

Kent Girls & Ladies Football League Cup Dates

9th October 2011

6th November 2011

4th December 2011

29th January 2012

TBC March 2012

Cup Finals Day – 13th May 2012

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Cobdown Sports and Social Club

Station Road

Ditton

Aylesford

Kent ME20 6AU

Kent Girls and Ladies Football league

Standard Competition Rules

(Reviewed and updated April 2011)

All italicised sections are league rules, incorporated into the mandatory standard code of rules and do not conflict with the aforementioned.

NOMENCLATURE AND CONSTITUTION

1 (A) This Competition shall be designated the Kent Girls and Ladies Football league (Otherwise referred to from this point as KG&LFL) and shall consist of not more than *100 Clubs* approved by the sanctioning authority.

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 *Kent* County Football Association. The area covered by the Competition Membership shall be Kent or they shall be invited by a majority of clubs in membership.

This Competition shall apply annually for sanction to the Kent County Football Association(s) and the constituent teams of Member Clubs may be grouped in divisions each not exceeding 12 in number.

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

This Competition wishes to become a designated Charter Standard League. Existing Member Clubs have two years (until the end of the 2012-13 season) to achieve the Charter Standard club award or face expulsion from the League. 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.

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 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.

The competition will provide 11-a-side football for players who have attained the age of 10 as at midnight 31st August in a playing season and Mini-Soccer for players who have attained the age of 6 years but not the age of 10 years as at midnight on 31st August in a playing season. **9v9 may be provided for players who have attained the age of 10 as at midnight on 31st August.**

Other formats of youth football as authorised from time to time by the FA are also permitted. (See Table of Formats).

Table of Formats							
Under 10	Under 11	Under 12	Under 13	Under 14	Under 15	Under 16	Under 18
6 v 6	7 v 7	9 v 9	9 v 9	11 v 11	11 v 11	11 v 11	11 v 11

Each member Club shall be deemed to have given its assent to the foregoing Rules and agreed to abide by the decisions of the Management Committee subject to (Standard code) Rule 16. Each member Club must abide by any issued Football Association Code of Conduct.

(B) 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.

(C) (Under Rule 13.1 of the FA Rules and Regulations)

(I) From and including season 2010-11 any Clubs wishing to enter a new girls' team into a League Competition shall only do so if the League competition is sanctioned by the County FA with which the Club has Membership. If the Club is in membership of more than one County FA, the League competition must be sanctioned by the Clubs' Parent Association.

This Regulation applies to all new teams, irrespective of whether a Club has another team already competing in a League sanctioned by The Football Association or any County FA.

(ii) (Under Rule 13.2 of the FA Rules and Regulations)

The following exceptions to the above regulation shall apply, and a new team shall be permitted to compete in a League sanctioned by The Football Association or any County FA, regardless of whether the Club is in Membership of it, where the club can establish:-

(i) The travelling required to compete in a league sanctioned by The FA is less onerous than the travelling that would be required to compete in the appropriate league sanctioned by the County FA with which it has Membership (or its Parent Association, where applicable): or

(ii) There is no appropriate age group division in the League sanctioned by the County FA with which it has Membership (or its Parent Association, where applicable) for the new team to compete in: or

(iii) The League sanctioned by the County FA with which it has Membership (or its Parent Association, where applicable) does not offer the format of football that the club wishes the new team to compete in e.g. 11 v 11, 9 v 9, 7 v 7 or 6 v 6.

The County FA with which the Club has its Membership, or the Club's Parent Association where applicable, shall decide, at its absolute discretion, whether any one of the above exceptions applies and so whether the team may compete in a League sanctioned by The Football Association or another County FA, and its decision shall be final and not subject to appeal.

(Ciii) (Under Rule 13.3 of the FA Rules and Regulations)

Teams may continue to participate in any League that they participated in prior to season 2010-11, irrespective of whether that league is sanctioned by The Football Association or a County FA other than the one with which that team's Club has its Membership, or its Parent Association where applicable.

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 on the appropriate form to the League Secretary by the 1st July and must be accompanied by an appropriate entry fee 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 of a Special General Meeting. The Entry Fee shall apply.

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

(b) The Annual Subscription shall be £_(SEE TABLE OF FEE'S)_ per *Club/Team* playing 11-a-side football and £_(SEE TABLE OF FEE'S) per Club / Team playing Mini-Soccer payable on or before the 1ST July in each year.

