

BURTON & DISTRICT SUNDAY FOOTBALL LEAGUE

Affiliated to
Birmingham County Football Association Limited

Honorary Life Members

Mr. D Farman, Mr. MJ Riddell, Mr. F McArdle

President

Mr. BL Carvell

Vice-Presidents

Messrs. DH Buckett, DA Davis, TL Darby, MJ Riddell,
CB Robinson, T McNeilly, A Freeman, RK Sharp, TL Whyman.

Chief Executive

Mr. L O'Hara
66 Evershed Way, Burton on Trent DE14 3LY
Tel: 07976 181 527

League Secretary

Mrs. C Collins
20 Money Hill, Ashby de La Zouch. LE65 1JH
Tel: 01530 481996 or 07581 244017

Treasurer

Mr. B Calladine
1 Tean Close, Stapenhill, Burton on Trent. DE15 9FT
Tel: 01283 546470

Fixture Secretary and Registration Secretary

Mr. P Lloyd
71 Forest Edge Way, Burton on Trent. DE13 0PQ
Tel: 01283 569403 or 0781 667 4089

Referee Appointments Secretary

Mr. A Collins
20 Money Hill, Ashby de La Zouch. LE65 1JH
Tel: 01530 481996 or 07973 909 229

Executive Committee Members

Mr. T Sharratt
22 Newhay, Stretton, Burton on Trent. DE13 0PF
Tel: 01283 567441

Mr. K Jeffries
24 Pipers Way, Burton on Trent. DE14 2HR
Tel: 07976 063 559

Mr. GK Perry
Eroica, 12 Field Close, Burton on Trent. DE13 0NS
Tel: 01283 533009

USEFUL NOTES FOR SECRETARIES AND REFEREES

Every club is requested to acquaint themselves with the rules. Ignorance is not accepted as an excuse. Please ensure you read this book.

OFFICERS' DUTIES

Chief Executive

Shall preside over all meetings. To deal with sponsorship, press releases, and ensure that the general administration is controlled. He has the responsibility of the efficient and smooth running of the league and that of other committee members' duties.

League Secretary

Shall conduct all general correspondence of the league and keep minutes of all meetings.

Treasurer

Will deal with all financial business of the league, all accounts due should be paid to him only, on or before the date on the invoice. Accounts to be cleared by cheque or postal orders only. These to be made payable to "Burton and District Sunday Football League". Shall conduct all correspondence on all financial matters.

Fixture Secretary

Will deal with all fixture matters (excluding referee's) for producing the fixtures monthly in accordance with the rules. Shall take results from telephone or text and produce league tables. Shall conduct all correspondence on fixture matters.

League Registration Secretary

Will deal with all registration and transfer of players. All sales of signing on forms and transfer forms are his responsibility. Payment to be made at time of purchase. Shall conduct all correspondence on registration matters. Shall keep an up to date and accurate record of referees marks, disciplinary action, goalscorers and most sporting players.

Referee Appointments Secretary

Will make all referees' appointments and deal with all other matters concerning referee appointments and alterations. Confirmation of appointments must be sent to him by all referees, and early contact of unavailability is vital. He shall conduct all correspondence on referee's matters

Executive Committee Members

To assist with all items relating to fund raising programmes. To help organise all social events, including annual presentations. Shall conduct all correspondence on social matters. Shall also be responsible for the recovery of trophies in accordance with league rules, the register of meeting attendances and handbook compilation.

IMPORTANT DATES 2014 – 2015 SEASON

Presentation Evening

Friday, 5th June 2015 (TBC)

AGM

Wednesday, 17th June 2015

Council Meeting

Wednesday, 20th August 2014

AGM & Council Meeting to be held at Marston's Sports and Social Club commencing 7.30pm prompt.

Burton & District Sunday League Cup Final Dates – (TBC)

Sunday, 29 March 2015 – TAG Premier Divisional Cup Final

Sunday, 5 April 2015 – Division 4 Divisional Cup Final

Wednesday, 8 April 2015 – Junior Challenge Cup Final

Sunday, 12 April 2015 – Division 3 Divisional Cup Final

Sunday, 19 April 2015 – Division 2 Divisional Cup Final

Sunday, 26 April 2015 – Division 1 Divisional Cup Final

Sunday, 3 May 2015 – The Presidents Cup Final

Wednesday 6 May 2015 – First Choice Wholesale Challenge
(Senior Challenge) Cup Final

IMPORTANT ADDRESSES & CONTACTS

Burton Referees Association

Mr. K Jeffries, 24 Pipers Way, Burton on Trent. DE14 2HR
Tel: 07976 063 559

County Football Associations

DERBYSHIRE COUNTY FA

Units 8-9 Stadium Business Court, Millennium Way, Pride
Park, Derby. DE24 8HZ. Tel: 01332 361422.
Email: info@derbyshirefa.com

BIRMINGHAM COUNTY FA

Ray Hall Lane, Great Barr, Birmingham. B43 6JF
Tel: 0121 357 4278. Fax: 0121 358 1661.
Email: info@birminghamfa.com

LEICESTERSHIRE COUNTY FA

Holmes Park, Dog & Gun Lane, Whetstone, Leicester, LE8 3LJ.
Tel: 0116 286 7828.
Email: info@leicestershirefa.com

STAFFORDSHIRE COUNTY FA

County Showground, Western Road, Stafford. ST18 0DB
Tel: 01785 256994.
Email: info@staffordshirefa.com

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated THE BURTON & DISTRICT SUNDAY FOOTBALL LEAGUE and shall consist of not more than 100 Clubs approved by the sanctioning authority.

