youth Committee'). The Committee shall have the power to exercise all powers of Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition which shall be deemed decisions of Council and shall be binding on all participants in the Competition.

d) The Committee shall have the power to make delete and amend rules for the organisation, control and management of the Competition as, from time to time, it deems expedient.

e) All clubs participating in the Competition shall be bound by and comply with the Competition rules.

5. Eligible Clubs

a) The Competition shall be annual, and be open to all affiliated clubs in membership of the Association, who compete in an affiliated under-15 Sunday Football League.

b) If a club is removed from the League in which it is playing after it has been accepted into the Competition, the Committee shall have the power to remove the club from the Competition.

6. Date of Entry & Fee

a) **i)** All clubs affiliated to the Association shall be entered into the Competition upon the completion of their affiliation.

ii) The entry fee shall be £15.00 and shall be paid directly to the Association along with the affiliation fee.

7. Organisation of the Competition

a) The Committee shall have discretionary power to grant exemption from earlier rounds of the Competition.

b) **i)** The matches in all rounds up to and including the semi finals shall be played on conference dates, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

ii) All matches preceding the final tie shall kick off at 2.00pm, unless otherwise mutually agreed between the competing clubs and approved by the Committee.

c) **i)** The names of the clubs entered for the Competition shall be drawn in couples. These couples shall compete and the winners shall be drawn and compete in the same manner. This shall be continued until the final tie of the Competition.

ii) Any Preliminary Round(s), Round 1 and Round 2 of the Competition shall be competed for on a regionalised basis.

d) After each draw is made notice shall be given to each club of the name of its opponent club and the date on which the match shall be played.

e) The home club shall notify their opponents and the Match Officials, in writing or by means of electronic communication, five days before the date of the match, of the address and location of their ground and the colours in which they intend to play. The Match Officials shall acknowledge receipt.

f) The Secretaries of each club shall send notice of the result with the names of the players competing on the form supplied, to the Association

so that it is received within three days of the match (Sundays not included). Any club failing to comply with this rule shall be fined £10.00.

g) Referees shall order matches to commence at the appointed time and shall report all late starts to the Association. The Committee shall have the power to impose a fine as it deems appropriate, not exceeding £20.00.

h) The Committee shall have the power to disqualify any competing club, or player, or players of any competing club who are proved to be guilty of any breach of the rules of the Association.

8. Grounds for Matches

a) Each match shall be played on the ground of the club first drawn. If the ground of the first drawn club is not available on the conference date, other than due to adverse weather conditions, then the home club shall arrange an alternative ground or the match shall be played on the ground of their opponents. In the event of neither ground being available, the match will be played on the ground of the first drawn club at the earliest opportunity prior to the next conference date. No monetary or other considerations shall be asked for, offered or paid with negotiations for change of ground.

b) The dimensions of the field of play for all matches shall be in accordance with the Laws of the Game. Goal nets shall be used in all matches.

c) Artificial football turf pitches are allowed in this Competition providing that they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a football turf pitch shall pass a test every three years as defined in the FIFA Quality Concept for Football Turf. The home club is also responsible for advising participants of the footwear requirements when confirming match arrangements in line with Competition rule 7(e).

d) Although not mandatory in this Competition, home clubs are encouraged to provide changing and toilet facilities wherever possible.

e) If the ground of the club having choice of ground should be considered unsuitable for a match in this Competition, their opponents may appeal to the Committee. Such appeal shall be made within seven days of the draw, and shall be accompanied by a fee of £50.00, which may be forfeited if the appeal is not sustained. The Committee may order the match to be played on the ground of the appealing club, or on a neutral ground. The payment of expenses incidental to the appeal shall be at the discretion of the Committee.

f) Each club shall take every precaution to keep its ground in playing condition, and if necessary, either club may request the Match Referee, or some other qualified referee, to examine the ground and decide as to

its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by clubs. Subject to this rule, the Match Referee shall have the power to decide as to the fitness of the ground.

g) **i)** Except with the permission of the Committee, where a match is postponed in accordance with paragraph (f), it shall be played on the same ground fourteen days after the date of the original fixture unless both clubs mutually agree on an earlier date with the permission of the Committee. If the ground is not available on the fourteenth day then paragraph (a) shall apply.

ii) If a match has been postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the club second drawn.

9. Club Colours

a) All players shall wear distinguishable colours. Where the colours of the two competing clubs are the same or similar, the home team shall change.

b) Any objection to the colours shall be lodged before the match commences with the Referee, who shall have the power to order any necessary change.

c) In the final tie the Association may order both clubs to change unless a mutual agreement is reached by the clubs.

10. Duration of Matches

a) The duration of each match shall be eighty minutes played in two halves of forty minutes. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause, and his decision on this matter is not subject to appeal.

b) The half time interval shall be ten minutes, and this may only be altered with the consent of the Referee.

c) **i)** When a match has resulted in a draw it shall be decided by an additional twenty minutes played in two halves of ten minutes.

ii) If the score is still level after such period, it shall be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

11. Provisions for the Final Tie

The Association shall fix the ground for the final tie and shall have direct control of the arrangements.

12. Provisions Concerning Players

a) All players shall be registered members of their club in the league in which that club normally competes. Any such registration must have been received and accepted by the league seven days before the date fixed for playing the match.

b) **i)** A player under written contract registered with the Football Association shall not be eligible to compete in this Competition.

ii) A player who has taken part in twelve or more matches in the FA Premier League and/or the English Football League during the current season shall not be eligible to compete in this Competition.

iii) Under no circumstances can a player be transferred from a Club which has been dismissed from the Competition.

iv) A player who has played as an unregistered player for a Club in this Competition may not play for another club in this Competition.

v) Only players who have played (including having played as a nominated substitute) in an earlier round of the Competition shall be eligible to play in the final tie.

c) The Competition shall be confined to players under the age of fifteen years and not under the age of thirteen years on 31st August in the current season.

d) A player shall not in the same season play for more than one competing club, but the members of each respective team may be changed during the series of matches.

e) A player who has been suspended may play in postponed, abandoned, drawn or replayed matches after the term of the suspension has expired.

f) A club may at its discretion and in accordance with the Laws of the Game use five substitute players in any match in this Competition who may be selected from five players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of the Game. A substitute who is not used is entitled to play for another club in the same season, subject to paragraph (a).

g) gi) Clubs shall complete a team sheet on the prescribed form (including the names of all players and nominated substitutes) and hand a copy of such team sheet to the Referee and a representative of their opponents before the advertised kick off time. Any club failing to carry out these provisions shall be fined £10.00.

h) If the Committee have any doubt as to the qualification of any player taking part in this Competition, they shall have the power to call upon such player, and/or the club to which he belongs, or for which he played, to prove that he is qualified according to the rules, and failing satisfactory explanation the Committee shall disqualify such player and remove the

club from the Competition, and impose such other penalty as they think fit.

13. Match Officials

a) **i)** In all matches the Committee shall appoint the Match Officials, including a Reserve Official for the final tie.

ii) In the earlier rounds, the clubs shall appoint their own Assistant Referees. The Committee shall appoint Assistant Referees to the semi final and final ties. The Committee may appoint Assistant Referees in the earlier rounds if considered appropriate.

b) The fees of all Match Officials appointed by the Committee to officiate in any match shall be shared equally by both clubs unless otherwise instructed by the Committee.

c) The fees to be paid to Match Officials appointed by the Association in all rounds up to and including the semi final shall be as follows:

Referee:	£25.00
Assistant Referee:	£20.00

d) In the final tie, the Match Officials shall receive a medal and shall be paid travelling expenses of 40p per mile in respect of private car use.

e) In the event of a match not being played the Match Officials shall be paid:

f) **I)** Half the fee to be shared equally by both clubs, if the Referee decides the ground is unfit for play.

ii) Full fee if they travel to the ground and find one club has defaulted; the defaulting club shall pay the full fees.

iii) In the event of a match being started and abandoned, full fee shared equally by both clubs.

g) The Match Officials shall report to the ground at least thirty minutes before the time of kick off.

h) The duties of the Match Officials shall be as defined in the Laws of Association Football.

14. Protests

a) All questions relating to the qualification of players, interpretation of the rules, or any dispute or protest whatever shall be referred to the Committee, whose decision shall be final and binding on both clubs.

b) Every protest shall be made in writing and shall contain the particulars of the grounds upon which it is founded. Two copies of the protest shall be lodged with the Association accompanied by a fee of £50.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.

c) The Committee may order any club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.

d) Any protest relating to the ground, goalposts or bars or other appurtenances of the game shall not be entertained by the Committee unless an objection has been lodged with the Referee before the commencement of the match. The Referee shall require the responsible club to correct the cause of objection, if this is possible, without unduly delaying the progress of the match.

e) When an objection has been lodged with the Referee, a protest shall be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Committee.

f) The Association shall send a copy of the protest and particulars to the club protested against.

g) Each club may support its case by witnesses.

h) A member of the Committee who is in any way involved with a club concerned in a dispute or protest shall not be present at any meeting of the Committee while the dispute or protest is being considered.

i) A club summoned to attend a hearing or a dispute or protest may be represented by one or more of its members.

15. Appeals

a) A club that is expelled from the Competition may within seven days of receipt of written notification of the decision appeal against such decision by lodging the particulars in duplicate, accompanied by a fee of £50.00 which shall be forfeited if the appeal is not upheld. Any such appeal shall be addressed to the Association for the adjudication of a Board of Appeal, whose decision shall be final and binding on all parties.

b) A club may not appeal against any penalty imposed on it other than expulsion from the Competition.

c) The Board of Appeal shall have the power to compel any party to the appeal to pay such expenses as they deem fit.

16. Proceeds of Matches

a) In all matches prior to the final tie, the club having choice of ground shall pay the costs of staging the match.

b) In replayed matches in consequence of a breach of rule, the gate proceeds shall be dealt with as the Committee may determine.

c) In all matches the clubs shall be responsible for payment of their own travelling expenses.

d) In the final tie the Association shall take the gate, and if the receipts are insufficient to cover the entire expenses of the match, shall stand the loss.

17. General

The Laws and Rules of the Association shall apply to this Competition, and the Committee shall have the power to deal with anything not provided for, including dismissal from the Competition.

Referees

REGULATIONS FOR THE REGISTRATION AND CONTROL OF REFEREES

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

A. 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.

B. 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.

C. 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.

D. 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.

E. 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.

F. 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

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

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

C. Initial Referee training course fees shall be set by The Association for:
- Referee Course
- Futsal
- Small Sided Football
- Mini Soccer
- Disability Football

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

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

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

G. 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

A. 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 T Trainee Referee
- 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.*

*** 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
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
FURF - International FIFA Futsal Referee
FUR1 - National Futsal Referee
FUR2 - Regional Futsal Referee
FUR3 - Senior County Futsal Referee
FUR4 - County Futsal Referee
FUR5 - Junior County Futsal Referee
FUR6 - Youth Futsal Referee
FUR7 - Trainee Futsal Referee

B. 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.

C. 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.

D. Trainee Referees undertaking the 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 Referee Course.

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

F. FIFA nominations:
Nominations will be approved annually by the FA 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

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

A. 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.

B. 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.
- Attendance 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.
- Attendance 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 least one in-service training event
- Successful completion of a written examination as determined by The Association.

Trainee Referees undertaking the 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 Referee Course.

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

FUTSAL

International Level - 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 Futsal National League competition.

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

- Successfully complete a fitness test as determined by The Association.
- Have a minimum of two years' experience as a Level 2 Futsal Referee.
- Observer reports by Futsal Observers on a minimum of five games during the season.
- Refereed a minimum of ten matches during the season.

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

- Successfully complete a fitness test as determined by The Association.
- Have a minimum of one year's experience as a Level 3 Futsal Referee.
- Observer reports by Futsal Observers on a minimum of four games during the season.
- Refereed a minimum of eight matches during the season.

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

- Have a minimum of one year's experience as a Level 4 Futsal Referee.
- Observer reports by Futsal Observers on a minimum of three games during the season.
- Refereed a minimum of six matches during the season.

LEVEL 4 - Promotion from Level 5 to 4 shall be based on the following criteria:

- Have a minimum of one year's experience as a Level 5 Futsal Referee.

- Observer reports by Futsal Observers on a minimum of two games during the season.
- Refereed a minimum of four matches during the season.

LEVEL 5 - Reclassification from Level 6 Youth Futsal Referee upon reaching the age of 16. 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

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

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

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

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

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 Football League 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 Football League Competitions, with the approval of The Association. They have no duties other than to replace an official who is unable to officiate.

10. CONFLICTS OF INTEREST

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

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:

- 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

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

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

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.

GUIDE TO MARKING

The mark awarded by a club must be based on the Referee's overall performance. It is most important that the mark is awarded fairly and not based upon isolated incidents or previous games. The Referee's performance should be determined by the table below which should act as a guide for the overall mark which should fall within the mark range for each standard of performance.

Mark Range	Comment
100-86	The Referee demonstrated very accurate decision-making and controlled the game very well using management and communication skills effectively to add value to the game.
85-76	The Referee demonstrated accurate decision-making and controlled the game well using management and communication skills to contribute positively to the game.
75-61	The Referee demonstrated reasonably accurate decision-making and despite some shortcomings generally controlled the game well.
60 and below	The Referee demonstrated shortcomings in the accuracy of decision-making and control which affected the game.

Notes

- Club officials should use the full range of marks within each category to help distinguish between different performance levels, e.g. within the 85-76 category a mark of 84 indicates a better performance than a mark of 77.
- While some Referees may have below average performances, there will usually have been some positive aspects of their performance, so extremely low marks should be very rare.
- When club officials are marking a Referee, they should always look at the game as a whole and not isolated decisions. The result of the match should not influence the mark and disciplinary action should be judged objectively.
- When a mark of 60 or lower is awarded, an explanation must be provided to the Competition using the box provided on the marking form. The purpose of this is to assist Referees to improve their performance levels, so the comments should be as helpful as possible.

HOW TO DECIDE ON THE REFEREE'S MARK

The following questions focus on the key areas of a Referee's performance. They are intended as an "aide memoire", are not necessarily comprehensive and need not be answered individually. It is, however, worth considering them before committing yourself to a mark for the Referee.

CONTROL AND DECISION MAKING

- How well did the Referee control the game?

- Were the players' actions recognized correctly?
- Were the Laws applied correctly?
- Were all incidents dealt with efficiently/effectively?
- Were all the appropriate sanctions applied correctly?
- Was the Referee always within reasonable distance of incidents?
- Was the Referee well positioned to make critical decisions, especially in and around the penalty area?
- Did the Referee understand the players' positional intentions and keep out of the way accordingly?
- Did the Referee demonstrate alertness and concentration throughout the game?
- Did the Referee apply the use of the advantage to suit the mood and temperature of the game?
- Was the Referee aware of the players' attitude to advantage?
- Did the Referee use the assistants effectively?
- Did the officials work as a team, and did the Referee lead and manage them to the benefit of the game?

