



WORCESTERSHIRE FA COUNTY CUP PACK

Season 2021/2022

Contents Page

BEFORE THE MATCH

Title	Page Number
Conference Dates	3
Competition Rules	5
Postponing a Match	5
Fixtures and Results	5
Match Official Fees	6

AFTER THE MATCH

Title	Page Number
Checklist	7
Submitting Referee Marks	8
Submitting Teamsheet	8

PLEASE NOTE: Worcestershire FA County Cups are now paperless – no forms or team sheets should be posted or emailed in to Worcestershire FA. Further guidance is available on page 8.

CONFERENCE DATES

Worcestershire FA Senior Invitation Cup		
Date	Round	Notes
Tuesday 16 November	First Round	19:45 kick-off
Tuesday 7 December	Quarter-Final	19:45 kick-off
Tuesday 11 January	-	Will only be used if required – no fixtures currently scheduled
Tuesday 8 February	Semi-Final	19:45 kick-off
Tuesday 12 April	Final	19:45 kick-off at Bromsgrove Sporting FC

Worcestershire FA Saturday Cup (formerly Saturday Junior & Saturday Minor Competitions)		
Date	Round	Notes
Saturday 25 September	First Round	14:00 kick-off
Saturday 30 October	Second Round	14:00 kick-off
Saturday 27 November	Third Round	14:00 kick-off
Saturday 29 January	-	Will only be used if required – no fixtures currently scheduled
Saturday 26 February	Quarter-Final	14:00 kick-off
Saturday 26 March	Semi-Final	14:00 kick-off
Saturday 23 April	-	Will only be used if required – no fixtures currently scheduled
Saturday 7 May	Final	14:00 kick-off at Worcestershire FA

Worcestershire FA Sunday Premier Cup		
Date	Round	Notes
Sunday 26 September	First Round	10:30 kick-off
Sunday 31 October	-	Will only be used if required – no fixtures currently scheduled
Sunday 28 November	Second Round	10:30 kick-off
Sunday 30 January	Quarter-Final	10:30 kick-off
Sunday 27 February	Semi-Final	10:30 kick-off
Sunday 27 March	-	Will only be used if required – no fixtures currently scheduled
Sunday 24 April	-	Will only be used if required – no fixtures currently scheduled
Sunday 1 May	Final	18:30 kick-off at Worcestershire FA
Please note: The final of this Competition is on the weekend of the Early May Bank Holiday		

Worcestershire FA Sunday Junior Cup		
Date	Round	Notes
Sunday 26 September	-	Will only be used if required – no fixtures currently scheduled
Sunday 31 October	First Round	10:30 kick-off
Sunday 28 November	Second Round	10:30 kick-off
Sunday 30 January	Third Round	10:30 kick-off
Sunday 27 February	Quarter-Final	10:30 kick-off
Sunday 27 March	Semi-Final	10:30 kick-off
Sunday 24 April	-	Will only be used if required – no fixtures currently scheduled
Sunday 8 May	Final	18:30 kick-off at Worcestershire FA

Worcestershire FA Sunday Minor Cup		
Date	Round	Notes
Sunday 26 September	First Round	10:30 kick-off
Sunday 31 October	-	Will only be used if required – no fixtures currently scheduled
Sunday 28 November	Second Round	10:30 kick-off
Sunday 30 January	Quarter-Final	10:30 kick-off
Sunday 27 February	Semi-Final	10:30 kick-off
Sunday 27 March	-	Will only be used if required – no fixtures currently scheduled
Sunday 24 April	-	Will only be used if required – no fixtures currently scheduled
Sunday 1 May	Final	14:00 kick-off at Worcestershire FA
Please note: The final of this Competition is on the weekend of the Early May Bank Holiday		

Worcestershire FA Sunday Women's Cup		
Date	Round	Notes
Sunday 19 September	-	Will only be used if required – no fixtures currently scheduled
Sunday 17 October	First Round	14:00 kick-off
Sunday 21 November	Second Round	14:00 kick-off
Sunday 19 December	-	Will only be used if required – no fixtures currently scheduled
Sunday 16 January	Quarter-Final	14:00 kick-off
Sunday 20 February	Semi-Final	14:00 kick-off
Sunday 20 March	-	Will only be used if required – no fixtures currently scheduled
Sunday 10 April	-	Will only be used if required – no fixtures currently scheduled
Sunday 8 May	Final	14:00 kick-off at Worcestershire FA