(B) All such Member Clubs must be affiliated to an affiliated County Football Association and their names and particulars shall be returned annually by the appointed date on the Form "D" to the Birmingham County Football Association. The area covered by the Competition Membership shall be a radius of 25 miles from Burton on Trent Railway Station.

This Competition shall apply annually for sanction to the Birmingham County Football Association(s) and the constituent teams of Member Clubs may be grouped in divisions, each not exceeding 18 in number.

(C) This Competition shall only permit one team from a Club to participate in the same division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. This Competition will obtain the prior approval of the sanctioning Association in the event of a division comprising of more than one team from the same Club. This Competition will ensure that, where permission is given, teams from a Club operating in the same division are run as separate entities with no interchange of players other than via transfers of registration in accordance with Competition Rules.

(D) Inclusivity and Non-discrimination

(i) This Competition and each Member Club must be committed to promoting inclusivity and to eliminating all forms of discrimination

(ii) This Competition and each Member Club does not and must not [by its rules or regulations or] in any manner whatsoever unlawfully discriminate against any person within the meaning and scope of the Equality Act 2010 or any law, enactment, order or regulation relating to discrimination (whether by age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).

(iii) This Competition and each Member 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).

(iv) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate sanctioning Association for investigation.

(E) This Competition and its Clubs shall support the FA's Respect programme. As such it recognises that everyone in football has a collective responsibility to create a fair, safe and enjoyable environment in which the game can take place. A Respect League values the contribution of match officials, players and spectators and ensures that they are treated with courtesy and fairness by opposing players, club officials and spectators. The League and its Clubs will seek to play fixtures in a fair, competitive but not antagonistic environment.

Member Clubs shall not enter any of their teams playing in the Competition in any other Competitions (with the exception of F.A. and County F.A. Competitions) except with the written consent of the Management Committee of the Competition.

(F) At the Annual General Meeting or a Special General Meeting called for the purpose, a majority of the delegates present shall have power to decide or adjust the compilation of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 12.

ENTRY FEE, SUBSCRIPTION, DEPOSIT

2. (A) Applications by Clubs for admission to this Competition or the entry of an additional team(s) must be made in writing to the Secretary and must be accompanied by an Entry Fee of **£25.00** per team which shall be returned in the event of non-election.

At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the Annual General Meeting or a Special General Meeting. The Entry Fee shall apply.

When Rule 12(B) is applied or a team seeks a transfer or is compulsorily transferred to another division, no Entry Fee shall be payable.

(B) The Annual Subscription shall be **£46.00** per team payable on or before the 1st September in each year. (The Annual Subscription includes entry fees for all Burton & District Sunday League Cup competitions which are mandatory)

(C) Each Club shall within 14 days of election pay a deposit of **£75.00** which shall be returnable to Clubs on leaving the Competition provided they have fulfilled their fixtures and complied with all orders of the Management Committee.

(D) A Club shall not participate in this Competition until the Entry Fee, Annual Subscription and Deposit have been paid.

(E) Clubs must advise annually to the Secretary in writing by the 1st July of its relevant County Football Association affiliation number for the forthcoming Season. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition, failing to do so will result in a fine of **£10.00**.

OFFICERS

3. The Officers of the Competition shall be determined by the Annual General Meeting and elected thereat.

(N.B. Auditors/Verifiers are not Officers).

MANAGEMENT, NOMINATION, ELECTION

4. (A) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association by a Management Committee comprised of the Officers and Executive members who shall be elected at the Annual General Meeting. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The Association from time to time.

(B) Retiring Officers shall be eligible to become candidates for re-election without nomination. All other candidates for election as Officers or Members of the Management Committee shall be nominated to the Secretary in writing, signed by the Secretaries of two Member Clubs, not later than 30th April in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting

(C) The Management Committee shall meet at least quarterly.

On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.

(D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.

(E) All communications received from Clubs must be conducted through their nominated Officers.

POWERS OF MANAGEMENT

5. (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 Football Association or affiliated Association

(B) Subject to the permission of the Birmingham County Football Association 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. (See Rule 6(e)).

(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 apply to the procedure of any sub-committee).

In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.

(D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Rules.

With the exception of Rules 5(I), 6(H), 8(Q), 9(A), 10(B), 10(D) 11 and 19, for all breaches of Rule a formal written charge must be issued. The respondent shall be given seven days from the date of notice to reply to the charge and given the opportunity to:-

- (i) Accept the charge
- (ii) Submit in writing a case of mitigation, or
- (iii) Put their case before the Management Committee (Subject to Rule 15D)

Except where these Rules provide for the imposition of a set penalty any Club, Club Official (limited to Chairman, Secretary or Treasurer) or Player alleged to be in breach of a Competition Rule must be formally charged in writing and given the opportunity to present their case before the Management Committee. Financial penalties can only be imposed if included within the set penalties for breaches of Competition Rules. All breaches of the Laws of the Game, Rules and Regulations of The Football Association shall be dealt with in accordance with F.A. Rules by the appropriate Association.