COMMUNICATION AND PLAYER MANAGEMENT

- How well did the Referee communicate with the players during the game?
- Did the Referee's Level of involvement/profile suit this particular game?
- Did the Referee understand the players' problems on the day – e.g. difficult ground/weather conditions?
- Did the Referee respond to the changing pattern of play/mood of players?
- Did the Referee demonstrate empathy for the game, allowing it to develop in accordance with the tempo of the game?
- Was the Referee pro-active in controlling of the game?
- Was the Referee's authority asserted firmly without being officious?
- Was the Referee confident and quick thinking?
- Did the Referee appear unflustered and unhurried when making critical decisions?
- Did the Referee permit undue questioning of decisions?
- Did the Referee deal effectively with players crowding around after decisions/incidents?
- Was effective player management in evidence?
- Was the Referee's body language confident and open at all times?
- Did the pace of the game, the crowd or player pressure affect the Referee negatively?

FINAL THOUGHTS

- Always try to be objective when marking. You may not obtain the most objective view by marking immediately after the game.
- Judge the performance over the whole game. Don't be too influenced by one particular incident.
- Don't mark the Referee down unfairly because your team was unlucky and lost the game or some disciplinary action was taken against your players.

APPENDIX A

CLUB REPORT ON MATCH REFEREE

(Supply League)
Form to be completed after every match

Date: ..... Competition:

Home Club ……. V ……. Away Club

Referee:
Referee's Performance:
Please tick appropriate box

a) Overall control
Disappointing Reasonable Good Excellent

b) Overall decision making
Disappointing Reasonable Good Excellent

c) Communication and Player Management
Disappointing Reasonable Good Excellent

Mark out of 100

Section 3: Additional Comments (Continue Overleaf if necessary)

If any area is marked "disappointing", or the mark awarded is 60 or less, detailed, constructive comments which could help improve the Referee's future performances are required.

Name (please print):

Position held in Club: Signature:
Please return to:.....within 48 hours of the match.

APPENDIX B

CLUB MARKING OF REFEREES

Both teams are required to award the Referee a mark in all matches on a scale 1-100 based on the following guide:

Date: ..... Competition:

Home Club ……. V …….. Away Club

Referee:

Overall control and decision making:
The mark must reflect the Referee's overall Level of control, accuracy of decision making and management of and communication with players. When deciding on a mark consideration should be given to such aspects of the Referee's performance as: impartiality, confidence, fitness, positioning, signalling, use of advantage, handling of major incidents.

A mark between 91-100 would be regarded as 'excellent'
A mark between 71 and 80 would represent the standard expected

Our club awards an overall mark of out of 100

When awarding a mark of 60 or less, an explanation must be provided in the box below to the League/Competition with comments which could help the Referee improve future performances.

(Signed):
(Secretary):
Club:

APPENDIX C

MEMORANDUM OF AFFILIATED ASSOCIATION RESPONSIBILITIES FOR REGISTERED REFEREES

Affiliated Associations must provide, as a minimum, the following for Referees administered by them:

Allocation to Leagues

The Association is responsible for the allocation of Referees promoted to, or serving on, the National Contributory Leagues List of Assistant Referees to a suitable Supply League on which to referee. The allocation of Referees to officiate as Assistant Referees in the recognised division of one Supply League only, in which teams from the Affiliated Association operate, is the responsibility of the Affiliated Association to ensure that local football is not deprived of Referees.

Referees successfully completing the Referee Course are to be advised in writing, in accordance with the Regulations for the Registration and Control of Referees, of the leagues on which they may operate.

Appointments

Affiliated Associations make appointments to their individual Competitions. In addition, they are invited to make nominations in respect of FA Competitions at the request of The Football Association Refereeing Department.

Benevolent Scheme

Affiliated Associations are encouraged to make available access to any Benevolent Scheme it runs to Referees. They may also access, on behalf of a Referee, The Football Association Benevolent Fund.

County Football Association Badge

The Regulations for the Registration and Control of Referees require Referees to wear the badge of the County FA who administers his registration on FA Competitions, where such a badge is available. This provides County identity for Match Officials when operating both within and outside their Affiliated Association boundary. Affiliated Associations should make the County FA badge available to Referees.

County Football Association Handbook

Affiliated Associations should provide, as a minimum, the County Cup Competition Rules, details of Club Secretaries and details of grounds/match venues.

General Advice

General advice and guidance on all football related matters should be communicated by the Affiliated Association to those Referees it administers.

In-Service Training

Referees at Level 4 and below are provided with in-service training by Affiliated Associations. In-service training for Referees in the promotion scheme is mandatory in accordance with the Regulations for the Registration and Control of Referees and may be co-ordinated in conjunction with National Referee Managers. Other in-service training (i.e. Supply League Referees, Pre-Cup Final training, assessor training, etc) should be provided for Referees as appropriate. Funding may be accessed to meet some of the training and development needs.

Laws of the Game

All referees must be provided with a current edition of the Laws of the Game by their Parent Association and any Law amendment bulletin published by The Association.

Legal Advice

Affiliated Associations may assist in the provision of legal advice where appropriate to Referees. This could involve seeking advice from The Association on behalf of the Referee in certain circumstances.

Liaison with the National Referee Managers

Affiliated Associations should make every use of the services of the National Referee Managers in the support of its responsibilities for registered Referees as outlined in this Memorandum.

Licensed Referee Tutor Courses

Affiliated Associations should identify those candidates it considers suitable to attend Licensed Referee Tutor Courses in accordance with the criteria notified by The Association from time to time. The Association makes financial provision for these courses.

Mentor Scheme

Affiliated Associations are required to provide Mentor support for Referees undertaking the Referee Course (previously the Basic Referee Course). It is recognised that mentoring is an aid to retention and Affiliated Associations are encouraged to extend the service to other Referees wherever possible.

Monitoring of Financial Provision

Affiliated Associations are required to develop and produce a County Development Plan linked to the National Game Strategy which details key initiatives and targets to support recruitment, retention and development of Referees as well as offering details on the financial support provided by The Association. Returns are to be submitted to The Association upon request.

Nominations to the Contributory League List

Affiliated Associations are required to nominate eligible and suitable Referees to join the Contributory League Assistant Referees List from their Senior County Referees on

request from The Football Association Refereeing Department. Those Referees who are nominated for consideration to the Contributory League Assistant Referees List must have successfully completed the required fitness test as determined by The Football Association Referees' Committee from time to time.

Personal Accident Insurance

Affiliated Associations are encouraged to investigate the need for Personal Accident Insurance for Referees.

PGMOL

The Professional Game Match Officials Ltd is responsible for officials operating in the Premier League, Football League and Panel Leagues.

Promotion and Assessment Scheme

Affiliated Associations are responsible for the promotion of Referees up to Level 5 - Senior County Referee, in accordance with the Regulations for the Registration and Control of Referees, by ensuring that Referees are active at the appropriate Level and are regularly assessed. The promotion assessment scheme is part funded by The Association. Senior County Referees and below, outside the promotion scheme, who are administered by their Parent Association should be regularly assessed for development purposes.

Public Liability Insurance

A minimum of £5 million, as recommended by The Association, cover for public liability insurance.

Recruitment and Training of New Referees

The recruitment and training of new Referees is an important area which Affiliated Associations have responsibility towards the development of the future of the game. The Association supports this with provision of financial and material support.

Referee Discipline

The Regulations for the Registration and Control of Referees devolve the responsibility for Referee discipline, of those Referees not operating on the National List of Contributory League Officials or above, to the Referee's Parent Association. Where an alleged offence 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 the charge relates to FA Rule E. In this and all other circumstances the Referee will be dealt with as any other Participant. Referees should be made aware of the process by which any acts of misconduct, or indiscipline in relation to their registration, will be dealt with by the Affiliated Association.

Registration

Registrations for Referees must be in accordance with the Regulations for the Registration and Control of Referees as amended by The Association from time to time.

Affiliated Associations will collect the National Registration fee and, where appropriate, any Associate Referee fee levied by them for Referees administered by another Affiliated Association. Except where determined otherwise, Affiliated Associations will be responsible for the provision of CRC and any other checkson Referees as decided by The Association.

Safeguarding Children Training

In accordance with the Rules of The Association, every participant in a position of trust e.g. coach, referee, medic, welfare officer etc... is required to undergo Safeguarding Children Training. The Football Association Referees Department and Equality and Child Protection Unit will provide appropriate guidance.

Schools of Excellence and Referee Academies

Affiliated Associations are strongly encouraged to include a School of Excellence (or Referee Academy) for referees.

Transfers

Affiliated Associations are responsible for ensuring that Referees who move to another administrative area are notified to the receiving Association. On receipt of that notification, the receiving Affiliated Association should ensure that the Referee is made aware of the refereeing activities in the County.

REFEREES' ASSOCIATIONS

Cannock Referees Association
Alan Owen
owenref@hotmail.com

Lichfield & District Referees Association
Mike Mooney
mikemooney@talktalk.net

North Staffordshire Referees Association
Dan Parkes
d.parkes.1234@gmail.com

Uttoxeter Referees Association
Barry Brosnan
barry@floodlight.org.uk

Walsall Referees Association
Derek Allen
01543 425238

Wolverhampton Referees Association
Phil Reade
07930 561837

REFEREE OBSERVERS

Tony Bates
Steve Bratt
Jamie Conde
Ross Crawford
Stuart Eagland
Phil Fisher
Peter Heafield
John Hilditch
Paul Hussey
Matt Jones
Andrew Mapperson
Kevin Moore
Adam Mullins
John Powner
John Probert
Mat Randles
Greg Rollason
Brian Rowley
Derek Scott
Alan Sheffield
Ken Swift
Craig Taylor
Derek Turner

Discipline Regulations

GENERAL PROVISIONS RELATING TO INQUIRIES, COMMISSIONS OF INQUIRY, REGULATORY COMMISSIONS OF THE ASSOCIATION, OTHER DISCIPLINARY COMMISSIONS, APPEAL BOARDS AND SAFEGUARDING REVIEW PANEL HEARINGS (the "General Provisions")

GENERAL

1.1 It should be borne in mind that 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.

1.2 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.

1.3 The bodies subject to these general provisions shall have the power to regulate their own procedure.

1.4 Without limitation to the authority of the bodies subject to these general provisions to regulate their own procedure, where at any time in the course of any proceedings, there has been a breach of procedure by the association or a failure by the association to follow any direction given, including any time limit, this shall not invalidate the proceedings or its outcome unless the breach has been such as to seriously and irremediably prejudice the position of the participant charged.

1.5 Save where otherwise stated, the applicable standard of proof shall be the civil standard of the balance of probability.

EVIDENCE

2.1 A Commission of Inquiry, Regulatory Commission, Disciplinary Commission, Appeal Board and a Safeguarding Review Panel shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law and shall not be obliged to follow the strict rules of evidence. Such bodies may admit such evidence as it thinks fit and accord such evidence such weight as it thinks appropriate in all the circumstances.

2.2 A Commission of Inquiry, a Regulatory Commission, a Disciplinary Commission, Appeal Board and a Safeguarding Review Panel 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

3.1 A Participant Charged attending a personal hearing may be represented by one individual. (For instance, a Player may be represented by a Club Official of a Club with which he/she is associated or by a representative of the Professional Footballers' Association, and a Referee may be represented by a representative of the Referees' Association).

3.2 A Participant Charged appearing before a Regulatory Commission or an Appellant before an Appeal Board, or a Participant before a Safeguarding Review Panel, and any individual or body assisting in any way an inquiry of The Association or a Commission of Inquiry, may be represented by any person who may speak on his/her behalf (including a legal representative) provided that he/she notifies The Association both of the fact that he/ she is to be represented and of the identity of the representative by the date on which the written reply is served.

3.3 An individual acting as representative for a Participant Charged shall not be allowed to give evidence.

CONFIDENTIALITY / PUBLICATION OF PROCEEDINGS

4.1 The proceedings of a Commission of Inquiry, a Regulatory Commission, a Disciplinary Commission, Appeal Board and Safeguarding Review Panel shall take place in private.

4.2 Subject to General Provisions 4.4 and 4.5 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.

4.3 All oral or written representations, submissions, evidence and documents created in the course of any proceedings shall be subject to qualified privilege.

4.4 The Association shall have the power to publish in the public press, on a web site or in any other manner considered appropriate:

- the outcome of any inquiry (irrespective of whether a Charge (as defined in Regulation 3.2 of the Disciplinary Regulations) is issued in respect of that inquiry);
- reports of any hearing, order, requirement, instruction, decision, proceedings, acts, resolution, finding and penalty;
- any representations, submissions, evidence and documents created in the course of proceedings (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.

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 report.

4.5 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 and/or are created or otherwise generated during the proceedings of a Commission of Inquiry, a Regulatory Commission, a Disciplinary Commission, Appeal Board and Safeguarding Review Panel for the purpose of carrying out its regulatory functions and monitoring and implementing compliance with its Rules and Regulations (including taking action against any Participant under Rule E of the Rules of The Association).

SERVICE OF DOCUMENTS

5.1 A document may be served by giving it to the person to whom it is addressed or by leaving it at, or sending it by first class post, e-mail or by fax to, the last known address of the addressee or, in the case of an individual, the Club with which he/she is associated.

DAYS

6.1 Any reference to a day or days shall mean a calendar day or days. Bank Holidays shall not be counted.

FEES

7.1 An appeal fee of £100 is required when a Participant requests an appeal against a decision of a Regulatory Commission. An appeal fee of £50 is required when a Participant requests an appeal against a decision of an Affiliated Association.

For other decisions of The Association amenable to appeal, or a decision of a League, the appeal fees are as follows –

- Premier League to Step 1 - £500
- Step 2 to Step 4 - £250
- Step 5 to Step 7 £100
- Outside National League System - £50

CONSOLIDATED PROCEEDINGS

8.1 Where the subject matter of or facts pertaining 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) OR where a Commission believes it appropriate for the timely and efficient disposal of the proceedings, the relevant Commission shall have the power to consolidate proceedings so that they are conducted together and the Charges may be determined at a joint hearing. Evidence adduced by or on behalf of a Participant shall be capable of constituting evidence

against another Participant. The relevant Commission shall give appropriate weight to such evidence. Participants or their representatives shall be entitled to cross-examine other Participants and their witnesses.

The relevant Commission 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.

OTHER PROCEEDINGS

9.1 The fact that the Participant is liable to face or has pending any other criminal, civil or disciplinary proceedings in relation to the same matter shall not prevent or fetter The Association conducting proceedings under the Rules of The Association.

EXCLUSION OF LIABILITY

10 Members of any tribunal 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.

APPEAL REGULATIONS

COMMENCEMENT OF APPEAL

1.1 An appeal shall be commenced by lodging a notice of appeal ("the Notice of Appeal") with The Association.

1.2 The Notice of Appeal shall be lodged within 14 days of the date of notification of the decision appealed against.

1.3 In the case of an appeal from a decision of a Regulatory Commission:

(1) Notification of the intention to appeal shall be made in writing to The Association within 7 days of notification of the decision to be appealed against;

(2) the date of notification of the decision shall be the date of the written decision or, if applicable, the date of the written reasons for the decision. In relation to any other decision, the relevant date shall be the date on which it was first announced.

1.4 The Notice of Appeal must:

(1) identify the specific decision(s) being appealed;

(2) set out the ground(s) of appeal and the reasons why it would be substantially unfair not to alter the original decision;

(3) set out a statement of the facts upon which the appeal is based;

(4) save for where the Appellant is The Association, in which case no deposit will be payable, be accompanied by any deposit prescribed by the relevant Rules of The Association or regulations. Where an appeal is lodged by fax or email or other electronic means, the deposit must be received not later than the third day following the day of despatch of the fax, email or electronic notification (including both the day of despatch and receipt);

(5) where appropriate, apply for leave to present new evidence under Regulation 2.6 below.