Worcestershire FA Midweek U18 Youth Cup		
Date	Round	Notes
Wednesday 10 November	-	Will only be used if required – no fixtures currently scheduled
Wednesday 8 December	First Round	19:30 kick-off
Wednesday 12 January	-	Will only be used if required – no fixtures currently scheduled
Wednesday 9 February	Quarter-Final	19:30 kick-off
Wednesday 9 March	Semi-Final	19:30 kick-off
Wednesday 6 April	-	Will only be used if required – no fixtures currently scheduled
Wednesday 11 May	Final	19:30 kick-off at Worcestershire FA

Worcestershire FA Saturday Youth Cups (U18, U16, U15, U14 and U14 Girls)		
Date	Round	Notes
Saturday 18 September	-	Will only be used if required – no fixtures currently scheduled
Saturday 16 October	First Round	10:30 kick-off
Saturday 20 November	Second Round	10:30 kick-off
Saturday 18 December	-	Will only be used if required – no fixtures currently scheduled
Saturday 15 January	Quarter-Final	10:30 kick-off
Saturday 12 February	Semi-Final	10:30 kick-off
Saturday 19 March	-	Will only be used if required – no fixtures currently scheduled
Saturday 9 April	-	Will only be used if required – no fixtures currently scheduled
Saturday 7 May	Final	U14 Girls 10:00 kick-off at Worcestershire FA
Saturday 14 May	Final	U14 10:00 kick-off & U18 14:00 kick-off at Worcestershire FA
Saturday 21 May	Final	U15 10:00 kick-off & U16 14:00 kick-off at Worcestershire FA
Please note: The Saturday U14 Girls competition will not require a Second Round (so will not play on 20 November)		

Worcestershire FA Sunday Youth Cups (U18, U16, U15 and U14)		
Date	Round	Notes
Sunday 19 September	-	Will only be used if required – no fixtures currently scheduled
Sunday 17 October	First Round	14:00 kick-off
Sunday 21 November	Second Round	14:00 kick-off
Sunday 19 December	-	Will only be used if required – no fixtures currently scheduled
Sunday 16 January	Quarter-Final	14:00 kick-off
Sunday 13 February	Semi-Final	14:00 kick-off
Sunday 20 March	-	Will only be used if required – no fixtures currently scheduled
Sunday 10 April	-	Will only be used if required – no fixtures currently scheduled
Sunday 15 May	Final	U14 10:00 kick-off & U18 14:00 kick-off at Worcestershire FA
Sunday 22 May	Final	U15 10:00 kick-off & U16 14:00 kick-off at Worcestershire FA
Please note: The Sunday U18 competition will not require a Second Round (so will not play on 21 November)		

Please note: Should any Team be unable to play on a Conference date, they may withdraw from the Competition by emailing info@worcestershirefa.com – if this is done more than 7 days prior to the First Round of the Competition taking place then there will be no penalty for withdrawal.

COMPETITION RULES

The Competition Rules for all Worcestershire FA County Cups can be found on Worcestershire FA's website.

Each document can be downloaded and we recommend that all Clubs ensure that they are aware of the rules specific to their Competition(s).

Click here to access the WFA County Cup homepage online	
WFA Senior Invitation Cup	Click here for information about this Competition
WFA Saturday Cup	Click here for information about this Competition
WFA Sunday Premier Cup	Click here for information about this Competition
WFA Sunday Junior Cup	Click here for information about this Competition
WFA Sunday Minor Cup	Click here for information about this Competition
WFA Sunday Women's Cup	Click here for information about this Competition
WFA Youth Cups	Click here for information about this Competition

POSTPONING A MATCH

Please ensure that you follow the Competition Rules relating to postponing a match. If a match needs to be postponed on the day (e.g. due to a waterlogged pitch), the Home Team must click [here](#) and complete the match postponement form.

FIXTURES AND RESULTS

All fixtures and results will be published via the Worcestershire FA [website](#) for each Competition. There is also a dedicated FA Full-Time website for Worcestershire FA County Cups which can be accessed by clicking [here](#).

Results are text in by Team Administrators and then verified by Worcestershire FA before the next round is drawn.

Please note: After each round, fixtures for the next round are drawn again from scratch, so the diagram shown within Full-Time does not necessarily indicate the path to the Final or the likely opponents in future rounds.

MATCH OFFICIAL FEES

The tables below detail the fees payable to match officials for 2021/2022. All fees include travel expenses.

ALL ROUNDS BEFORE SEMI FINALS

COMPETITION	REFEREE FEE	ASSISTANT REFEREE FEE (if appointed)
SENIOR CUP ROUND 1	£40.00	£30.00
SENIOR CUP QUARTER FINAL	£55.00	£35.00
ADULT SATURDAY CUP	£40.00	£30.00
ALL SUNDAY ADULT COMPETITIONS	£30.00	£24.00
ALL YOUTH COMPETITIONS	£30.00	£22.00

SEMI FINALS ONLY

COMPETITION	REFEREE FEE	ASSISTANT REFEREE/ FOURTH OFFICIAL FEE
SENIOR CUP	£57.00	£37.00
ADULT SATURDAY CUP	£42.00	£32.00
ALL SUNDAY ADULT COMPETITIONS	£32.00	£26.00
ALL YOUTH COMPETITIONS	£32.00	£24.00

Fees for match officials in each Cup Final are arranged by Worcestershire FA.

