

## DEFINITIONS

### 1. (A) In these Rules:

<b>“Affiliated Association”</b>	means an Association accorded the status of an Affiliated Association under the rules of The FA.
<b>“AGM”</b>	shall mean the annual general meeting held in accordance with the constitution of the Competition.
<b>“Club”</b>	means a club for the time being in membership of the Competition.
<b>“Competition”</b>	means the [Harrogate & District Junior Football] League
<b>“Competition Match”</b>	means any match played or to be played under the jurisdiction of the Competition.
<b>“Contract Player”</b>	means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.
<b>“Deposit”</b>	means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.
<b>“Fees Tariff”</b>	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.
<b>“Fines Tariff”</b>	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
<b>“Ground”</b>	means the ground on which the Club’s Team(s) plays its Competition Matches.
<b>“Management Committee”</b>	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.
<b>“Match Officials”</b>	means the referee, the assistant referees and any fourth official appointed to a Competition Match.
<b>“Mini Soccer”</b>	means those participating at ages under 7s to under 10s.
<b>“Non Contract Player”</b>	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.
<b>“Officer”</b>	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.
<b>“Participant”</b>	shall have the same meaning as set out in the rules of The FA from time to time.
<b>“Player”</b>	means any Contract Player, Non Contract Player or other player who plays or who is eligible to play for a Club.
<b>“Playing Season”</b>	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.
<b>“Rules”</b>	means these rules under which the Competition is administered.
<b>“Sanctioning Authority”</b>	means [The FA][the West Riding County Football Association Limited].
<b>“Scholarship”</b>	means a Scholarship as set out in Rule C 3 (a) (i) of the rules of The FA.
<b>“Season”</b>	means the period of time between an AGM and the subsequent AGM.
<b>“Secretary”</b>	means such person or persons appointed or elected to carry out the administration of the Competition.
<b>“SGM”</b>	means a special general meeting held in accordance with the constitution of the Competition.
<b>“Team”</b>	means a team affiliated to a Club, including where a Club provides more than one team in the Competition in accordance with the Rules.
<b>“The FA”</b>	means The Football Association Limited.
<b>“WGS”</b>	means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time
<b>“written” or “in writing”</b>	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
<b>“Youth Football”</b>	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 "**HARROGATE & DISTRICT JUNIOR 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 One Hundred (100) Clubs *or* Three Hundred (300) Teams approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be within a radius of twenty (20) miles of the War Memorial in Harrogate Town Centre. █
- (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, *each not exceeding 12 in number*.

- (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.

As an FA Charter Standard League this Competition requires all, its Clubs to have achieved FA Charter Standard League status The League Management Committee may expel any club that has failed to achieve or annually renewed its Charter Standard status New Member Clubs have one year to achieve the Charter Standard club award. The League has the right to refuse membership to a Club if it fails to demonstrate commitment to achieving the award

The Competition shall require all players and club officials to have signed the FA's Respect Codes of Conduct and produce these if so requested by the League Management Committee. Prior to each match the participating teams and officials shall conduct the Respect handshake, at the end of the match; the participating teams shall again offer handshakes to the opposing team.

Teams from any club which loses its Charter Standard designation during the season for any reason will NOT be allowed to play any fixtures until the Club has regained its Charter Standard status. These fixtures will be treated as invalid postponements, with points awarded to the opposition team and a fine issued in accordance with the Fines Tariff for each fixture so postponed. If such clubs have not regained their Charter Standard designation by the end of the season in which it was lost, the club will NOT be allowed entry to the League for the next season.

- (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.

##### **New Clubs**

In the case of new Clubs or Teams wishing to enter the Harrogate and District League, normal procedure will be for them to start in the lowest division of their age group. The League Management Committee can allow new Clubs or Teams to play in a higher division if they feel it is in the interests of all clubs. Clubs wishing to enter at a higher than lower division should apply in advance of the AGM, explaining their reasons.

New Clubs or Teams joining the Harrogate and District Junior Football League shall be subject to a probationary season. At the end of the first season and prior to the Annual General Meeting, the League Management Committee shall review the performance of such Clubs and or Teams (in terms of fixture fulfilment, postponements, and compliance with League administrative procedures) and make a recommendation to the Annual General Meeting regarding the continuing league membership of all the Clubs and/ Teams under probation

All Clubs are held responsible for the behaviour and conduct of their players, officials and spectators.

- (B) The annual subscription shall be payable in accordance with the Fees Tariff per *Club/Team* (where a Club has more than one Team in membership of the Competition) and shall be payable on or before the Annual General Meeting in each year.
- (C) A Deposit of £25 shall be payable in accordance with the Fees Tariff per Club plus £10 per team (where a Club provides more than one Team in membership of the Competition) and shall be payable on or before the Annual General Meeting in each year. Failure to comply with this Rule will result in a fine in accordance with

*the Fines Tariff.*

- (D) A Club shall not participate in this Competition until the entry fee; annual subscription and Deposit (if required) have been paid.
- (E) If requested by the Competition, Clubs must advise annually to the Secretary in writing by the 30th June 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.

All teams must have a manager and assistant named, complete with contact details. Manager and Coach details and photos must be added to the squad list in WGS to ensure only named Managers and Coaches are in the technical area

A Manager, Assistant Manager or Coach may manage or assist only one team at any one time.

## **MANAGEMENT, NOMINATION, ELECTION**

5. (A) The Management Committee shall comprise the Officers of the Competition who shall be the President, no more than five (5) Vice-Presidents, Chairman, Vice-Chairman, Treasurer, League Secretary, Registrations Secretary, Referees' Appointments Secretary, Divisional Secretaries and 2 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 the 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 the 30th April 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.
- The Management Committee may periodically hold meetings of all Clubs at which all Clubs must be represented; any Club failing to be represented may be fined in accordance with the Fines Tariff.
- (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. All telephone calls to League Officials by the Officials of a Club, other than the reporting of results or match cancellations, shall be restricted to evenings between 19:00 hours and 21:00 hours

## **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), 21 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.
- (v) Accept the charge and pay the fine within fourteen (14) days

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) More than 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.

#### **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 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 £ 25 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.
- (F) 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 Twenty (20) 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 *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 *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 "HARROGATE & DISTRICT JUNIOR FOOTBALL LEAGUE." 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 West Riding 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 in writing to the League Secretary no later than the 31st March.. 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 OR TEAM. 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 the 28th February. 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.

#### **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 the 28th February in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by the 31st March and any amendments thereto shall be submitted to the Secretary by the 30th April. 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 £ One Hundred Pounds (£100) 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 the 31st May.
- (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) *registered through WGS.*

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 via WGS (under Rule 18 (A) (i) (c)) Clubs must access WGS in order to complete the registration process.

