

Oxford Mail

YOUTH FOOTBALL LEAGUE



A Charter Standard League



LEAGUE RULES

SEASON 2018-2019

www.oyfl.co.uk

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Version 1.0 July 2018

**This competition is sanctioned by the
Oxfordshire Football Association (OFA)**



www.oxfordshirefa.com

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LEAGUE RULES 2018-2019

Note on League Rules

This Standard Code of Rules, as developed by The Football Association, is mandatory for all Youth Competitions. Youth Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the sanctioning association and do not conflict with the mandatory Rules or any relevant principles and policies established by the FA.

The mandatory element of the Standard Code of Rules is printed in **normal text** and those added and voted for by the members are printed in *italics*.

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 Oxford Mail Youth Football 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.

"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.

"Mini Soccer" means those participating at ages under 7s to under 10s.

"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.

"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 Oxfordshire County Football Association Limited.

“Scholarship” means a Scholarship as set out in Rule C 3 (a) (i) of the rules of The FA.

“Season” means the period of time between an AGM and the subsequent 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.

“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.

“WGS” means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

“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.

“Youth Football” means those participating at ages under 11s to under 18s.

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

GOVERNANCE RULES

Competition Name and Constitution

2. (A) The Competition will be known as the Oxford Mail Youth Football League (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 thereupon automatically cease to be a member of the Competition.
- (B) This Competition shall consist of not more than 130 Clubs and approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be Oxfordshire and surrounding counties.
- (D) The administration of the Competition under these Rules will be carried out by the Competition acting (save where otherwise specifically mentioned herein) through 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 thereto, subject to the provisions of Rule 7.
- (F) The Rules are taken from the Standard Code of Rules for Youth Competitions (the “Standard Code”) determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.
- (G) 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.
- This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions.
- (H) Inclusivity and Non-discrimination

- (i) 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 (to include those contained in the Equality Act 2010).
 - (ii) 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.
 - (iii) 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, Charter Standard 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 as determined by The FA from time to time.
 - (K) Clubs shall not enter any of their Teams playing at a particular age group in the Competition in any other competition (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
 - (L) At the AGM or a 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.

Club Name

- 3. Any Club wishing to change its name must obtain permission from the Sanctioning Authority and from the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

Entry Fee, Subscription, Deposit

- 4. (A) Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary and must be accompanied by an entry fee per Team as set out in the Fees Tariff, which shall be returned in the event of non-election.
At the discretion of the voting members present applications, of which due notice has been given, may be received at the AGM or a SGM or on a date agreed by the Management Committee.
- (B) The annual subscription shall be payable in accordance with the Fees Tariff per *Team (where a Club has more than one Team in membership of the Competition)* and shall be payable on or before 31st August in each year.
- (C) Not adopted.
- (D) A Club shall not participate in this Competition until the entry fee, annual subscription, *any outstanding fines* and Deposit (if required) have been paid.
- (E) If requested by the Competition, Clubs must advise annually to the Secretary in writing by 31st August 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.

Management, Nomination, Election

5. (A) The Management Committee shall comprise the Officers of the Competition and *seven (7)* members who shall all be elected at the AGM.
- (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 30th April 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 1st June 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 in accordance with the foregoing for any office, nominations may be received at the AGM.
- (C) The Management Committee shall meet as and when required, save that no more than three calendar months shall pass between each meeting.
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.
- (F) *Any member of the Management Committee failing to attend three (3) consecutive meetings without good cause shall be deemed to have resigned.*
- (G) *No telephone calls should be made to an Officer or Committee member of the League before 9.30am or after 9.00pm other than by prior arrangement.*

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 upon each Club (including any club which may have withdrawn during the Season) 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 thereat, but no member shall be allowed to vote on any matters directly appertaining to such 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).
In the event of the voting being equal on any matter, the Chairman of the Management Committee shall have a second or casting vote.
- (D) 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(I), 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:-

- (i) Accept the charge and submit in writing a case of mitigation for consideration by the Management Committee on the papers; or
- (ii) Accept the charge and notify that it wishes to put its case of mitigation at a hearing before the Management Committee; or
- (iii) Deny the charge and submit in writing supporting evidence for consideration by the Management Committee on the papers; or
- (iv) Deny the charge and notify that it wishes to put its case of mitigation at 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.

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.

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).

The maximum fine permitted for any breach of a Rule is £100 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 Association.

- (E) 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.

- (F) 50% of its members shall constitute a quorum for the transaction of business by the Management Committee or any sub-committee thereof.
- (G) The Management Committee, as it may deem necessary, shall have power to fill, in an acting capacity, any vacancies that may occur amongst their number.
- (H) 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.
- (I) 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.
- (J) 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.
- (K) 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.
- (L) The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

- (M) *Any item of post that has to be collected from Post Office due to underpaid postage will, in addition to the PO underpayment charge, incur an administration charge of £5.00.*

Protests, Claims, Complaints, Appeals

7. (A) (i) 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.
- (ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the referee before the commencement of the Competition 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 seven (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 his 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.
- (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 seven (7) days prior to the protest or complaint being heard.
- (i) All parties must have received seven (7) days' notice of the hearing should they be instructed to attend.
- (ii) Should a Club elect to state its case in person then it should forward a deposit of £20.00 and 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, in such respect the Sanctioning Authority may (but is not obliged to):
- (i) invite submissions by the parties involved; or
- (ii) convene a hearing to hear the appeal; or
- (iii) permit new evidence; or
- (iv) impose deadlines as are appropriate.
- 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.

Annual General Meeting

8. (A) The AGM shall be held not later than 30th June in each year. At this meeting the following business shall be transacted provided that at least 55% members are present and entitled to vote:-
- (i) To receive and confirm the minutes of the preceding AGM.
- (ii) To receive and adopt the annual report, balance sheet and statement of accounts.
- (iii) Election of Clubs to fill vacancies.
- (iv) Constitution of the Competition for the ensuing Season.
- (v) Election of Officers of the Competition and the Management Committee members.

- (vi) Appointment of auditors.
- (vii) Alteration of Rules, if any (see Rule 14).
- (viii) Fix the date for the commencement of the Playing Season and kick off times applicable to the Competition.

- (ix) Fix the date for the end of the Playing Season.
- (x) Other business of which due notice shall have been given and accepted 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 voting cards unless a ballot be demanded by at least 50% of the delegates qualified to vote or the Chairman 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.
- (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. Upon receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call a SGM. The Management Committee may call a SGM at any time.
- At least seven (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.
- Each Club shall be empowered to send two delegates to all SGMs. Each Club shall be entitled to one vote only. Any Club failing to be represented at a SGM shall be fined in accordance with the Fines Tariff.
- Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.

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, or upon indicating that the Club intends to compete.

"We, (A), (name) [] of (address) [] (Chairman)/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 by:

- (i) Where a Club is an unincorporated association, the Club chairman and secretary; or

(ii) Where a Club is an incorporated entity, two directors of the Club.