1.5 The grounds of appeal available to The Association, shall be that the body whose decision is appealed against:

(1) misinterpreted or failed to comply with the Rules of The Association or regulations relevant to its decision; and/or

(2) came to a decision to which no reasonable such body could have come; and/or

(3) imposed a penalty, award, order or sanction that was so unduly lenient as to be unreasonable.

1.6 The grounds of appeal available to Participants shall be that the body whose decision is appealed against:

(1) failed to give the appellant a fair hearing; and/or

(2) misinterpreted or failed to comply with the Rules of The Association or regulations relevant to its decision; and/or
(3) came to a decision to which no reasonable such body could have come; and/or
(4) imposed a penalty, award, order or sanction that was excessive.

Where an appeal is brought against a decision of a Regulatory Commission by FIFA, UKAD or WADA pursuant to the Doping Regulations, any and all of the appeal grounds set out at Regulations 1.5 and 1.6 above may be relied upon.

1.7 (1) Only where a decision made by a league is being appealed, within 7 days of the lodging of the Notice of Appeal, the league (the Respondent) may submit in writing an application for the Appeal Board to require a bond to be lodged by the Appellant before the appeal may progress.
(2) Whilst such a bond application is being processed in accordance with this Regulation, no Response (as defined below) to the Notice of Appeal will be due from the Respondent in accordance with Regulation 2.4.
(3) Any bond application must be copied to the Appellant, and –
i. State the grounds for the application; and
ii. State the amount applied for.
(4) The Appellant may provide a response to the bond application within 7 days of its submission.
(5) 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.
(6) Notwithstanding the terms of Regulation 3.5 below, only following a bond application by the Respondent submitted pursuant to this Regulation, 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, where 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.

The Appeal Board's decision in this respect shall be final and binding with no further right of appeal.
(7) 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 Regulation 2.4 below, 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.
(8) Where an Appeal Board decides not to order a bond to be lodged with The Association, notwithstanding the terms of Regulation 2.4 below, the

Respondent shall serve its response to the Notice of Appeal within 14 days from the date of the Appeal Board's decision.

(9) Any bond lodged with The Association pursuant to Regulation 1.7(6) 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.

(10) Notwithstanding the terms of Regulation 3.5 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.

1.8 Once an appeal has been commenced, it shall not be withdrawn except by leave of the Appeal Board, with such order for costs, or such order in respect of any bond lodged pursuant to Regulation 1.7 above, as the Appeal Board may consider appropriate.

APPEAL PROCEEDINGS

2.1 An Appeal Board shall proceed as set out below.

2.2 Reference to a party or parties means:

(1) the appellant (the "Appellant"); and

(2) the respondent (the "Respondent"), which shall be either the Participant and/ or The Association in the case of an appeal against a decision of the Regulatory Commission, or the Affiliated Association or Competition whose decision is appealed against.

2.3 The Association, whether acting as Appellant or Respondent, shall nominate an individual or individuals to represent it before the Appeal Board.

2.4 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 any application for leave to present new evidence under Regulation 2.6 below.

2.5 The parties shall be entitled to make oral submissions to the Appeal Board but an appeal shall be by way of a review on documents only, without oral evidence, except where the Appeal Board gives leave to present new evidence under Regulation 2.6 below.

Appeal Board proceedings shall be conducted how, when and where the Appeal Board considers appropriate.

Reasonable notice shall be given by the Appeal Board of the date, time and venue of the appeal. An Appeal Board shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law.

An appeal board shall proceed as follows:

2.6 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, setting 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.

2.7 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:

(1) extending or abridging any time limit;
(2) amending or dispensing with any procedural steps set out in these Regulations;
(3) instructing that a transcript be made of the proceedings;
(4) ordering parties to attend a preliminary hearing;
(5) ordering a party to provide written submissions. The decision of the chairman of the Appeal Board shall be final.

2.8 The Appeal Board may adjourn a hearing for such period and upon such terms (including an order as to costs) as it considers appropriate.

2.9 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):

(1) the Charge;
(2) the Reply;
(3) any documents or other evidence referred to at the original hearing relevant to the appeal;
(4) any transcript of the original hearing;
(5) the notification of decision appealed against and where they have been given the reasons for the decision;
(6) any new evidence;
(7) the Notice of Appeal;
(8) the Response.

Where the Regulatory Commission or other body appealed against has not stated the reasons for its decision, either;

(i) the Appellant shall request written reasons from that body which shall be provided to the Appeal Board; or

(ii) the Appeal Board shall require that a member of the body that made the decision shall attend (in which case, questions may be put by the Appeal Board at a hearing to satisfy itself as to the reasons for the decision. Cross-examination by the Appellant or Respondent shall not be permitted. 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).

2.10 Appeal hearings shall be conducted how, when and where the Appeal Board considers appropriate. Reasonable notice shall be given by the Appeal Board of the date, time and venue of the appeal.

Where an application to present new evidence has been made, the party making the application shall address the Appeal Board in support of the application and the other party may respond; the Appeal Board shall then determine whether or not it will receive the new evidence. The following procedures shall be followed at an appeal hearing unless the Appeal Board thinks it appropriate to amend them:

(1) The Appellant to address the Appeal Board, summarising its case;
(2) Any new evidence to be presented by the Appellant;
(3) The Respondent to address the Appeal Board, summarising its case;
(4) Any new evidence to be presented by the Respondent;
(5) Each party to be able to put questions to any witness giving new evidence;
(6) The Appeal Board may put questions to the parties and any witness giving new evidence at any stage;
(7) The Respondent to make closing submissions;
(8) The Appellant to make closing submissions.

2.11 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.

2.12 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

3.1 A decision, order, requirement or instruction of the Appeal Board shall (save where to be made under the Rules of The Association 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.

3.2 The Appeal Board shall announce 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.

3.3 The Appeal Board shall have power to:

(1) allow or dismiss the appeal;
(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;
(3) remit the matter for re-hearing;
(4) order that any deposit be forfeited or returned as it considers appropriate;
(5) make such further or other order as it considers appropriate, generally or for the purpose of giving effect to its decision.
(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.

3.4 Decisions of the Appeal Board shall be final and binding and there shall be no right of further challenge, except in relation to appeals to CAS brought by FIFA or WADA pursuant to the Anti-Doping Regulations, or in respect of the amount of costs any party is ordered to pay by the Appeal Board, as set out below.

OTHER COSTS

3.5 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.

3.6 An appeal against only the quantum of costs ordered to be paid shall be heard and determined by a single person appointed by Sports Resolutions Limited (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

3.7 As soon as practicable after the hearing, the Appeal Board 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 Appeal Board.

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

3.8 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 announcement of the decision), give written reasons for the decision.

ON-FIELD DISCIPLINARY PROCEDURES

PART 5

For Players associated with teams in all divisions of Leagues at Steps 5-7 of The National League system and below, including Youth Football.

These procedures also apply to County Association and League Representative Football.

Save for serious or repeated proven Misconduct, Participants offending in a capacity other than as Players in a match (at all levels) should not be suspended but be subject to any of a reprimand, a warning as to future conduct, a written undertaking not to repeat, a touch-line ban for a period of time, and a fine (active or suspended for a given period), together with costs in proven guilty cases.

Subject to paragraph 11.5(h) below concerning Players moving between Clubs, for the purpose of these Procedures any references to a Player's Club means the Club for which the Player was playing when he was cautioned, dismissed or reported for misconduct.

1. DEFINITIONS

1.1 In these Procedures the words **"County Association"** refer to the appropriate County Association or other Affiliated Association, and the words **"the County Association Secretary"** mean and include any person nominated to discharge a part of the regulatory and disciplinary administration of the County Association as well as its actual secretary and Disciplinary Commission means a commission established by the appropriate County Association or other Affiliated Association.

1.2 Wherever gender is referred to in these Procedures, either shall be inferred, as relevant.

1.3 All written communications from a Player to the County Association Secretary must be sent by the secretary of the Player's Club unless the Player is no longer registered with that Club.

1.4 Every County Association must set out in its rules or regulations a copy of these procedures, which are to be followed after a Player has been cautioned or dismissed from the field of play while playing in a match for a Club or a particular team of a Club not dealt with by The Association.

1.5 Wherever **"written"** or **"letter"** is referred to in these Procedures this is deemed to include communication by fax, e-mail or any other form of electronic online communication. Where a County Association chooses to communicate by fax or e-mail or other electronic means, it must take all reasonable steps to ensure that the address or fax number used is current.

1.6 These Procedures are effective from 1st July 2006 until further notice.

1.7 The term **"suspension"** in these Procedures means the suspension is from playing football or acting as a Match Official only and any other sanction required for the period of suspension must be specified in the decision letter (unless it is covered elsewhere within these Procedures as being a suspension from all football / football activity) .

1.8 Any reference to cautions and sendings off in these Procedures refers only to those received playing for teams subject to these Procedures. Those received playing for teams not subject to these Procedures will be separate and not added to the total received pursuant to these Procedures.

1.9 The accumulation of cautions and sendings off within these Procedures are further categorised as Steps 5 to 7 Football, Saturday Football, Sunday Football, Midweek Football, Veterans Football and Representative Football.

1.10 Financial penalties for Misconduct must not be imposed on any player in Youth Football (for the purposes of these Procedures to mean a reference to any match for a team drawn from the age group of Under 18 and below). Where a standard punishment or Regulatory Commission decision applicable to a Youth Football Player includes any financial sanction then the Player's Club is liable for the sum imposed.

2. TIMING

Disciplinary procedures shall commence no later than 90 days, and the outcome determined no later than 180 days from receipt of the report of alleged Misconduct, or otherwise be void, unless dispensation is received from The Association in writing to extend or dispense with either or both of these time limits. If deemed reasonable, any period of delay requested or caused by the Participant will not count towards the 90/180 days. For all cases where an interim suspension order (as defined in paragraph 18 below) has been imposed or for a matter involving an abandoned match or for playing whilst under a suspension, the County Association must aim to conclude any proceedings within 28 days. The County Association must use due diligence to Charge and/or finalise cases within the above periods of time and must conform with the requirements set out in these Procedures, subject to the effects of the adoption by the County Association of any of the alternative and optional powers set out in paragraph 19 below.

3. ADMINISTRATIVE PROCEDURES – MATCH OFFICIAL REPORTS

A County Association may reserve the right not to process a caution if the report is deemed to be invalid for any reason.

4. GENERAL

4.1 Without prejudice to the foregoing paragraphs of these Procedures, a County Association shall have the power to delegate 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.

4.2 If a Referee omits to show the appropriate card when taking action against a Player, this does not nullify the caution or sending-off offence. However, the attention of the Referee should be drawn to the correct procedure.

4.3 A Participant consents to abide by the Laws of the Game, the Rules and Regulations of The Association or an affiliated Association and to reasonable proportionate disciplinary action when playing the game. The issue of a caution is a decision based on a question of fact on the field of play upon which the Referee's decision is final. The recording of the caution and the consequences that follow are both reasonable and proportionate. Cautions, not being the subject of appeal, do not breach the Human Rights Act 1998.

4.4 When a Player is dealt with by a Disciplinary Commission cases must be dealt with on their merits and a punishment awarded consistent with the overall nature and effect of the offence(s); also the Player's record of Misconduct over the current and previous five playing seasons.

4.5 County Associations will impose split suspension periods where matches 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 with that same team's start of the following playing season. Competitive matches are defined in paragraph 11.3 below.

4.6 It is the duty of the Club Secretary and the Player, by the deadline stated on any notification, to ensure that the County Association Secretary receives the completed player reply form with such information that includes: -

(a) The full name and address of the Player.
(b) The Player's date of birth (and other personal identification data requested).
(c) The name of each Club for which the Player is currently registered or was registered in the previous two playing seasons.
(d) The signature of the Player concerned (where applicable).
(e) The names of any school, college or other educational establishment currently attended by the Player.

If the Player is not available to sign the pro-forma document, 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. Any suspension order resulting from failure to comply with this paragraph 4.6 (a) to (e) above shall be on the Club and the individual player, subject to paragraph 17 below.

4.7 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.

4.8 Payment of any fine or costs in respect of disciplinary matters must be paid in accordance with the terms set out by the County Association.

4.9 Any period of suspension under these Procedures 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 categories of football.

5. REPORTING OFFENCES BY MATCH OFFICIALS

(a) Caution Offences
Referees must submit to the relevant County Association within two days of the match (Sundays not included) a report stating the offence. Referee reports for all County Representative football must be sent to the appropriate County Association. All FA County Youth Cup matches will be dealt with by the appropriate County Association, but a copy of the report must be submitted to The Association.

(b) Sending Off Offences and Extraordinary Incidents
Referees and Assistant Referees must submit to the relevant County Association within two days of the match (Sundays not included) a Report stating the offence(s) and giving a description of the incident(s). Referee reports for all County representative football must be sent to the relevant County Association. All FA County Youth Cup matches will be dealt with by the relevant County Association, with a copy of the report to The Association.

6. CAUTION OFFENCES

A Player who has been cautioned in a match, will be notified through his Club by the County Association of the offence reported by the Referee. At the same time he will be advised of the total number of cautions recorded during the current playing season and, any punishment resulting from their accumulation. An administration fee of £10.00 will be charged for the processing of each report. Any such punishment will take effect regardless of whether or not the notification of it from the County Association is received before it is due to take effect in accordance with these Procedures.

7. SENDING OFF OFFENCES

A Player who has been sent off in a match under the provisions of Law 12 will be notified through his Club by the County Association of the offence reported by the Referee, and at the same time advised that he will be subject to the agreed automatic punishment (see paragraph 11 below). An administration fee of £10.00 will be charged for the processing of each report.

Any such punishment will take effect regardless of whether or not the notification of it from the County Association is received before it is due to take effect in accordance with these Procedures.

8. CLAIMS OF MISTAKEN IDENTITY

In the case of a claim of alleged mistaken identity concerning a Player cautioned or sent off in a match, the Players concerned and the Club must within three working days of the match submit in writing to the County Association particulars upon which the claim is founded, including the right to claim wrongful dismissal. If the County Association Secretary, or his nominees, are satisfied that the claim warrants further investigation, a Disciplinary Commission shall be convened and will meet within the 7 days before any automatic penalty is due to take effect. If the appointed Disciplinary Commission is satisfied that mistaken identity has been proven in a case, the record of the offence will be transferred to the appropriate offender, who will be subject to disciplinary action in accordance with these Procedures.

The relevant fee which must be included with the evidence is £50 for teams at Steps 5-7 in the National League System. For teams outside of the National League system the fee is £30, which may be retained if the claim is deemed to be unfounded and be used in full or in part to cover any costs incurred by a Disciplinary Commission. In the event of the fee not covering the amount of costs charged, an additional amount may be charged by the Disciplinary Commission.

