

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

This document contains the Women's Football Pyramid League Rules developed by The Football Association for Tiers 3-6 of the Women's Football Pyramid (the "**WFP Rules**").

The WFP Rules are mandatory for all Competitions at Tiers 3-6 of the Women's Football Pyramid.

Competitions seeking sanction must draft their Rules in conformity with the WFP Rules, using the same numbering and standard headings. Certain sections of the Rules are for specific competitions, which is noted in italics. Where the rules do not apply to a certain competition, this section should be omitted from their rule set.

In all cases where a [] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of the WFP Rules, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory rules or any relevant principles and policies established by The FA.

Competition Rules together with any proposed amendments presented as current text, new text and rationale should be submitted for approval by the Women's Football Board via WomensPyramid@TheFA.com by June 1st or 28 days prior to the league AGM, whichever is earlier.

Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

DEFINITIONS

1. (A) In these Rules:

"Affiliated Association" means an Association accorded the status of an Affiliated Association under the rules of The FA.

"AGM" shall mean the annual general meeting held in accordance with the constitution of the Competition.

"Club" means a club for the time being in membership of the Competition.

"Competition" means the [] League.

"Competition Match" means any match played or to be played under the jurisdiction of the Competition.

"Contract Player" means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

"Deposit" means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.

"Fees Tariff" means a list of fees approved by the Clubs at a general meeting to be levied by the Management Committee for any matters for which fees are payable under the Rules, as set out at Schedule A.

"Fines Tariff" means a list of fines approved by the Clubs at a general meeting to be levied by the Management Committee for any breach of the Rules, as set out at Schedule A.

"Ground" means the ground on which the Club's Team(s) plays its Competition Matches.

"Long Term Loan" means a temporary transfer that commences and concludes during WSL and WC recognised registration periods.

“Management Committee” means in the case of a Competition which is an unincorporated association the management committee elected to manage the running of the Competition and where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.

“Match Officials” means the referee, the assistant referees and any fourth official appointed to a Competition Match.

“MOAS” means Match Official Appointment System

“Non Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.

“Officer” means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.

“Participant” shall have the same meaning as set out in the rules of The FA from time to time.

“Player” means any Contract Player, Non Contract Player or other player who plays or who is eligible to play for a Club.

“Player Registration System” means The FA system to register players as determined by The FA from time to time.

“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“Rules” means these rules under which the Competition is administered.

“Sanctioning Authority” means The FA.

“Scholarship” means a Scholarship as defined in The FA rules.

“Season” means the period of time between one AGM and the next AGM.

“Secretary” means such person or persons appointed or elected to carry out the administration of the Competition.

“SGM” means a special general meeting held in accordance with the constitution of the Competition.

“Short Term Loan” means a loan transfer for a period of no fewer than 28 days and no more than 93 days in any one Playing Season.

“Team” means a team affiliated to a Club, including where a Club provides more than one team in the Competition in accordance with the Rules.

“The FA” means The Football Association Limited.

“Transfer Window” (“First Transfer Window” and “Second Transfer Window”) shall have the meaning given to it in the WSL and WC Competition Rules.

“Virtual Meetings” means meetings held electronically.

“WC” means Women’s Championship

“WNL” means The FA Women’s National League

“WSL” means Women’s Super League

“written” or **“in writing”** means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (B) Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and also the other way around.

GOVERNANCE RULES

COMPETITION NAME, CONSTITUTION

2. (A) The Competition will be known as [“ ”] (or such other name as the Competition may adopt). The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist or which ceases to be entitled to play in the Competition for any reason whatsoever shall automatically cease to be a member of the Competition.
- (B) This Competition shall consist of not more than [36/40/72 (plus Reserve Section)] Teams for the [] season approved by the Sanctioning Authority.
- (C) *WNL Only*
- The Clubs in membership of the League shall be divided into six equal divisions (or as close to equal if there is an odd number in the membership) called Northern Premier Division, Southern Premier Division, Division One North, Division One Mid-lands, Division One South East & Division One South West respectively. Clubs in these Divisions will be known as the Full Member Clubs of the League.
- The Reserve Section of the League may only include teams from full WNL member Clubs and full member WC and WSL Clubs. A Reserve team of a club that is relegated from the WNL may remain in the WNL Reserve Section for one season thereafter. A Reserve team may be permitted to remain in the Reserve Section for longer than one season if agreed by the Clubs at each AGM.
- Regional Leagues Only*
- The geographical area covered by the Competition membership shall be primarily the Area under the jurisdiction of the following County Football Associations () and as deemed appropriate by the Women's Football Board from time to time.
- (D) The administration of the Competition under these Rules will be carried out by the Management Committee in accordance with the rules, regulations and policies of The FA.
- (E) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition, to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation to them subject to the provisions of Rule 7.
- (F) The Rules are taken from the WFP Rules determined by The FA from time to time. In the event of any omissions from the WFP Rules then the requirements of the WFP Rules shall be deemed to apply to the Competition.
- (G)
1. All Clubs must be affiliated to an Affiliated Association and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
 2. This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, each not exceeding [10/12] in number for the [] season.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (H) Inclusivity and Non-discrimination:
1. The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (including those contained in the Equality Act 2010).
 2. This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise.
 3. Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including but not limited to, England Football Accredited and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (J) All Participants shall abide by The Football Association Regulations for Safeguarding Children and Regulations for Safeguarding Adults at Risk as determined by The FA from time to time.
- (K) Clubs shall not enter any of their Teams playing in the Competition in any other competitions (with the exception of FA and Parent County FA Competitions) except with the written consent of the Management Committee. Clubs must apply for consent no later than 1st September each season unless the Competition deems exceptional circumstances exist. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (L) At the AGM or an SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 22.
- (M) Only one Team from a Club shall be permitted to participate in a single division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries in which case the Competition will obtain the prior approval of the Sanctioning Authority. This Competition will ensure that, where permission is given, Teams from a Club operating in the same division are run as separate entities with no interchange of players other than by transfers of registration in accordance with these Rules.

CLUB NAME

3. (A) Any Club wishing to change its name must make a formal application to obtain permission from the Sanctioning Authority following consultation with their County FA and the Management Committee, in accordance with the Women's Football Pyramid Regulations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

ENTRY FEE, SUBSCRIPTION, DEPOSIT

4. (A) The annual subscription shall be payable, in accordance with the Fees Tariff for each Team payable on or before the AGM of the Competition in each year.
- (B) In the event of any issue concerning the membership of any Club with the Competition the Management Committee may require a Deposit to be paid (in accordance with the Fees Tariff) by or on behalf of the Club on such terms and for such period as it may in its entire discretion think fit.
- (C) A Club shall not participate in this Competition until the annual subscription and deposit (if required) have been paid.
- (D) Clubs must advise the Secretary annually in writing by [] of its Sanctioning Authority affiliation number for the forthcoming Playing Season. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (E) *WNL Only*
Applications by Clubs to enter an additional team(s) must be made in writing to the Secretary by 1st July.