Please access the Competition Rules via our website (details on Page 5 of this pack) for details of which team is responsible for paying the match official(s) on a match day.

PRE-MATCH CHECKLIST

Before each match, Clubs must ensure the following items are completed:

Item	Notes
✓ Check Competition Rules	Make sure you are aware of rules including player eligibility, kick-off times, etc. (details on page 5 of this pack)
✓ Confirm match details with opponents and appointed match officials (home team)	Contact details sent via Worcestershire FA Full-Time emails once fixtures are created and match officials appointed
✓ Prepare fees for match officials (dependent on Competition Rules)	Fees detailed on page 6 of this pack. Ensure that correct cash or arrangement of bank details is completed pre-match
✓ Prepare paperwork/administration	Record full list of participants for your team so that it can be submitted online post-match
Got a question or issue? Email cups@worcestershirefa.com with details of your query	

POST-MATCH CHECKLIST

After each match, Clubs must submit the following information:

Item	Notes
✓ Final score	Reply to automated text message from Full-Time with final score
✓ Teamsheet	Online via Worcestershire FA County Cups Full-Time website (Team Administrator required to login and submit information)
✓ Referee mark	
Got a question or issue? Email cups@worcestershirefa.com with details of your query	

Further information on how to complete post-match administration can be found on page 8 of this County Cup Pack.

SUBMITTING REFEREE MARK – Click [here](#) to login to FA Full-Time

Referee marks must be submitted online via the Worcestershire FA County Cups Full-Time website as detailed below. Teams will need to submit a referee mark before they can access the player statistics section.

NEED HELP? Click [here](#) to see a step-by-step guide on how to submit post-match information.

The screenshot shows the 'Statistics' page for 'Marker's Team - Club A4 Team A41'. The page has tabs for 'FA Marks', 'League Team Marks', and 'Player Statistics?'. The 'FA Marks' tab is active. Below the tabs, there is a 'Results' section showing the match details: 'Sun 20 Sep 2020 19:00 Club A4 U12 Blue v Club A4 Team A41'. A blue box contains a message: 'The following marks and responses are all required by the Football Association and are used for measuring and shaping the various programmes we promote and encourage. View guidance document'. A red box with a warning icon says: 'Please complete questions on this page before you can enter statistics'. Below this, there is a section for 'Official Marks' with a radio button for 'No referee has currently been recorded'. There are three input fields for 'Overall decision making (1-40)', 'Judgement of major decisions (1-30)', and 'Overall control (1-30)'. Below these is a section for 'Overall mark: 0' and a text area for 'Reasons for mark of 60 or below:'. A red box at the bottom says: 'Referee marks must be entered before statistics button is enabled'.

SUBMITTING TEAMSHEET AND PLAYER STATISTICS – Click [here](#) to login to FA Full-Time

Teamsheets must be submitted online via the Worcestershire FA County Cups Full-Time website as detailed below.

As a minimum, teams must submit the players who participated in the match (either playing or named as a substitute). Other statistics can also be entered such as goalscorers and disciplinary sanctions.

No paper teamsheets will be in place in Worcestershire FA County Cups – returns must be done online and clubs will be penalised if this is not done within the required timeframe.

NEED HELP? Click [here](#) to see a step-by-step guide on how to submit post-match information.

There is also a short video that you may find useful – click [here](#) to watch.

The screenshot shows the 'Statistics' page for 'Quick Stat Entry - Old Magdalenians'. The page has tabs for 'FA Marks', 'League Team Marks', and 'Player Statistics'. The 'Player Statistics' tab is active. Below the tabs, there is a 'Results' section showing the match details: 'SAT 21 SEP 2019 13:00 Old Magdalenians v Old Magdalenians'. A button says: 'Switch to Team Sheet Wizard'. Below this is a table with columns: 'Started', 'Bench Used', 'Bench Unused', 'Captain', 'Goal', 'Own Goal Conceded', 'Penalty', 'Yellow Card', 'Sin Bin', 'Second Yellow Card', and 'Red Card'. The table has 15 rows, each representing a player. Red arrows point to the 'Captain', 'Goal', 'Own Goal Conceded', 'Penalty', 'Yellow Card', 'Sin Bin', 'Second Yellow Card', and 'Red Card' columns.