9. CLAIMS OF WRONGFUL DISMISSAL

In the case of a claim of wrongful dismissal for offences with a penalty imposed under the Laws of the Game of an immediate dismissal (excluding Law S6, the use of offensive or insulting or abusive language/gestures or S7, receiving a second caution in a game), evidence upon which the claim is founded, which must include a video cassette recording/DVD showing the incident, if one is available, must be submitted by the Player concerned and his Club, together with the relevant fee and MUST be received by the County Association by the close of business of the fourth working day following the match (as below*). An indication by fax or e-mail (discipline@[insert name of county]fa.com e.gdiscipline@essexfa.com) on the second working day following the game is required to alert the disciplinary department of the County Association that a claim is to be submitted.

* Saturday or Sunday game by Thursday
Monday - Friday
Tuesday - Monday
Wednesday - Tuesday
Thursday - Wednesday
Friday - Thursday

(If Bank Holidays fall within the period, the appropriate number of extra days will be made available but the claim must still be heard by the scheduled commencement of the automatic penalty arising from the relevant dismissal.)

Once the claim is lodged with the County Association and the claim has conformed with the criteria, the Club will then be advised whether the claim has been accepted or not.

An accepted claim will be placed before a Disciplinary Commission as soon as possible but no later than the eighth working day but in all cases before an automatic penalty is due to take effect. The Club, the Player and Match Officials will not be invited to attend. The Disciplinary Commission will be dealing with the level of punishment only. The dismissal from the field of play will always remain on the record of the Club and the Player and be the subject of the administration fee and the appropriate number of penalty points for a sending off.

The only decisions available to the Disciplinary Commission are:-

(i) The punishment will remain with the fee being retained;

(ii) Only where the Disciplinary Commission is satisfied that the Referee made an obvious error in dismissing the Player, the punishment will be withdrawn, the fee returned and that paragraph 11.5(f) below will not be invoked if the Player is sent off again following the offence.

The relevant fee is £50 for teams at Steps 5-7 in the National League System. For teams outside of the National League system the fee is £30 and will be retained if the case is deemed to be unfounded and returned if any alterations are made to the offence or punishment.

10. DISMISSALS – CLAIMS THAT THE STANDARD PUNISHMENT IS CLEARLY INSUFFICIENT

(a) All Players dismissed from the field of play shall be subject to at least a one match suspension, save only where a successful claim for wrongful dismissal is brought.

(b) The County Association may seek to increase the disciplinary consequences of the dismissal of a Player from the field of play, where the County Association is satisfied that the standard punishment that would otherwise apply following the dismissal is clearly insufficient.

(c) Claims may be brought under this paragraph only for on-field offences which have resulted in a sending off under Law 12(1) (serious foul play), Law 12(2) (violent conduct), or Law 12(3) (spitting)

(d) Where the County Association brings such a claim a Referee's report showing that a Player was dismissed for serious foul play under Law 12(1), violent conduct under Law 12(2), or spitting under Law 12(3) shall be conclusive evidence that the player breached the relevant Law and shall not be subject to challenge, save for where any such dismissal is subject to a claim for wrongful dismissal.

(e) The Disciplinary Commission that considers a claim of this type is concerned with only the question of whether the standard punishment should not be imposed in view of

the truly exceptional facts of the case. This role is not to usurp the role of the Referee and the correctness of the dismissal from the field of play shall not be subject to any scrutiny by the Disciplinary Commission, will remain on the record of the Club and the Player, will remain the subject of the administration fee and will accrue the appropriate number of penalty points for the sending off.

(f) Claims brought under this paragraph shall be determined based on written or oral evidence.

The Match Officials, Club and Player are entitled to be present or represented at the Disciplinary Commission if the Player elects for a personal hearing.

(g) If possible, prior to the commencement of the suspension, but in all cases before the completion of the standard punishment applying to the dismissal that is subject of the claim, a Disciplinary Commission will be convened to decide the matter on any relevant documentary, video and oral evidence submitted. The following procedures will be used at a Disciplinary Commission unless the Disciplinary Commission thinks it appropriate to amend them:

I. The Disciplinary Commission Secretary will produce;

(i) The Referee's report, reports from any other Match Official and any other evidence supporting the Referee's action.

(ii) All statements, video and other evidence provided in support of the claim.

(iii) The written reply and all evidence and submissions provided by the Player in response to the claim.

II. After considering the evidence, the Disciplinary Commission will decide whether the claim should be rejected or successful.

III. A claim will only be successful under this paragraph where the County Association satisfies the Disciplinary Commission so that it is sure that:

(i) The circumstances of the dismissal under review are truly exceptional, such that the standard punishment should not be applied; and

(ii) The standard punishment would be clearly insufficient.

IV. In considering the matters at paragraph 10(g)(III) above, the Disciplinary Commission shall have regard to:

(a) The applicable Law(s) of the Game and any relevant FIFA instructions and/or guidelines;

(b) The nature of the dismissal offence, and in particular any intent, recklessness, negligence or other state of mind of the Player;

(c) Where applicable, the level of force used;

(d) Any injury to an opponent caused by the dismissal offence.

(e) Any other impact on the game in which the dismissal occurred.

(f) The prevalence of the type of offence in question in football generally.

(g) The wider interests of football in applying consistent punishment for dismissal offences.

V. If the Disciplinary Commission's decision is to reject the claim, it shall deliberate no further on the claim and the Player shall serve the standard punishment.

VI. If the Disciplinary Commission's decision is that the claim is successful, the Disciplinary Commission will then decide on the additional punishment to be applied to the Player in respect of the dismissal. In deciding on such punishment, the Disciplinary Commission shall have regard to the matters at paragraph 10(g) IV above.

(h) The decision of the Disciplinary Commission in relation to a claim under this paragraph shall be subject to appeal only (i) in the event that the penalty imposed (in addition to the ordinarily applicable standard punishment) is in excess of three matches; (ii) on the single ground that the additional suspension is excessive; and (iii) in respect of that part of the additional suspension in excess of the additional three matches (for example, where the Player is suspended for eight matches following a dismissal for violent conduct, he may appeal only in respect of the two matches in excess of the three standard and three additional match suspension). Appeals under this paragraph shall proceed subject to the Appeal Regulations.

11. PUNISHMENTS

A. FRIENDLY MATCHES (any Match sanctioned or regarded by The Association or other sanctioning Association as a Friendly Match)
(a) CAUTIONS ADMINISTERED ON THE FIELD OF PLAY
The County Association shall not impose any sanction in respect of cautions administered during Friendly Matches. Where sanctions are imposed in respect of cautions on Participants with their agreement (e.g. as part of tournament rules), any such sanction may only apply to Friendly Matches and shall not apply to the accumulation of cautions for continuing misconduct under paragraph 11.4 of these Procedures.

(b) PLAYERS SENT OFF UNDER LAW 12
A player dismissed from the field of play will be suspended automatically from Friendly Matches until such time as his Club has completed its next Friendly Match, as decided by the relevant County Association.

(c) RULE E1 OF THE RULES OF THE ASSOCIATION
A charge of Misconduct pursuant to Rule E1 of the Rules of The Association may be brought against a Player in relation to any incident arising in a Friendly Match notwithstanding that the same incident has been dealt with pursuant to these Procedures. A Disciplinary Commission considering a charge under Rule E1 of the Rules of The Association in such circumstances shall have regard to any punishment imposed under these Procedures, and any suspension imposed will be from playing all football.

B. COMPETITIVE MATCHES
11.1 Any period of suspension automatically imposed for a dismissal from the field of play will commence 7 days from the date of the offence irrespective of whether

paperwork has been received from the relevant County Association. The suspension will be complete once the Player's team has completed the appropriate number of matches, in approved competitions, according to the suspension as defined under paragraph 11.3 below. In respect to County Association and League Representative football, any suspensions will be from Representative football only and not any other level of football unless a Disciplinary Commission has specified that the suspension is to be from all football.

11.2 Any period of suspension automatically imposed as a result of cautions under paragraph 11.4 below will commence 7 days from the date of the last offence irrespective of whether paperwork has been received from the relevant County Association. The suspension will be complete once the Player's team has completed the appropriate number of matches, in approved competitions, according to the suspension as defined under paragraph11.3 below.

11.3 The matches that can be used to clear a Player of suspension are those to be played in a domestic competition organised by The Association (including The FA Challenge Cup, and The FA Vase and FA Sunday Cup), the League in which the Player's team play (including their League Cup(s)) and the Player's team's County Cup Competitions. In addition, any Competition in which a Club participates may also be considered providing that such a Competition has been designated as a qualifying competition by the sanctioning authority prior to the commencement of the playing season.

During periods of automatic suspension, the Player shall be suspended from (i) playing only for the day type category that the Player's team usually plays in (including friendly matches and other Cup Competitions) and (ii) operating as a Match Official. If the suspension is for a Saturday team, the suspension is from all Saturday team football (including midweek fixtures) only and if for a Sunday team, for all Sunday team football only (including midweek fixtures). If an automatic suspension arises from a sending-off, or as a result of cautions accumulated under paragraph 11.4 below, a player will remain eligible to play in matches that cannot be used to clear a Player's suspension outlined above. If the suspension is as a result of a Misconduct Charge, during the whole period of suspension the Player is suspended from playing all football (including friendly matches and other Cup Competitions). The categories of football 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.

In exceptional cases where an application has been made to the County Association by the Participant that the suspension from all football is considered as being disproportionately harsh due to the period taken to serve the suspension in relation to the other categories of football, the matter may be reviewed only by The Association and may then be amended to a category type suspension, at The Association's discretion.

Where a Player has to serve more than one suspension at the same time the following criteria will apply:

(i) Any suspensions awarded under the paragraphs of these Procedures and due to commence on the same date will result in the total number of matches involved running consecutively.

(ii) Any suspensions that overlap, in that the next one starts before the previous one ends will also run consecutively as above.

(iii) Matches cannot be used more than once to cover two or more suspensions.

(iv) Any suspension imposed under the paragraphs of these Procedures that is or will be affected by a period based suspension will automatically commence 14 days from the date of the offence. The matches to be used in relation to this suspension may be before and/or after the period based suspension. The two suspensions cannot run concurrently.

11.4 CAUTIONS ADMINISTERED ON THE FIELD OF PLAY

(a) (i) If a Player accumulates five cautions within the same category of football, but receives the 5th caution between the opening day of the playing season and the 31st December in the same playing season, he will be suspended automatically for a period covering one match plus a fine of £15.

(ii) If a Player accumulates five cautions within the same category of football between the opening day of the playing season and the last day of the same playing season, he will be warned as to his future conduct.

(iii) A Player who has already been subject to disciplinary action as a result of five cautions and then goes on to receive a further five cautions during the same playing season, will be subject to the following punishments: -

(iv) If a Player accumulates ten cautions within the same category of football between the opening day of the playing season and the second Sunday of April in the same playing season, he will be suspended automatically for a period covering two matches plus a fine of £15.

If in the final match before the second Sunday of April a player accumulates his tenth caution in any Competition since the opening day of the playing season and then receives a second caution in the same match and consequently is dismissed, the Player will be suspended automatically for a period covering two matches plus a fine of £15. This two match suspension will automatically apply in such cases, instead of the one match automatic suspension which would otherwise apply to a Player who is sent off for receiving two cautions in the same match.

(v) If a Player accumulates ten cautions within the same category of football between the opening day of the playing season and the last day of the same

playing season, he will be severely censured and warned as to his future conduct.

(vi) If a Player accumulates fifteen cautions within the same category of football between the opening date of the playing season and the last day of the same playing season, he will be suspended automatically for a period covering three matches plus a fine of £15.

(vii) For the purposes of this paragraph, Clubs compete at six different levels. Each level is comprised as follows –

(a) Premier League, EFL and National League;
(b) The National League (North and South Divisions), the Isthmian League, the Northern Premier League and the Southern League;
(c) Steps 5 to 7 of the National League System;
(d) Any other youth or adult league outside of the National League System which operates a match-based disciplinary system and is further categorised as Saturday, Sunday and Midweek;
(e) Veterans football;
(f) Representative Football.

(viii) Any period of suspension or part that remains outstanding at the end of a playing season must be served at the commencement of the following playing season.

11.5 (a) PLAYERS SENT OFF UNDER LAW 12 (7)
Subject to paragraph 11.4(a)(iv) above, a Player who is dismissed from the field of play for receiving a second caution in the same match will be suspended automatically commencing on the 7th day following the match in which he was sent off, until such time as his team has completed one match in an approved competition, as per paragraph 11.3 above, and fined the sum of £20. Players who play outside the National League System will be fined the sum of £15.

(b) PLAYERS SENT OFF UNDER LAW 12 (4) and (5)
A Player who is dismissed from the field of play for denying a goal or an obvious goal-scoring opportunity by physical means or by handling the ball, will be suspended automatically commencing on the 7th day following the match in which he was sent off, until such time as his team has completed one match in an approved competition, as per paragraph 11.3 above, and fined the sum of £20. Players who play outside the National League System will be fined the sum of £15.

(c) PLAYERS SENT OFF UNDER LAW 12 (6)
A Player who is dismissed from the field of play for using offensive or insulting or abusive language/gestures whether he has previously been cautioned in the match or not, will be suspended automatically commencing on the 7th day following the match in which he was sent off, until such time as his team has completed two matches in an

approved competition, as per paragraph 11.3 above, and fined the sum of £30. Players who play outside of the National League System will be fined the sum of £25.

(d) PLAYERS SENT OFF UNDER LAW 12 (1), and (2)
A Player who is dismissed from the field of play for serious foul play under Law 12(1), or violent conduct under Law 12(2), or whether he has previously been cautioned in the match or not, will be suspended automatically commencing on the 7th day following the match in which he was sent off, until such time as his team has completed three matches in an approved competition, as per paragraph 11.3 above, and fined the sum of £40. Players who play outside of the National League System and commit the offence of serious foul play or violent conduct will be fined the sum of £25.

(e) PLAYERS SENT OFF UNDER LAW 12(3)
A Player who is dismissed from the field of play for spitting at an opponent or any other person, whether he has previously been cautioned in the match or not, will be suspended automatically commencing on the 7th day following the match in which he was sent off, until such time as his team has completed six matches in an approved competition, as per paragraph 11.3 above, and fined the sum of £40.

(f) ADDITIONAL SENDINGS OFF.
Players dismissed from the field of play for a second time in the same playing season, in addition to the automatic suspension applicable to the offence, will be suspended for one extra match. A Player dismissed for a third time in the same playing season will be suspended for an extra two matches, and so on. A Disciplinary Commission, when dealing with a claim of wrongful dismissal (paragraph 9 above) has the power not to invoke a further one match suspension if it so desires.

(g) OUTSTANDING SUSPENSIONS
Any suspension or part thereof which remains outstanding at the end of a playing season, must be served at the commencement of the following playing season.

(i) RULE E1 OF THE RULES OF THE ASSOCIATION
A charge of Misconduct (as defined in and pursuant to Rule E1 of the Rules of The Association) may be brought against a Player in relation to an incident, notwithstanding that the same incident has been dealt with pursuant to these Procedures. A Disciplinary Commission considering a charge under Rule E1 of the Rules of The Association in such circumstances, shall have regard to any punishment imposed under these Procedures when considering any punishment under the Disciplinary Procedures to be used at Hearings before Disciplinary Commissions requested by Participants of Clubs and Clubs dealt with by County Associations.

(j) PAYMENT TO PLAYERS UNDER SUSPENSION
Clubs must not pay a Player more than his basic wage during the period of a suspension.