MANAGEMENT, NOMINATION, ELECTION

5. (A) The Management Committee shall comprise of the Officers of the Competition and [] members who shall all be elected at the AGM.
WNL Only
The Management Committee shall comprise of the Officers of the Competition and [] members who shall all be elected at the AGM and a minimum of one club representative.
- (B) Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than [] in each year. All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than [] in each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination for any office by the date stated in the earlier part of this Rule, nominations may be received at the AGM.
WNL Only
If an election is required this will be conducted on the day of the Annual General Meeting in the form of a ballot.
The term of office for position of Chairman, Vice-Chairman and Treasurer shall be three years. No person may occupy these positions for more than three terms. The term of office for all other elected Management Committee roles shall be two years. No person may occupy these positions for more than two terms. In the event of there being no nominations received for any role, the person shall be able to stand for re-election without nomination for a rolling tenure of 1 year.
- (C) The Management Committee shall meet a minimum of twice a season or as and when required. On receiving a requisition signed by two-thirds (2/3) of the members of the Management Committee the Secretary shall convene a meeting of the Management Committee.
- (D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.
- (E) All communications received from Clubs must be conducted through their Officers and sent to the Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

POWERS OF MANAGEMENT

6. (A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.
- (B) Subject to the permission of the Sanctioning Authority having been obtained, the Management Committee may order a match or matches to be played each Season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call on each Club to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.
- (C) Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one vote at all such meetings but no member shall be allowed to vote on any matters directly relating to that member or to the Club so represented or where there may be a conflict of interest. This shall also apply to the procedure of any sub-committee.
- (D) In the event of the voting being equal on any matter, the Chair shall have a second or casting vote.
- (E) The Management Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

With the exception of Rules 6(J), 8(H), and 9, for all alleged breaches of a Rule the Management Committee shall issue a formal written charge to the Club concerned. The Club charged shall be given 7 days from the date of notification of the charge to reply. In such reply a Club may:

- 1) Accept the charge and /or submit in writing a case of mitigation for consideration by the Management Committee; or
- 2) Accept the charge and notify the Competition [] that it wishes to put its case of mitigation at a hearing before the Management Committee; or
- 3) Deny the charge and submit in writing supporting evidence for consideration by the Management Committee;
- 4) Deny the charge and notify the Competition [] that it wishes to have a hearing before the Management Committee.

Where the Club charged fails to respond within 7 days, the Management Committee shall determine the charge in such manner and upon such evidence as it considers appropriate.

Having considered the reply of the Club (whether in writing or at a hearing), the Management Committee shall make its decision and, in the event that the charge is accepted or, proven, decide on the appropriate penalty (with reference to the Fines Tariff where applicable).

Where required, hearings shall take place as soon as reasonably practicable following receipt of the reply of the Club as more fully set out above.

The maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence; taking into account any mitigating circumstances.

No Participant under the age of 18 can be fined.

All breaches of the Laws of the Game, or the Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate sanctioning Association.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (F) All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 7.
- Decisions of the Management Committee must be notified in writing to those concerned within 7 days.
- (G) A minimum of [%] of its members shall constitute a quorum for the transaction of business by the Management Committee or any of its sub-committees.
- WNL Only*
- A club representative must be present in order for a quorum to be constituted.
- (H) The Management Committee, as it may deem necessary, shall have power to fill any vacancies that may occur in their number.
- (I) A Club must comply with an order or instruction of the Management Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (J) Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 14 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.
- (K) A member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition.
- (L) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM called to decide the constitution and the commencement of the Playing Season, subject to the provisions of the Women's Football Pyramid Regulations (which shall take precedence if applicable).
- (M) The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

PROTESTS, CLAIMS, COMPLAINTS, APPEALS

7. (A) 1. All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.
2. Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities will not be entertained by the Management Committee unless a protest is lodged with the referee prior to the commencement of the Match.
- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged with the Secretary within 7 days (excluding Sundays) of the Competition Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of their Club) when such protest or complaint is being determined.
- (C) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days before the protest or complaint being heard.
1. All parties must have received a minimum of 7 days' notice of the hearing should they be instructed to attend.
 2. Should a Club elect to state its case in person then it should indicate such when forwarding the written response.
- (E) The Management Committee shall also have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
- (F) Any appeal against a decision of the Management Committee must be lodged with the Sanctioning Authority within 14 days of the posting of the written notification of the decision causing the appeal, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, and the Sanctioning Authority may (but is not obliged to):
1. invite submissions by the parties involved;
 2. convene a hearing to hear the appeal;
 3. permit new evidence;
 4. impose appropriate deadlines.
- Any appeal shall not involve a rehearing of the evidence considered by the Management Committee.
- (G) No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the ground of unconstitutional conduct.
- (H) All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or a sub-committee duly appointed by the Management Committee.
- The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and in these circumstances may, in addition, be ordered to pay the costs at the direction of the Management Committee.
- All such protests, claims, complaints and appeals must be received in writing by the Secretary within 14 days of the event or decision causing any of these to be submitted.

ANNUAL GENERAL MEETING

8. (A) The AGM shall be held no earlier than 15 June and not later than [] in each year. At this meeting the following business shall be transacted provided that at least [] members are present and entitled to vote:
1. Confirm the minutes of the last AGM.
 2. Adopt the annual report, balance sheet and statement of accounts from the previous season or accounting period.
 3. (i) Acceptance of Clubs to fill vacancies as per Women's Football Pyramid Regulations
WNL Only
(ii) Election of Clubs to fill vacancies within the Reserve Section.
 4. Constitution of the Competition for the ensuing Season as per Women's Football Pyramid Regulations.
 5. Election of Competition Officers and Management Committee members.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

6. Appointment of auditors/verifiers.
 7. Alteration of Rules, if any (see Rule 14)
 8. Agree the date for the beginning of the Playing Season and kick off times applicable to the Competition.
 9. Agree the date for the end of the Playing Season.
 10. Other business of which due notice shall have been given and accepted by the Chair as being relevant to an AGM.
- (B) A copy of the duly audited/verified balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting, together with any proposed Rule changes.
 - (C) A signed copy of the duly audited/verified balance sheet and statement of accounts shall be sent to the Sanctioning Authority within 14 days of its adoption by the AGM.
 - (D) Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 14 days' notice shall be given of any AGM.
 - (E) Clubs who have withdrawn their membership of the Competition during the Playing Season being concluded or who are not continuing membership shall be entitled to attend but shall vote only on matters relating to the Season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 12.
 - (F) All voting shall be conducted by a show of hands or count of email or virtual responses (for virtual meetings), unless a ballot be demanded by at least 50% of the delegates qualified to vote or otherwise provided by the Rules or the Chair so decides.
 - (G) No individual shall be entitled to vote on behalf of more than one Club.
 - (H) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
 - (I) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM, but cannot also cast a vote on behalf of a club (See Rule 8(G))
 - (J) Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

SPECIAL GENERAL MEETINGS

9.
 - (A) On receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call an SGM.
 - (B) The Management Committee may call an SGM at any time.
 - (C) At least 7 days' notice shall be given of a meeting under this Rule, together with an agenda of the business to be transacted at such meeting.
 - (D) Each Club shall be empowered to send two delegates to all SGMs. Each Club shall be entitled to one vote only.
 - (E) Any Club failing to be represented at an SGM shall be fined in accordance with the Fines Tariff.
 - (F) Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs, but cannot also cast a vote on behalf of a club (See Rule 9(D))

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

AGREEMENT TO BE SIGNED

10. Each Club shall complete and sign the following agreement which shall be deposited with the Competition together with the application for membership for the coming Season,

"We, (A) (name) [] of (address) [] (Chair)/(Director) and (B) (name) [] of (address) [] (Secretary)/(Director) of [] Football Club (Limited) have been provided with a copy of the Rules and Regulations of the [] Competition and do hereby agree for and on behalf of the said Club, if elected or accepted into membership, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee of the Competition, subject to the right of appeal in accordance with Rule 7."