(ii)

*The registration document in WGS must incorporate a current passport-size photograph of the Player seeking registration together with confirmation that the Player's proof of date of birth has been checked by the Club and is accurate. This verification must be carried out by a Club official on WGS having personally viewed a copy of a birth certificate or passport of the Player.*

*Random spot checks will be done by the Registration Secretary at each Club. Information will need to be provided by the Club within a 3 week period otherwise players are liable to have their registrations suspended until information provided. The Registration Secretary will also accept and investigate concerns from Clubs regarding player registrations.*

*Any player found to have an incorrect id verification will be deemed an ineligible player and the Club charged under rule 8(M) for any fixtures that player has played in*

*Photographs will need to be refreshed when moving to u13 and u16 age groups*

*The League does not require on-line consent from parents on WGS to register a player with the League. However parental consent is required for Club s to register players for their Club.*

*- Clubs will need to retain their own form of consent for off-line consent*

*- The League will continue to send out lists of existing registered players at the end of the season.*

*- Clubs will need to retain emergency contact numbers and relevant medical information for their players so that this is available at matches. This information is not held on WGS/ Full-Time.*

*The League undertakes to process in time for the first match of the season all registrations received by 31st August. Registration requests after this date may not be processed in time for the first game of the season.*

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 7 days before the start of each Playing Season:

FORMAT	MINIMUM
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.

Maximum number of players in a squad: This league supports the FA best practice which

- (a) limits squad sizes to twice the style of football being played
- (b) states that all players in a team should have equal playing time in a match.

Format	Maximum Number Registered
7v7 (single squad)	14
7v7 (double squad)	28
9v9	18
11v11	22

- (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	Eligible Age Groups	Maximum Permitted	Minimum Pitch Sizes		Maximum 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	5
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. The Team(s) in which the Player plays in are not in the same age group; 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 seven (7) 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.
- (I) A Player may not be registered for a Club nor transferred to another Club in the Competition after 31st March 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).
- (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 four (4) Competition Matches for that Team in the current Playing Season.
- (M) A Team shall not include more than [1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11] Players who has/have taken part in [ ] or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played.

For the purpose of this Rule a senior competition(s) is /are [ ].

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

- (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:
- 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
  - Levy penalty points against the Club in default; or
  - Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).

(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.

## **CLUB COLOURS**

19. Every Club must register the colour of its shirts and shorts with the Secretary by thr AGM 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 five (5) days before the Competition Match.

If, in the opinion of the referee, two Teams have the same or similar colours, the *away* Team shall make the change. Should a Team delay the scheduled time of kick-off for a Competition Match by not having a change of colours they will be fined in accordance with the Fines Tariff.

*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	Maximum duration of play per half	Maximum playing time in one day in	Maximum playing time in one day in all	Competition structure
Under 7 and Under 8	10	20	40	60	Development focussed with a maximum of
Under 9 and Under 10	20	25	60	90	Development focussed with a maximum of
Under 11	20	30	80	120	Development focussed with a maximum of
Under 12	20	30	80 (if applicable)	120	Any varieties including one
Under 13 and Under 14	25	35	100	150	Any varieties including one
Under 15 and Under 16	25	40	100	150	Any varieties including one
Under 17 and Under 18	25	45	120	180	Any varieties including one

In Harrogate & District Junior Football League matches the duration of play shall be as follows unless it is mutually agreed by all parties to reduce the time.

For mini soccer single squad, 30 minutes each half

For mini-soccer double squad, 15 minutes each half

For under 12, 30 minutes each half;

For under 13 and under 14, 35 minutes each half

For under 15 and under 16, 40 minutes each half,

For under 17 and under 18, 45 minutes each 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 fourteen (14) days prior.

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.

For matches played at U12s to U18s, a team list of the forename(s) and surname of each team's players (in block letters) and managers/ coaches must be given to the opposition manager and referee for each match. This allows subsequent checking that suspended players are not playing while suspended. The League no longer provides registration cards. Each team must make available (either by printing or view on-line) a squad or team list from WGS that shows the name of the player alongside a photograph of that player. The opposition Team Manager, or his Deputy, MUST inspect the squad or team list for every member of the opposing team prior to the commencement of the game to check the photograph against the individual player and to ensure that this player appears on the Team Sheet. This must be done with the opposition players present. Only managers/ coaches with photo id on the squad or team list are allowed in the technical area and the coaches/ managers side of the pitch.

For Mini-Soccer (U7s to U11s): a Team shall provide 2 squads of players, designated appropriately but shall not be designated as "A" and "B". Each squad shall play both squads from the opposing team, i.e. a total of 4 games shall constitute a fixture. Each team must provide one Referee and the home team must supply two sets of portable goals.

No match in this Competition shall be played if this procedure does not take place and failure to carry out this procedure must be reported to the Management Committee. Any player whose photograph or details are not available through the WGS squad or team list for inspection by the opposing team or is not listed on the Team Sheet must not take part in the game. If a player is not present when the game commences, then the opposition team manager or deputy must inspect the WGS squad or team list details and photograph of the additional player and confirm that the player's name is on the team sheet before the player can take part in the match.

**UNDER NO CIRCUMSTANCES WHATSOEVER CAN A PLAYER PLAY IN ANY MATCH IN THIS COMPETITION IF HIS OR HER NAME AND PHOTOGRAPH ARE NOT AVAILABLE FOR INSPECTION THROUGH A WGS SQUAD OR TEAM LIST PRIOR TO THE COMMENCEMENT OF THE MATCH.**

Any player(s) taking part in a League match, whose photograph or details were not available through the WGS squad or team list for inspection before the game commenced, will be deemed ineligible and the Club shall be penalised in accordance with League Rule 8(M)(i)



Each home club shall arrange for the provision of designated areas for spectators. This area can be marked by an additional painted line, the use of cones, a roped off area or use of a temporary spectator barrier. The area for spectators should start two metres from the touchline on both sides of the pitch. Each area should run the full length of the pitch. It is recognised, however, that the alignment of some public pitches does not allow for this arrangement in which case other appropriate arrangements should be made.

Parents and spectators at all games must watch from one designated side behind the safety zone. They will not be permitted to stand behind or to the side of either goal. Coaches and substitutes will be positioned on the opposite side and only Coaches, Referees Assistants, and other approved personnel will be permitted to enter the safety zone. The Referee will be empowered not to start or restart the game until the safety zone has been delineated and spectators excluded.

Each home team shall mark out a Technical Area either side of the half way line on the opposite side of the ground to the spectators for the use and purpose of the coaches and from where the substitutes shall leave or enter the field of play. The recommended size of the technical area for each team is 10 yards by 3 yards but if not feasible due to space restrictions each technical area should be of equal dimensions.