(k) RE-ARRANGED MATCHES

A Disciplinary Commission shall have discretionary power to rule that a match shall not count towards the completion of a suspension if it is satisfied that the game has been arranged by the Club with a view to enabling a Player to complete his suspension and thus qualify him to play in a specific match.

12. RESPECT SANCTIONS

12.1 12.1 Any team that accumulates a number of Qualifying Offences (as defined at paragraph 12.2 below) of the Respect Code of Conduct will be liable for sanction as outlined below.

12.2 A Qualifying Offence is defined as a caution for dissent, dismissal for abusive, offensive or insulting language or any proven charge of Misconduct by Players or any occupants of the technical area on a match day.

12.3 Automatic sanctions will be applied in accordance with the following thresholds and tariff:

(a) Stage 1 – Accumulation of 6 incidents of Qualifying Offences - a warning as to future conduct will be issued.
(b) Stage 2 – Accumulation of 10 incidents of Qualifying Offences -
Step 5 - £150
Step 6 and 7 - £75
Outside NLS - £50 (including Youth)
(c) Stage 3 – Accumulation of 15 occurrences of Qualifying Offences – sanctions to be double those of Stage 2.
(d) Stage 4 – Accumulation of 20 incidents of Qualifying Offences (and for each subsequent 5 Qualifying Offences) – Charge under Rule E20 of the Rules of The Association – relating to the conduct of players.

12.4 Each sanction will also include an administration charge, currently £10.

12.5 A Club may submit a written plea in mitigation in respect of the automatic sanctions applicable at Stage 2 and Stage 3.

12.6 There is no right of appeal in relation to the sanctions imposed up to and including Stage 3.

13. DISCIPLINARY ACTION ON CLUBS FOR MISCONDUCT BY THEIR PLAYERS

13.1 Any team within the National League System who has six or more individual Players cautioned or dismissed from the field of play in the same match will be automatically fined the sum of £150 (£75 for Step 7) for the first occasion during the playing season. For a second/third/fourth etc. occasion in the same playing season, the fine on the Club will be £300/£450/£600 etc. (£150/£225/£300 for Step 7).

13.2 Any team competing outside of the National League System who has six or more individual Players cautioned or dismissed from the field of play in the same match will be charged and warned as to their future conduct for the first occasion during the playing season. For a second/third/fourth etc. occasion in the same playing season, the fine on the Club will be £25/£50/£75 etc.

13.3 In truly exceptional circumstances a Club may submit a written plea in mitigation against the imposition of a fine imposed under this paragraph 13.

13.4 A Club's disciplinary record will be based on a points system, dependent on the type of offence, as follows:

(a) Cautions
1 point for each offence, with the exception of dissent, which will attract 2 points.
(b) Send Offs
S1 – serious foul play - 5 points
S2 – violent conduct - 6 points
S3 – spitting - 7 points
S4 & S5 – denies an obvious goal scoring opportunity - 3 points
S6 – abusive, insulting or offensive language - 4 points
S7 – second cautionable offence – 3 points
(c) Misconduct Charges
5 points each, subject to any increase by the Disciplinary Commission

13.5 A Club would be liable for a charge under Rule E20 of the Rules of The Association in the following circumstances:

(a) Any team within the Club has a points tally that reaches 75 points.
(b) Any team within the Club reaches Stage 4 of the Respect sanction process (see paragraph 12.3 above).
(c) The Club has been charged with Misconduct and the cases proven on two occasions where the game has been abandoned as a result of the Misconduct.
(d) The Club has four or more incidents of violent conduct across any of its teams. Violent conduct includes all dismissals for violent conduct and any charge of assault on a Match Official, physical contact on a Match Official or assault on a Participant.
(e) The Club has two or more charges under Rule E3(2) of the Rules of The Association raised against any player in a 12 month period.

14. ABANDONED MATCHES

When a Referee's report indicates that a match has been abandoned due to Misconduct of either team, The Association or appropriate County Association shall without delay investigate the Referee's report. If after such investigation, the chairman and secretary of the County Association, or their nominees, are satisfied that a prima facie case can be made out against the Club/Participants, such steps shall be taken as

are necessary to ensure that a Charge is preferred and that a Disciplinary Commission meets to consider the Charge within 28 days of the date of the Charge letter.

15. THREATENING OR PHYSICAL OFFENCES AGAINST MATCH OFFICIALS

The following paragraphs shall apply at all levels of the game (excluding the 6 designated Leagues):

15.1 In addition to assisting a Match Official who has reported an offence against him, The Association or appropriate County Association shall without delay investigate the Match Official's report and if, after such investigation, the chairman and secretary of the County Association or their nominees are satisfied that a prima facie case can be made out against the alleged offender where there has been physical contact, attempted physical contact or an assault on a Match Official they shall immediately suspend the alleged offender from all football activities until a Disciplinary Commission has adjudicated on the matter.

They will take such steps to notify him of the suspension, ensure that a Charge is preferred and that a Disciplinary Commission meets to consider the Charge within 28 days of (the date of) the interim suspension.

15.2 There are three categories of offence:

(a) Threatening behaviour: words or actions that cause the Match Official to believe that he/she is being threatened.

(b) Physical contact or attempted physical contact: e.g. Participant pushes the Match Official, pulls the Match Official (or his clothing/equipment), barges, or kicks the ball at, the official causing no injury and/or attempts to make physical contact with the Match Official e.g. attempts to strike, kick, butt, barge or kick the ball at the Match Official.

(c) Assault: Participant acts in a manner which results in an injury to the Match Official. This category includes spitting at the Match Official whether it connects or not.

15.3 Should the Participant accept the Charge, the Match Official(s) will not be required to attend a Disciplinary Commission. Should the Charge be denied, the appropriate Match Official(s) may be required to attend the Disciplinary Commission.

15.4 All offences against Match Officials in the above three categories will be monitored by The Association. The Association may request an explanation for any variation of the recommended punishments set out in paragraph 15.5 below. (If a Match Official who has reported a Participant for an offence against him makes a written request for notification of the decision and punishment awarded such must be made available to him at the earliest opportunity).

15.5 Recommended (or mandatory, where stated) punishments for a Participant found guilty of an offence against a Match Official are as follows:

(a) Threatening behaviour:

- suspension from all football activities for a period of 112 days/12 matches, with a mandatory minimum of 56 days / 6 matches from all football and football activity.
- plus a fine of up to £100, with a mandatory minimum fine of £50.

(b) Physical contact or attempted physical contact:

- suspension from all football activities for a period of 182 days, with a mandatory minimum of 112 days from all football and football activity.
- plus a fine of up to £150.

(c) Assault:

- 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.

(Note the above are recommended sanctions and should only be varied where appropriate aggravating or mitigating factors are present, save that the sanction cannot be less than the mandatory minimum sanctions outlined above).

16. ASSAULTS BY PARTICIPANTS ON OTHER PARTICIPANTS

16.1 When a Referee's report indicates that a Participant has perpetrated an assault on another Participant causing serious bodily harm before, during or after a match, The Association or appropriate County Association may, as in cases of assaults on Match Officials, without delay investigate the Referee's report. If after such investigation, the chairman and secretary of the County Association, or their nominees, are satisfied that a prima facie case can be made out against the alleged offender, such steps shall be taken as are necessary to ensure that a Charge is preferred and that a Disciplinary Commission meets to consider the Charge within 28 days of the date of the Charge letter. The alleged offender shall not participate in any football activity from the date when he is notified of the Charge until a Disciplinary Commission has heard and adjudicated on the matter.

16.2 The recommended (or mandatory, where stated) punishments for such offences are set out below: -

	Offender	
(a)	*Player*	A suspension from all football and football activity for a mandatory minimum of 140 days plus £150 fine for a first offence but, depending on severity, for five years.
(b)	*Club Official*	As for (a) above but, if on a Match Official, paragraph 15 above will apply.
(c)	*Match Official*	As for Match Officials assaulted by a Player. But a recommendation will be made to the relevant Referees' Committee that the registration be removed and no request for reinstatement will be allowed until the suspension has been completed or removed.

17. FAILURE TO COMPLY

17.1 When the paragraphs above are not complied with, the Player's right to a personal hearing or to make a plea in mitigation is forfeited and the Disciplinary Commission may deal with the reported Misconduct on such evidence as is available.

17.2 Failure on the part of the Player or his Club Secretary to discharge any of the requirements set out in these Procedures may constitute Misconduct, which may result in a further Charge against the Player, his Club, or both. (In any case, save for replies to Misconduct Charges, a late fine, will be levied in addition to the original Charge and a further seven days given to respond to the Charge. Failure to respond within the seven days will result in the team and Player being suspended from all football activities from the following Monday until the paragraphs above have been complied with).

The Club Secretary must make the Player aware of the applicable standard punishment where an automatic sanction applies. The Club Secretary must sign and return the reply form to the County Association by the response date. By signing the form the Club Secretary is confirming that he has made the Player so aware.

Where an individual has been charged with Misconduct both the Club Secretary and the individual will be required to sign and return the form to the County Association.

17.3 When dealing with compliance issues the County Association must consider the following:-

(a) whether the Player has responded to his Club;
(b) whether the Club has failed to pass on his reply;
(c) whether the Club has informed the County Association that the Player has failed to respond;
(d) whether the Player has left the Club.

18. SUSPENSION PENDING MISCONDUCT HEARING

18.1 The appropriate County Association shall have the power, in consultation with The Association to order that a Club Official affiliated to or a Player registered with that County Association, and not one associated with the 6 designated Leagues, shall be suspended from all or any specific activity for such period and on such terms and conditions as agreed by The Association and the County Association considers appropriate (an "Interim Suspension Order").

18.2 The Interim Suspension Order shall apply when the Club Official or Player has been charged by the County Association in relation to an alleged act of serious Misconduct, or with a criminal offence, or by a League sanctioned by the County Association or The Association in connection with disciplinary action pursuant to the relevant regulations of the League.

18.3 As soon as reasonably practicable notification of an Interim Suspension Order shall be advised to the Player and/or the Club and will be lifted when the Misconduct Charge is dealt with by a Disciplinary Commission or the criminal charges are withdrawn or found not to have been proven.

19. PERSONAL HEARING

(See also: General Provisions relating to Inquiries, Commissions of Inquiry, Regulatory Commissions of The Association, Other Disciplinary Commissions and Appeal Boards; and Disciplinary Procedures to be used at Hearings before Commissions requested by Participants of Clubs and Clubs dealt with by County and Other Affiliated Associations).

19.1 The notification indicating a Misconduct Charge must inform the Player of the right to request a personal hearing in respect of the alleged offence and must also indicate that in the event of the Charge being proven there will be a liability to be ordered to pay all or part of the costs of the personal hearing, which costs may include a part of the overhead expenses of the County Association attributable to the hearing. Similarly, in cases where the rules or regulations of the County Association require the deposit of a fee for a personal hearing, (as determined by the Council - currently £50 for Participants in the National League System and £30 for Participants outside of the National League System), at the time of such request the Player must be informed that the fee is liable to be forfeited in full or in part if the Charge is proven, in addition to any fine which may be imposed. In an unproven case neither a fee may be retained, nor may Disciplinary Commission costs be levied, either for a personal hearing or for any other “non-personal hearing” case. (Disciplinary Commission costs cannot be levied in cases where a Player has been instructed to appear before a Disciplinary Commission).

19.2 Upon receiving a request for a personal hearing in respect of an alleged offence, the County Association will appoint a Disciplinary Commission of not less than three nor more than five members to hear and adjudicate upon the Charge. In the case of a Player under the age of 18 years of age on the date fixed for the hearing, it shall take place either in the presence of a parent or guardian of the Player or another appropriate adult.

19.3 Fines must not be imposed on children in youth football (see paragraph 1.10 above). Any fine and administration charges arising out of Misconduct by a child must be levied on the Club.

19.4 The Player, through his Club Secretary, must be given the date, time and venue fixed for the personal hearing and arrangements made for the attendance before the Disciplinary Commission of any witnesses in support of the Charge, in particular the Match Official(s) on whose report the charge has been brought. At a personal hearing of a Charge a Disciplinary Commission may adopt such procedures as it considers appropriate and expedient for the just determination of the Charge brought before it. A Disciplinary Commission shall not be bound by any enactment or rule of law relating to the admissibility of evidence in proceedings before a court of law.

19.5 The person charged 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 be granted.

19.6 If the Charge is found not proven, any record of it will be expunged. If 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 previous record and any plea for leniency.

If charging costs the personal hearing fee must be taken into account.

19.7 Except when an appeal has been lodged, any fines or costs that are ordered must be paid before the expiry of 14 days from the date of the order. Failure to pay within such period is deemed to be Misconduct punishable by censure, a further late fine and/or suspension as determined by a Disciplinary Commission. This second Disciplinary Commission shall have the power to consider the matter on 48 hours notice and the power to suspend for continuing non-payment. (In any case, a late fine, currently £20, will be levied in addition to the original Charge and a further seven days given to respond to the Charge. Failure to respond, the team and Player being suspended until the paragraphs above have been complied with.) The Player and his Club are jointly and severally responsible for payment of the fine and costs. The Club shall take such action as may be necessary to recover any sum paid on the Player's behalf. The rules or regulations of a County Association must provide for disciplinary action to be taken against a Player who fails to reimburse his Club in accordance with Football Debt Recovery Regulations.

19.8 A Disciplinary Commission shall comprise members appointed by the County Association.

The appointed Disciplinary Commission shall have no previous personal knowledge of the events or any involvement with any of the Participants concerned.

19.9 Participants shall have the right to appeal decisions of Disciplinary Commissions to an Appeal Board of The Association. The Player and/or the Club for which the Player was playing at the time must lodge notification of an intention to appeal within 3 days of the sending of the decision notification, with the appeal submission required to be made within 14 days of the decision notification. The Association shall also have the right to appeal decisions of Disciplinary Commissions to an Appeal Board of The Association. The Association shall have 28 days to appeal following the receipt of the reasons of the Disciplinary Commission. There shall be no further right of challenge in

respect of decisions of Disciplinary Commissions, which are otherwise final and binding.

19.10 The decision of the County Association will be sent by first-class post or by e-mail to the 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 secretaries is responsible for informing the Player of the decision.

19.11 The commencement date of any suspension imposed on a Player is at the discretion of the adjudicating 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.

19.12 Referees and Assistant Referees may be told the result of a hearing on the next working day, should they request to be told, subject to the Participant being aware of the decision.

20. FURTHER DISCIPLINARY ACTION

A County Association in formulating its rules and regulations for Misconduct may adopt and include some or all of the following powers: -

20.1 To make an order that a Club whose Players are persistently found guilty of Misconduct

(a) Be censured and/or fined in accordance with the approved penalty point process.
(b) May have its affiliation suspended or cancelled.

20.2 (a) Any other power approved in writing by The Association.
(b) Any optional or alternative power granted to a County Association in accordance with paragraph 20.2(a) shall continue from year to year until such time as the approval is withdrawn. Such approval may be withdrawn by notice in writing from The Association given before 30th April, in any year.

FOOTBALL DEBT RECOVERY REGULATIONS

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). 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;

DISCIPLINARY PROCEDURES FOR HEARINGS DEALT WITH BY COUNTY AND OTHER AFFILIATED ASSOCIATIONS.