With the exception of Clubs playing at Step 7 of the Football Pyramid and the FA Women's Premier League, the maximum

fine permitted for any breach of a Competition rule is £250 and, when setting any fine, the Competition must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

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

Decisions of the Management Committee must be notified in writing to those concerned within 21 days.

(F) 5 Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and 3 Members shall constitute a quorum for the transaction of business by any sub-committee of the Competition.

(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 having failed to comply with an order or instruction of the Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition shall be liable to be fined or otherwise penalised at the discretion of the Management Committee.

(I) All fines and charges shall be paid within 14 days of the date of posting of the written notification.

Any Club failing to do so will be fined a maximum of £50. Further failure to pay the fine including the additional sum within 14 days will result in fixtures being withdrawn until such time as the outstanding payments are settled.

(J) A member of the Management Committee appointed by the Competition to attend a meeting or match may have any 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 Annual General Meeting or Special General Meeting called to decide the constitution and the commencement of the Competition season.

(L) The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

ANNUAL GENERAL MEETING

6. (A) The Annual General Meeting shall be held not later than 30th June in each year. At this meeting the following business shall be transacted provided that at least 6 Members are present and entitled to vote:-

- (i) To receive and confirm the Minutes of the preceding Annual General Meeting.
- (ii) To consider any business arising there from.
- (iii) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
- (iv) Election of Clubs to fill vacancies (as recommended by the Management Committee).
- (v) Constitution of the Competition for ensuing season.
- (vi) Election of Officers and Management Committee.
- (vii) Appointment of Auditors.
- (viii) Alteration of Rules, if any (of which notice has been given).
- (ix) Fix the date for the commencement of the season and kick off times applicable to the Competitions.
- (x) Other business of which due notice shall have been given and accepted as being relevant to an Annual General Meeting.

(B) A copy of the duly audited Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen days prior to the meeting, and to the Birmingham County Football Association.

(C) A signed copy of the duly audited Balance Sheet and Statement of Accounts shall be sent to the Birmingham County Football Association within fourteen days of its adoption by the Annual General Meeting.

(D) Each Member Club shall be empowered to send two delegates to an Annual General Meeting. Each Club shall be entitled to one vote only. Fourteen days' notice shall be given of any Meeting.

(E) Clubs who have withdrawn their Membership of the Competition during the 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 17.*

(F) All voting shall be conducted by a show of voting cards unless a ballot is demanded by at least one third 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 Member Club.

(H) Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given shall be fined **£20.00**.

(I) Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting.

AGREEMENT TO BE SIGNED

7. The Chairman and the Secretary of each Club shall complete and sign 2 Forms.

1. The Re - Application for Membership Form will be sent out no later than 1st May and is to be completed by 1st July and this information provides the basis of your Clubs' Handbook details. Failure to return the form by the due date will incur a charge of **£10.00**.

2. The Rule Agreement Form will be sent out no later than 1st June and is to be completed by 1st September and this confirms all your club information and Receipt and Agreement to the Rules and Regulations of the Burton & District Sunday League. (Copy of Rule Agreement Form below). Failure to return the form by the due date will incur a charge of **£10.00**.

"We, _____ (Chairman)
and _____ (Secretary)
of the _____ Football Club
have been provided with a copy of the Rules and Regulations
of the Burton & District Sunday League 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 16."

Any alteration of the Chairman and /or Secretary on the
above Agreement must be notified to the relevant County
Football Association to which the Club is affiliated and to the
Secretary of the Competition.

*(Note: The spaces above are intended for the inclusion of the
signatures and addresses of officers and members).*

Insert Ben Robinson Advert

QUALIFICATION OF PLAYERS

8. (A)(i) Contract players, as defined in Football Association Rules, 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 signing a registration form for that Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 12 and over crossing borders including Wales, Scotland and Ireland.

(ii) While serving in any branch of Her Majesty's regular Forces, a player must first obtain the consent of his Association Secretary before signing a registration form to play for a club.

(B) A registered playing member of a Club is one who, being in all other respects eligible has:-

(i) Signed a fully and correctly completed Competition Registration form in ink, countersigned by an Officer of the Club, and who has been registered with the League Registration Secretary 3 days prior to playing a League Fixture or 7 days prior to playing a Cup Fixture and whose completed registration counterfoil has been received by the Club prior to playing.

(ii) Signed a fully and correctly completed Competition registration form in ink on a match day prior to playing, countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the League Registration Secretary within two days (Sundays excluded) subsequent to the match. The player shall not again play until the Club is in possession of the completed counterfoil. A maximum of 2 players per game may be registered in this

way. This rule is only applicable to League fixtures, for Cup fixtures the player cannot be signed on the day of the game and must be registered a minimum of 7 days prior to the Cup game

(iii) While serving in any branch of Her Majesty's Regular Forces, a player must first obtain the consent of his Association Secretary before signing a registration form to play for a Club.

(C) A team shall not include more than 2 players who have taken part in any 4 or more senior competition matches during the current season unless a period of 28 days has elapsed since they played. As soon as the player plays for the 4th time that player is deemed to be a first team player. In other words, the player does not have to play another 4 times (after the 28 day lapsed period) to be a first team player.