Any alteration of the chairman and /or secretary of the Club on the above agreement must be notified to the County Football Association(s) to which the Club is affiliated and to the Secretary.

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 must do so at least twenty-eight (28) days before the AGM. 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: (i) remove a member of the Management Committee from office, (ii) 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 a 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 or Team whose conduct has, in their opinion, been undesirable, 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 Club whose conduct is the subject of the vote being taken shall be excluded from voting.
- (C) Any Officer or member of a Club proved 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 clauses (A) and/or (B) of this Rule.

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 Chairman and Secretary of [] FC(Limited), members of and representing the Club, having been declared winners of [] cup or trophy, and it 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) At the close of each Competition awards may/shall be made to the winners and runners-up if the funds of the Competition permit.

- (C) *Clubs winning trophies shall at their own expense engrave the name of their Club and the season on the trophy. Alternatively the Management Committee will arrange for the engraving, the cost of which will be borne by the club concerned.*

Alteration to Rules

14. Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the AGM or at a 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. Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by 31st March in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 30th April and any amendments thereto shall be submitted to the Secretary by 30th May. The proposals and proposed amendments thereto 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, entitled to vote and voting are in favour. 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 £200.00 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
- (C) The financial year of the Competition will end on 31st March.
- (D) The books, 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.

Insurance

- 16.(A) All Clubs must have valid public liability insurance cover of at least 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. 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 a 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.
- (C) The Management Committee shall deal with any surplus assets as follows:
- (i) 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.

- (ii) 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) (i) A Player is one who, being in all other respects eligible, has:-
- (a) not adopted
 - or
 - (b) not adopted
 - or
 - (c) registered through WGS *and has been approved by the League Registration Secretary.*
The registration must include a photograph of the player (this to be renewed every 3 years from date of registration).
For players that are registered with the League for the first time then proof of date of birth (birth certificate, passport, any official government document that has date of birth on it) must be verified and acknowledged by the Club Registration Officer in WGS and a copy should be made available to the League Registration Secretary in cases of query upon request.
All players must be registered via WGS and approved by the League Registration Secretary two (2) days prior to the match in which they first play. Requests for approval must be received no later than 6.00pm on Wednesday for Saturday games and no later than 6.00pm on Thursday for Sunday games
Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).
Any registration form which is sent by either of the means set out at Rules 18(A) (i)(a) or (b) above that is not fully and correctly completed will be returned to the Club unprocessed. If a Club attempts to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed.
For Clubs registering Players under Rules 18(A) (i) (a) or (b) registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players via WGS (under Rule 18 (A) (i) (c)) Clubs must access WGS in order to complete the registration process.
- (ii) Not adopted
Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (B) (i) 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 Steps 1 to 6 of the National League System.
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.
- (ii) A Player registered with a Premier League or English Football League Academy under the Elite Player Performance Plan contained within Youth Development Rules will not be permitted to play in this Competition. Details of the Youth Development Rules are published on The FA website. A Player registered with a FA Girls' Regional Talent Club may play in this Competition subject to the FA Programme for Excellence (Female) Regulations.
 - (iii) Each Team must have the following number of Players registered seven (7) days before the start of each Playing Season:

FORMAT	MINIMUM NUMBER
5v5	5
7v7	7
9v9	9
11v11	11

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

- (C) A child who has not attained the age of 6 shall not play, and shall not be permitted or encouraged to play, in a match of any kind.

The relevant age for each Player is determined by his or her age as at midnight on 31 August of the relevant Playing Season i.e. children who are aged 6 as at midnight on 31 August in a Playing Season (together with those who attain the age of 6 during the Playing Season) will be classed as Under 7 Players for that Playing Season. Children who are aged 7 as at midnight on 31 August in a Playing Season will be classed as Under 8 Players for that Playing Season, and so on.

Notwithstanding the above, a child is permitted to play up in the age group above his or her chronological age group, irrespective of any changes of format or competition structure, save that a child who attains the age of 6 after 31 August is permitted to play only in the Under 7 age group, and may not play in the Under 8 age group, for that Playing Season.

The age groups that children are eligible to play in are set out in the table below, along with the permitted football formats for each of those age groups. Children shall not play, and shall not be permitted or encouraged to play, in a match between sides of more than the stated number of players, according to their age group:

Age on 31 August of the relevant Playing Season	Eligible Age Groups	Maximum Permitted Format	Minimum Pitch Sizes		Minimum Pitch Sizes		Recommended Goal Sizes in feet	Ball Size
			Yards	Metres	Yards	Metres		
6	Under 7	5v5	30 x 20	27.45 x 18.3	40 x 30	36.3 x 27.45	12 x 6	3
	Under 8		30 x 20	27.45 x 18.3	40 x 30	36.3 x 27.45	12 x 6	
7	Under 8	5v5	30 x 20	27.45 x 18.3	40 x 30	36.3 x 27.45	12 x 6	3
	Under 9	7v7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	
8	Under 9	7v7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	3
	Under 10		50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	4
9	Under 10	7v7	50 x 30	45.75 x 27.45	60 x 40	54.9 x 36.6	12 x 6	4
	Under 11	9v9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	
10	Under 11	9v9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	4
	Under 12		70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	
11	Under 12	9v9	70 x 40	64 x 36.6	80 x 50	73.15 x 45.75	16 x 7	4
	Under 13	11v11	90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	
12	Under 13	11v11	90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	4
	Under 14		90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	
13	Under 14	11v11	90 x 50	82.3 x 45.75	100 x 60	91.44 x 54.9	21 x 7	4
	Under 15		90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	
14	Under 15	11v11	90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	5
	Under 16		90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	
15	Under 16	11v11	90 x 50	82.3 x 45.75	110 x 70	100.58 x 64	24 x 8	5
	Under 17		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
	Under 18		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
16	Under 17	11v11	100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	5
	Under 18		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	
	Open Age		100 x 50	91.44 x 45.75	130 x 100	118.87 x 91.44	24 x 8	

- (D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered, if applicable.
- (E) The Management Committee shall decide all registration disputes taking into account the following.
- (i) A Player shall not be permitted to register for more than one Club subject to the exceptions set out in Rule 18 (E)(iii) below.
 - (ii) In the event of a Player signing a registration form or 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 subject to the exceptions set out in Rule 18 (E)(iii) below.
 - (iii) A Player is only permitted to register for more than one Club provided that:
 - a. Not adopted, or
 - b. Except for the purpose of a transfer.And the Player meets the requirements in Rule 18(C).
- (F) It shall be a breach of these Rules for a Player to:-
- (i) Play for more than one Team in the same age group in the Competition in the same Playing Season without first being transferred.
 - (ii) Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season, except if the provisions set out in Rule 18 (E)(iii) apply.
 - (iii) Submit a signed registration form or submit a registration through WGS for registration 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) (i) The Management Committee shall have the power to accept the registration of any Player subject to the provisions of Rule 18(G)(ii) and (iii) below.
- (ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player, the exercise of such power being without prejudice to the Management Committee's ability to fine a Club at its discretion (in accordance with the Fines Tariff) that has been charged and found guilty of registration irregularities (subject to Rule 7).
 - (iii) The Management Committee shall have the power 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 or The FA. Where the Management Committee does not have enough information to enable it to make a decision pursuant to the above power, it may apply, in its absolute discretion, to the Sanctioning Authority or The FA for further information.
Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.
 - (iv) For a Player who has previously had a registration removed in accordance with Rule 18(G)(iii) 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 would be empowered to consider a further charge of bringing the Competition into disrepute.
(Note: Action under Rule 18(G)(iii) shall only be taken against a Player 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.)