HEARINGS BEFORE A DISCIPLINARY COMMISSION

A. Subject to the Rules of The Association, a Disciplinary Commission may adopt such procedures at a hearing of a Charge as it considers appropriate and expedient for the just determination of the Charge brought before it.

B. A Disciplinary Commission shall not be bound by any enactment or Rule of Law relating to the admissibility of evidence in proceedings before a Court of Law.

C. A Disciplinary Commission must be chaired by a Chairman that has completed The FA Chairman training and passed the online assessment within the previous 2 years.

D. 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.

E. The Disciplinary Commission Secretary must have completed The FA Secretary training and passed the online assessment within the previous 2 years.

F. 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.

G. For all personal hearings all case papers must be distributed to the Participant Charged and the Disciplinary Commission at least 3 days prior to the hearing and for non-personal hearings all papers must be distributed to the Disciplinary Commission at least 1 day prior to the hearing.

H. For any personal hearings taking place on or after 1 January 2018, at least one member of the Disciplinary Commission shall be independent.

Attendance of Children at Personal Hearings

CHILDREN

I. A child aged 13 or under must not appear at a Disciplinary Commission as either a witness or the person charged. An alternative method should be adopted which could include:

- A meeting - bring the parties together to talk through the issues.
- County FA (CFA) Welfare Officer (CFA WO) to talk to the child to warn them about their behaviour. A parent/carer should be present at any meeting.

- CFA WO to obtain written statement from child and Disciplinary Commission to then proceed on paper basis only – the CFA WO may need to write the statement in conjunction with the child and parent/carer.
- Private meeting between child and CFA WO to establish child's version of events, CFA WO to report verbally to Disciplinary Commission. The CFA WO should make a contemporaneous note of the meeting and a parent/carer should be present throughout.

J. A child between the ages of 14 and 16 years inclusive can attend a Disciplinary Commission provided that:

- he / she understands it is his / her duty to speak the truth.
- his / her evidence is sufficiently important to justify it being heard.
- the appropriate procedures relating to minors are adopted. The child must be accompanied by a parent/carer.

K. When dealing with a Disciplinary Commission involving those aged 16 and 17 years in Adult Football, 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, follow that guidance.

- Where a child is aged 17, consent of the parent should be sought for the child to attend the Disciplinary Commission where possible / appropriate. A 17 year old is still a child and if they choose to have adult representation this should be allowed.

L. Young people as witnesses

i. 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 his/her representative.

ii. All other occupants present at a hearing must remove themselves from the hearing whilst a young person is giving evidence.

iii. The asking of questions will be restricted to the Chairman of the Disciplinary Commission only.

iv. 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.

v. If required additional questions may be put to the witness but only by the Chairman of the Disciplinary Commission.

vi. 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.

1. A person must be appointed to the Disciplinary Commission to act as its Secretary, whose duty shall be to call the evidence to be submitted in support of the Charge and generally assist the Disciplinary Commission in its determination of the Charge.

2. A Participant may be represented by one individual. (For instance, a Player may be represented by a Club Official of a Club with which he/she is associated or by a representative of the Professional Footballers' Association, and a Referee may be represented by a representative of the Referees Association except when he/she is acting as a witness.) A Participant appearing before a Disciplinary Commission may be legally represented. An individual acting as representative for a Participant shall not be allowed to give evidence at a Disciplinary Commission.

3. 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.

4. 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.

5. The Participant Charged or his/her representative shall have the right to ask questions relevant to the matters in issue of any witness in support of the Charge.

6. 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 his/her own behalf and in such event he/she may have questions asked of him/her by the Disciplinary Commission. The Participant Charged or his/her representative may then submit evidence and call witnesses.

7. 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 him/her.

8. 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 such witness. The person charged or his/her representative may also ask questions as at paragraph 5 above.

9. The evidence having been completed to the satisfaction of the Disciplinary Commission, the Participant Charged or his/her 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.

10. At the conclusion of the closing submissions, all persons shall withdraw 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 his/her representative. The Disciplinary Commission Secretary shall announce whether the Charge has been found proven or not proven.

11. If the Charge is found not proven the hearing will be declared closed.

12. If the Charge is found proven details of the Misconduct (as defined in and pursuant to the Rules of The Association) record of the Participant Charged shall be received by the Disciplinary Commission. The Participant Charged, or his/her representative, may then make a plea in mitigation.

13. At the conclusion of the plea in mitigation the Participant Charged and his/her representative shall again withdraw and the Disciplinary Commission shall determine what order or orders, if any, shall be made under Regulation 6.1 of the Disciplinary Regulations.

14. The Participant Charged and his/her 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. (In cases of an Assault on a Match Referee, the findings of the Disciplinary Commission will be sent to the Match Official if requested by the Match Official, in writing).

15. As an alternative to the above, a Disciplinary Commission may, where it considers it appropriate, not announce its decision at the meeting but inform the Participant Charged that such decision will be communicated to him/her in writing through his/her Club Secretary.

BOARD HEARINGS

The Appeal Board will be conducted in accordance with the General Provisions Relating to Appeal Boards and the Appeal Regulations.

INTERIM SUSPENSION ORDER REGULATIONS

General Principles

In accordance with Rule E16 of the Rules of The Association, the Chief Regulatory Officer (CRO) (references to the CRO in these Regulations include any nominee acting on his/her behalf) may apply to a Regulatory Commission for an interim suspension order to be issued before charge pursuant to Rule E16(a) of the Rules of The Association. These Regulations apply to such applications, and to the review of all interim suspension orders issued pursuant to Rule E16 of the Rules of The Association.

These Regulations may be deviated from at the discretion of the Regulatory Commission, which has the authority in all cases to regulate its own procedure. This includes the authority to amend any time limit stipulated in these Regulations, save that any Review Period (as defined at paragraph (e) (iii)(b) below) must not be more than 21 days in any case. Where a Regulatory Commission deviates from any time limit set out in these Regulations, it will do so subject to the overall aim of ensuring that applications proceed on an expedited basis in all cases, whilst ensuring a fair process.

Any failure to follow these Regulations will not in itself invalidate any application or order made.

Application for an Interim Suspension Order before charge
(a) Notice of application
The applicant (CRO) must give written notice of the application to the Judicial Panel Chairman (or his/her nominee). A copy of the notice must be sent at the same time to the Participant in respect of whom the application is made. The notice and copy may be sent by fax, email or post.

The notice must set out a brief summary of the basis of the application. The notice must also confirm that the applicant has obtained the agreement of the Professional Footballers' Association (in the case of a Player who is a member of the Professional Footballers' Association) and one of the Premier League, EFL, National League, Isthmian League, Northern Premier League or Southern League as appropriate. This confirmation will be conclusive evidence of the fact that such agreement has been obtained.

(b) Composition of the Regulatory Commission
Upon receipt of the notice of application, the Judicial Panel Chairman will select a Regulatory Commission to deal with the application. This selection will be in accordance with any applicable selection policy in force from time to time, and any stipulations about the composition of the Regulatory Commission in Rule E16 of the Rules of The Association.

(c) The application
Within two working days of providing notice of the application, the applicant must provide to the Chairman of the Regulatory Commission, (provision to the Chairman of the Regulatory Commission may be via The Association's Disciplinary Department for all purposes under these Regulations), and to the Participant, full details of the application, consisting of the written submissions and all evidence and material of whatever nature to be relied upon in support of the application.

(d) Responses
Within two working days of receiving full details of the application, the Participant must provide to the Chairman of the Regulatory Commission and to the applicant, written submissions and all evidence and material of whatever nature to be relied upon by the Participant in response to the application.[1]

The applicant will have two working days to provide a response, if any, to the submissions, evidence and material provided by the Participant. This response must be provided to the Chairman of the Regulatory Commission and the Participant.

(e) Regulatory Commission Procedure

i. Timing

The Regulatory Commission will hear the application at the earliest opportunity, but no earlier than the second working day after the provision of the response by the Participant, or the provision of any further response to that from the applicant.2

Arrangements for the hearing location and arrangements will be provided by The Association to all parties concerned.

ii. The Hearing

A summary of the basis for the application will be put forward by the applicant. The Participant may then put forward a summary of the points to be raised on its behalf.

The applicant may then address the Regulatory Commission and put forward all submissions and all evidence and material of whatever nature relied upon.

The Participant may then address the Regulatory Commission and put forward all submissions and all evidence and material of whatever nature relied upon.

Where notice of any submission, evidence and material of whatever nature sought to be relied upon by either party at the hearing has not been given in accordance with these Regulations, the Regulatory Commission shall have a discretion whether or not to take that matter into account.

Each party and the Regulatory Commission shall have the opportunity to put questions in respect of any matter presented by either party.

In conclusion, the applicant and the Participant in that order may make a closing submission.

iii Decision

The Regulatory Commission may make an Interim Suspension Order under Rule E16(a) of the Rules of The Association -

(a) Where the applicant has established to its satisfaction the matters set out in Rule E16(a)(i) and (ii) of the Rules of The Association; and

(b) In accordance with Rule E16(e) of the Rules of The Association.

Alternatively, the Regulatory Commission may dismiss the application and / or make any other order that it considers appropriate.

Where the Regulatory Commission makes an Interim Suspension Order it must determine, and state as part of the Interim Suspension Order, a period (the 'Review Period') after which the Participant will be entitled to have the Interim Suspension Order reviewed by a Regulatory Commission. This period must not be more than 21 days from the date of the Interim Suspension Order.

A decision of the Regulatory Commission made pursuant to these Regulations shall be final and binding with no right of further challenge.

Periodic review of an Interim Suspension Order

(a) General

Once the Review Period (whether determined by a Regulatory Commission as above or by the CRO where an Interim Suspension Order is issued after charge) has elapsed, the Participant subject to the Interim Suspension Order may apply to have it reviewed by a Regulatory Commission.

(b) Notice of application for a review

The Participant must give written notice of the application to the Judicial Panel Chairman (or his/her nominee). A copy of the notice must be sent at the same time to the CRO. The notice and copy may be sent by fax, email or post.

The notice must set out a brief summary of the basis of the application.

(c) Composition of the Regulatory Commission

Upon receipt of the notice of application, the Judicial Panel Chairman will select a Regulatory Commission to deal with the application. This selection will be in accordance with any applicable selection policy in force from time to time, and any stipulations about the composition of the Regulatory Commission in Rule E16 of the Rules of The Association. Subject to any representations by the parties, a Regulatory Commission which considers a review application may include all or any of the same members of the Regulatory Commission that imposed the Interim Suspension Order or of any Regulatory Commission which has subsequently reviewed it.

(d) The application

Within two working days of providing notice of the application, the Participant must provide to the Chairman of the Regulatory Commission, (provision to the Chairman of the Regulatory Commission may be via The Association's Disciplinary Department for all purposes under these Regulations), and to the CRO, full details of the application, consisting of the written submissions and all evidence and material of whatever nature to be relied upon in support of the application.

(e) Responses

Within two working days of receiving full details of the application, the CRO must provide to the Chairman of the Regulatory Commission and to the Participant, written submissions and all evidence and material of whatever nature to be relied upon by the CRO in response to the application.

The Participant will have two working days to provide any response, if any, to the submissions, evidence and material provided by the CRO.

(f) Regulatory Commission Procedure

i. Timing

The Regulatory Commission will hear the application at the earliest opportunity, but no earlier than the second working day after the provision of the response by the CRO, or any further response to that from the Participant.

Arrangements for the hearing location and arrangements will be provided by The Association to all parties concerned.

ii. The Hearing

A summary of the basis for the application for review will be put forward by the Participant. The CRO may then put forward a summary of the points to be raised on his/her behalf.

The Participant may then address the Regulatory Commission and put forward all submissions and all evidence and material of whatever nature relied upon.

The CRO may then address the Regulatory Commission and put forward all submissions and all evidence and material of whatever nature relied upon.

Where notice of any matter relied upon by either party has not been given in accordance with these Regulations, the Regulatory Commission shall have a discretion whether or not to take that matter into account.

Each party and the Regulatory Commission shall have the opportunity to put questions in respect of any matters presented by either party.

In conclusion, the Participant and the CRO in that order may make closing submissions.

iii Decision

The Regulatory Commission may make any order in respect of the Interim Suspension Order as it considers appropriate, including, without limitation, ordering that it continue in force, extending it, modifying it or removing it, save that an Interim Suspension Order issued under Rule E16(a) of the Rules of The Association may only continue in force -

(a) Where the CRO has established to its satisfaction the matters set out in Rule E16(a)(i) and (ii) of the Rules of The Association; and

(b) In accordance with Rule E16(e) of the Rules of The Association. Where the Regulatory Commission orders that an Interim Suspension Order continues in force, it must determine, and state as part of the Order, the Review Period. The Review Period must not be more than 21 days from the date of the Interim Suspension Order.

A decision of the Regulatory Commission made pursuant to these Regulations shall be final and binding with no right of further challenge.

General provisions applicable to any Regulatory Commission hearing conducted under these

Regulations

Any general provisions relating to Regulatory Commissions in force from time to time shall apply hearings conducted pursuant to these Regulations, subject to the following modifications.

Representation

Parties have the right to be present and/or represented at any hearing before the Regulatory Commission pursuant to these Regulations. In the event that either party wishes to be represented, this fact, together with the identity of any representative, shall be submitted at the same time as any application or response (as relevant).

The Regulatory Commission may, at its discretion, proceed to hear an application in the absence of any party.

The Regulatory Commission may consider any matter pursuant to these Regulations on the basis of written submissions only, should the applicant and Participant not wish to be present or represented.

Costs

Any costs incurred in bringing, or responding, to an application for (or review of) an Interim Suspension Order shall be borne by the party incurring the costs. Any costs incurred in relation to the convening and conduct of the Regulatory Commission may be ordered by the Regulatory Commission to be paid by either party.

REGULATIONS RELATING TO CERTAIN DISCIPLINARY FINDINGS IN OTHER SPORTS

1. These Regulations came into effect on 1 August 2014.

2. These Regulations are made in accordance with Rule J of the Rules of The Association and are binding on all Participants.

3. Any breach of Regulation 5 may result in a charge of Misconduct under Rule E1(b) and shall be dealt with in accordance with the Rules of The Association.

4. Regulation 5 shall be given a broad and purposive construction in order to give effect to the purpose of protecting the integrity of football, and the perception of the integrity of football. Technical points of construction and procedure are secondary to those purposes.

5. It shall be a breach of this Regulation where any Participant is found by a court, tribunal or arbitral body to be in breach of a rule, regulation code, or equivalent, of any sport other than association football, concerning or related to any involvement in the following –

(I) Betting;
(II) Influencing the result, progress, conduct or any other aspect of or occurrence in a match, competition, race or event, for an improper purpose;
(III) Any competitor failing to perform to the best of their ability, for reward:
(IV) Offering or accepting any bribe, gift, reward or consideration of any nature related to any conduct within (II) OR (III) above;
(V) Failing to report any conduct within (IV) above;
(VI) Any attempt or agreement to do any act within (I) – (V) above.

6. No charge may be issued pursuant to Regulation 5 in respect of any finding that is the subject of an on-going appeal.

7. It shall be a defence to charge for a breach of Regulation 5 where a Participant can establish that the finding of a court, tribunal or arbitral body that a sport's rule, regulation or code, or equivalent has been breached, or the circumstances in which the finding was made, contravened natural justice.