The agreement shall be signed:

1. where a Club is an unincorporated association, by the Club Chair and Secretary; or
2. where a Club is an incorporated entity, by two directors of the Club.

Any change of Chair, Secretary or Directors of the Club as named on the above agreement must be notified to the [] County Football Association to which the Club is sanctioned and to the Secretary of this Competition.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB

11. (A) Any Club intending, or having a provisional intention, to withdraw a Team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing of such intention by 31 March each season. This does not apply to a Club moving in accordance with Rule 22(B). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (B) The Management Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures for a Playing Season, including, but not limited to, issuing a fine in accordance with the Fines Tariff.
- (C) Notwithstanding the powers of the Management Committee pursuant to Rule 6(I), in the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

EXCLUSION OF CLUBS, TEAMS. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE

12. (A) At the AGM or SGM called for the purpose in accordance with the provisions of Rule 9, notice of motion having been duly circulated on the agenda by direction of the Management Committee, the accredited delegates present shall have the power to:
1. remove a member of the Management Committee from office;
 2. exclude any Club or Team from membership.
- both of which, must be supported by more than two thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot. A member of the Management Committee or Club which is the subject of the vote being taken shall be excluded from voting.
- (B) At the AGM, or at an SGM called for the purpose in accordance with the provisions of Rule 9, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club whose conduct has, in their opinion, been undesirable, provided this is supported by more than two-thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot. A Club whose conduct is the subject of the vote being taken shall be excluded from voting.
- (C) Any Officer or member of a Club found guilty of either a breach of Rule, other than field offences, or of inducing or attempting to induce a Player or Players of another Club in the Competition to join them shall be liable to such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of 12(A) and/or 12(B) of this Rule.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

TROPHY

13. (A) The following agreement shall be signed on behalf of the winners of the cup or trophy:-
- “We (A) (name) and (B) (name), the Chair and Secretary of FC (Limited), members of and representing the Club, having been declared winners of cup or trophy, and the cup or trophy having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the cup or trophy to the Competition Secretary on or before []. If the cup or trophy is lost or damaged whilst under our care we agree to refund to the Competition the amount of its current value or the cost of its thorough repair.”
- Failure to comply will result in a fine in accordance with the Fines Tariff.
- (B) *Regional Leagues Only*
- At the close of each Competition awards may/shall be made to the winners and runners-up if the funds of the Competition permit.
- WNL Only*
- The Competition shall present to the champion club of each division 21 souvenirs. Additional souvenirs may be presented by the consent of the Management Committee. Clubs who finish as runners-up in each division shall be presented with a commemorative souvenir.

ALTERATION TO RULES

14. (A) Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the AGM or at an SGM specially convened for the purpose called in accordance with Rule 9. Any alteration made during the Playing Season to these Rules shall not take effect until the following Playing Season, except in exceptional circumstances and approved by Sanctioning Authority or The FA.
- (B) No alteration to the core WFP Rules shall be made until they have been approved by The FA. Proposals for alterations to WFP Rules, together with the name of their proposers and seconders, shall be received by The FA not later than 31st January each year for consideration by the Women's Football Board.
- (C) Notice of proposed alterations to local and league cup rules shall be considered at the AGM shall be submitted to the Secretary by 31 March in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 15 April and any amendments to these proposals shall be submitted to the Secretary by 1 May. The proposals and proposed amendments to these proposals shall be circulated to Clubs with the notice of the AGM. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote and voting are in favour.
- (D) A copy of the proposed alterations to Rules to be considered at the AGM or SGM shall be submitted to the Sanctioning Authority or The FA (as applicable) at least 28 days prior to the date of the meeting.

FINANCE

15. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- (B) All expenditure in excess of £100 shall be approved by the Management Committee. Cheques shall be signed/bank payments shall be authorised by at least two Officers nominated by the Management Committee.
- (C) The financial year of the Competition will end on [].
- (D) The accounting records or a certified balance sheet, of a Competition shall be prepared and shall be [audited/verified] annually by a suitably qualified person(s) who shall be appointed at the AGM.
- (E) *WNL Only*
- At the close of each Competition awards may/shall be made to the winners and runners-up if the funds of the Competition permit.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

INSURANCE

16. (A) All Clubs must have valid Public Liability Insurance cover for a minimum of ten million pounds (£10,000,000) at all times.
- (B) All Clubs must have valid personal accident cover for all Players registered with them from time to time. The players' personal accident insurance cover must be in place prior to the Club taking part in any Competition Match and shall be at least equal to the minimum recommended cover determined from time to time by the Sanctioning Authority. In instances where The FA is the Sanctioning Authority, the minimum recommended cover will be the cover required by the Affiliated Association to which a Club affiliates.
- (C) Failure to comply with Rule 16(A) or 16(B) will result in a fine in accordance with the Fines Tariff.

DISSOLUTION

17. (A) Dissolution of the Competition shall be by resolution approved at an SGM by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant SGM.
- (B) In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.

The Management Committee shall deal with any surplus assets as follows:

1. Any surplus assets (save for a trophy or any other presentation), remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority.
2. If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.

MATCH RELATED RULES

QUALIFICATION OF PLAYERS

18 (A) WNL Only

Player is one who, being in all other aspects eligible, has:

Registered through the Player Registration System no later than 16.00 on the Friday before a weekend Competition Match, or no later than 16.00 on the day of a midweek Competition Match, and received approval from the Competition.

Regional League Only

A Player is one who, being in all other respects eligible, has:

Her registration submitted by the club to the Competition on the Player Registration System no later than 16.00 two days prior to the Player playing and whose registration has been approved by the Competition prior to that Player playing in a Competition Match.

All Leagues

Any registration that is not fully and correctly completed will be returned to the Club unprocessed and the player classed as unregistered. If a Club attempts to register a player via the Player Registration System but does not fully and correctly complete the necessary information via the Player Registration System the registration will not be processed.

For Clubs registering Players by the Player Registration System, Clubs must access the Player Registration System in order to complete the registration process.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(B) 1. WNL Only

Contract players are permitted to play in this Competition.