(H) Subject to compliance with FA Rule C2(a) when a Club wishes to register a player who is already registered with another club it shall submit a transfer form (in a format as determined by the Competition) to the Competition accompanied by a fee as set out in the Fees Tariff. 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 or two (2) days after receipt of such transfer. In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

A player who is transferred is subject to Rule 8(O) regarding Cup eligibility.

(I) A Player may not be registered for a Club nor transferred to another Club in the Competition after [date] except by special permission of the Management Committee.

(J) A Club shall keep a list of the Players it registers and a record of all matches in which those Players have played for the Club, and shall produce such records upon demand by the Management Committee. In the event a Club has more than one Team in an age group, each Team must be clearly identifiable but not designated 'A' or 'B' or 1st or 2nd. In such cases, Players will be registered for one Team only. A Player so registered will be allowed to play for his Club in a younger or older age group within the provisions of Rule 18(C) *only if they have been transferred or have been deregistered and then subsequently registered for their new team.*

(K) A register containing the names of all Players registered for each Club, with the date of registration, shall be kept by the (Registrations) Secretary and shall be open to the inspection of an Officer of the Club at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one Playing Season only.

In the event of a Non Contract Player changing his status to that of a Contract Player with the same Club, another Club in the Competition or with a club in another competition his 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)(i).

(L) 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 *three (3)* Competition Matches for that Team in the current Playing Season.

(M) Not adopted

(N) (i) Subject to Rule 18(N)(ii), 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.

(ii) The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18(N)(i) 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.

(iii) Where a Club is found to have played an ineligible Player in accordance with Rule 18(N)(i) 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).

(iv) *Where a Club is found to have played an ineligible player in a Cup game then the offending team will be removed from the Competition and their game awarded to the opponents and have levied upon them a fine (in accordance with the Fines Tariff).*

(The following clause applies to Competitions involving Players in full-time secondary education):-

(O) (i) Priority must be given at all times to school and school organisations activities. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(ii) The availability of children must be cleared with their head teacher (except for Sunday league competitions).

(iii) A child under the age of 15 as at midnight on 31 August in the relevant Playing Season, shall not be permitted to play in a Competition Match during that Playing Season where any other Player is older or younger than that child by two years or more.

(P) *A player may only play for one team in any Cup competition. It is the responsibility of the manager to check a player's eligibility to play in a Cup competition. Where an age group is divided into KO Cup, KO Shield and KO Trophy competitions, these will be seen as separate Cup competitions for the purpose of this rule.*

(Q) *Players are regarded as being registered for a **TEAM** within a Club and may not play for another **TEAM** within the Club unless transferred.*

A player registered for a team within a Club may be de-registered by that Club via WGS.

(R) *At any one time:*

A 5 v 5 team shall register no more than fourteen (14) players.

A 7 v 7 team shall register no more than fourteen (14) players.

A 9 v 9 team shall register no more than eighteen (18) players.

A 11 v 11 team shall register no more than eighteen (18) players.

Except for Under 15s and Under 16s who can register no more than twenty one (21) players at any one time.

Club Colours

19. Every Club must register the colour of its shirts and shorts with the Secretary by 30th July who shall decide as to their suitability.

Any Club wishing to change its colours during the Playing Season must obtain permission from the Management Committee.

Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.

No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents the colours in which they will play (including the colours of the goalkeeper jersey) at least *seven (7)* days before the Competition Match.

If, in the opinion of the referee, two Teams have the same or similar colours, the *home* 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.

Shirts must be numbered, failing which a fine will be levied 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 or, for Mini-Soccer, and 9v9 football, the Rules as set down by The FA.

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 Competition 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 Matches on another ground. 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).

All Competition Matches shall have a duration as set out below unless a shorter time is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the Competition Match, and in any event shall be of equal halves.

Competition Matches should be played in accordance with the Laws appropriate to the relevant age group, as laid down by The FA, as detailed below.

Age Group	Minimum duration of play per half (minutes)	Maximum duration of play per half (minutes)	Maximum playing time in one day in all organised development fixtures (minutes)	Maximum playing time in one day in all tournaments and trophy events/festivals (minutes)	Competition structure
Under 7 and Under 8	10	20	40	60	Development focussed with a maximum of 3 trophy events per season over 2 week periods (6 weeks)
Under 9 and Under 10	20	25	60	90	Development focussed with a maximum of 3 trophy events per season over 4 week periods (12 weeks)
Under 11	20	30	80	120	Development focussed with a maximum of 3 trophy events per season over 6 week periods (18 weeks)
Under 12	20	30	80 (if applicable)	120	Any varieties including one season long league table
Under 13 and Under 14	25	35	100	150	Any varieties including one season long league table
Under 15 and Under 16	25	40	100	150	Any varieties including one season long league table
Under 17 and Under 18	25	45	120	180	Any varieties including one season long league table

For this Competition the duration of matches is as detailed below:

For Mini-Soccer

Under 7 & Under 8 15 minutes per half

Under 9 & Under 10 20 minutes per half

For Youth football

Under 11 & Under 12 30 minutes per half

Under 13 & Under 14 35 minutes per half

Under 15 & Under 16 40 minutes per half

Extra time where needed shall be:

Under 11 - 12 inclusive two halves of 5 minutes per half

Under 13 - 16 inclusive two halves of 10 minutes per half

For round robin/trophy events, the maximum duration of play per half cannot be exceeded, but the minimum duration of play per half may be adjusted.

For trophy events, the Competition may award mementos.

The times of kick-off shall be fixed at the AGM and can only be altered by the mutual consent of the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at least seven (7) days prior.

Under 7s to Under 10s will play on Saturdays

Unless changed by mutual agreement between the clubs and agreed by the League Fixtures Secretary a match will kick off no earlier than 10.00 am and no later than 12.00 noon.

Under 11s to Under 15s will play on Sundays

Unless changed by mutual agreement between the clubs and agreed by the League Fixtures Secretary a match will kick off no earlier than 10.30 am and no later than 2.00 pm.

Under 16's will play on Sundays

Unless changed by mutual agreement between the clubs and agreed by the League Fixtures Secretary a match will kick off at 2.00pm.