Any Club failing to provide a designated Respect Barrier /Technical Area or similar, suitable spectator safety zone will be fined in accordance with the Fines Tariff on each and every occasion and or be dealt with as the Management Committee may determine.

- (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 Divisional 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 five (5) 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. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

An Officer of the home Club must give notice of full particulars of the match to the FA Full-Time System.

This shall include the time of kick-off, the location of the ground; and shall be inputted at least fourteen (14) clear days prior to the playing of the match. The FA Full-Time system will automatically notify by email, everyone involved in the match. This procedure will then allow the Referees' Appointments Secretary at least fourteen (14) days to appoint a match Official to those matches for which the League appoints Officials.

No Match shall kick-off shall be before 09:00 hours.

On each Sunday at 20:00 hours during the season, each Divisional Secretary will check that all kick off times have been entered for all scheduled matches up to twenty one (21) days ahead. Any Club failing to comply with this Rule may be fined in accordance with the Fines Tariff.

Each Club or Team in the Competition shall be controlled and directed by an adult of 18 years and above, or shall be under the control and direction of a Committee presided over by an adult, who shall be responsible for the management of the Club and shall be known as the named adult.

If requested by the Management Committee or West Riding County Football Association the Club shall provide such information concerning its constitution.

A named adult representative of each Club, who has completed all necessary CRC checks to the satisfaction of the West Riding County Football Association, shall attend throughout every match played by his/her Club. Any team or club failing to have a named adult in attendance shall be fined for each offence, and be otherwise dealt with as the Management Committee may determine.

Requests for postponements (due to the unavailability of PLAYERS NOT Managers or Coaches) of which there shall be a maximum of three (3) allowed in any one playing season, must be made in writing to the appropriate Divisional Secretary by letter or e-mail at least fourteen (14) days prior to the match date. In the case of a revised match date, where fourteen (14) days notice has not been given by the League, the Club shall have twenty four (24) hours from receipt of the notice given of the revised match date, to be able to request a postponement.

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
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.

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 Divisional 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. 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.

(iii) 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.

- (iv) 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.

This Competition does allow return substitutes:

For Under 12s - Under 18s – a Club may use up to 5 may be selected 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 fifteen (15) 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 five (5) 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. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

## REPORTING RESULTS

- 21. (A) The FA Full-Time System must receive within three (3) days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) *and also the referee markings required by Rule 23, or any other information required by the Competition*. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (B) The Home Team Manager shall SMS Text the result of each match to the FA Full-Time System by 20:00 hours on the day of the match or in the case of a mid week fixture by 21:00 hours.  
  
At 20:00 hours on each Sunday evening during the playing season, each Divisional Secretary will check that a score has been entered for each of their scheduled fixtures. If no score has been entered, a fine will be issued in accordance with the Fines Tariff.  
  
Within three days of the match (ie Wednesday evening for a Sunday match), each team manager/administrator will update their players' statistics on the FA Full-Time System. This information will be used to check the eligibility of players to play in the various cup semi-finals and finals and also any possible "play-off" games.  
  
All Clubs must update their team and player statistics within the specified time-scale. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (C) The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. The Management Committee shall take such action, as they deem suitable against a Club which submits an incomplete form or incorrect information. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (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.

## **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 at the end of the Playing Season, rankings may be determined by a deciding match or matches played under conditions determined by the Management Committee, or the position shared.

Promotion and Relegation shall be decided by the Management Committee following the election of Clubs' and the Constitution of the Competition as decided by the Clubs' at the Annual General Meeting. (NB. due to the number of Teams leaving the Competition and new Teams entering the Competition each season, promotion and relegation issues can only be decided once the structure of the Competition has been determined). In seasons where the number of entrants to the u18 and u17s leagues is such that the number of games played per season is not ideal, the league management committee may ask top ranked U17 teams to play in the u18 league.

*(B) This Rule is not applicable to this Competition*

*(C) This Rule is not applicable to this Competition.*

*(D) In the event of a Team not 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*

## **MATCH OFFICIALS**

23. (A) Registered referees (and assistant referees where approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.

(B) 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.

Clubs must supply details to the Referee Secretary of referees they appoint for competition matches where the referee isn't appointed by the League. This will include name, email and FAN and other information required to register their details on Full-time and check CRB. 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.

*(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 by the home Club **immediately** after the Competition Match, unless otherwise ordered by the Management Committee. If the Referee, having arrived at the ground with the purpose of refereeing the game, then decides that the pitch is unsuitable for play, the Referee shall be paid half

fee inclusive of travel expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (F) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to *full travelling expenses only*. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping 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.
- Where a mark of 50 or less is awarded to the Referee, a written explanation, signed by the Secretary and the Chairman of the Club concerned, must be submitted to the League Secretary within five (5) days of the match. A Club failing to comply will be fined for each breach of the Rule in accordance with the Fines Tariff
- (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) *Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.*
- (K) *Match Officials shall have undertaken a RESPECT briefing offered by The FA/County FA or the Competition.*

*All cautions, dismissals, or serious incidents must be reported by the Referee to the West Riding County Football Association on the forms provided within 2 days of the match. These forms may be obtained from Club Secretaries for unqualified Referees or preferably downloaded (in Microsoft Excel format) from the Football Association web-site. Completed Excel forms may then be transmitted electronically to: discipline@wrcfa.com*

*The Club appointing a Referee for any fixture must provide a competent Referee and will be held responsible for the Referee's conduct, including the reporting of all cautions, dismissals and serious incidents to the West Riding County Football Association in the manner required. The Management Committee reserves the right to assess the competence of any such Referee and to prohibit the appointment of Referees that it considers to be unsuitable. Failure to provide a competent Referee shall be regarded as misconduct and Clubs shall be dealt with as the Management Committee shall determine.*

*A team manager is NOT allowed to referee a match in which his/her team is a participant. A Club failing to comply will be fined for each breach of the Rule in accordance with the Fines Tariff.*

## SCHEDULE A

### FEES TARIFF

RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	ENTRY FEE	£10.00
4 (B)	TEAM ANNUAL SUBSCRIPTION	£45.00
4 (C)	DEPOSIT PER CLUB	£25.00
4 (C)	DEPOSIT PER TEAM	£10.00
7 (C), 7(E)	PROTEST FEE - CORRESPONDENCE	£25.00
7(D)	PROTEST FEE – PERSONAL	£25.00
	APPEAL FEE – WEST RIDING COUNTY FA	£25.00
18 (D)	PLAYER REGISTRATION FEE	£0.00 (per player)
18 (H)	TRANSFER FEE	£5.00
23 (E)	REFEREE FEES UNDER 16 TO UNDER 18	£25.00
23 (E)	REFEREE FEES UNDER 14 TO UNDER 15	£20.00
23 (E)	REFEREE FEES (ALL OTHER AGE GROUPS)	£15.00
23 (E)	ASSISTANT REFEREES FEES (UNDER 15 TO	£13.00
23 (E)	ASSISTANT REFEREES FEES (UNDER 13 TO	£10.00
23 (E)	ASSISTANT REFEREES FEES (ALL OTHER AGE	£10.00
23 (E)	FEES ARE INCLUSIVE OF TRAVEL EXPENSES	