Regional League Only

Contract players are not permitted in this Competition with the exception of those Players who are registered under Contract with the same Club who have a team operating at Tiers 1-4 of the Women's Football Pyramid.

All Leagues

2. It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland and Ireland.
3. Each team must have at least 11 Players registered 14 days before the start of each Playing Season. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
4. In the event of a Non Contract Player changing their status to that of a Contract Player with the same Club, or with a Club in another Competition their registration as a Non Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18(B)(1).

(C) A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) shall be permitted to register for a Club but will be suspended from football activities if the Player does not comply with the terms of the Football Debt Recovery Regulations in respect of that Football Debt.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered.

WNL Only

Clubs will be invoiced by the Competition biannually for registration fees owing. All outstanding monies must be paid within 14 days of the date of invoice. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (E) The Management Committee shall decide all registration disputes.

In the event of a player having a registration submitted for more than one Club, priority of registration shall decide for which Club the Player shall be registered. The Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

- (F) It shall be a breach of Rule for a Player to:-

1. Play for more than one Club in the Competition in the same Playing Season without first being transferred.
2. Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season except for the purpose of a transfer, or where the Competition adopts Rule 18(O).
3. Submit a signed registration form as per Rule 18(A)(2) or submit a registration through the Player Registration System that the Player had willfully neglected to accurately or fully complete.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (G) 1. The Management Committee shall have the power to accept the registration of any Player subject to the provisions of Rules 18(G)(2) and 18(G)(3) below.

2. The Management Committee shall have power to refuse, cancel or suspend the registration of any Player or may fine any Player, at their discretion (in accordance with the Fines Tariff) who has been charged and found guilty of registration irregularities (subject to Rule 7).

3. The Management Committee shall have power to make application to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct (subject to Rule 7) subject to the right of appeal to the Sanctioning Authority. Application should be made to the parent County of the Club the Player is registered or intending to be registered with.

Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.

4. A Player who has previously had a registration removed in accordance with Rule 18(G)(3) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals), the Competition may consider a further charge of bringing the Competition into disrepute.

(Note: Action under Rule 18(G)(3) shall not be taken against a Player for misconduct until the matter has been dealt with by the Sanctioning Authority, and then only in cases of the Player bringing the Competition into disrepute and will in any event be subject to an appeal to the Sanctioning Authority or The FA. All decisions must include the period of restriction. For the purpose of this Rule, bringing the Competition into disrepute can only be considered where the Player has received in excess of 112 days' suspension, or 10 matches in match based discipline, in any competition (and is not restricted to the Competition) in a period of two years or less from the date of the first offence.)

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (H) Subject to compliance with FA Rules when a Club wishes to register a player who is already registered with another club it shall submit a transfer notification to the Competition via the Player Registration System. A fee as set out in the Fees Tariff will be required.

Such transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the club's consent, or upon its failure to give written objection within 3 days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date.

In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

- (I) *Regional League Only*

A Player may not be registered for a Club nor transferred to another Club in the Competition after 15 March except by special permission of the Management Committee

WNL Only

A Player may not be registered for a Club nor transferred to another Club in the Competition after noon 31 March except by special permission of the Management Committee.

- (J) Registrations are valid for one Season until 31 May, or later if exceptional circumstances occur and the Playing Season is extended with approval of the Sanctioning Authority.

- (K) A Player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding Competition Match (as specified in Rule 22(A)) unless the Player has played 3 Competition Matches for that Team in the current Playing Season.

- (L) *Regional League Only*

A Team shall not include more than 2 Players who have taken part in 4 or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played.

For the purpose of this Rule a senior competition(s) for a Tier 5 match is Tier 1-4 of the Women's Football Pyramid.

For the purpose of this Rule a senior competition(s) for a Tier 6 match is Tier 1-5 of the Women's Football Pyramid, including in this competition.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

WNL Only

Only 2 players who have signed registration forms for a Club in the WSL or WC during the [] season will be permitted to play for one team in any one match of WNL

An exception to this Rule will apply to any WSL or WC registered player who is de-registered in the First Transfer Window or the Second Transfer Window and any player whose registration has expired and is not subsequently engaged by another WSL or WC Club. This Rule does not apply to loan signings.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (M)
1. Subject to Rule 18(M)(2) any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and have levied upon it a fine (in accordance with the Fines Tariff).
 2. The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18(M)(1) only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.
 3. Where a Club is found to have played an ineligible Player in accordance with Rule 18(M)(1) above, the Management Committee may also, at its discretion:
 - a) Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or
 - b) Levy penalty points against the Club in default; or
 - c) Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).
- (N) The following clause applies to Competitions involving Players in full-time secondary education:
1. Priority must be given at all times to activities of schools and school organisations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
 2. The availability of children and young people must be cleared with the Head Teachers or Principals (except for Sunday leagues competitions).
 3. To play open age football the player must have achieved the age of 16.
- (O) If a Club wishes to cancel a Player's registration within the Competition, it must make a request via The FA's electronic player registration system giving the reasons for the request. The Competition may either approve or decline the request.
- If a Player's registration is cancelled, she will not be eligible to re-register in the Competition for a period of 10 days from the date of cancellation.
- (P) *WNL Only*
- Temporary Transfers (Loans)
1. Short Term Loans and Long Term Loans of Contract players shall be allowed to or from:
 - (a) a Club in membership of the Competition;
 - (b) a club in membership of any other league authorised by The FA from time to time; or
 2. Such loans shall be on such terms and conditions as shall be mutually agreed by the two clubs and the Contract Player. For loan transfers between Clubs in membership of the Competition, the transfer must be completed on the WNL Temporary Transfer Form H2. For loan transfers between clubs in different Competitions the transfer must be completed on WNL Form H3. Forms must be returned to the Competition secretary as stated in Rule 18(A).
 3. The Contract Player being taken on loan must sign a Competition registration form which shall be valid for the full period of the loan, including any extension to the loan period. The Competition's standard cancellation form must be used to pre-maturely end the temporary transfer period. The temporary registration for the transferee Club will automatically be cancelled at the end of the temporary transfer period.
 4. No more than 4 Players engaged on Short Term Loan or Long Term Loan may join a Club from another Club (or club) in any Playing Season.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