The Competition reserves the right to require teams to play matches other than on a Saturday or Sunday. Evening games will kick off at 6.30pm unless mutually agreed by both teams and agreed by the League Fixtures Secretary.

Referees must order Competition 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 footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

The Home team must ensure that there is a designated spectator area set up on one side of the pitch before the match is played. This can be marked by means including an official FA Respect barrier, a line of cones or a painted line. The referee shall make a report to the Competition if the designated spectator area is not in place. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).

All scheduled league fixtures must be started with a Macron match football.

- (B) Except by permission of the Management Committee all Competition Matches must be played on the dates originally fixed but priority shall be given to The FA and parent County Association Cup Competitions. All

other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition Match with the consent of the (Fixtures) Secretary. 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 Competition Match (unless otherwise mutually agreed).

- (C) An Officer of the home Club must give notice of full particulars of 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 twenty eight (28) clear days prior to the playing of the Competition Match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition.

When sending full particulars of a fixture to visiting clubs, home clubs must include an emergency action plan for the venue. This emergency action plan will detail the full address of the venue, including postcode, details of medical facilities at the site, directions to the nearest A&E and details of access/location of a defibrillator (where possible).

The home Club shall also give full particulars of the location of, and access to, the ground and time of kick-off to the match official(s) three (3) clear days prior to the playing of the match.

The particulars can be given to the match official(s) by either telephone or email. If using email, the referee will confirm receipt and attendance to the home club.

If an email response is not received from the match official(s) the home club must telephone the referee to seek confirmation of attendance at the game.

All Fixtures Secretaries MUST supply an email contact.

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

- (D) The minimum number of Players that will constitute a Team for a Competition Match is as follows:

FORMAT	MINIMUM NUMBER
5v5	4
7v7	5
9v9	6
11v11	7

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

- (E) (i) In competitions where points are awarded, home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have the 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 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.

- (ii) Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the (Fixtures) Secretary, the Competition Referees Appointments Secretary, the secretary of the opposing Club and the Match Officials.

Such notice must be given in writing together with the reasons at least seven (7) clear days preceding the date of the match. If due to player unavailability, then the notice to the League Fixtures Secretary must include the names of the players who are unavailable.

Players/managers non availability

Within seven (7) days of the date on which the match was due to have been played the Club causing the postponement must send a written explanation on the official postponement form to the Fixtures Secretary. Clubs may, instead of posting a postponement form, email the Fixtures Secretary with the relevant information. If the postponement was due to lack of players then this must be supported by written evidence from parents, school, or medical practitioners stating why players were not available to play and sent to the Fixtures Secretary within seven (7) days of the date on which match was due to have been played.

Insufficient registered players alone is not a valid reason for a postponement. All registered players, including those who are suspended from football by a County FA, will be counted when deciding the number of registered players a team has available to play.

If a manager or coach is unavailable to run their team on day of match then the League will expect the club to assist and appoint a responsible adult to take charge of the team on the day of the match. If the game is postponed due to no adult being available then the game may be awarded to the opposition. The non-offending Club must also inform, in writing, within seven (7) days of the date on which the match was due to have been played the reason for the postponement to the Fixtures Secretary. Clubs must inform the League Fixtures Secretary of unavailability of players with names and/or managers at least three (3) weeks before cancelling matches scheduled during any school holiday. Any Club failing to comply shall be dealt with by the Disciplinary Committee.

Pitch conditions/Adverse weather

In the event of a postponement due to the condition of the pitch or adverse weather it is both Clubs responsibility to make all efforts to play the game. If an alternative pitch can be found or the fixture can be reversed then this must occur even if the fixture has already been reversed. (This may mean that teams play both fixtures at home or away). If either manager refuses to play at another venue the Disciplinary Committee will ask for a written explanation from the manager concerned. If the Disciplinary Committee decide that the written explanation invalid or it is not received, they may award the game to the opposing team.

When a fixture is reversed due to the condition of the pitch or adverse weather then the same kick off time should be kept unless a change is agreed with the Referees Secretary. The original named home team is responsible for phoning in the result, sending in the match card and paying the appointed officials.

Valid or Invalid Postponements

The Discipline Committee shall consider all postponed matches and decide whether or not the postponement was valid or invalid. If valid the match will be rearranged. If invalid the team that caused the postponement will be fined (in accordance with the Fines Tariff) and the Discipline Committee are empowered to award the game and points to the opponents or in the case of a Cup match award the game to the opponents.

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

- (iii) *In the event of a Competition Match not being played or abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the (Fixtures) Secretary within seven (7) days the Management Committee shall have the power to order the Competition Match to be played on a named date or on or before a given date.*

Within seven (7) days of the date on which the match was due to have been played both Clubs must send a written explanation as to why the game was not played or abandoned to the Fixtures Secretary. If this was due to players being unavailable then this must be supported by written evidence from parents, school, or medical practitioners stating why players were not available to play.

Where it is to the advantage of the Competition and the Clubs involved agree, the Management Committee shall 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.

- (iv) 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 be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall be empowered to award the points for the Competition Match to the opponent. In cases where a Competition 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 Competition Match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Competition Match.
 - (v) The Management Committee shall review any Competition 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(N)(i) above. Where both Teams were under suspension the Competition Match must be declared null and void and shall not be replayed.
- (F) A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match.

Where a Competition **does not allow** return substitutes:

For Under 17s and Under 18s – a Club may name up to 5 substitute Players of whom not more than 5 may be used.

Where a Competition does allow return substitutes (*this Competition does*):

For Under 11s - Under 18s – a Club may use up to 5 from 5 substitute Players. A Player who has been substituted becomes a substitute and may replace any Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

For Mini-Soccer – any number of substitutions may be used at any time with the permission of the referee. Entry onto the field of play will only be allowed during a stoppage in play. A Player who has been replaced may return to play as a substitute for another Player. A Team must not have a match day squad greater than double the size of its team in an age group.

In Youth Football only, the referee shall be informed of the names of the substitute Players not later than ten (10) 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 has named as a substitute before the start of that Competition Match but does not actually play in the game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.

- (G) The half time interval shall be of [] 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 Under 7s to Under 11 or Youth Football shall identify a Team captain who may wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates.

The Teams taking part in Under 12 to Under 16 shall identify a Team captain who shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates.