### FINES TARIFF

RULE NUMBER	DESCRIPTION	MAXIMUM FINE
2 (G)	FAILURE TO AFFILIATE	£20.00
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£10.00
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£10.00
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£25.00
4 (C)	FAILURE TO PAY A DEPOSIT	£25.00
4(E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£25.00
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN	£10.00
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE	£25.00
6 (I)	FAILURE TO PAY A FINE WITHIN 14 DAYS OF NOTICE	£25.00
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£25.00
9	FAILURE TO BE REPRESENTED AT SGM	£25.00
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO	£10.00
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£25.00
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£25.00
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT	£10.00
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 PLAYING SEASON COMMENCING	£20.00
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS OR	£10.00
18 (G)(ii)	REGISTRATION IRREGULARITIES	£10.00
18(M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO	£20.00
18 (N)(i)	PLAYING AN INELIGIBLE PLAYER	£20.00
18 (O)(i)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£10.00
19	FAILURE TO NUMBER SHIRTS	£10.00 (per shirt, up to an aggregate maximum of £30)
19	DELAYING KICK OFF TO DUE TO NO CHANGE OF COLOURS	£10
20(A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED	£10.00
20(A)	FAILURE TO PROVIDE RESPECT BARRIER OR TECHNICAL AREA	£20.00

20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£25.00
20 (C)	FAILURE TO HAVE AN APPROPRIATE ADULT/POSTPONEMENTS	£25.00
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£10.00
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF	£5.00 per player
20 (E) (i) & (iii)	FAILURE TO PLAY FIXTURE	£25.00
20 (H)	NO CAPTAIN'S ARMBAND	£10.00
21 (A) & 21 (C)	LATE TEAM SHEET OR NO STATISTICS TO FA FULL TIME SYSTEM	£10.00
21 (B)	FAILURE TO PROVIDE RESULT	£10.00
21(D)	FAILURE TO COMPLY WITH RULE	£10.00
21(E)	FAILURE TO COMPLY WITH RULE	£10.00
21(D)	PUBLISHING RESULTS/GRADING TABLES FOR FIXTURES INVOLVING	£10.00
23 (B)	FAILURE TO PROVIDE REFEREE DETAILS	£10.00
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£10.00
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£10.00
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£10.00
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£10.00

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### **SCHEDULE A**

Fees Tariff

Fines Tariff



HARROGATE & DISTRICT JUNIOR FOOTBALL LEAGUE

THE RULES OF THE CUP COMPETITIONS

1. NAME

The Competitions shall be called the "HARROGATE & DISTRICT JUNIOR FOOTBALL LEAGUE CUP COMPETITIONS". The Cups shall be known as the Divisional Cups and played for by each age group, should the League obtain sponsorship the name of the Cup may be changed to reflect such sponsorship. The League may organise a Supplementary Cup Competition which may be played towards the end of the season and is for those Clubs who have completed their League commitments early.

2. OWNERS OF THE CUPS

The Chairman and Secretary who are Trustees of the Harrogate & District Junior Football League shall be to all intents and purposes are the legal owners of the Cups, which are held by them in trust for and on behalf of the League. The Cups are the property of the League, and cannot be won outright.

3. ENTRY FEE

The entry fee for each Cup Competition shall be Twenty Pounds (£20) to be paid on or before the 30th June. The Cups shall be competed for annually in accordance with the Cup Competition Rules.

4. CONTROL OF THE COMPETITIONS

The Competitions will be administered by the Management Committee, who shall have the entire control and management of the Competitions, and the authority to deal with all questions of eligibility and or the interpretation of the Competition Rules; which, unless otherwise stated will be the Cup Rules of the Harrogate & District Junior Football League supported by the League Rules and the Rules of the Football Association.

The Management Committee shall have the right to appoint a Sub Committee to deal with any matter that they deem appropriate. The decisions of the Management Committee are final and binding on all participants, subject to League Rule 16.

Any action by the Competition must be taken within 28 days of the Competition being notified.

With the exception of Cup Rule 11, for all breaches of Rule a formal written charge must be issued to the Club concerned. The Club charged shall be given seven days from the date of notification of the charge to reply to the charge and given the opportunity to:

(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.

(v) Accept the charge and pay the fine within fourteen (14) days

Where the Club charged fails to respond within seven (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, Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate Association.

All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with League Rule 16.

The decisions of the Management Committee must be notified in writing to those concerned within ten days.

## 5. COMPETITION FORMAT

(A) Cup Competitions shall be organised by the League Secretary on behalf of the Management Committee before the commencement of each season and shall be determined by the number of teams in each age group.

Where appropriate the Cup Competitions shall be as detailed below.

(i) Divisional Cup: A knock out Cup Competition for all the teams in the age groups Under 12s to Under 18s.

(ii) Supplementary Cup -. The Competition is by invitation of the Management Committee and is dependent on the progress of League matches and other Cup matches. Generally this Competition may be played towards the end of the season by teams no longer involved in the Divisional Cup Competitions and who may have finished their League commitments early. The Competition may be played on a League basis or in any other format that the Management Committee decides.

(B) Dates for the Divisional Cup finals shall be set at the commencement of each season and shall be non-negotiable by member clubs.

(C) League Rule 8(N) (iii) regarding player qualification in Cup Competitions must be strictly adhered to.

For matches played at U12s to U18s, a team list of the forename(s) and surname of each team's players (in block letters) and managers/ coaches must be given to the opposition manager and referee for each match. This allows subsequent checking that suspended players are not playing while suspended. The League no longer provides registration cards. Each team must make available (either by printing or view on-line) a squad or team list from WGS that shows the name of the player alongside a photograph of that player. The opposition Team Manager, or his Deputy, MUST inspect the squad or team list for every member of the opposing team prior to the commencement of the game to check the photograph against the individual player and to ensure that this player appears on the Team Sheet. This must be done with the opposition players present. Only managers/ coaches with photo id on the squad or team list are allowed in the technical area and the coaches/ managers side of the pitch.

For Mini-Soccer (U7s to U11s): a Team shall provide 2 squads of players, designated appropriately but shall not be designated as "A" and "B". Each squad shall play both squads from the opposing team, i.e. a total of 4 games shall constitute a fixture. Each team must provide one Referee and the home team must supply two sets of portable goals.