Short Term Loan Transfers

5. A Club can register up to a maximum of 2 Players on Short Term Loans during a Playing Season.
6. The transfer must be completed on either WNL Temporary Transfer Form H2 or The FA Form H3 as appropriate. On completion of the relevant form, the Club must send the original to The FA and email one copy to the Competition Secretary within 3 days.
7. Where a Short Term Loan expires, and is not renewed simultaneously, any sub-sequent Short Term Loan of that Contract Player to the same Club will be subject to a minimum duration of 28 days.
8. To extend the period of any Short Term Loan transfer a further WNL Temporary Transfer Form H2 or WNL Form H3 must be completed and copies sent to The FA and the Competition Secretary in line with Rule 18(A). If the Short Term Loan transfer is extended, only the transferor Club will be allowed to cancel the agreement within the extension period. In the case of a goalkeeper, Clubs can agree to include a recall clause in the loan agreement enabling the transferor Club to recall the Player at any time during the loan period (i.e. before the minimum period of 28 days has expired). For the avoidance of doubt, Players other than goalkeepers may not be re-called within the first 28 days of any Short Term Loan.
9. Any Short Term Loan transfer which may terminate after the last day for registrations may be extended for a further period provided the maximum period of 93 days is not exceeded.
10. Short Term Loan transfers which become permanent transfers before their expiry date shall not count against a Club's quota of days or Players for the purposes of calculating the number of Short Term Loan Players any Club has registered during a Playing Season.
11. A Club can register up to a maximum of 2 Players on Long Term Loans during a Playing Season.
12. Long Term Loan transfers shall only be approved provided that:
 - a) Subject to the proviso that the duration of a Long Term Loan must be the time between two Transfer Windows, a Long Term Loan may last either half a Playing Season or a full Playing Season.
 - b) Any recall clause requiring the early termination of a Long Term Loan can only be included in a Long Term Loan entered into for a full Playing Season and this can only be activated during the Second Transfer Window.
 - c) Any other early termination of a Long Term Loan must be by way of mutual agreement in writing (including by way of a recall clause within a loan agreement) between the transferor club and the transferee club and the Player, but can only be completed after the expiry of 28 days and only during a Transfer Window.
 - d) A Player whose Long Term Loan expires (or terminates) at the end of the Playing Season of the transferee club but prior to the completion of the Competition Matches of the transferor club (where it is Club) will not be eligible to play in Competition Matches for the transferor club in that Playing Season.
 - e) A Long Term Loan of a goalkeeper (but not otherwise) may be subject to a recall clause exercisable at any time. Any recall may only be implemented in extenuating circumstances and with the consent of the Competition, such extenuating circumstances to be determined in the Competition absolute discretion. A goalkeeper shall not be permitted to resume any Long Term Loan following the exercise of a recall.
13. To extend the period of any Long Term Loan transfer a further WNL Temporary Transfer Form H2 or WNL Form H3 must be completed and copies sent to The FA and the Competition Secretary.

CLUB COLOURS

- 19 (A) Every team must register the colour of its shirts, shorts and socks with the Secretary by [date] and the Competition Secretary shall decide as to their suitability.
- (B) Any team changing its colours during the Playing Season must notify the Competition Secretary immediately and obtain approval to change playing kit.
- (C) Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.
- (D) No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.
- (E) Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents of the colours in which they will play (including the colours of the goalkeepers jersey) at least 4 clear days before the Competition Match.
- (F) If, in the opinion of the referee, two Teams have the same or similar colours, the away Team shall make the change. Should a Team delay the scheduled time of kick off for a Competition Match by not having a change of colours they will be fined in accordance with the Fines Tariff.
- (G) Shirts must all be numbered and correspond to the numbers appearing on any team sheet, and no two shirts shall have the same number, failing which a fine will be levied in accordance with the Fines Tariff.
WNL Only
All shirts must be numbered with official WNL branded shirt numbers.
- (H) The Captain shall wear a distinguishing armband to indicate her status.
WNL Only
This must be the official WNL provided Respect Armband. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) The Secretary may request shirts to be submitted if any concerns are raised as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts, shorts or socks as they see fit.
- (J) *WNL Only*
The sleeves of the shirts of all Players in all Competition Matches shall carry on an annual basis a Competition logo as supplied by the Competition on the RIGHT sleeve of the shirts as ordered by the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

PLAYING SEASON, CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES

- 20 (A) All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.
- Clubs must take all reasonable precautions to keep their Grounds in a playable condition. All Competition Matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home Team a match has to be replayed, the Management Committee shall have power to order the venue to be changed.
- The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for Competition Matches and to order the Club concerned to play its Competition Match(es) on another ground.
- If a club wishes to use a ground which is not its nominated ground, the Club must have written permission of the Management Committee. If the change occurs within 5 days of the fixture, immediate notification of the change of ground must be given to opposition and match officials following Management Committee approval.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

Football Turf Pitches (3G) are allowed in this Competition provided they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. All Football Turf Pitches used must be tested (by a FIFA accredited test institute) every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

The home Club is also responsible for advising Participants of footwear requirements when confirming match arrangements in accordance with Rule 20(C).

A Club using a 3G football pitch must allow their opposition the opportunity to train on the facilities at least one hour prior to the fixture. Failure to comply will result in a fine in accordance with the Fines Tariff.

All Competition Matches shall have a duration of 90 minutes unless a shorter time (not less than sixty (60) minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves. Two matches involving the same two Teams can be played on the same day providing the total playing time is not more than 120 minutes.

The times of kick-off shall be agreed at the AGM and can only be altered by the mutual consent of the two competing Clubs and the Competition. Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

The home Team must provide goal nets, corner flags and at least two match quality footballs fit for play and the referee shall make a report to the Competition if not provided. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

Any kick off delayed after the appointed time shall be reviewed by the Management Committee, and for the defaulting club(s) may result in a fine in accordance with the Fines Tariff. If the game does not go ahead due to a delayed kick off the defaulting team may be treated as failing to fulfil the fixture by the management committee.

The grounds for Tier 3 teams must satisfy the minimum of Grade C requirements as stated in the current approved version of the Women's Pyramid of Football Ground Grading Document.

The grounds for Tier 4 teams must satisfy the minimum of Grade D requirements as stated in the current approved version of the Women's Pyramid of Football Ground Grading Document.

The grounds for Tier 5 teams must satisfy the minimum of Grade E requirements as stated in the current approved version of the Women's Pyramid of Football Ground Grading Document.

The grounds for Tier 6 teams must satisfy the minimum of Grade F requirements as stated in the current approved version of the Women's Pyramid of Football Ground Grading Document.

No overhead netting is allowed for Women's Football Pyramid matches.

Overhead wires used to support pitch divider netting are ideally removed for Women's Football Pyramid matches but if they cannot be removed then discretion is given to the match official to restart the match in accordance of the Laws of the Game.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

WNL Only

In the event of a Club's home ground not having floodlights that Club will be required to take all reasonable steps to secure a suitable alternative venue for the purpose of fulfilling a midweek fixture where necessary. Any fixture failing to be fulfilled due to the home Club failing or refusing to secure a floodlit facility will be considered as an unfulfilled fixture for the purpose of Competition rules.

Where the Competition has provided match balls these must be used at all Competition Matches. Any Club failing to use match balls provided by the Competition with-out exceptional reason will be fined as set out in the Fines Tariff.

If any balls supplied to the Referee have substantial defects or if less than 2 match quality balls have been supplied, they will include this in their match report. Any other match ball provided as an alternative must be of match quality and subject to the approval of the referee. Any Club reported may be fined as set out in the Fines Tariff.

Any Competition Match which, for any reason falls short of 90 minutes may be ordered to count as a completed fixture or be replayed in full as the Management Committee may, in its absolute discretion determine.