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

- (I) *The manager or person appointed responsible for a team will carry a printed copy of the latest version of the WGS squad list of their players to all fixtures and must produce this to the opposing manager or appointed person before the match starts when requested.*
A player will not be allowed to play if they are not listed on the WGS squad list available for inspection. If all a team's WGS squad list is not available for inspection the opposing team can refuse to play the match. If the match is not played then both Clubs must, within seven (7) days of the date that the match was due to have been played, send a written explanation to the Fixtures Secretary. The Discipline Committee is empowered to award the match to the non-offending Club and take any other action as they consider appropriate.
A member of the Management Committee, if present and carrying an official League ID card, is permitted to inspect the WGS squad list of any team.
- (J) *All Cup matches will be on a single match basis. In the event of a draw at full time extra time will be played in accordance with Rule 10.A. If the score is still level at the end of extra time, the winners will be determined by the taking of kicks from the penalty mark in accordance with the International Board Decision contained in the Laws of Association Football. Up to the semi-final the first team drawn shall have choice of ground. Clubs with two or more teams in the same age group will be seeded to avoid each other in the 1st round of the Cup.*
- (K) *During the playing season all teams must be available to play every weekend, including those shown as "free" weekends on the published fixtures. At least 7 clear days' notice will be given by the League Fixture Secretary for any games arranged for "free" weekends.*
- (L) *Each Club must have a First Aid kit available at all games.*
- (M) *Players must wear shin pads at all times during matches*

Reporting Results

- 21.(A) *The (Registration/Fixtures) Secretary must receive **from both clubs**, by 6.00pm on day of the match or for mid-week games by 9.00 pm on the day of the match, 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.*
Team Admins for both Clubs shall be required to log into the League site on the FA Full-Time system to enter all required match statistics including but not limited to players who started each match, substitutes used during the match, referee marks, or any other information as required by the League Management Committee.
For age groups U12 to U16, the Team Admins shall also enter the number of goals scored by each player for their club against the name of that player.
For age groups U7 to U11, entering the number of goals scored by each player is optional.
See Appendix 2 for details.
Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. Should a team reach 5 (five), 10 (ten), 15 (fifteen) or 20 (twenty) instances of late or missing match statistics, an additional fine will be added at each of these stages.
- (B) *Both Clubs shall notify the result of each match by 6.00pm on day of the match or for mid-week games by 9.00 pm on the day of the match. Clubs in default shall be fined (in accordance with the Fines Tariff).*
The result shall be notified by the Team Admins appointed by both Clubs using the FA Full-Time SMS Result Notification system – see Appendix 3 for details.
Submission of the match result and match statistics in the FA Full-Time system applies to ALL GAMES organised by the Competition, with the exception of Trophy Events for Under 7s and Under 8s and Futsal matches where results will be collected manually at the events by officials appointed by the League Management Committee.
- (C) *Not adopted*

- (D) The Competition and Clubs are permitted to collect but NOT publish results or any grading tables for fixtures involving Under 7s, Under 8s, Under 9s, Under 10s, and Under 11s. Any Competition failing to abide by this Rule will be dealt with by the Sanctioning Authority, and any Club failing to abide by this Rule will be fined in accordance with the Fines Tariff). The Competition and Clubs are permitted to collect and publish results for trophy events.
- (E) *The Competition may require a Club to confirm that a set fixture has been played. A fine (in accordance with the Fines Tariff) may be imposed for a breach of this Rule.*

Determining Championship

- 22.(A) In Competitions where points are awarded, 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 then team rankings shall be decided by the points won in matches between the tied teams.*
- If still unresolved then goal difference in the matches between the tied teams shall decide.*
- If still unresolved then the Management Committee will determine other ways in which League positions or competitions will be decided, or the position shared.*
- (B) Not adopted.
- (C) Not adopted.
- (D) In the event of a Team withdrawing from the Competition before completing 75% of its fixtures for the Playing 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.
- (E) *Any team that withdraws from the Competition shall have all points and goals obtained by or recorded against them expunged from the League table.*

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.
- Referees will be appointed for all Cup semi-finals and finals by the Referees Secretary.*
- When Referees and Assistant Referees are appointed then Clubs must always use them.*
- Failure to do so will incur a fine (in accordance with the Fines Tariff).*
- (B) 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 open age competition and individuals under the age of 14 must not participate either as a referee or assistant referee in any Competition Match. Referees between the ages of 14 and 16 are only eligible to officiate in competitions where the Players' age band is at least one year younger than the age of the referee, for example a 15 year old referee may only officiate in competitions where the age banding is 14 or younger.
- (C) Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff) being imposed on the defaulting Club.

- (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.
- (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.
Match Officials will be paid their fees and by the home Club before the Competition Match, unless otherwise ordered by the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
Where a Match Official is appointed by the League Referees Secretary to a fixture within a knockout cup competition organised by the Competition, the two participating teams shall share the fee equally (50/50) between them. For the purposes of this Rule, trophy events are not included, and the League will cover the fees for match officials in knockout cup final matches.
- (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 *half fee plus expenses*. 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 his or her 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.
- (H) 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.
*If a referee is **marked 60 or below** then a written report must be sent to the Referees Secretary within three (3) days of the match being played. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).*
(N.B. The purpose of this is to assist referees to improve their performance levels, so the comments should be helpful as possible).
For a complete guide to marking see Appendix 1
- (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 FA/County FA.
- (J) 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.
- (K) Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.
- (L) Match Officials shall have undertaken a RESPECT briefing offered by The FA/County FA or the Competition.

Tours and Outside Competitions

- 24.(A) *Any Club wishing to proceed on tours during the playing season must make application, in writing, to the League Secretary no later than December 31st of the season in which they wish to tour. The Management Committee will consider such applications and inform the Club of the outcome within twenty-eight (28) days of receipt.*
- (B) *Any Club/team wishing to participate in any competitions outside the Competition (Oxford Mail Youth Football League) such as summer tournaments during the playing season must make application, in writing, to the League Secretary no later than two months before the date of the outside competition. Such*

applications will only be considered when the requesting team has completed or will have completed their League fixtures. The Management Committee will consider such applications and inform the Club of the outcome within fourteen (14) days of receipt.

Constitution of Divisions in the Age Grouped Leagues

- 25.(A) At the start of each season the Management Committee will determine the size of the various divisions taking into account the number of teams entered, the number of days available for playing fixtures, the dictates of cup competitions and County Cup competitions.
- (B) (i) Automatic promotion and relegation shall be applied to the first two (2) and last two (2) teams in each division.
- (ii) Additional teams may be promoted or relegated to balance the divisions.
- (iii) New teams entering the League will be placed in a division that, in the opinion of the Management Committee, best meets the needs of the League.

Trophy Events

- 26.(A) All competition rules will apply to Trophy Events.
- (B) The dates of each Trophy Event will be published prior to the start of the season but these dates may be changed by the Competition in exceptional circumstances such as a period of bad/severe weather. The Competition must give notice of at least 7 (seven) days of any change to dates for Trophy Events, except in cases of postponement due to weather/ground conditions.
- (C) All teams will be entered to play in their appropriate Trophy Event **UNLESS** they inform the League Fixtures Secretary twenty-eight (28) days prior to the published start date of the event that they **DO NOT** wish to enter. Any team not completing their Development Games prior to the Trophy Event will not be entered into the Trophy Event except at the discretion of the Competition.
- (D) Teams that are unable to play, for whatever reason, on all the dates of their Trophy Event will be excluded from the Trophy Event.
- (E) The actual format, within the rules laid down by the F.A., of each Trophy Event will be decided by the Management Committee and clubs will be informed of these prior to the start date of the event.