No match in this Competition shall be played if this procedure does not take place and failure to carry out this procedure must be reported to the Management Committee. Any player whose photograph or details are not available through the WGS squad or team list for inspection by the opposing team or is not listed on the Team Sheet must not take part in the game. If a player is not present when the game commences, then the opposition team manager or deputy must inspect the WGS squad or team list details and photograph of the additional player and confirm that the player's name is on the team sheet before the player can take part in the match.

UNDER NO CIRCUMSTANCES WHATSOEVER CAN A PLAYER PLAY IN ANY MATCH IN THIS COMPETITION IF

HIS OR HER NAME AND PHOTOGRAPH ARE NOT AVAILABLE FOR INSPECTION THROUGH A WGS SQUAD OR TEAM LIST PRIOR TO THE COMMENCEMENT OF THE MATCH.

Each home club shall arrange for the provision of designated areas for spectators. This area can be marked by an additional painted line, the use of cones, a roped off area or use of a temporary spectator barrier. The area for spectators should start two metres from the touchline on both sides of the pitch. Each area should run the full length of the pitch. It is recognised, however, that the alignment of some public pitches does not allow for this arrangement in which case other appropriate arrangements should be made.

Parents and spectators at all games must watch from one designated side behind the safety zone. They will not be permitted to stand behind or to the side of either goal. Coaches and substitutes will be positioned on the opposite side and only Coaches, Referees Assistants, and other approved personnel will be permitted to enter the safety zone. The Referee will be empowered not to start or restart the game until the safety zone has been delineated and spectators excluded.

Each home team shall mark out a Technical Area either side of the half way line on the opposite side of the ground to the spectators for the use and purpose of the coaches and from where the substitutes shall leave or enter the field of play. The recommended size of the technical area for each team is 10 yards by 3 yards but if not feasible due to space restrictions each technical area should be of equal dimensions.

Any Club failing to provide a designated Respect Barrier /Technical Area or similar, suitable spectator safety zone will be fined in accordance with the Fines Tariff on each and every occasion and or be dealt with as the Management Committee may determine.

Each Club or Team in the Competition shall be controlled and directed by an adult of 18 years and above, or shall be under the control and direction of a Committee presided over by an adult, who shall be responsible for the management of the Club and shall be known as the named adult. If requested by the Management Committee or West Riding County Football Association the Club shall provide such information concerning its constitution.

A named adult representative of each Club, who has completed all necessary CRC checks to the satisfaction of the West Riding County Football Association, shall attend throughout every match played by his/her Club. Any team or club failing to have a named adult in attendance shall be fined for each offence, and be otherwise dealt with as the Management Committee may determine.

(D) Cup matches shall be played in accordance with the playing times listed in League Rule 10(A) and concluded on the day. In the event of a game being drawn in the Under 12s to Under 18s age groups extra time of 10 minutes each way shall be played. If the scores remain level after extra time the game shall be decided by the taking of penalty kicks from the penalty mark in accordance with the International Football Association Board procedure. Any team failing to comply with this Rule shall be duly expelled from the Competition.

(E) Divisional Cup Finals shall be played on neutral grounds with Officials appointed and paid for by the League. In the Semi-Finals of the Cup Competitions the first named team shall have home advantage. The League will appoint a Referee for all Semi-Finals with the Home Team paying the Match Officials Fee.

The first named team shall for the purpose of the match card be considered the Home Team but both Team Managers shall ensure that the Divisional Secretary, if he/she is not present at the Final Match, will be informed of the result. In the event of a colour clash both teams shall be required to change their strip. Both teams shall likewise provide match balls as detailed in League Rule 10(A). In the event of the first named teams pitch being unsuitable for play on two named occasions the fixture shall be reversed and the second named team shall then be deemed the first named team.

(F) (i) Any team playing an unregistered or otherwise ineligible player or players in a Cup match shall be expelled from the remainder of the Competition and shall be fined in accordance with the fines tariff for each offending player and/or otherwise dealt with at the discretion of the Management Committee. This includes Competitive games in the Mini Soccer Age Group.

(ii) All players taking part in the Competition shall be fully and correctly registered in accordance with League Rule 8(A) (i). No player shall be eligible to play for more than one Club or Team in a Cup Competition in the current season. A player who has played for a Club or Team in the Divisional Cup shall be deemed Cup-Tied in that Competition should he/she transfer or register with another club or team during the season.

Notwithstanding, with the exception of the Semi-Final and Finals rounds each individual must have been a recognised playing member of the Club or Team for which he/she proposes to play at least seven (7) days prior to the date fixed for the playing of the Round. Only those players who are registered to play on the 31st January and who are indicated on the FA Full-Time System as having played in at least four (4) matches for that team prior to the Semi-Final shall be eligible to play in a Semi-Final or Final Match.

A named substitute who does not actually play in a cup match is deemed not to be cup-tied.

#### 6. CUP DRAW

(A) The date of each round shall be fixed by the Management Committee, the Clubs' shall be drawn in pairs, each pair shall play off, the winners shall again be drawn in pairs and these pairs shall compete with each other, as in the first round and so on until the last pair shall play each other in the Final match.

As far as practically possible to make the first round purely a competition between the B and or C Divisions , with the A Division teams entering at round 2. The practical implementation of this would be that where byes are required in the first round these would be awarded to the strongest teams by League position at the time of the draw.

The Cups may be drawn using the facilities of the FA Full Time System.

The winning club shall hold the Cup under conditions provided for by these Rules. Representatives of all competing Clubs may be present at the draw. The club drawn first in each match shall have the choice of ground. Postponed matches shall be played on a date fixed by the Management Committee.

(B) When Competitions are played as group matches three points shall be awarded for a win and one point for a draw in the event of two or more teams having an equal number of points goal difference shall decide the rankings. If still equal, goals scored shall decide. If teams are still equal a deciding match will be played at a venue and date decided by the Management Committee. Such a deciding match to be played to a result including extra time and penalties as required. The teams finishing first and second in each group shall proceed to the Semi-Finals.

#### 7. DIRECTIONS AND CLUB COLOURS

The home Club shall notify, at least five (5) clear days before the date of the match, travelling directions to the visitors and the match officials, they shall also confirm their colours. Where the colours of the two competing Clubs are similar, the home team must change. Goalkeepers must wear colours, which distinguish them from the other players, and will not be permitted to wear black or dark blue jerseys. Clubs must wear stockings, which are distinguishable from those of their opponents. The backs of all shirts must be numbered.