For the purpose of this Competition a senior competition is any games (League or Cup) played by teams in the Premier Division or Division 1.

(D) A player having taken part in matches for any Club affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign for a Club in the Competition without first proving to the officials of the intended Club that the player has discharged all reasonable financial liabilities to the previous Club or Clubs, and a Club official may not accept such player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Club, or Clubs, for which the player last played.

(E) Registration forms shall be obtained from the League Registration Secretary on prepayment of 75p per form.

(F) The Management Committee shall decide all registration disputes.

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 League Registration Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(G) It shall be a breach of Rule for a player to:-

(i) Play for more than one Club in the Competition in the same season without first being transferred.

(ii) Having signed for one Club in the Competition, sign for another Club in the Competition in that season except for the purpose of a transfer.

(iii) Submit a signed registration form for registration that the player had wilfully neglected to accurately or fully complete.

(H) (i) The Management Committee shall have the power to accept the registration of any player subject to the provisions of clauses (ii) and (iii) below.

(ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any player or may fine any player, at their discretion who has been charged and found guilty of registration irregularities. (Subject to Rule 16).

(iii) The Management Committee shall have power to make application to refuse or cancel the registration of any player charged and found guilty of undesirable conduct (subject to Rule 16) subject to the right of appeal to the FA or the relevant County Football Association. Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a participant from being involved in this Competition. Application should be made to

the parent County of the Club the player is registered or intending to be registered with.

(iv) For a player who has previously had a registration removed in accordance with clause (iii) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period for 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 Clause (iii) shall not be taken against a player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute and will in any case be subject to an Appeal to the Football Association. 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 a period of two years or less from the date of the first offence for the team playing in this Competition.

(l) Subject to FA Rule C2(a) dealing with players without a written contract when a player desires a transfer, the Club the player wishes to transfer to shall submit a transfer form to the League Registrar Secretary accompanied by a fee of £15.00. Such transfer shall be referred by the League Registration Secretary 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 League Registration Secretary and to the player concerned within seven days of receipt of the transfer form. Upon receipt of the Club's consent, or upon its failure to give written objection within seven days, the League Registration 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 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.

(J) A player may not be registered for a Club nor transferred to another Club in the Competition after 1st March.

(K) A Club shall keep a list of the players it registers and a record of the games in which they have played, and shall produce such records upon demand by the Management Committee.

(L) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the League Registration Secretary and shall be open to the inspection of any duly appointed Member Club representative at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one season only.

In the event of a player without a written contract 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 player without a written contract will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 8 (A)(i)

(M) A player shall not be eligible to play for a team in any special championship, Cup Final, promotion or relegation deciding match (as specified in Rule 12(A)) unless the player has played 4 games for that team in the Burton & District Sunday Football League in the current season.

(N) Cup Criteria

(i) Divisional Cups - A player may only play in one Divisional Cup Competition in any one season. If a player transfers to a new club in a different Division, but has already played for his previous club in the Divisional Cup, then he is unavailable to play for his new club in their Divisional cup.

(ii) Senior Challenge Cup (Top 2 Divisions) and Junior Challenge Cup (Remaining Divisions) - A player may only play in one of these Cup Competitions in any one season. If a player transfers to a new club, but has already played for his previous club in the Senior Challenge Cup, then he is unavailable to play for his new club in their Junior Challenge Cup and vice versa.

Both the above apply to clubs with Reserve teams. A player may only play in one Divisional Cup Competition in any one season. If a player has already played for the 1st team in their Divisional Cup then he cannot play for the Reserves in their Divisional Cup. Likewise, a player having played for the 1st team in the Senior/Junior Challenge Cup is unavailable to play for the Reserves in Senior/Junior Challenge Cup.

(O)(i) Any team playing an unregistered or otherwise ineligible player or players shall have the points gained in the match deducted from its total in the event of a League game and shall be fined and/or otherwise dealt with at the discretion of the Management Committee. Any team playing an unregistered or otherwise ineligible player or players in a Cup game shall be removed for the Cup competition and shall be fined and/or otherwise dealt with at the discretion of the Management Committee. In a Cup game the Opponents will be reinstated.

(ii) In addition the team may have 3 points deducted from its total at the discretion of the Management Committee and may be dealt with in any further manner which is thought to be fit.

(iii) The Management Committee may, at its discretion, award the points available in the match in question to the opponents, subject to the match not being ordered to be replayed.

(The following Clause applies to Competitions involving players in full-time secondary education):-

(P) (i) Priority must be given at all times to school and school organisations activities.

(ii) The availability of children must be cleared with the Head Teachers (except for Sunday Leagues).

(iii) To play open age football the player must have achieved the age of 16.

(Q) For return receipts of Registration Forms, inclusion of a stamped addressed envelope is required. Failure to do so will incur a fee of **£10.00**.

CLUB COLOURS. CLUB NAME

9. (A) Every Club must register the colour of its shirts, shorts and socks with the League Secretary by 1st July who shall decide as to their suitability.

Goalkeepers must wear colours which distinguish them from other players and the referee.

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 the colours in which they will play to its opponents at least 3 days before the match.