Fees Tariff

RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	ENTRY FEE	£0.00
4 (B)	ANNUAL SUBSCRIPTION	U7-U16 £100.00 per team
4 (C)	DEPOSIT	£0.00
18 (D)	REGISTRATION FEE	£0.00
18 (H)	TRANSFER FEE	£0.00
23 (E)	REFEREE FEES	U7-U8 £20.00 U9-U12 £25.00 U13-U15 £30.00 U16 £35.00
23 (E)	ASSISTANT REFEREE FEES	U7-U12 £20.00 U13-U15 £25.00 U16 £30.00
7	PROTEST/APPEAL FEES	£35.00

Fines Tariff

RULE NUMBER	DESCRIPTION	MAXIMUM FINE
2 (G)	FAILURE TO AFFILIATE	£15.00
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£100.00
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£15.00
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£30.00
4 (C)	FAILURE TO PAY A DEPOSIT	£0.00
4 (E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£10.00
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£15.00
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£25.00
6 (I)	FAILURE TO PAY A FINE WITHIN 14 DAYS OF NOTICE	Double the original fine up to £100.00
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£20.00
9	FAILURE TO BE REPRESENTED AT SGM	£20.00
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£10.00
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£30.00
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£25.00
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£25.00
16 (A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£25.00
16 (B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£25.00
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	£10.00
18 (B)(iii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON COMMENCING	£10.00
18 (F)	SIGNING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM	£15.00
18 (G) (ii)	REGISTRATION IRREGULARITIES	£25.00
18 (N) (i)	PLAYING AN INELIGIBLE PLAYER	£25.00
18 (O) (i)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£0.00
19	FAILURE TO NUMBER SHIRTS	£10.00
20 (A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£15.00
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£15.00
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£20.00
20 (D)	FAILURE TO HAVE MINIMUM NUMBER OF PLAYERS THAT WILL CONSTITUTE A TEAM	£15.00
20 (E) (i) & (iii)	FAILURE TO PLAY FIXTURE	£20.00
20 (H)	NO CAPTAIN'S ARMBAND	£10.00
21 (A) & 21 (C)	LATE RESULT NOTIFICATION	£10.00
21 (B)	FAILURE TO PROVIDE RESULT	£10.00
21 (D)	PUBLISHING RESULTS/GRADING TABLES FOR FIXTURES INVOLVING U7S, U8S, U9S, U10S OR U11S	£20.00
21 (D)	FAILURE TO COMPLY WITH RULE	£10.00
21 (E)	FAILURE TO COMPLY WITH RULE	£10.00
23 (A)	FAILURE TO COMPLY WITH RULE	£15.00
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£15.00
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£25.00
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£25.00
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£10.00

APPENDICES

1. Guide to Referee Marking

The following questions focus on the key areas of a referee's performance. They are intended as an "aide memoire", are not necessarily comprehensive and need not be answered individually. It is, however, worth considering them before committing yourself to a mark for the referee. Always try to be objective when marking. Judge the performance over the whole game. Don't be too influenced by one particular incident. Don't mark the referee down unfairly because your team was unlucky and lost the game or some disciplinary action was taken against your players.

CONTROL AND DECISION MAKING

- How well did the referee control the game?
- Were the players' actions recognised correctly?
- Were the Laws applied correctly?
- Were all incidents dealt with efficiently/effectively?
- Were all the appropriate sanctions applied correctly?
- Was the referee always within reasonable distance of incidents?
- Was the referee well positioned to make critical decisions, especially in and around the penalty area?
- Did the referee understand the players' positional intentions and keep out of the way accordingly?
- Did the referee demonstrate alertness and concentration throughout the game?
- Did the referee apply the use of the advantage to suit the mood and temperature of the game?
- Was the referee aware of the players' attitude to advantage?
- Did the referee use the assistants effectively?
- Did the officials work as a team, and did the referee lead and manage them to the benefit of the game?

COMMUNICATION AND PLAYER MANAGEMENT

- How well did the referee communicate with the players during the game?
- Did the referee's level of involvement/profile suit this particular game?
- Did the referee understand the players' problems on the day – e.g. difficult ground/weather conditions?
- Did the referee respond to the changing pattern of play/mood of players?
- Did the referee demonstrate empathy for the game, allowing it to develop in accordance with the tempo of the game?
- Was the referee pro-active in controlling of the game?
- Was the referee's authority asserted firmly without being officious?
- Was the referee confident and quick thinking?
- Did the referee appear unflustered and unhurried when making critical decisions?
- Did the referee permit undue questioning of decisions?
- Did the referee deal effectively with players crowding around after decisions/incidents?
- Was effective player management in evidence?
- Was the referee's body language confident and open at all times?
- Did the pace of the game, the crowd or player pressure affect the referee negatively?

2. Results Reporting (via SMS)

In order to ensure that all match results are submitted on time (and help clubs avoid fines) and to help reduce the amount of manual work by League officials, all results will now be reported via the Full-Time SMS Text Message system.

SMS Text Message

During each game (normally 15 minutes after kick-off), the Full-Time system will send an SMS Text Message to each registered mobile number, reminding them to send in the result of the game.

For example:

FA Full-Time Results: AB12 v KY12,
Sun 16 Oct 10:30. Reply H-A score:
e.g. 2-2 3-3 AET 3-1 PENS

Key to highlighted sections

Fixture (home and away teams)
Date/time of fixture
Format of reply requested
Example score (including cup game options)

The SMS Text Message does look a bit confusing and full of information, but don't worry, sending a response is straightforward.

Replying to the SMS Text Message

When the game has finished and before the League result reporting deadline arrives, **BOTH** home and away clubs should report the score by replying to their text message.

1. League Games

Most teams will be able to send just a simple reply, giving the score for the game, home team first, away team second, and separated by a hyphen. For example, if the score was Home 2 Away 1, the reply would be:

2-1

2. League Games - multiple team admin

If you are responsible for sending results for more than one team, then you will be asked to include a team code (see **Team Codes** section below) to identify the correct fixture/team. The team code will be included in the SMS Text Message (example highlighted in yellow below):

FA Full-Time Results: AB12 v KY12, Sun 16
Oct 10:30. Reply H-A score and code AB12:
e.g. 2-2 AB12 2-2 AB12 3-3 AET 3-1 PENS

So your reply would be the score (using format H-A) and your team code, for example:

2-1 AB12

3. Cup Games

These games may involve extra time and penalties, and the SMS Text Message shows how this information should be included if appropriate (see green highlighted text below). For example:

FA Full-Time Results: AB12 v
KY12, Sun 16 Oct 10:30. Reply H-
A score and code AB12: e.g. 2-2
AB12 **3-3 AET 3-1 PENS**

When reporting the result for a Cup game, only include the relevant information. For example (again, include the team code if it is requested):

	Submitting score only	Submitting score and team code
result in normal time	2-1	2-1 AB12
result after extra time	2-2 2-3 AET	2-2 AB12 2-3 AET
result after penalties	2-2 3-3 AET 3-1 PENS	2-2 AB12 3-3 AET 3-1 PENS

4. Postponements/Abandoned games

These are treated the same as normal scores, so you would enter P-P for postponed and A-A for abandoned (plus the team code if requested, as noted above for multiple team admin). For example:

	Submitting score only	Submitting score and team code
postponed game	P-P	P-P AB12
abandoned game	A-A	A-A AB12

5. Switched games

If a game is switched to your opponent's ground or a neutral ground, please make sure you report the score the correct way round. If you are down as the home side on Full-Time, please put your score first and if you are the away side on Full-Time, please put your score second (irrespective of whether you played at home or away or at a neutral venue).