#### 8. MATCH OFFICIALS

(A) In all matches up to the Final the fees and expenses for Referees and Assistant Referees' shall be at the same rate as League Rule 13(e), and as listed in the Fees Tariff

(B) In the event of the non-appearance of the appointed Referee the appointed senior Assistant Referee shall take charge and a substitute Assistant Referee appointed by the competing Teams. In cases where there are no officially appointed Assistant Referees, the Clubs shall agree upon a Referee. An individual thus agreed upon shall, for that game, have the full powers, status, and authority of a registered Referee.

(C) Where grounds have barriers surrounding the pitch, all club officials, substitutes and supporters must remain behind the barriers. Where there are no barriers, all club official, substitutes, and supporters must stand back from the line, club officials

must ensure that the Assistant Referees are not hindered or obstructed in their duties.

(D) Where a mark of 50 or less is awarded to the Referee, a written explanation, signed by the Secretary and the Chairman of the Club concerned, must be submitted to the League Secretary within five (5) days of the match. A Club failing to comply will be fined for each breach of the Rule in accordance with the Fines Tariff.

#### 9. LATE STARTS

Any Club failing to commence at the appointed time will be fined as detailed in the Fines Tariff or maybe otherwise dealt with as the Management Committee may determine depending on the circumstances. Referees must order matches to commence at the appointed time if possible, and must report all late starts, and advise the captain(s) of the offending team(s) of his/her intention to do so.

#### 10. REPEAT SUBSTITUTIONS

(A) A Club may at its discretion and in accordance with the Laws of the Game may use substitute Players as detailed below in any match in this Competition. This Competition allows repeat substitutes in all Matches:

This Competition allows repeat substitutes in all Matches:

For Under 17s and Under 18s: up to five (5) substitute Players may be selected from five (5) substitute Players.

This Competition allows repeat substitutes in all Matches:

For Under 12s - Under 16s: up to five (5) substitute Players may be selected from five (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.

In Youth Football Only: the Referee shall be informed of the names of the substitutes not later than fifteen (15) minutes before the start of the match and a Player not so named may not take part in the match.

A Player who has been selected, appointed or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a Player in that game within the meaning of Rule 8 of this Competition.

(B) The half time interval shall be of five (5) minutes' duration, but it shall not exceed fifteen (15) minutes. The half time interval may only be altered with the consent of the Match Officials.

(C) The Teams taking part in Youth Football 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 team-mates. Failure to comply with any section of this Rule will result in a fine in accordance with the Fines Tariff.

#### 11. REPORTING RESULTS

11(A) The FA Full-Time System must receive within three (3) days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) and also the Referee markings required by League Rule 13, or any other information required by the Competition. Failure to do so will incur a fine in accordance with the Fines Tariff.

(B) The Home Team Manager shall SMS Text the result of each match to the FA Full-Time System by 20:00 hours on the day of the match or in the case of a mid week fixture by 2100 hours. Clubs in default shall be fined in accordance with the Fines Tariff.

(C) The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. The Management Committee shall take such action, as they deem suitable against a Club which submits an incomplete form or incorrect information. Failure to do so will result in a fine in accordance with the Fines Tariff.

(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 Under11s. 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.

#### 12. FAILURE TO PLAY

In the event of a club failing to keep its engagement, the Management Committee shall impose a fine in accordance with the Fines Tariff, and award the match to their opponents; they shall order the defaulting club to pay any expenses incurred by their opponents.

In the event of both clubs failing to keep their engagement, the Management Committee shall impose a fine in accordance with the Fines Tariff on both clubs; dismiss both clubs from the Competition, order both clubs to pay half each of the Referee's and Assistant Referees' fees and expenses if in attendance, or otherwise deal them with at their discretion.

#### 13. THE FINAL MATCH

In addition to the Cup the League shall present medals or mementoes to the players in the Final match. A player sent from the field of play by the Referee shall not be allowed to attend the presentation ceremony his memento will be withheld at the discretion of the Management Committee.

The Final match shall be played to a conclusion; if the scores are level at the end of normal time then extra time must be played if the scores are level after extra time the Final shall be decided by the taking of penalty kicks from the penalty mark in accordance with the International Football Association Board procedure.

All Final matches shall be played on such grounds as the Management Committee determine

The Management Committee shall fix the charge for admission to the Semi Final matches (where appropriate) and the Final matches, as they deem advisable

Only eight persons in total will allowed in the Technical Area, a Club in breach will be dealt with under League Rule 5(H)

In the Final match the Referee and Assistant Referees shall receive a suitable memento from the League plus traveling expenses at 30 pence per mile. ) In all matches up to the Final the fees for Referees and Assistant Referees' shall be at the same rate as League Rule 13(e), and as listed in the Fees Tariff

#### 14. TROPHY: TAKING OVER THE AGREEMENT TO BE SIGNED.

(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 the \_\_\_\_\_ 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 the 28th February. If the Cup or Trophy is lost or damaged whilst under our care we agree to refund to the "HARROGATE & DISTRICT JUNIOR FOOTBALL LEAGUE CUP COMPETITION" the full amount of its current value or the cost of its thorough repair."

All Cup and Trophy winners shall arrange for the engraving of the said League Cup or Trophy prior to returning it to the League. Failure to comply will result in a fine in accordance with the Fines Tariff.

(B) At the close of each Competition awards may be made to the winners and runners-up if the funds of the Competition permit.

#### 15. ALTERATION TO RULES

Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. 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 Annual General Meeting shall be submitted to the League Secretary by 28th February in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by the 31st March and any amendments thereto shall be submitted to the League Secretary by the 30th April

The proposals and proposed amendments thereto shall be circulated to Clubs with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote, and voting, are in favour. A copy of the proposed alterations to Rules to be considered at the Annual General Meeting shall be submitted to the West Riding County Football Association no later than the 3rd May in the current season.

With regards to a Special General Meeting, a copy of the proposed alterations to Rules to be considered, shall be submitted to the West Riding County Football Association, no later than fourteen days before the date scheduled for the Special General Meeting. Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall have been obtained.

#### 16. PROTESTS AND COMPLAINTS

All Protests shall be shall be made in accordance with League Rule 15.

#### 17. APPEALS

All Appeals shall be shall be made in accordance with League Rule 16.

#### 18. OTHER MATTERS

In all matters which are not specially provided for in these Rules the Management Committee shall have the power to deal with any matter or question that concerns the Competition, and is not so provided for in the Competition's League or Cup Rules, subject to League Rule 16.

#### 19. MISCONDUCT

Any misconduct by Club(s), Player(s), Official(s), or spectators; could result in the future application for participation by that Club, Clubs, Player(s), or Official(s) into the League Cup Competition(s) being refused.

#### 20. FINES

The League Fines Tariff will be applicable when the Management Committee imposes financial penalties on Clubs' that are in breach of the Cup Competition Rules.