If, in the opinion of the referee, two Clubs have the same or similar colours, the home team shall make the change. Any team not having a change of colours or delaying the kick-off by not having a change shall be fined **£10.00**.

The Secretary of the Competition may request shirts to be submitted if complaints are received as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts or shorts as they think fit. Shirts must be numbered.

- (B) Any Club wishing to change its name and/or colours must obtain permission from its affiliated County Association and from the Management Committee.

PLAYING SEASON. CONDITIONS OF PLAY

TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES

10. (A) The Annual General Meeting shall determine the date for the commencement of the season in accordance with Football Association Rules. Original fixtures arranged by the Fixtures Secretary, must not be arranged for a date later than seven days preceding the concluding date.

Any Club failing to be represented at a fixture meeting or otherwise infringing this Rule shall be liable for a fine of **£20.00** and the Management Committee or the Fixtures Secretary shall arrange that Club's fixtures.

(B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

Clubs must take all reasonable precautions to keep their grounds in a playable condition. All matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home team a match has to be replayed, the Management Committee shall have power to order the venue to be changed.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for matches in the Competition and to order the Club concerned to play its fixtures on another ground.

Football Turf pitches (3G) are allowed in this Competition providing they meet the required performance standards and are listed on the FA's Register of Football Turf pitches. For clubs playing at Step 7 and below a pitch 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 10(D).

All matches shall have duration of 90 minutes unless a shorter time (not less than 70 minutes) is mutually arranged by the two captains in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

The times of kick-off shall be fixed at the AGM. Any Club failing to commence at the appointed time *shall* be fined a sum not exceeding **£10.00** or be otherwise dealt with as the Management Committee may determine.

Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

Cup games shall be straight knock-out. In the event of a tie at full time, extra time of 15 minutes each way will be played. If scores still remain level, penalties will decide as follows: - Each side will take 5 in turn, if scores remain level after the 5 penalties each team shall take a penalty in turn until one team gains an advantage on an equal number of penalties taken. No player shall take a 2nd penalty until each member has taken a penalty in turn.

The home team must provide at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Goal nets must be used.

(C) Except by permission of the Management Committee all matches must be played on the dates originally fixed but priority shall be given to The Football Association and **parent** County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixtures Secretary.

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

(D) The Secretary of the home Club must give notice in writing of full particulars of the location of, and access to, the ground and time of kick-off to the match officials and the Secretary of the opposing Club at least 3 clear days prior to the playing of the match. The away Club shall seek and acknowledge receipt of such particulars.

Any Club failing to comply with this Rule shall be liable to a fine of **£10.00**.

(E) In the event of a Club playing in any match with less than 11 players they may be fined **£10.00** for each missing player. A minimum of 7 players will constitute a team for a Competition match.

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

(ii) Any Club with more than one team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, A Team. Clubs in breach of this requirement shall be fined a sum not exceeding £50.00 or otherwise dealt with by the Management Committee.

(iii) Any Club unable to fulfil a fixture or where a fixture 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. Any Club failing to comply shall be dealt with by the Management Committee who may inflict a fine.

In the event of Bad Weather or anticipated Bad Weather, the Home club should arrange a pitch inspection as soon as possible, preferably the day before the game, by the appointed Referee. If the pitch is declared unfit, the Home Club Secretary must, without delay, give notice to the Fixtures Secretary, the Competition Referees Appointments Secretary, the Secretary of the opposing Club and the match officials.

(iv) In the event of a match not being played or abandoned owing to causes over which neither Club has control, it shall be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the Fixtures Secretary within 3 days the Management Committee shall have power to order the match to be played on a named date or on or before a given date.

(v) The Management Committee shall review all 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 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 match to the opponent. In cases where a match has been abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule all points

for the match as void. No fine(s) can be applied by the Management Committee for an abandoned match.

(vi) The Management Committee shall review any match that has taken place where either or both teams were under a suspension imposed upon them by the Association 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 8(O) above. Where both teams were under suspension the game must be declared null and void.

(G) A Club may at its discretion and in accordance with the Laws of the Game use 3 substitute players in any match in this Competition who may be selected from 5 players.

The referee shall be informed of the names of the substitutes not later than 10 minutes before the start of the match. Only named substitutes may play in the match, the referee shall impose this Law.

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.

(H) The half time interval shall be of 5 minutes duration, but it shall not exceed fifteen minutes. The half time interval may only be altered with the consent of the referee.

(I) 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 Management Committee.

The participating clubs taking part in the fixture shall identify a team captain designated with a captain's armband who has

a responsibility to offer support in the management of the on-field discipline of his/her team mates.

Prior to each match the participating teams and officials shall conduct the 'Respect' handshake in agreement with the match official (s).

(J) A club may request No fixture to be allocated on a given date no more than twice a season. Agreement is at the discretion of the Management Committee.

Notification must be provided to the Fixture Secretary, by the 1st of the preceding month. E.g. – game not wanted on October 29th, notification to be in by 1st September.

Clubs not adhering to this requirement will be expected to fulfil their fixture. Failure to do so will result in the game being awarded to the opponents, a fine up to but not exceeding **£50.00** and payment of the Match Officials fees and expenses in full.