- (B) Except by permission of the Management Committee all Competition Matches must be played on the dates originally agreed, which may include on a day other than Sunday, but priority shall be given to The FA and parent County Association Cup Competitions. All other matches must be considered secondary. Clubs must inform the competition of the details of any fixtures in approved external competitions within 5 days of the fixture being scheduled. Clubs may mutually agree to bring forward a Competition match with the consent of the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

In the case of a revised fixture date, the Clubs must be given by the Competition 5 clear days' notice of the match (unless otherwise mutually agreed).

- (C) *Regional Leagues Only*

An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground, time of kick-off and kit colours (including goalkeeper) to the Match Officials and an Officer of the opposing Club at least 4 clear days prior to the playing of the match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

WNL Only

An Officer of the home Club must give notice of full particulars and the location of, and access to, the Ground and time of kick-off to the Match Officials and an Officer of the opposing Club at least 5 clear days prior to the playing of the match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

The visiting Club and Match Officials must acknowledge receipt at least 3 days before the match. Any Club in breach of this Rule shall be subject to a fixed penalty in accordance with the Fines Tariff.

The visiting Club must include in its acknowledgement the team colours, including the colour of the goalkeeper jersey it will be wearing. Any Club in breach of this Rule shall be subject to a fixed penalty in accordance with the Fines Tariff.

All Clubs must have a mobile telephone and an email address operational at all times. Breach of this Rule shall be subject to a fixed penalty in accordance with the Fines Tariff.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (D) In accordance with the Laws of the Game, the minimum number of Players which will constitute a Team for a Competition Match is 7.

WNL Only

No Competition Match shall commence where either Club has fewer than 10 Players eligible to play.

- (E) 1. *Regional Leagues Only*

Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have power to impose a fine (in accordance with the Fines Tariff), deduct points from the defaulting Club, award the points from the Competition Match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents or otherwise deal with them except by the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.

WNL Only

Home and away matches shall be played. Clubs must be available to play on all Sundays from the commencement of the Season until the closure of their fixture programme. Clubs will be required to play midweek fixtures. The kick-off time for midweek matches should be mutually agreed by both Clubs. If agreement cannot be reached the kick-off time will be 7.45pm. In the event of a Club failing to keep its engagement the Management Committee shall have power to impose a fine, deduct points from the defaulting Club, award the points from the match in question to the opponents, order the defaulting Club to pay any expenses incurred by the opponents or otherwise deal with them except by the award of goals. The maximum fines shall be in accordance to the Fines Tariff. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a match to be played on a neutral ground or on the opponent's ground if they are satisfied that such action is warranted by the circumstances.

2. Any Club with more than one Team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, A Team.
3. Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to and receive acknowledgement from the Competition, the secretary of the opposing Club and the Match Officials. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

WNL Only

Within 3 days of the postponement, the official postponement form (as provided by the Competition) must be completed and returned to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

4. In the event of a Competition Match not being played or being abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date fixed by the Competition. Where it is to the advantage of the Competition and does no injustice to either club, the Competition may also be empowered to order the score at the time of an abandonment to stand. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

5. The Management Committee shall review all Competition Matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee shall order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a Match was abandoned owing to the conduct of one Team or its Club member(s) they shall award the points for the Match to the opponent. In cases where a Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Management Committee shall rule that neither Team will be awarded any points for that Match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Match.
6. The Management Committee shall review any match that has taken place where either or both teams were under a suspension imposed upon them by The FA or Affiliated Association. In each case the team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18(M) above. Where both teams were under suspension the game must be declared null and void and shall not be replayed.

(F) *Regional Leagues Only*

A Club may at its discretion use substitute Players in any Competition Match. A Club may name up to 5 substitute Players. The maximum number of substitutions in any Competition Match is unlimited.

A Player who has been substituted becomes a substitute and may replace a Player at any time.

Both teams will provide a fully completed team sheet, as defined by the competition, to the referee and opposition not later than 30 minutes before the start of the Competition Match and a Player not so named may not take part in that Competition Match.

A player who is not named and takes part will be deemed to be an ineligible player under rule 18(M)

A Player who has been named as a substitute before the start of the Competition Match but does not actually play in that game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.

WNL Only

A Club may at its discretion use substitute Players in any Competition Match. A Club may name up to 5 substitute Players. The maximum number of substitutions in any Competition Match is 5.

Both teams must provide a list of players, including substitutes, with their correct shirt numbers, to the Referee at least 30 minutes before the scheduled kick-off time and in the presence of a representative from the opposing Club. All shirt numbers worn by all Players must correspond to those shown on the match team sheet. Team sheets will then be exchanged. Failure to do so will incur a fine in accordance with the Fines Tariff.

The referee shall be informed of the names of the substitutes not later than 30 minutes before the start of the match and a player not so named may not take part in the match.

A player who is not named and takes part will be deemed to be an ineligible player under Rule 18(M)

A player who has been selected, appointed or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a player in that game within the meaning of Rule 18 of this Competition.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

(G) *Regional Leagues Only*

The half-time interval shall be of 10 minutes' duration, but it shall not exceed 15 minutes. The half-time interval may only be altered with the consent of the referee.

WNL Only

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

(H) The Teams taking part in a Competition Match shall identify a Team captain who shall have a responsibility to offer support in the management of the on-field discipline of their teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(I) Where a suspension imposed upon a Club by The FA or Affiliated Association is not lifted, and/or the Club does not provide confirmation from The FA or Affiliated Association that such suspension is lifted to the Secretary by 12noon two days before a fixture, that fixture will be treated as an unfulfilled fixture and dealt with in accordance to Rule 20(E)(1).

(J) A copy of the Competition Rules must be provided by the home team at all fixtures.

(K) Adherence with the Women's Football Pyramid Medical Regulations is required at all fixtures.

WNL Only

(L) Northern and Southern Premier Division Clubs must provide a programme for spectators on match days. This must consist of a minimum of 4 pages including home & away club information, squad lists and match official information. Division One Clubs must provide at least a team sheet for spectators on match days. A copy of the programme or team sheet shall be sent or emailed to the Competition Secretary within 3 days of the match. Failure to comply with this Rule will incur a fine in accordance with the Fines Tariff.

(M) Clubs shall support The Football Association in relation to International Matches in accordance with the provisions of The Football Association Rules. A Club having 2 players or more selected for international duty for their national association may request a postponement of its League fixture provided that at least 10 days' notice is given to the League Secretary in writing. If 1 player is selected and that player is the goalkeeper a Club could make a similar request for the postponement of its League fixture. This will only apply to Senior and Under 19 matches which are played within the FIFA Women's International match calendar. The relevant FIFA regulation regarding the release of players for international duty is included at Appendix E.

(N) Drinks shall be provided for the visiting team and Match Officials on arrival and half-time and buffet style refreshments provided at full-time. Failure to do so will incur a fine in accordance with the Fines Tariff. Opposing teams shall confirm at the time of receipt of particulars of match arrangements that they will stay following a match to partake of refreshments or report any changes to this intention in advance of the match as far as possible. Any opposing team not staying to partake of provided refreshments without reasonable notice may be liable to contribution of costs incurred by the home team as the Management Committee deems appropriate. Failure to do so will incur a fine in accordance with the Fines Tariff.