#### 21. KICKS FROM THE PENALTY MARK PROCEDURE

If at the end of the match and before the kicks start to be taken from the penalty mark, one team has a greater number of players than its opponents; it must reduce its numbers to equate with that of its opponents and the team captain must inform the referee of the name and number of each player excluded. Any player thus excluded may not participate in kicks from the penalty mark.

Before the start of kicks from the penalty mark the Referee must ensure that an equal number of players from each team remain within the centre circle and they shall take the kicks

The referee chooses the goal at which the kicks shall be taken.

The referee tosses a coin, and the team whose captain wins the toss decides whether to take the first or second kick.

The referee keeps a record of the kicks being taken.

Subject to the conditions explained below, both teams take five kicks.

The kicks are taken alternately by the teams.

If, before both teams have taken five kicks, one has scored more goals than the other could score, even if it were to complete its five kicks, no more kicks are taken.

If, after both teams have taken five kicks, both have scored the same number of goals, or have not scored any goals, kicks continue to be taken in the same order until one team has scored a goal more than the other from the same number of kicks.

A goalkeeper who is injured during the taking of kicks from the penalty mark and is unable to continue as goalkeeper may be replaced by a named substitute, provided his team has not used the maximum number of substitutes permitted under the Competition Rules.

With the exception of the foregoing case, only players who are on the field of play at the end of the match which includes extra time where appropriate, are allowed to take kicks from the penalty mark.

Each kick is taken by a different player and all eligible players must take a kick before any player can take a second kick.

An eligible player may change places with the goalkeeper at any time when kicks from the penalty mark are being taken.

All players, except the player taking the kick, and the two goalkeepers, must remain within the centre circle.

The goalkeeper who is the team mate of the kicker must remain on the field of play, outside the penalty area in which the kicks are being taken on the goal line where it meets the penalty area boundary line.

The other goalkeeper must remain on his goal line between the goalposts, facing the kicker until the ball is kicked.

Only the players and match officials are permitted to remain on the field of play when kicks from the penalty mark are being taken.

Unless otherwise stated, the relevant Laws of the Game and International Football Association Board Decisions apply when kicks from the penalty mark are being taken.



APPENDIX 0

Child Protection

1. Any act, statement, conduct or other matter which harms a child or children, or poses or may pose a risk of harm to a child or children, shall constitute behaviour which is improper and brings the game into disrepute.
2. In these Regulations the expression 'Offence' shall mean any one or more of the offences contained in Schedule 1 to the Children and Young Persons Act 1933 and any other criminal offence which reasonably causes the Association to believe that the person accused of the offence poses or may pose a risk of harm to a child or children.
3. Upon receipt from the Association of:  
notification that an individual has been charged with an Offence; Or  
notification that an individual is the subject of an investigation by the Police, Social Services or any other authority relating to an offence; or  
any other information which causes the Association reasonably to believe that a person poses or may pose a risk of harm to a child or children then the Association shall have the power to order that the individual be suspended from all or any specific football activity for such period and on such terms and conditions as it thinks fit.
4. In reaching its determination as to whether an order under Regulation 3 should be made The Association shall give consideration, inter alia, to the following factors:  
whether a child or children are or may be at risk of harm;  
whether the matters are of a serious nature;  
whether an order is necessary or desirable to allow the conduct of any investigation by the Association or any other authority or body to proceed unimpeded.
5. The period of an order referred to in 3 above shall not be capable of lasting beyond the date upon which any charge under the Rules of the Association or any Offence is decided or brought to an end.
6. Where an order is imposed on an individual under regulation 3 above, the Association shall bring and conclude any proceedings under the Rules of the Association against the person relating to the matters as soon as reasonably practicable.
7. Where a person is convicted, or is made the subject of a caution in respect of an Offence, that shall constitute a breach of the Rules of the Association and the Association shall have the power to order the suspension of the person from all or any specific football activity for such a period (including indefinitely) and on such terms and conditions as it thinks fit.
8. For the purpose of these Regulations, the Association shall act through its Council or any committee or sub-committee thereof, including the Board.
9. Notification in writing of an order referred to above shall be given to the person concerned and/or any club with which he is associated as soon as reasonably practicable.

## APPENDIX 2

### Standing Orders

#### 1. Meetings of the Management Committee.

All meetings of the Management Committee shall be held on a specified day of each month at 8.00pm, the day will be decided by mutual agreement between the members of the management Committee. Under special circumstances the Chairman shall have the power to postpone a meeting. A record shall be kept of the attendance of members at each meeting.

#### 2. Notice of Meetings.

The Secretary shall give 7 (seven) days' notice of every Meeting of the Management Committee together with an Agenda.

#### 3. Order of Business.

At each Meeting of the Management Committee the Secretary shall present the Minutes of the last preceding Management Committee Meeting. He shall cover all correspondence received since the last meeting, reading such letters as shall be necessary. The Treasurer will report verbally on the Finances of the League. Reports will be received from each Divisional Secretary. The business on the Agenda shall be proceeded with in such order as the Chairman may direct.

#### 4. Voting Method.

All voting shall be by show of hands unless a ballot is requested by a Member of the Management Committee and supported by at least two other members. No Member shall be entitled to vote on any matter directly concerning the Club to which the Member is attached.

#### 5. Privilege.

The discussion, statements of Members, evidence of witnesses and other matters within and before the Management Committee shall be deemed privileged and the Management Committee shall have the power to censure or suspend from the Management Committee, any Member proved to be guilty of a breach of such privilege.

### APPENDIX 3

#### Code Of Conduct

1. All Teams have a responsibility to the League to fulfil their league commitments and should not enter the League unless they have a minimum of 14 players.
2. All points of reference relating to games and interpretation of any of the Rules and procedures shall, in the first instance, be made to the respective Divisional Secretary.
3. The Home Team Manager should contact the Opposing Team Manager in good time, preferably 7 days in advance, but no later than the Tuesday night prior to a Sunday game and five (5) nights prior to a mid-week game.
4. Any Team wishing to postpone a game for any reason, shall contact the Divisional Secretary, before the Opposing Team Manager, to ask permission.
5. Any match that is postponed at short notice because of a lack of players shall be followed up with a letter explaining why.
6. Clubs are expected to be present at all League meetings.
7. Match reports should be filled in correctly and signed by both Managers before the start of the game. They shall be posted to the League Secretary in sufficient time to arrive at the notified address no later than noon on the third working day following the game.  
Managers must check each other's CRB cards.
8. Registration Cards MUST be exchanged by the Managers before the start of the game. Failure to produce/exchange Cards will result in the game being postponed and the Management Committee taking action against the offending Club(s).
9. It is the duty of a Team Manager to report any suspicion of over-aged players being played, or any other breach of the rules.
10. For all Harrogate & District Junior League and Cup Games the Home Manager shall, on the day of the match and within the times stated at the commencement of each season, use the FA Fulltime SMS system to input the result of the match. Team Managers and Clubs are responsible for the conduct of their players and spectators before, during and after a match.
11. Team Managers shall inspect their players boots at regular intervals provide water and a sponge and have a first aid kit available for use.
12. The Referee, and Assistant Referees (where appointed), shall be made welcome on arrival at the ground and thanked by both Team Managers after the match.
13. Where applicable the Referee's and (where appointed) Assistant Referees' fees and expenses should be paid as soon as possible without the Referee and Assistant Referees (when appointed), having to ask for them.
14. This league fully supports the FA's stance on the misuse of Social media. All suspected breaches of this code should be reported directly to the West Riding County FA