Insert Copy of match card

REPORTING RESULTS

11. (A) The Fixtures Secretary must receive within 3 days of the date played, the result of each Competition match in the prescribed manner. This must include the forename(s) and surname of the team players (in block letters) and also the Referee markings required by Rule 13, or any other information required by the Competition. Failure to do so will incur a fine of **£10.00** and/or the Club being dealt with as the Management Committee decide.
- (B) The Home Club shall telephone or SMS the result of each match to the Fixtures Secretary by certain timescales. (Timescales are Sunday, from after the game until 5pm and midweek games, after the game until 9.30pm. Clubs in default shall be fined **£10.00**.)
- (C) The match result notification, correctly completed, shall be signed by a responsible member of the Club. Failure to do so will result in a fine of **£10.00**.

In Cup Finals, team sheets may be used and if so, must be completed and presented to the Match referee no later than 30 minutes before play is due to start. Match Report cards may be used in Cup Finals.

DETERMINING CHAMPIONSHIP

12. (A) Team rankings within the Competition will be decided by points with three points to be awarded for a win and one point for a drawn match. The teams gaining the highest number of points in their respective Divisions at the conclusion shall be adjudged the winners. Matches must not be played for double points.

In circumstances where two or more teams are equal on points, team rankings shall be determined by goal difference where the goals scored against by each team shall be deducted from the goals scored by that team and the largest positive difference shall be placed the highest. In the event of the goal difference being equal the highest placed team shall be the team which has scored the most goals. In the event that two or more teams have the same goal difference and have scored the same number of goals then the highest placed team shall be the team which has won the most matches.

In the event of the two teams still being equal the team which has the better playing record against the other team in their head to head Competition matches during the Season will be the highest placed team.

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

- (B) Automatic promotion and relegation shall be applied for the first 2 and last 2 teams in each Division except as provided for hereunder, subject to the provisions of Rule 1(b).

(i) Should one or more teams withdraw from any one Division after the fixtures have commenced an equal number of teams to those withdrawing in that Division shall not be automatically relegated.

(ii) Vacancies occurring after the conclusion of the season may be filled on any of the following ways:

- (a) Retention of otherwise relegated team(s)
- (b) Additional promotion of the next ranked team(s) from the Division below
- (c) Election

(iii) The last 2 teams in the lowest Division shall retire, but be eligible for re-election except as below, and be subject to the conditions of paragraph (B)(1) above.

(iv) When a senior team is relegated to a lower Division of which its reserve team is a member, or entitled to be a member, such reserve team must accept relegation to, or retain its position in, the next lower Division; and should the senior team be relegated to the lowest Division its reserve team automatically retires from the Competition.

(v) Should either or both of the leading teams in any of the Divisions have its senior team in the next higher Division, promotion shall fall, at the discretion of the General Meeting, to the next highest team or teams in the Division concerned.

(C) In the event of a team not completing 75% of its fixtures for the season all points obtained by or recorded against such defaulting team shall be expunged from the Competition table.

REFEREES

13. (A) Registered Referees (and Assistant Referees where approved by the FA or County FA) for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association(s).
- (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. Individuals under the age of 16 must not participate either as a Referee or Assistant Referee in any open age competition.
- (C) Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine of **£10.00** being imposed on the defaulting Team.
- (D) The appointed Referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision must be accepted unless the ground is declared fit for play.
- (E) Subject to any limits/provisions laid down by the sanctioning Association Match Officials appointed under this Rule shall be paid a match fee of £25.00 for the Match Referee and £12.50 for Assistant Referees inclusive of travel expenses.

League Matches - The Home Club shall pay the Officials their fees and expenses before the match.

Cup Matches - The Officials fees and expenses are shared equally and shall be paid before the match.

(F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee plus expenses. Where a match is not played owing to one Club being in default, that Club shall be ordered to pay the Officials, if they attend the ground, their full fee and expenses.

(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 Association with which he or she is registered.

(H) Each Club shall, in a manner prescribed from time to time by The Football Association, award marks to the Referee for each 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 or dealt with as the Management Committee shall determine.

(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 Football Association/County Association.

(J) The Referee shall submit a report Form, supplied by the Competition, giving the result of the match, the number of players in each team and the time of kick-off to the Referees Secretary within two days of the match.

(K) Referees and Assistant Referees shall be supplied, each Season, with a copy of the Competition Rules free of charge.

(L) Referees and Assistant Referees shall have undertaken a Respect briefing offered by the FA/County FA or the League.

CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

14. (A) After 31st December in the current Season a Club intending, or having a provisional intention, to withdraw a team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing by 31st March each Season or be liable to a fine not exceeding **£50.00**.

(B) A Club shall not be allowed to withdraw any or all of its teams from the Competition after the Annual General Meeting for the following Season. Any Club infringing this Rule shall be liable to a fine not exceeding **£75.00** per team and shall also be liable for its share of any call which may be made under Rule 5(D).

(C) The Membership for the coming season having been decided at a Special General Meeting held for that purpose not earlier than 30th April and no later than 30th June or at the Annual General Meeting held not later than 30th June the Competition shall have the right, irrespective of other provisions in this Rule, to refuse to permit a Club to withdraw its team(s) in order to join another Competition and may hold the Club to its engagements.