- (O)**
1. In the event of a team being unable to fulfil a fixture because of excessive injury or illness to players, the Club shall supply official medical certification evidence to the League Secretary within 48 hours of the scheduled fixture to substantiate any application for postponement.
 2. All Clubs shall ensure that any player in a League match having left the field of play with a head injury shall not be allowed to resume playing or training without clearance of a qualified medical practitioner. The same provisions shall apply where a head injury is sustained in training.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

- (P)
1. All matches shall be played on grounds deemed suitable by the Management Committee and shall satisfy the minimum requirements of the Women's Pyramid of Football Ground Grading Document for WNL Northern & Southern Premier Division Clubs and Division One Clubs respectively as outlined at W1 - Appendix H & W2 - Appendix I.
 2. Grounds may be inspected and subject to the approval of the Management Committee or persons designated by the Management Committee. This also applies to any Club moving to another ground.
 3. Provisions are to be made to receive gate receipts. A return made on the gate receipts received should be sent to the league secretary on the required form. Where gate receipts are received, the away Club shall be issued with 25 passes on a complimentary basis (complimentary passes are for players, managing & coaching staff and club officials ONLY). Passes are not for use for friends, spectators or family members.
- (Q)
1. In all Competition Matches, the number of players and club officials in the designated technical area must not exceed 11, with the maximum of 5 substitutes and 6 club officials. Where the team bench does not have enough seats, then additional seating must be made available alongside or behind the bench, a minimum of 1m away.
 2. Only one person from a Club at a time (who shall be the team manager or team coach) shall have the authority to convey tactical instructions to its players during the match. He/She is allowed to move to the edge of the technical area to issue instructions to their team.
 3. All club officials and substitutes seated in the technical area shall be listed on the official team sheet when it is submitted to the Match Officials. Only those persons listed on the official team sheet shall be permitted in the technical area.
 4. The occupants of the technical area must behave in a responsible manner at all times. Misconduct by occupants of this area will be reported by the referee.
 5. With the exception of the team manager, the team coach and any substitutes who are warming up or warming down, all other personnel are to remain seated on the team bench.
 6. Any breach of the technical area rules set out in Rule 20(O) shall be subject to a fixed penalty in accordance with the Fines Tariff.
- (R)
1. Each Club shall include the official Competition logo on all materials produced by or on behalf of it which relates to the Competitions (including, but not limited to, tickets, programmes, press releases).
 2. Each participating Club shall include the official Competition logo on all Competition league cup and plate Competition Matches (including reserve competitions) communications materials produced by or on behalf of it.
- (S)
- All WNL Clubs must comply with brand guidelines relating to any and all WNL branding, including use of Competition logos and title name as provided in the WNL Brand Guidelines document circulated each season. Failure to comply will result in a fine in accordance with the Fines Tariff.

REPORTING RESULTS

21. *Regional Leagues Only*

- (A) The Competition [] must receive within [] days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) [and also the referee markings required by Rule 23, or any other information required by the Competition]. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. Results should be reported via the Full Time system, with an alternative method of reporting results available in the case of the system failing.

Clubs are also required to submit results and match statistics for games that take place in external competitions, such as County Cup and FA Cup Competitions.

- (B) The Home Club/both Clubs shall use telephone/SMS/email/ FA Full Time/FA Matchday as directed by the Competition to notify the result of each Competition Match to the [] by []. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) The match result notification, correctly completed, shall be signed by an Officer of the Team, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) Within 2 days of each fixture, Clubs shall enter team details and any other information as prescribed by the League Secretary onto the Full Time website.

WNL Only

- (E) The Competition must receive within 3 days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the team players (in block letters) (and also the referee markings required by Rule 23, or any other information required by the Competition). Original forms can be scanned and submitted electronically provided they are clearly legible. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (F) The Home Club / both Clubs shall use telephone / SMS / Email / FA Full Time / FA Matchday as directed by the Competition to notify the result of each Competition Match to the nominated number within 60 minutes of the end of the match. This shall include the results of external competition matches (i.e. County Cup and FA Women's Cup). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) Within 2 days of each fixture, Clubs shall enter team details and any other information as prescribed by the Competition onto the Full Time website. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

DETERMINING CHAMPIONSHIP

22. (A) Team rankings within the Competition will be decided by points with three points to be awarded for a win and one point for a drawn Competition Match. The Teams gaining the highest number of points in their respective divisions at the end of the Playing Season shall be adjudged the winners. Competition Matches must not be played for double points.

In the event of two or more Teams being equal on points at the end of the Playing Season, rankings shall be determined by goal difference (where the goals scored against each Team shall be deducted from the goals scored by that Team and the Team with the most favourable goal difference shall be placed highest).

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

In the event of two or more Teams still being equal, the Team which has scored the most goals during the Playing Season shall be placed highest.

In the event of two or more Teams still being equal, the Team that has won the most matches during the Playing Season shall be placed highest.

In the event of two or more Teams still being equal, the Team which has the better playing record against the other Team in their head to head Competition Matches during the Playing Season will be placed highest.

If the records of two or more Teams are still equal and it is necessary for any reason to determine the position of each then the Teams affected shall play a deciding match or matches under conditions as determined by the Management Committee.

- (B) 1. Promotion and relegation shall refer in first instance to the Women's Football Pyramid Regulations. The following may then apply, subject to the provisions of Rule 2(L). Should one or more Teams withdraw from any one division after the Playing Season has commenced an equal number of Teams to those withdrawing in that division shall not be automatically relegated.

Regional Leagues Only

2. When a senior Team is relegated from Tier 5 and its reserve Team is a member, or entitled to be a member, of Tier 6, such reserve Team must accept relegation to, or retain its position in Tier 7.
3. Should either or both of the leading Teams in any Tier 6 divisions have a senior Team in the next higher division playing above Tier 6, promotion shall fall to the next highest Team or Teams as allowed by the Women's Football Pyramid Regulations.

WNL Only

4. The first placed teams of the Northern and Southern Premier Divisions shall compete in a Play-Off match to determine the overall WNL Champion. The match will be 90-minutes duration with the addition of extra-time and penalties if required. The Championship Play-Off match date and venue will be decided by the Management Committee.

Should either of the first placed teams decline to compete in the Championship Play-Off match, the title shall be awarded to the non-defaulting Club.

- (C) 1. In the event of a team withdrawing from the Competition before completing 75% of its fixtures for the season all points obtained by or recorded against such defaulting team shall be expunged from the Competition table. For the purposes of this Rule 22(D) a completed fixture shall include any Competition Match(es) which has been awarded by the Management Committee.
2. If a Club ceases to operate between the AGM and commencement of the following Season, no adjustment to the Competition constitution will be made. Withdrawal of a club will result in a fine in accordance with the Fines Tariff.