6. Futsal games and Trophy Events

You may receive SMS Text Messages for Futsal games and Trophy Events – you can ignore ones for Futsal and U7-U8 Trophy events, but **you must reply to SMS Text Messages for U9, U10 and U11 Trophy event fixtures.**

Team Codes

Each team has been given a unique four digit code to identify it in the system. For example

AYY9 Abingdon Youth Yellow Under 9s

KY12 Kidlington Youth Under 12s

MS08 Marston Saints Under 8s

Important Notes To Remember

Do **NOT** include any extra information in your reply to the SMS text message other than the information requested, as it will cause errors in the Full-Time system.

Do **NOT** try to submit the result before you receive the SMS text message.

If the SMS text message asks for a team code, make sure you add it after the score.

Please tell the League asap if you change your mobile number! Contact Paul Lyon (fixtures@oyfl.org.uk) or Rob Roslyn (webmaster@oyfl.org.uk).

Please tell the League if a fixture is incorrect on Full-Time before the game is played. Contact Paul Lyon (fixtures@oyfl.org.uk).

Remember that the SMS score is processed by a computer, so the format needs to be correct.

Frequently Asked Questions (FAQs)

I have not received a text message from Full-Time requesting the result. What do I do?

Text the result to Paul Lyon (07876 682501), stating that no Full-Time SMS has come through. Please also confirm the correct mobile number for SMS results reporting for your team so we can check the system has the correct number.

I have received the SMS text message. Do I have to respond immediately?

The reply can be sent any time after the final whistle has been blown for the game and before the standard deadline for reporting results. However, if you report the score immediately after the game, then it is one thing less to sort out later.

I have sent in the result by SMS but it has not appeared on Full-Time. Should I send the message again?

No. There could be a short time delay whilst the system processes all the scores and adds them to the system. Also, there may be a conflict in the system if the scores sent by the two teams are different – this will be resolved by a League Administrator after checking the match card.

I am submitting more than one result. How does the system know which game I mean?

If you are submitting the results for more than one game on the same day, you will need to include the unique team code for your team after the score, e.g. 1-0 SS12. The unique team codes should be in the SMS from Full-Time but we will circulate a list of team codes to all clubs.

I have tried to reply to the SMS but my phone says it is not being delivered. Should I send the message again?

Yes, you can try again. If you are approaching the reporting deadline and your phone has still not delivered the reply, send a separate text or email to Paul Lyon with the result. Please also use this method if your phone is not working or has been lost/stolen (in addition, remember to let us know if you want to change to a different mobile number going forward).

Does the away side have to reply to the Full-Time SMS?

Yes, both teams have to text the score for each game to ensure that the score is correct.

What happens if I make a mistake sending the score?

Let Paul Lyon know of the error, along with the correct score, and it will be updated manually.

What happens if I don't reply to the Full-Time SMS?

If you don't submit a score (either via the SMS Text Message or to Paul in cases where the SMS message does not arrive) and you have not reported any problems to the League, then your club will be fined for not submitted a result.

What about goal scorers/match reports (U12-U16 only)?

Please do not include the goal scorers or match reports in your SMS reply to Full-Time.

Goal scorers should be sent by the home side only (as happens currently) via separate text or email to Paul Lyon (if you send the match card via email/text, then that will include the goal scorers). Match reports should be sent to Paul in the usual way via email.

League Full-Time contact details

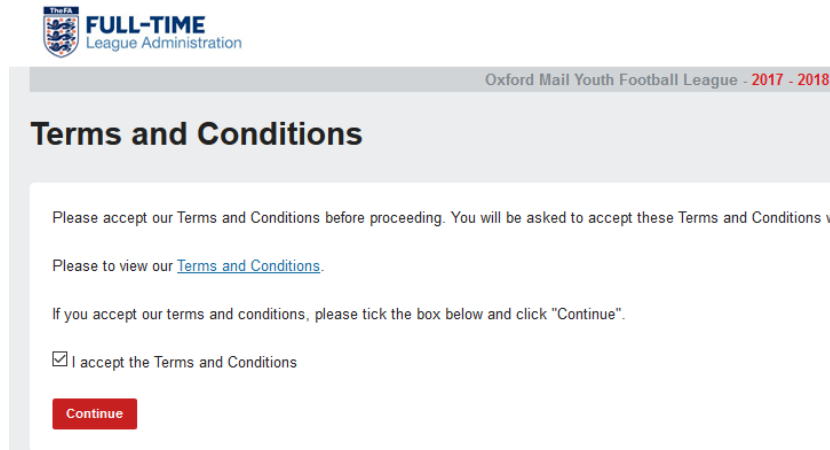
Paul Lyon
League Fixtures Secretary
fixtures@oyfl.org.uk
07876 682501

Rob Roslyn
League Webmaster
webmaster@oyfl.org.uk
07542 891092

3. Match Statistics Reporting (Full-Time)

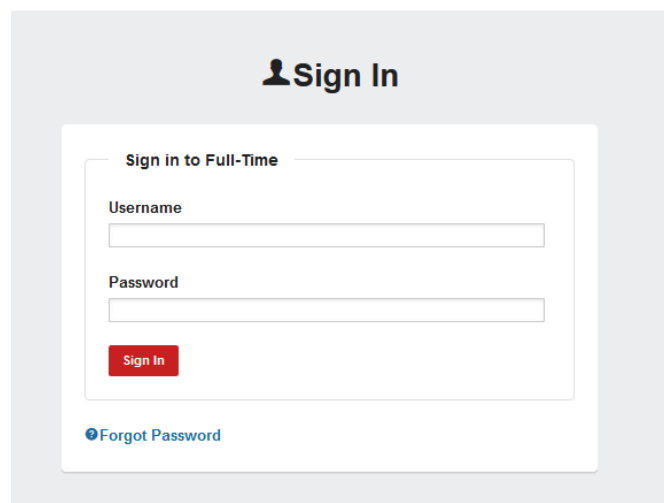
To access Full-Time, you will be sent an email from the system, asking to create a username and password. Please remember these, as you will need them throughout the season.

When you log in for the first time, you will be asked to accept the FA Full-Time terms and conditions of use. Please tick the box and press Continue.