(D) In the event of a Member Club which is an unincorporated association withdrawing and/or disbanding it shall be immediately liable to discharge all its financial and other obligations to the Competition.

In the event that any such obligation remains undischarged after a period of twenty-one (21) days then such obligation shall be met by the then current Club Members, excluding those under the statutory school leaving age. Until a Member's pro rata obligation is discharged in full the Member shall not be allowed to participate in the Competition, which may apply to the Club's Parent County Association for a suspension order.

If the debt remains unpaid after eighty-four (84) days the Competition may apply to the Club's parent County Association for the debt to be recovered in accordance with the FA Football Debt Recovery System. Once the matter has been passed to the Club's parent County Association the debt can only be cleared by payment to that County Association.

PROTESTS AND COMPLAINTS

15. (A)(i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to 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 match. Any Club lodging such protest and not proceeding with it shall be deemed guilty of a breach of this Rule and shall be dealt with by the Management Committee.

(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 in duplicate with the Secretary within 3 days (excluding Sundays) of the 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) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 16.

(D) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum of £25.00. 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 enquiry or to order that the costs to be shared by the parties.

(E) 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 7 days' notice of the Hearing should they be instructed to attend.

(ii) Should a Club elect to state its case in person then they should forward a deposit of **£25.00** and indicate such when forwarding the written response.

BOARD OF APPEAL

16. Within 14 days of the posting of written notification of any decision of the Management Committee or the Competition, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Birmingham County Football Association, including a fee of **£25.00**, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal may order the appeal fee to be forfeited and shall decide by whom the costs of the appeal shall be borne. The decision of the Board of Appeal is final and binding on all parties concerned.

No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

Insert TL Darby advert

EXCLUSION OF CLUBS OR TEAMS DUE TO MISCONDUCT OF PLAYERS, OFFICIALS OR SPECTATORS

17. (A) At the Annual General Meeting, or Special General Meeting called for the purpose, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any Club or Team from further membership 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.

(B) At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club whose conduct has, in their opinion, been undesirable, 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 official 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 expulsion or 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 (B) of this Rule.

(D) Any Club or Team failing to complete 75% of its fixtures in any season shall (unless the conditions are beyond their control, or the accredited delegates present at the Annual General Meeting or a Special General Meeting decide

otherwise by a majority of two-thirds(2/3) of the votes cast) be debarred from membership the following season.

TROPHY:- LEGAL OWNERS,
CONDITIONS OF TAKING OVER,
AGREEMENT TO BE SIGNED, AWARDS.

18. (A) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

“We _____ and _____, the Chairman and Secretary of _____ FC, 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 1st March. 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 as determined by the Management Committee. The engraving of the Trophies will be arranged by the winning club. The Burton & District Sunday League shall arrange for any Trophies returned but not engraved, to be engraved at a cost, inclusive of an administration fee and charged back to the winning club.

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

SPECIAL GENERAL MEETINGS

19. Upon receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call a Special General Meeting.

The Management Committee may call a Special General Meeting at any time.

At least seven days notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting.

Each Member Club shall be empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one vote only, as will members of the Management Committee.

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined **£20.00**.

Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings.

ALTERATION TO RULES

20. Alterations for which consent has been given by the sanctioning Association 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 the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary by 31st March in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 21st April and any amendments thereto shall be submitted to the Secretary by 7th May. 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 75% of those present and entitled to vote are in favour.

A copy of the proposed alterations to Rules to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the sanctioning Football Association 14 days prior to the date of the meeting.

FINANCE

21. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- (B) All expenditure 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 30th April.
- (D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be *audited* annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

INSURANCE

22. All Clubs must have public liability insurance cover of at least 10 million pounds (£10,000,000).

All Clubs shall be members of a Players' personal accident scheme. The policy cover shall be at least equal to the minimum recommended cover determined from time to time by the sanctioning Association. In instances where The Football Association is the sanctioning Association, the minimum recommended cover will be the cover required by the Affiliated Association to which a Club affiliates.

DISSOLUTION

- 23 (A) Dissolution of the Competition shall be by resolution approved at a Special General Meeting by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant Special General Meeting.
- (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 Association.
- (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 Association may decide.

Respect

The Respect Codes of Conduct and associated sanctions for season 2014/15

Young Players

We all have a responsibility to promote high standards of behaviour in the game.

As a player, you have a big part to play. That's why The FA is asking every player to follow a Respect Code of Conduct.

When playing football, I will:

- Always play to the best of my ability
- Play fairly – I won't cheat, complain or waste time.
- Respect my team-mates, the other team, the referee or my coach/manager.
- Play by the rules, as directed by the referee
- Shake hands with the other team and referee at the end of the game
- Listen and respond to what my coach/team manager tells me
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my club.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may:

- Be required to apologise to my team-mates, the other team, referee or team manager

- Receive a formal warning from the coach or the club committee
- Be dropped or substituted
- Be suspended from training
- Be required to leave the club

In addition:

- My club, County FA or The FA may make my parent or carer aware of any infringements of the Code of Conduct
- The FA/County FA could impose a fine and suspension against my club

Spectators and Parents/Carers

We all have a responsibility to promote high standards of behaviour in the game

This club is supporting The FA's Respect programme to ensure football can be enjoyed in a safe, positive environment.