8. The specific prohibition contained within Regulation 5 shall not fetter in any way The Association's ability to bring a charge for Misconduct contrary to Rule E3 of The Rules of The Association in respect of a finding that a Participant has breached any rule, regulation or code, or equivalent, of any sport other than association football, where such Misconduct by the Participant does not fall within the terms of Regulation 5.

GUIDANCE NOTE ON SAFEGUARDING CHILDREN IN THE DISCIPLINARY PROCESS

This guidance note has been approved by The Association's Football Regulatory Authority. Enquiries or clarification with regards to this guidance note should be directed to the Football Regulation Department in the first instance.

It forms part of a wider guidance note - Guidance Note on Managing Young People with Impairments such as ADHD and Tourette Syndrome in the Disciplinary System, amended January 2009.

The football authorities must seek to ensure that, consistent with their policy of Safeguarding Children, they do not put in place case management and disciplinary systems that of themselves cause harm to the very children that are intended to be safeguarded. The same principles apply to County and national associations, although it is obvious that the vast majority of Under 18s football will come under County jurisdiction. Remember they are children first, Participants second.

ISSUES

- Difficulties in children giving evidence, as recognised by the Criminal and Civil courts – the process is intrinsically upsetting for many adults and children will be less likely to be emotionally equipped to cope.
- Seldom in child's best interests to be directly involved in Disciplinary Commissions.
- Child's evidence can often be necessary for proper determination of proceedings.
- Cross examination can be damaging to child.

CHILDREN UNDER THE AGE OF 14

A child aged 13 or under should not appear at a Disciplinary Commission. An alternative method should be adopted which could include:

- A meeting - bring the parties together to talk through the issues.
- County FA (CFA) Welfare Officer (CFA WO) to talk to the child to warn them about their behaviour. A parent/carer should be present at any meeting.
- CFA WO to obtain written statement from child and Disciplinary Commission to then proceed on paper basis only – the CFA WO may need to write the statement in conjunction with the child and parent/carer.
- Private meeting between child and CFA WO to establish child's version of events, CFA WO to report verbally to Disciplinary Commission. A parent/carer should be present throughout the meeting.

CHILDREN AGED 14 THROUGH 16 YEARS

A child between the ages of 14 and 16 years inclusive can attend a Disciplinary Commission provided that:

- he / she understands it is his / her duty to speak the truth.
- his / her evidence is sufficiently important to justify it being heard.

- the appropriate procedures relating to minors are adopted. The child must be accompanied by a parent/carer.

CHILDREN AGED 17 YEARS

- Best practice when dealing with a Disciplinary Commission involving those aged 17 years would be to follow the guidance established for adults, except in cases where the individual has special needs. Special 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, follow that guidance.
- Where a child is aged 17, consent of the parent should be obtained for the child to attend the Disciplinary Commission where possible / appropriate.
- By law a 17 year old is still a child and if they choose to have adult representation this should be allowed.

GENERAL BEST PRACTICE PRINCIPLES AT DISCIPLINARY COMMISSION INVOLVING CHILDREN AGED 14 – 16 YEARS INCLUSIVE

Overriding principles are that the process of appearing in a Disciplinary Commission should not expose a child to intimidation, distress, a late disciplinary commission or long travelling times during the school week. All possible steps should be taken to assist the child to understand and participate in the proceedings.

PREPARATION FOR A DISCIPLINARY COMMISSION

- Consent of the parent/carer will always be required.
- He/she should be accompanied at the Disciplinary Commission by an appropriate adult who could be a parent, carer, grandparent, social /care worker or Club official properly in loco parentis. This could be a friend of the family, Club Welfare Officer etc.
- The Disciplinary Commission should be at a location and time that is convenient to the child.
- Restrict attendance at the Disciplinary Commission to as small a number of people as possible. This should be restricted to those who need to be present or have the right to be present only.
- Before the Disciplinary Commission, it may be appropriate to allow the child or young person to visit the room so that they can familiarise themselves with the layout.
- Make sure the young person is aware of the format and process they are about to be engaged in.
- CFA WO should be available at the Disciplinary Commission to advise/support the child or the Disciplinary Commission members. They cannot support both the child and the commission and their role must be limited to one of them. It must be clear which function they are fulfilling at the Disciplinary Commission.
- Physical layout of room can affect the proceedings and play a role in the effective engagement with the child – you could arrange chairs in two semi circles facing inward, avoid sitting behind tables.

- The members of the Disciplinary Commission should sit at the same level as other parties to encourage eye contact.
- Provision should be made for parents/carers to be able to sit next to their children.
- If the child is legally represented, they should be seated in a place that allows easy communication with their representative.

THE DISCIPLINARY COMMISSION

- At the beginning of the case, Disciplinary Commission members should introduce themselves and those present in the room.
- The Chairman of the Disciplinary Commission should briefly explain the role of each person.
- Address child by first name.
- Be aware of the impact body language can have e.g.
    - folded arms and peering over spectacles = negative
    - occasional nod / leaning forward = positive
- Remain seated throughout proceedings.
- If the Disciplinary Commission is lengthy, regular breaks should be taken.
- Proceedings should be inquisitorial rather than adversarial.
- Closed questions (those that allow a yes or no answer) and legal jargon should be avoided.
- Rephrase a question to simplify it, if the young person is finding it difficult to answer.
- Questions should be in plain English and at a level the child or young person can understand taking into account their age, maturity and intellectual and emotional development.
- Disciplinary Commission members should consider what information they are trying to obtain and how it is relevant to the case.
- The nature and extent of the questioning of any witness is under the control of the Chairman of the Disciplinary Commission.
- The Chairman of the Disciplinary Commission can and should intervene to prevent the child being questioned in a hostile way.
- The Chair should ensure that questions are short, simple and phrased in a language that the child can understand.
- The Chairman of the Disciplinary Commission should also ensure that anyone else present in the room conducts themselves appropriately.
- If a parent/carer has accompanied the child to the Disciplinary Commission, the Chairman of the Disciplinary Commission should make clear that the parent is there in a supporting role only and should not conduct the proceedings on behalf of the child.
- If the case is proven someone should talk directly to the child, encouraging him / her to confront their behaviour, taking responsibility for it and its consequences. As this is a sensitive area it is recommended that someone with the appropriate training should undertake this e.g. the CFA WO.

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.

1. 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.

2. 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.

3. 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.

4. Disciplinary Procedures for Red Card Offences

4.1. '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 Provider)**
Receiving a second 'blue card' in the same match	1 Match suspension
Denying a goal or an obvious goal scoring opportunity	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

5. 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.

6. 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):

1. The small sided team that the individual played for when committing the offence.
2. The team captain of the team that the individual played for.

7. 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		

Notes of Incident (Continued)		

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:

1. 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.

2. 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.

3. 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.

4. 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.

5. 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.

6. The local County FA will manage disciplinary incidents outlined in The Football Association's Small Sided Football Disciplinary Policy.

7. The County FAs will ensure that the Small Sided Football provider is made aware of all outcomes that affect Players involved in their competitions.

8. The County FAs will ensure that the Small Sided Football provider is informed of all Players that are suspended from participating in affiliated football.

9. 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.

10. 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:	

BRAND OF CHAMPIONS
IN PARTNERSHIP WITH
Staffordshire FA
discountfootballkits.com
the UK's leading teamwear specialist

Matches against Foreign Clubs

In accordance with FIFA Regulations Governing International Matches and FA Rule B.4 (b), any Football club (with a team of any age group) wishing to play a match or series of matches against members of another national association and/or in the territory of another national association must apply on the prescribed forms to The FA at least 60 days before the date of the intended match or series of matches, where possible. Applications which cannot be made by the deadline should still be submitted and The FA will endeavour to provide permission prior to the match(es).

Premier League and EFL teams should submit all applications directly to sanctioning@thefa.com. All other teams should submit the form to their County FA, who will forward the application on The FA.

Any queries in relation to matches against foreign opposition can be sent to sanctioning@thefa.com.

APPLICATION TO PARTICIPATE IN MATCHES AGAINST FOREIGN OPPOSITION

Only for use by those that are NOT a Premier League or English Football League 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 the following match(es) against the following foreign team(s):-

Name of Club(s)/ Tournament	**-First Team -Reserves -Age Group**	**Date of match(es) and kick-off time**	**Venue**	**Host Association**	**National Associations of Team(s)**

(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

..... County Football Association hereby approves the above application to play against foreign teams.

Signed by the Secretary/Youth Secretary.....

Print name.....Date.....

.....

Completed form to be forwarded to:
Licensing & Sanctioning Dept, The Football Association, Wembley Stadium, London, SW1P 9EQ, PO Box 1966
Email: sanctioning@thefa.com Tel: 0800 169 1863 x4601

Charity Fund

1. TITLE

The Fund shall be called the “Staffordshire Football Association Limited Charity Fund”, hereafter referred to as “the Fund.”

2. OBJECT

The Object of the Fun is to make provision for affiliation Players, Referees and organisations or other deserving persons or causes in need of financial assistance.

The Fund is not in operation to replace Personal Accident Insurance.

3. MANAGEMENT

The Fund shall be administered by the Board of Directors of the Staffordshire Football Association Limited, and in conformity with the Rules.

4. RULE ONE

All Applications for Financial Assistance from the Fund must be on the appropriate Form, obtainable from the Chief Executive of The Association. All Forms should be fully completed and returned with any additional information that is specified.

5. RULE TWO

The Fund is based on voluntary contribution and therefore no Organisation or Individual can claim, as a right, any payment.

6. RULE THREE

The Chairman of the Board of Directors may authorise payments in agreement with the Chief Executive, without full approval of the Board of Directors in instances of urgency or necessity. Such payment will then be presented for approval at the next Meeting of the Board.

KIT AND ADVERTISING REGULATIONS

Introduction

These Regulations are made pursuant to FA Rule J2 and The Association's Regulation's for the Registration and Control of Referees.

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.

The Association have produced an on-line version of these regulations providing a practical guide on how to apply these formal regulations. This can be found at www.TheFA.com/football-rules- governance/more/kitadvertising

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, caps, tracksuits, 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" meansany undertakingthat carries out thebusinessof 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. Please see the examples set out at the back of the Kit and Advertising regulations booklet. If any further guidance is needed, or a copy of the booklet, please contact The Association – sanctioning@thefa.com]

A. GENERAL

1. 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 bearing a slogan or message not otherwise covered by these regulations eg a message of support regarding an ill team-mate.
2. 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.
3. 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.
4. 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.

5. A Club shall observe all recognised advertising standards and in particular those of the Advertising Standards Authority.

6. 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.

7. 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.

8. 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.

9. 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).

10. 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)

The following advertising is permitted:

1. Club emblem and name

- **i)** 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.

ii) On all other Clothing

The officially designated Club emblem (or part thereof), name, initials, nickname or a trademark by the Club, or a combination of such, may appear:

a. once only on the front of the shirt, providing it does not exceed an area of 100 square centimetres; and

b. once only anywhere on the shorts providing it does not exceed an area of 50 square centimetres; and

c. once only on each sock providing it does not exceed an area of 50 square centimetres.

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 and, where it appears on a sock, is covered when a football boot is worn.

d. 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.

The officially designated Club emblem (or part thereof), name, initials, nickname, a trademark registered by the Club or web site address, may appear once only on the collar or collar zone of a shirt and/or tracksuit, provided such does not exceed an area of 12 square centimetres.

e. 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.

f. once only on the front of any outer garments 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.

2. Clothing Manufacturer

i) 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.

ii) On all other Clothing

The established mark, logo or name of a clothing manufacturer, or a combination of the same, may appear once only:

a. on the shirt and on the shorts provided it is an area no greater than 20 square centimetres:

b. on each of a goalkeeper's gloves, and on a goalkeeper's cap, provided such does not exceed an area of 20 square centimetres.

c. on each of an outfield player's gloves provided such does not exceed an area of 20 square centimetres.

d. 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.

e. 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.

f. **(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.

(ii) 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.

g. **(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.

(ii) 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.

h. The same established mark, logo or name or combination must appear on all clothing of all Players and Club Officials wherever such advertising appears. 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.

i. 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.

3. Product marks and seals of quality

i) On football boots

The official licensing product mark or seal of quality is permitted on the outside of football boots without restriction.

ii) 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.

4. Numbers

i) On football boots

A Player's shirt number may appear on his boots without restriction.

ii) 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.

5. Players Names and Personalisation

i) 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.

ii) 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.

6. Other Logos

i) 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.

ii) 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.

iii) On all other Clothing

a. 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.

b. 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.

c. 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.

d. The officially designated name, logo or emblem of a registered charity mayappearonceonlyonshirts, providedthatsuchname, logooremblem 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.

e. 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.

C. SPONSOR DESIGNATIONS

i) On football boots

Except as permitted by paragraphs 1 – 5 above, the appearance of any advertising of any description, including sponsors' designations, on a Player's football boots is prohibited.

ii) 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:

1) Playing kit

a) On the clothing of a Player on the field of play, the following areas shall be permitted to be used for advertising

i) One single area not exceeding 250 square centimetres on the front of the shirt;

ii) One single area not exceeding 100 square centimetres on the back of the shirt;

iii) One single area not exceeding 100 square centimetres on the sleeve of the shirt, between the shoulder seam and the elbow (provided Affiliated Association or Competition Rules so permit);

iv) One single area not exceeding 100 square centimetres on the back of the shorts; and

v) Once only on each sock tie-up providing it does not exceed an area of 100 square centimetres.

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.

b) Any advertising under C(1) must be clearly separated from the items described in B above.

2) Tracksuits and other clothing in the Technical Area

a) Advertising may appear on tracksuits, and other items of clothing other than the clothing of a Player, on the field of play during a match in accordance with the size and locations set out in C1.

The advertising carried on the tracksuits and other clothing worn by Players and Club Officials in the Technical Area shall be in accordance with the size and locations set out in C1 and can be either:

i) the same sponsor(s) as worn on the playing kit (home or away strips)

ii) be additional to the sponsors as worn on the playing kit

iii) a single sponsor that is an official partner of the relevant competition

3) Clubs may conclude sponsorship arrangements with different companies in respect of advertising permitted under C(1) 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.

4) Clubs with more than one team may conclude separate shirt advertising agreements in respect of each of its teams.

5) 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 or The FA Women's Premier 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 C(1) above.

D. MATCH OFFICIALS

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:

1. The mark, logo or name of a clothing manufacturer or a combination of the same, may appear:

- **a.** once only on the shirt provided it is an area no greater than 20 square centimetres.
- **b.** once only on the shorts provided it is an area no greater than 12 square centimetres.
- **c.** incorporated into the design of the socks, but must be limited to an area no greater than 12 square centimetres.

2. 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.

3. Sponsor Advertising

Sponsor Advertising in accordance with FIFA Equipment Regulations 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. Individual Affiliated Associations or Leagues are not permitted to enter into sponsorship contracts.

4. 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).

5. 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.