MATCH OFFICIALS

23. (A) Registered referees (and assistant referees where approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.
- (B) 1. In the event of the non-appearance of the appointed referee the appointed senior assistant referee shall take charge and a substitute assistant referee appointed by the competing Teams.
2. In cases where there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any Competition Match.
- (C) Where assistant referees are not appointed each Team shall provide a Club assistant referee. Substitutes are not permitted to act as Club assistant referees. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (D) The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.

WNL Only

A copy of the match postponement form detailing reasons for the postponement, whether by the Referee, Local Authority or owners of the ground, must be submitted to the League Secretary by the Home Club within 48 hours.

Failure to submit the Certificate of Match Postponement, with a valid reason for the postponement, shall result in the Home Club being charged with failing to keep its engagement and they shall be dealt with in accordance with 20(F).

- (E) Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff.

Regional Leagues Only

Match Officials will be paid their fees and/or expenses by the home Club before/immediately after the Competition Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

WNL Only

The Home Club shall pay the Officials their fees and expenses immediately after the match in the Match Officials changing room. Payment may be by cash or electronic transfer. Electronic payments must be initiated within 48 hours. Failure to do so can result in sanctions as per the tariff table.

An equalisation fund for Match Official expenses may be operated.

- (F) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to [full fee plus expenses/half fee plus expenses/expenses only]. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping their engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

(H) *Regional Leagues Only*

Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.

WNL Only

Each Club shall, in a manner prescribed by The Football Association award marks to the Referee for each match. The name of the referee and marks awarded shall be submitted to the Competition on the MOAS and any other Form provided by the Competition. Clubs failing to comply with this Rule shall be liable to be fined or dealt with as the Management Committee shall determine. Guidance on referee marking can be found at Appendix G.

- (I) The Competition shall keep a record of the markings and, on the form provided by the prescribed date each Season, shall submit a summary to the Sanctioning Authority.

(J) *Regional Leagues Only*

The referee shall submit a report form, supplied by the Competition, giving the result of the Competition Match, the number of Players in each Team and the time of kick-off to the (Registration) Secretary within two days of the Competition Match.

WNL Only

The Referee shall submit a report via the MOAS giving the result of the match, the number of players in each team and the time of kick-off within 2 days of the match.

- (K) Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.
- (L) Match Officials shall comply with the provisions of any initiatives of The FA and/or Sanctioning Authority adopted by the Competition

WNL Only

- (M) Any Match Official not contacted to confirm an appointment at least 5 days before a match must contact the Home Club and report the matter to the Competition. Any Club failing to confirm an appointment with an appointed Match Official at least 5 days prior to the date of a match will be fined in accordance with the Fines Tariff.
- (N) Each Club shall have a set of assistant referee flags available.
- (O) An official of the Home Club shall be at the ground to meet the Match Officials. Failure of the Home Club to comply with this rule shall be reported by the Referee. The defaulting Club shall be fined in accordance with the Fines Tariff.
- (P) The late arrival of any Match Official shall be reported to the Competition Secretary by the Home Club.

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

FEES TARIFF

RULE	DESCRIPTION	MAXIMUM FEE	
		Regional	The FA WNL
4(B)	Club/team annual subscription	£100	£
4(B)	Deposit	£50	£
7(C), 7(H), 7(F)	Protest/appeal fees	£25/50	£
18(D)	Player registration fee	£2	£
18(H)	Transfer fee	£5	£
23(E)	Referee fees	£	£
23(E)	Assistant referee fees	£	£

FINES TARIFF

RULE	DESCRIPTION	Regional	The FA WNL
2(G)	Failure to affiliate	£100	£
2(I)	Failure to comply with FA initiatives	£150	£
2(K)	Unauthorised entry of teams into competitions	£150	£
3	Failure to obtain consent for a change of club name	£150	£
4(B)	Failure to pay a deposit	£100	£
4(D)	Failure to provide affiliation number/details form	£100	£
5(E)	Communications conducted by persons other than nominated officers	£50	£
6(I)	Failure to comply with an instruction of the management committee	£100	£
6(J)	Failure to pay a fine within required timeframe	£50	£
8(H)	Failure to be represented at AGM	£100	£
9(E)	Failure to be represented at SGM	£100	£
10	Failure to submit the required written agreement or to notify changes to signatories	£50	£
11(A)	Failure to provide notice of withdrawal before deadline	£50	£
11(B)	Failure to commence/complete fixtures	£100	£
13(A)	Failure to submit the required written agreement regarding the cup or trophy	£50	£

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

RULE	DESCRIPTION	Regional	The FA WNL
15(E)	Failure to submit accounting records to the league	N/A	£
16(C)	Failure to have the required insurance	£100	£
18(A)	Failure to correctly register a player	£50	£
18(B)(3)	Failure to have the required number of registered players prior to the season commencing	£50	£
18(D)	Failure to pay registration fee invoice	N/A	£
18(F)	Registering or playing for multiple clubs, or inaccurate completion of a registration form	£150	£
18(G)(2)	Registration irregularities	£150	£
18(I)	Fielding more than the permitted number of players who have participated in senior competitions matches	£100	£
18(K)(L)(M)	Playing an ineligible player	£150	£
18(N)	Failure to give priority to school activities	£100	£
19(F)	Delaying kick off due to no change of colours	£50	£
19(G)	Failure to number shirts in accordance with league rules	£50	£
19(H)	Failure to wear WNL captain's armband	N/A	£
19(J)	Failure to wear WNL sleeve patch correctly	N/A	£
20(A)	Not allowing opposition the opportunity to train on the 3g facility at least one hour prior to the fixture	£50	£
20(A)	Failure to provide required equipment (goal nets/corner flags/match balls)	£50	£
20(A)	Delaying kick off	£50	
20(A)	Failure to use Competition Match Balls	N/A	£
20(B)	Failure to play matches on the date fixed	£150	£
20(C)	Failure to provide or acknowledge receipt of details of a fixture	£50	£
20(C)	Failure to have an operational mobile telephone and email address	N/A	£

30 - WOMEN'S FOOTBALL PYRAMID STANDARD CODE OF RULES

RULE	DESCRIPTION	Regional	The FA WNL
20(D)	Playing fixture with less than required number of players	N/A	£
20(E)(1)	Failure to play fixture	£150	£
20(E)(3)	Failure to give notice of failure to fulfil or postponed fixture	£50	£
20(F)	Failure to exchange matchday team sheets	£20	£
20(H)	Failure to identify a team captain	£20	£
20(L)	Failure to provide matchday programme	N/A	£
20(N)	Failure to provide or partake in refreshments	N/A	£
20(S)	Failure to comply with FA WNL Brand Guidelines	N/A	£
21(A)	Late result notification form	£50	£
21(B)	Failure to provide result and/or attendance	£50	£
21(C)	Result notification not signed by appropriate signatories	£50	N/A
21(C)/21(D)	Failure to enter match details on Full Time website	£50	£
23(C)	Failure to provide club assistant referee	£50	£
23(E)	Failure to pay match officials' fees and expenses	£50	£
23(F)	Failure to pay match officials where a match is not played	£50	£
23(H)	Failure to provide referee's mark	£50	£