Remember children's football is a time for them to develop their technical, physical, tactical and social skills. Winning isn't everything.

Play your part and observe The FA's Respect Code of Conduct for spectators and parents/carers at all times

I will:

- Remember that children play for FUN.
- Applaud effort and good play as well as success.

- Always respect the match officials' decisions
- Remain outside the field of play and within the Designated Spectators' Area (where provided)
- Let the coach do their job and not confuse the players by telling them what to do
- Encourage the players to respect the opposition, referee and match officials
- Avoid criticising a player for making a mistake – mistakes are part of learning
- Never engage in, or tolerate, offensive, insulting, or abusive language or behaviour

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may be:

- Issued with a verbal warning from a club or league official
- Required to meet with the club, league or CFA Welfare Officer
- Required to meet with the club committee
- Obligated to undertake an FA education course
- Obligated to leave the match venue by the club
- Requested by the club not to attend future games

- Suspended or have my club membership removed
- Required to leave the club along with any dependents

In addition:

- The FA/County FA could impose a fine and/or suspension on the club

Match Officials

We all have a responsibility to promote high standards of behaviour in the game.

The behaviour of the match officials has an impact, directly and indirectly, on the conduct of everyone involved in the game – both on the pitch and on the sidelines.

Play your part and observe The FA's Respect Code of Conduct of match officials at all time.

I will:

- Be honest and completely impartial at all times
- Apply the Laws of the Game and competition rules fairly and consistently
- Manage the game in a positive, calm and confident manner
- Deal with all instances of violence, aggression, unsporting behaviour, foul play and other misconduct
- Never tolerate offensive, insulting or abusive language or behaviour from players and officials

- Support my match official colleagues at all times
- Set a positive personal example by promoting good behaviour and showing respect to everyone involved in the game
- Communicate with the players and encourage fair play
- Respond in a clear, calm and confident manner to any appropriate request for clarification by the team captains
- Prepare physically and mentally for every match
- Complete and submit accurate and concise reports within the time limit required for games in which I officiate.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may be:

- Required to meet with The FA/County FA Refereeing Official
- Required to meet with The FA/County FA Refereeing Committee
- Obligated to attend or re-attend The FA Respect training or other FA education course
- Issued with a written warning
- Fined by the County FA

- Offered less senior appointments
- Suspended from all appointments for a defined period
- Excluded from affiliating as a FA Referee

Coaches, Team Managers and Club Officials

We all have a responsibility to promote high standards of behaviour in the game.

In the FA's survey of 37,000 grassroots participants, behaviour was the biggest concern in the game. This included the abuse of match officials and the unacceptable behaviour of over competitive parents, spectators and coaches on the sideline.

Play your part and observe the Football Association's Respect Code of Conduct in everything you do.

On and off the field, I will:

- Show respect to others involved in the game including match officials, opposition players, coaches, managers, officials and spectators
- Adhere to the laws and spirit of the game
- Promote Fair Play and high standards of behaviour
- Always respect the match official's decision
- Never enter the field of play without the referee's permission

- Never engage in public criticism of the match officials
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour

When working with players, I will:

- Place the well-being, safety and enjoyment of each player above everything, including winning
- Explain exactly what I expect of players and what they can expect from me
- Ensure all parents/carers of all players under the age of 18 understand these expectations
- Never engage in or tolerate any form of bullying
- Develop mutual trust and respect with every player to build their self-esteem
- Encourage each player to accept responsibility for their own behaviour and performance
- Ensure all activities I organise are appropriate for the players' ability level, age and maturity
- Co-operate fully with others in football (e.g. officials, doctors, physiotherapists, welfare officers) for each player's best interests

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may be:

- Required to meet with the club, league or County Welfare Officer
- Required to meet with the club committee
- Monitored by another club coach
- Required to attend a FA education course
- Suspended by the club from attending matches
- Suspended or fined by the County FA
- Required to leave or be sacked by the club

In addition:

- My FACA (FA Coaches Association) membership may be withdrawn

Adult Players

We all have a responsibility to promote high standards of behaviour in the game

Players tell us they want a referee for every match, yet 7,000 match official's drop out each season because of the abuse and intimidation they receive on and off the pitch. Respect your referee today and you may just get one for every match this season.

Play your part and observe The FA's Respect Code of Conduct for players at all times.

On and off the field, I will:

- Adhere to the Laws of The Game
- Display and promote high standards of behaviour
- Promote Fair Play
- Always respect the match officials decisions
- Never engage in public criticism of the match officials
- Never engage in offensive, insulting or abusive language or behaviour
- Never engage in bullying, intimidation or harassment
- Speak to my team-mates, the opposition and my coach/manager with respect.
- Remember we all make mistakes.

- Win or lose with dignity. Shake hands with the opposing team and the referee at the end of every game.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA or The FA:

I may:

- Be required to apologise to team-mates, the other team, referee or team manager
- Receive a warning from the coach
- Receive a written warning from the club committee
- Be required to attend a FA education course
- Be dropped or substituted
- Be suspended from training
- Not be selected for the team
- Be required to serve a suspension
- Be fined
- Be required to leave the club
- The FA/County FA could impose a fine and/or suspension on the club