Regulations for the Sanction & Control of Competitions

Preamble

Competitions receive sanction from The FA 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 FA and County FAs. All Affiliated Associations sanctioning Competitions and all Competitions shall observe the Rules and Regulations of The FA. Any rule, regulation or practice of any such Association or Competition that is inconsistent with the Rules and Regulations of The FA shall be void and unenforceable. For further avoidance of doubt, the fact that a Competition has been sanctioned whether directly or indirectly by The FA shall not render enforceable any such rule, regulation or practice that would otherwise be void and unenforceable under the Rules of The FA.

In order to receive sanction from The FA 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 FA. 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 FA Sanction and Registrations Committee. In its absolute discretion, The FA may vary the provisions of this Regulation as it sees fit.
3. Licensing System
   A. The FA shall operate a Licensing system to apply to all Clubs in Competitions at Steps 1 to 4 of the National League System ("NLS"). A Club shall be required to hold a Licence to be a member of a Competition

at Steps 1 to 4 of the NLS with effect from the commencement of the 2016-2017 Playing Season. The Licensing System to be applied is included as Appendix 1.

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 the Sanctions & Registrations Committee of The FA. A Competition at Steps 1 to 4 shall take all reasonable and practical steps to co-operate with The FA in the application of the Licence.

C. In the event that a Competition fails to apply the licensing requirements set out in the Standardised Rules to the satisfaction of The FA, then The FA shall have the powers of the Board of that Competition as set out in the Standardised Rules to apply such licensing requirements. In addition, The FA may, if necessary, bring an action against the Competition for Misconduct under the Rules of The FA.

National League System Policy Body

D. A body shall be established by the Sanctions & Registrations Committee to oversee the Licensing system ('the NLS Licensing Policy Body' ('Policy Body')). The Policy Body shall be responsible for reporting to the Sanctions & Registrations Committee on all matters in relation to the formation, development and monitoring of the licensing system.

E. The Policy Body shall comprise the following:

- Four Council members, one to be nominated annually by each of the Competitions at Steps 1-4 as its representative;
- Three Council members who are National Game Representatives and who shall be nominated annually by the Sanctions & Registrations Committee;
- A Chairman who has no affiliation to any League in the National League System and who shall be nominated annually by the Sanctions & Registrations Committee.

F. Questions arising at any meeting of the Policy Body shall be decided by a majority of votes. The Chairman shall only be eligible to vote in the event of a tie.

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 FA 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 FA'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 FA, 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 FA or sanctioning Association.

viii. Proposed rules that do not comply with the mandatory elements of the Standard Code of Rules published by The FA 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 FA 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 FA 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 FA in accordance with FA Rule H and the Regulations for FA Appeals.

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 FA in accordance with FA Rule H and the Regulations for FA Appeals.

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 Football Association Premier League, The Football League and The Football League 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 FA. 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 Football 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 Football Association and as altered from time to time for the level at which the Competition competes.

Appendix 1 to Sanction & Control of Competitions Regulations

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 20 January 2016 and are effective from that date.

BACKGROUND

The Rules for 2015/16 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 in the 2016/17 Playing Season

"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

1.1 The FA is to operate a licensing system for Clubs at Steps 1 to 4 of the National League System from Playing Season 2016-2017. The FA has delegated to each Competition the operation, determination and monitoring of the Licence as set out in these Regulations ("the delegated powers"). The FA 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 FA

2.1 At any time The FA 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 FA has the right to apply at any time the delegated powers where in the reasonable opinion of The FA 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 FA exercises the delegated powers then they shall be applied by The FA's Chief Regulatory Officer or any officer acting on a delegated authority.

2.3 The procedure to be adopted in the event that The FA wish to apply delegated powers as provided for in Regulation 2.2 is that The FA'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 FA'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 FA's notice. If agreed then the decision required by The FA shall be applied by the Competition and shall be treated as a decision of the Competition. If not agreed then The FA 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 FA has applied the delegated powers then the decision of the Competition shall be set aside and the decision of The FA shall apply subject to an appeal by the Club and or the Competition as set out in Section 7.

3. Licensing Process and timetable

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 FA in writing of its licensing decisions by that date in a form reasonably determined by The FA.

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 FA has exercised the delegated powers in accordance with paragraph 2.3.

3.4 The Competition shall advise The FA in writing of any subsequent decision in relation to any Licence during a Membership Year. Such notification to be transmitted to The FA 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

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

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 FA. The requirements to be met for the transfer of a Licence are set out in Rule 2.9.

6. Movement of clubs

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 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

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 FA 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 FA 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

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 FA in the application of the Rules and FA Rules respectively.

9. Misconduct

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

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 FA 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 FA.

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 FA for consideration. If the changes are not made and evidenced to the satisfaction of The FA 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 FA'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 FA 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 FA 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 FA 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 I 1 (c) or (d) of The FA.

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 14.B. In addition to the requirements at Rule 14.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.

Make sure that you are playing the correct format as of the 2015/16 season

Staffordshire FA

This document highlights the formats of football which should be played across all age groups. We encourage all leagues to play in these formats. **Mixed football** has now **approved for all age groups** up to **Under 18s**.

Player	Pitch Size	Ball Size	Goal Size	Number of trophy events
Under 7s Under 8s	5 v 5	40 x 30 YD 37 x 27 M	3	6 x 12 FT 1.83 x 3.66 M	3 x trophy events lasting a maximum of two weeks each
Under 9s	7 v 7	60 x 40 YD 55 x 37 M	3	6 x 12 FT 1.83 x 3.66 M	3 x trophy events lasting a maximum of four weeks each
Under 10s	7 v 7	60 x 40 YD 55 x 37 M	4	6 x 12 FT 1.83 x 3.66 M	3 x trophy events lasting a maximum of four weeks each
Under 11s	9 v 9	80 x 50 YD 73 x 46 M	4	7 x 16 FT 2.13 x 4.88 M	3 x trophy events lasting a maximum of six weeks each
Under 12s	9 v 9	80 x 50 YD 73 x 46 M	4	7 x 16 FT 2.13 x 4.88 M	One season long league table
Under 13s Under 14s	11 v 11	90 x 55 YD 82 x 50 M	4	7 x 21 FT 2.13 x 6.40 M	One season long league table
Under 15s Under 16s	11 v 11	100 x 60 YD 91 x 55 M	5	8 x 24 FT 2.44 x 7.32 M	One season long league table
Under 17s Under 18s / 21s Senior (18+)	11 v 11	110 x 70 YD 100 x 64 M	5	8 x 24 FT 2.44 x 7.32 M	One season long league table

Goalpost Safety Guidelines

Updated June 2017

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:

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 be either dismantled and removed to a place of secure storage, or placed together and suitable fixings applied to prevent unauthorised use at any time.

3. The use of metal cup hooks on any part of a goal frame was banned from the commencement of season 2007-08 and match officials have been instructed not to commence matches where such net fixings are evident for safety reasons. Nets may be secured by plastic fixings, arrow head shaped plastic hooks or tape but not by metal cup hooks. Any metal cup hooks should be removed and replaced. New goalposts purchased should meet the relevant British Standards.

4. Goalposts which are "home made" 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

5. 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.

For reference, you should note that The FA and BSI, in conjunction with the industry, have developed two standards for goalposts – BSEN 748 (2013) BS 8461:2005 +A1: 2009 and BS 8462: 2005 +A2: 2012. It is strongly recommended that you ensure that all goals purchased comply with the relevant standard. A Code of Practice BS 8461 has also been completed 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.

The FA together with representatives from the industry, sports governing bodies and Government have prepared guidance notes for pitch users and pitch providers, which summarise the key priorities of the BSI's Code of Practice and provide further details on the information included above. These details are featured within the facilities section of The FA's website – www.TheFA.com

REMEMBER TO USE GOALPOSTS SAFELY AT ALL TIMES

Goal Post 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:-

(a) the size of the field of play
(b) the size, weight and material of the ball
(c) the width between the goalposts and the height of the crossbar from the ground

(d) the duration of the periods of play
(e) 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.

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

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 hours 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 accessed within the facilities section of The FA's website www.TheFA.com.

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.

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
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

Safeguarding

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 Football 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:

i. The individual fails to comply with any part of The Association's Criminal Records Check (CRC) process;

ii. 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;

iii. The individual has been disqualified from working with children under the Criminal Justice and Court Services Act 2000;

iv. The individual is subject to any other restriction on their involvement with children not within (ii) or (iii) made pursuant to statute;

v. The individual has been convicted of, or made the subject of a caution for, an "Offence" defined in Regulation 1.1; or

vi. Following a risk assessment, The Association is satisfied that the individual poses or may pose a risk of harm to children; or

vii. 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

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 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

2. 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:

i. Those in "Regulated Activity" as defined in Part V of the Protection of Freedoms Act 2012. An individual will fall within the definition where:

a. 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

b. 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

c. 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

ii. 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 **(a)** 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

(b) 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 for such period as The Association may stipulate.

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

3. 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.

4.2 An interim order may be issued without prior notice to the individual where, having given consideration to the factors set out in Regulation 4.1, the Case Manager considers that an interim order should be imposed immediately.

4.3 All interim orders will be reviewed at the next meeting of the Safeguarding Review Panel. The Panel may ratify, modify or remove any interim order, or make any other order as it considers appropriate.

5. 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. An interim order will be reviewed by the Panel at the first opportunity following the expiry of 6 months from the date of the order being imposed, and at the same interval thereafter.

6. The Association may appeal against any decision of the Safeguarding Review Panel made under Regulation 4.3. Any individual subject to an interim order under Regulation 3 may appeal against it as follows:

6.1 In the event that the interim order was imposed without notice pursuant to Regulation 4.2, the individual shall have an immediate right of appeal; or

6.2 In the event that the interim order was imposed following the individual having been given an opportunity to make written representations as to why the order should not be imposed, the individual shall have a right of appeal once the period of three months from the imposition of the interim order by the Case Manager has elapsed. The opportunity to make written representations shall be in accordance with the deadline set by the Case Manager for such written representations to be made.

7. Appeals under Regulation 6 shall be considered by the Safeguarding Review Panel. None of the members of the Safeguarding Review Panel hearing the appeal shall have been a member of the Safeguarding Review Panel which conducted the initial review under Regulation 4.3.

8. To bring an appeal under Regulation 6, the appellant, where an individual, must give notice in writing to The FA Judicial Services Department with a copy sent to the Case Manager; where The Association is the appellant, it must give notice in writing to The FA Judicial Services Department with a copy sent to the individual. In each case 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 respondent (who will be either The Association or individual as appropriate) and the Safeguarding Review Panel within 14 days of giving such notice or it may not be considered by the Safeguarding Review Panel.

9. 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.

10. 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.

11. 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.

12. 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

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

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

15. In addition to The Association's powers under Regulations 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.

16. 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.

17. 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.

18. Before a referral is made under Regulation 16, the individual must be notified 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.

19. 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.

20. 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.

21. 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.

22. 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.

23. 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;

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

24.1 In considering an interim order under Regulation 4.3, an appeal against an interim order under Regulation 6 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

25. 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

26. 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

RIGHT OF APPEAL

27.1 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
27.2, such appeals shall be conducted in accordance with the Regulations for Football Association Appeals. Subject to this right of appeal, decisions of the Safeguarding Review Panel shall be final and binding.

27.2 Notwithstanding paragraph 2.5 of the Regulations for Football Association Appeals, an Appeal Board convened to hear an appeal pursuant to Regulation 27.1 may in exceptional circumstances order that the appeal takes place as a full rehearing of the case. In exercising this discretion the Appeal Board shall give consideration, inter alia, to the following factors:

27.2.1 Whether the terms of any order imposed affect the individual's paid employment within football;

27.2.2 Whether exceptional material was put before the Safeguarding Review Panel; and/or

27.2.3 Whether an oral hearing was conducted by the Safeguarding Review Panel in making its decision.

27.3 The decision of the Appeal Board as to whether to grant a full rehearing of the case shall be final and binding.

WRITTEN MATERIAL

1. For the purposes of these Regulations, "written material" may include photographic, video, electronic and/or audio evidence.

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.

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

The role of the Welfare Officers is to:

1. Be clear about the Club's/League's responsibilities when running activities for children and young people
2. 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 centred 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 FA

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 FA'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 FAs Suitability Checklist for YLWO/CWOs.

B. WELFARE OFFICER PERSON SPECIFICATION AND SUITABILITY CHECKLIST

1. Person Specification

Experience of dealing or working with young people

Knowledge and understanding of safeguarding children issues[1]

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.

2. 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

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 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.

1. This can be gained through The Association's Safeguarding Children Education Programme; see www.thefa.com/football-rules-governance/safeguarding for further information or speak to your County FA Welfare Officer.

2. 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 or e-mail FAchecks@thefa.com or call 0845 210 8080.

3. Some people with a history of offending can still be considered for roles in football that involve children. For more information please visit www.thefa.com/football-rules-governance/safeguarding/criminal-records-checks or e-mail 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.

Equality and Safeguarding in Football

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.

NIKE TEAM COLLECTION AVAILABLE NOW

THE FA CHARTER STANDARD KIT STORE

www.facharterstandard.co.uk/kitstore

The FA For ALL

SUPPORTING COMMUNITY FOOTBALL

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
- Obliged to undertake an FA education course
- Obliged 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

Useful Addresses

THE FOOTBALL ASSOCIATION

Wembley Stadium,
PO Box 1966,
London,
SW1P 9EQ
0844 980 8200

BIRMINGHAM COUNTY FOOTBALL ASSOCIATION

Ray Hall Lane,
Great Barr,
Birmingham,
B43 6JF
0121 357 4287

CHESHIRE FOOTBALL ASSOCIATION

Hartford House,
Hartford Moss Recreation Centre,
Moss Lane,
Northwich,
Cheshire,
CW8 4BG
01606 871166

DERBYSHIRE FOOTBALL ASSOCIATION

Units 8 – 9,
Stadium Business Court,
Millennium Way,
Pride Park,
Derby,
DE24 8HZ
01332 361422

ENGLISH SCHOOLS' FOOTBALL ASSOCIATION

4 Parker Court,
Staffordshire Technology Park,
Beaconside,
Stafford,
ST18 0WP
01785 785970

HEREFORDSHIRE FOOTBALL ASSOCIATION

County Ground,
Widemarsh Common,
Hereford,
HR4 9NA
01432 342179

LEICESTERSHIRE & RUTLAND FOOTBALL ASSOCIATION

Holmes Park,
Dog & Gun Lane,
Wherstone,
Leicester,
LE8 6FA
0116 286 7828

SHROPSHIRE FOOTBALL ASSOCIATION

New Meadow Stadium,
Otley Road,
Shrewsbury,
SY2 6ST
01743 362769

WORCESTERSHIRE FOOTBALL ASSOCIATION

Craftsman House,
De Salis Drive,
Hampton Lovatt Industrial Estate,
Droitwich,
WR9 0QE
01905 827137

FOOTBALL CONFERENCE

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20 Waterloo Street,
Birmingham,

B2 5TB
0121 643 3143

MIDLAND FOOTBALL LEAGUE

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30 Glaisdale Road
Hall Green
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B28 8PX
07967 440007

NORTHERN PREMIER LEAGUE

Mrs. A. Firth,
23 High Lane,
Norton Tower,
Halifax,
West Yorkshire,
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01422 410691

NORTH WEST COUNTIES LEAGUE

J. Deal,
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Crossens,
Southport,
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01704 211955

THE SOUTHERN FOOTBALL LEAGUE LTD.

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