The screenshot shows the 'Terms and Conditions' page for the Oxford Mail Youth Football League 2017-2018. At the top left is the FA logo and 'FULL-TIME League Administration'. The page title is 'Terms and Conditions'. The main content area contains the following text: 'Please accept our Terms and Conditions before proceeding. You will be asked to accept these Terms and Conditions w', 'Please to view our [Terms and Conditions](#).', and 'If you accept our terms and conditions, please tick the box below and click "Continue".'. There is a checkbox with the text 'I accept the Terms and Conditions' and a red 'Continue' button below it.

When you log in future, go to the OMYFL Full-Time site and click the **Sign In** link in the top right or use <http://fulltime-admin.thefa.com/gen/Login.do> You will see a standard login page asking for your username and password.



The screenshot shows the 'Sign In' page. At the top center is a person icon followed by the text 'Sign In'. Below this is a white box titled 'Sign in to Full-Time'. Inside the box are two input fields: 'Username' and 'Password'. Below the password field is a red 'Sign In' button. At the bottom left of the box is a blue link with a magnifying glass icon and the text 'Forgot Password'.

Once logged in, you will arrive at the Admin Home screen (see below)

The screenshot shows the 'Admin Home' interface. At the top left is the 'FULL-TIME League Administration' logo. On the top right are links for '?', 'Contact Us', and 'Sign Out'. A dark blue navigation bar contains tabs for 'Admin Home', 'Fixtures', 'Results', 'People', 'Notices', 'Match Reports', and 'View Site'. Below this, a grey header indicates the current context: 'Oxford Mail Youth Football League - 2017 - 2018 - Under 7 Autumn A'. The main heading is 'Admin Home'. A 'Select Season and Division' section contains two dropdown menus: 'Season' (set to '2017 - 2018') and 'Division' (set to 'Under 7 Autumn A'). To the left, a list of tasks includes: 'Change or create your schedules...', 'Enter and modify your results and statistics', 'Create or change administrators...', 'Create news items...', 'View messages...', and 'Create or modify match reports.'. To the right of these tasks are buttons for 'Fixture Wizard', 'Results / Stats', 'People Wizard', 'Notices', 'Contact Messages', and 'Match Reports'. A red callout box titled '★ Whole Game Season Team Admins' contains text explaining that team admins are not automatically pulled across and provides a 'Read More' link. At the bottom right is a 'Full-Time User Guide' link with a small crest icon.

To enter a result, press the Result tab in the blue menu bar at the top of the screen. You will then be taken to the Team Admin Result Entry screen. Here you will see the fixtures for your team from the last seven days and for the next seven days (if you are a team admin for several teams, then you will see the fixtures for each of these teams).

The match result will have been entered automatically from the SMS Results text message that you will have sent in earlier (or at least should have!).

[Editor note: image below taken from blank system so no result entered].

If a League referee was appointed, please enter a mark (0-100) for their performance. As in previous season, if you mark a referee 60 or less, you must sent a report to the Referees Secretary.

If someone other than a League referee officiated on the match, see note below

The screenshot shows the 'Team Admin Result Entry' screen. It features the same top navigation as the Admin Home screen. The main heading is 'Team Admin Result Entry'. A 'Results Display' section contains two checkboxes: 'Hide Statistics' and 'By default fixtures from the last 7 days and the next 7 days only are displayed. Show all'. Below this are 'Update' and 'Finished' buttons. The main content area displays a match entry: 'L SUN 10 SEP 2017 10:30 - Didcot Casuals Youth U12 Boys -v- Bardwell Youth U12'. Below the match title is a 'Status:' field. The 'Home Team Score - Didcot Casuals Youth U12 Boys' section has input fields for 'Half-time' and 'Full-time'. The 'Away Team Score - Bardwell Youth U12' section also has input fields for 'Half-time' and 'Full-time'. At the bottom center is a button labeled 'Enter Statistics'.

In this screen, press the blue Enter Statistics button under your team (remember both home and away teams must do this).

Before entering the statistics, you will see a Respect screen asking you various quick questions which will enable the League to continue to raise standards of behaviour across the age groups. There are also a couple of questions on the pitch – please answer these for now, though we may review these in future.

Note: if you had a non-League referee, please enter the referee mark in the notes box at the top of the screen. Again if you score the referee less than 61, you will need to write a report.

Team Marks Statistics?

Results

Marker's Team - Didcot Casuals Youth U12 Boys
Sun 10 Sep 2017 10:30 Didcot Casuals Youth U12 Boys v Bardwell Youth U12

Note

Respect

Respect Questions

Please Rate Behaviour as 1 = Very Poor, 5 = Excellent

Were Respect barriers/areas used during this match?
 Yes No

Respect team marks must be entered before statistics button is enabled

Behaviour of players from opposition?
 1 2 3 4 5

When you have answered all the question, press the **Update** button.

If you then scroll back to the top of the screen, the Statistics tab will then be available. Click this, and then click the club Switch to Quick Stat Entry button.

Statistics

Team Marks Statistics

Results

Team Sheet Wizard - Step 2 - Match Stats - Didcot Casuals Youth U12 Boys

SUN 10 SEP 2017 10:30 Didcot Casuals Youth U12 Boys v Bardwell Youth U12

Switch to Quick Stat Entry

Player

Select a player if appropriate and complete one of the forms below to create a stat

Time Stat

1st Half 2nd Half

Stat
Goal

Note

Create

Stat

Stat
Rolling Sub On

Note

Create

You should then see a screen with a list of your registered players and three columns of boxes (note that goals are not recorded for teams U7-U11).

Statistics

Team Marks **Statistics**

[Results](#)

Quick Stat Entry - Didcot Casuals Youth U12 Boys

SUN 10 SEP 2017 10:30 Didcot Casuals Youth U12 Boys -> Bardwell Youth U12

[Switch to Team Sheet Wizard](#)

	Started	Goal	Rolling Sub On
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>

[Update Stats For Players](#) [Back](#)

Tick the appropriate boxes in the **Started** column for those players on the pitch at the start of the game, and under **Rolling Subs On** for those that played but did not start the game (there is no need to record every substitution).

Enter the number of goals scored by each player in appropriate box in the middle column (**U12-U16 match only**).

Check everything is correct and then press the red **Update Stats For Players** button.

For own goals:

Click the blue **Click to Team Sheet Wizard**

Then go down to the Stat drop-down box and select **Opposition Own Goal**

Then press Create

Note: if more than one own goal was scored by the opposition, repeat this process for each own goal.

[Switch to Quick Stat Entry](#)

Player

Select a player if appropriate and complete one of the forms below to create a stat

Time Stat

1st Half 2nd Half

Stat
Opposition Own Goal

Note

[Create](#)

Stat

Stat
Rolling Sub On

Note

[Create](#)

DO NOT RECORD OWN GOALS SCORED BY YOUR OWN TEAM.

Then log out of the system and then relax – you have completed the match stats.