## APPENDIX 4

### Guide to Marking Referees

The mark awarded by a club must be based on the referee's overall performance, It is most important that the mark is awarded fairly and not based upon isolated incidents or previous games. The referee's performance should be determined by the table below which should act as a guide for the overall mark which should fall within the mark range for each standard of performance.

#### Mark Range Comment

91-100 The referee was extremely accurate in decision making and very successfully controlled the game using management and communication skills to create an environment of fair play, adding real value to the game.

81-90 The referee was very accurate in decision making and successfully controlled the game using management and communication skills to create an environment of fair play.

71 - 80 The referee was accurate in decision making and controlled the game well, communicating with the players, making a positive contribution towards fair play.

61-70 The referee was reasonably accurate in decision making, controlled the game quite well and communicated with players, establishing a reasonable degree of fair play.

51-60 The referee had some shortcomings in the level of accuracy of decision making and control, with only limited success in communicating with the players In variable fair play.

50 and below The referee had significant shortcomings in the level! of accuracy of decision making and control with poor communication with the players which resulted in low levels of fair play

#### Notes:

Using a scale of up to 100 allows greater flexibility for clubs to distinguish between different refereeing performances more accurately.

A mark within each range can be given to reflect the referee's performance e.g. a mark of 79 indicates a somewhat better performance than a mark of 71.

A mark between 71 and 80 represents the standard of refereeing expected.

When a mark of 50 or less is awarded, an explanation must be provided to the League or Competition by completing the appropriate box on the marking form. It must include comments which could help improve the referee's future performances. Even where a referee has significant shortcomings there will have been some positive aspects which should be given credit; extremely low marks (below 20) should be very rare.

#### How to Decide on the Referee's Mark

The following questions focus on the key areas of a referee's performance. They are intended as an "aide memoire", are not necessarily comprehensive and need not be answered individually. It is, however, worth considering them before committing yourself to a mark for the referee. .

#### COMMUNICATION AND PLAYER MANAGEMENT

How well did the referee communicate with the players during the game?

Did the referee's level of involvement/profile suit this particular game?

Did the referee understand the players' problems on the day - e.g. difficult ground weather conditions?

Did the referee respond to the changing pattern of play/mood of players?

Did the referee demonstrate empathy for the game, allowing it to develop in accordance with the tempo of the game?

Was the referee pro-active in controlling of the game?

Was the referee's authority asserted firmly without being officious

Was the referee confident and quick thinking?

Did the referee appear unflustered and unhurried when making critical decisions?

Did the referee permit undue questioning of decisions?

Did the referee deal effectively with players crowding around after decisions/incidents?

Was effective player management in evidence?

Was the referee's body language confident and open at all times?

Did the pace of the game, the crowd or player pressure affect the referee negatively?

Final Thoughts

Always try to be objective when marking. You may not obtain the most objective view by marking immediately after the game.

Judge the performance over the whole game. Don't be too influenced by one particular incident

Don't mark the referee down unfairly because your team was unlucky and lost the game or some disciplinary action was taken against your players.

Where a mark of less than 50 has been awarded to a referee, a written report must be sent to the League secretary to arrive by noon on the fifth working day following the game.

## APPENDIX 5

### League Equality Policy and Complaints Procedure.

The aim of this policy is to ensure that all members of the community are treated fairly and with respect and that the Harrogate and District Junior Football League is equally accessible to them all.

The Harrogate and District Junior Football League is responsible for setting standards and values to apply throughout the League at every level. Football belongs to and should be enjoyed by everyone, equally. Our commitment is to confront and eliminate discrimination whether by reason of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, 'religion or belief, ability or disability and to encourage equal opportunities.

This policy is fully supported by the League Officers and (the West Riding County Football Association which is responsible for the implementation of this policy. Equality at the Harrogate and District Junior Football League means that in all our activities we will not discriminate, or in any way treat anyone less favourably, on grounds of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability.

It means that we will ensure that we treat people fairly and with respect and that we will provide access and opportunities for all members of the community to take part in, and enjoy, our activities. And it means that we will not sanction any action, or lack of action, which might disadvantage a member compared to other people for any reason related to the list above.

The Harrogate and District Junior Football League will not tolerate harassment, bullying, abuse or victimisation of an individual (which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination). This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal.

The Harrogate and District Junior Football League will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

The Harrogate and District Junior Football League is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the following (but not limited to) equalities legislation - Equality Act 2006, Race Relations Act 1976, Sex Discrimination Act 1975 and Disability Discrimination Act 1995 as well as any amendments to these acts.

The Harrogate and District Junior Football League commits itself to the immediate investigation of any claims of discrimination on the above grounds and where such is found to be the case, a requirement that the practice stop and sanctions be imposed, as appropriate.

### League Complaints Procedure

In the event that any member feels that he or she has suffered discrimination in any way or that the League's Policies, Rules or Code of Conduct has been broken they should report the matter to the League Secretary or another member of the Committee.

If the complaint is with regard to the Leagues' Management Committee the member has the right to report the discrimination direct to the relevant County Football Association or to The Football Association.

### MEMORANDUM: CHILDREN OF SCHOOL AGE AND SCHOOL GAMES

One of the important aspects of games in school is the opportunity they afford of developing a pupil's sense of loyalty and honour. It is therefore of concern when interest in games outside the school conflict with a pupil's loyalty to the school and/or school organisation's activities.

1. It is usually the pupil of outstanding football ability whose services are sought by any Club, and the player is most likely to be a member of the school or association

team. While schools' matches are often arranged on Saturday mornings and Club matches take place in the afternoon, it is considered that a player should not play in 2 matches on the same day, for the 1 match is likely to affect play in the other.

2. An outside Club or Organisation should consult the head teacher before selecting any child of school age to play for a team, and should accept the head teacher's decision on these matters. Head teachers of schools should not restrain pupils, who are not selected for school games of any kind, from playing for an outside organisation during their free time.