Table of fee's

6-a-side: £90.00 FOR FIRST AND SECOND TEAMS £80 THIRD TEAM £70
FOURTH £60 FIFTH £50 SIXTH AND FURTHER

7-a-side: £90.00 FOR FIRST AND SECOND TEAMS £80 THIRD TEAM £70
FOURTH £60 FIFTH £50 SIXTH AND FURTHER

9-a-side: £90.00 FOR FIRST AND SECOND TEAMS £80 THIRD TEAM £70
FOURTH £60 FIFTH £50 SIXTH AND FURTHER

11-a-side: £90.00 FOR FIRST AND SECOND TEAMS £80 THIRD TEAM
£70 FOURTH £60 FIFTH £50 SIXTH AND FURTHER

(c) Each Club shall, within 14 days / on the day of election, pay a Deposit of £1.00 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 for each team has been paid.

(e) Clubs must advise annually, by the 31st July, to the Secretary in writing, of its Kent County Football Association affiliation number for the forthcoming season, failing which, they shall be fined £10.00. 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.

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).

Any person may hold more than one office but no club shall have more than two members on the duly elected Management Committee. Separate individuals shall hold the Offices of Chairman, Secretary and Treasurer. Nominations can be accepted from the floor at the Annual General Meeting.

Presidency and /or Vice-Presidency of the League may be conferred on any member of the league who has rendered long and meritorious service to the League. An Honorary Vice-President may, by similar resolution, be conferred on any person outside the League who has rendered equally meritorious service to the League.

Out of pocket expenses to be reimbursed to Committee members, carrying out league duties.

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 up to two members who shall be elected annually 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 1ST MAY in each year, on the appropriate nomination forms. Names of the candidates for elections 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, on Club headed paper, who shall conduct the correspondence of the Competition (KG&LFL) 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 such 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 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. (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), 11 and 19 for any 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 or deny the charge
- (ii) Submit in writing a case of mitigation, or
- (iii) Put their case before the Management Committee.

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.

Specific fines and charges imposed by the Discipline officer or League Secretary in the course of their duty will be paid to the KG&LFL, to the specified officer within 21 days of the date of the fine. Failure to comply will result in the fine being doubled and paid within 14 days. Failure to comply with the final demand will result in an automatic suspension of the club being allowed to play or take part in the business of the KG&LFL

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

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

(F) Five Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and three 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 the 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 correspondence of the Competition, shall be liable to be fined or otherwise penalised at the discretion of the Management Committee. Proof of posting must be provided in the event of any item being lost or delayed in the post.

(I) All fines and charges shall be paid with 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 at a rate set by the Management Committee.

(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 or Special General Meeting called to decide the constitution and the commencement of the Competition season.

(L) No participant under the age of 18 can be fined.

(M) Leagues who organise Mini Soccer for teams playing U7 and U8 football may not, with the exception of Rules 6, 11d, 14 and 19 fine Clubs for breaches of League Rules.

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

Clubs failing without prior notice to attend League Meetings will be fined £10.00 and be charged postage for the sending of any League paperwork. Clubs failing to be represented at two consecutive meetings will be dealt with as the Management Committee may determine.

ANNUAL GENERAL MEETING

6 (A) The Annual General Meeting shall be held no later than **20th July** in each year. At this meeting, the following business shall be transacted provided that at least **50%** of 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 and conclusion of playing season.
- (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 / verified Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen days prior to the meeting and to the Kent County Football Association.

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

(D) Each **Full Member Club** shall be empowered to send two delegates to an Annual General Meeting. Each Club shall be entitled to one vote only. Not less than 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 delegates qualified to vote or the Chairman so decides.

(G) No individual shall be entitled to vote on behalf of more than one Full Member Club,

(H) Any continuing member Club failing to be represented at the Annual General Meeting **without satisfactory reason being given** shall be fined £50.00

(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 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, _____ of
_____ (Chairman) and
_____ of
_____ (Secretary) of
the _____ Football
Club have been provided with a copy of the Rules and Regulations
of the KENT GIRLS & LADIES FOOTBALL LEAGUE and do
hereby agree for and on behalf of the said Club, if elected and
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 Kent County Football Association to which the Club is affiliated and to the Secretary of the KG&LFL within fourteen days.

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

QUALIFICATION OF PLAYERS

8. (A)(i) Contract players, as defined in Football Association Rules, are/are not permitted

in this Competition. A contract player may only play for the Club that holds

his/her contract.

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) No player registered with a F.A. Premier League or Football League Academy

will be permitted to play in this competition. A Player registered with a Centre of

Excellence may only play in this Competition subject to the Regulations of the

Programme for Excellence.

(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.

(B) A registered youth 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 his /her parent or guardian and by an Officer of the Club, and who has been registered with the appropriate league administrator _____5_____ days prior to playing and whose completed registration counterfoil has been received by the Club prior to playing. The registration document must incorporate any known serious medical conditions of the player and emergency contact details of the player's parents or guardians. These details must be available at matches and training events the player attends within the management of the Club or Competition.*

(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 (appropriate league administrator 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 ____3____ players may be registered in this way. The registration document must incorporate any known serious medical conditions of the player and emergency contact details of the player's parents or guardians. These details must be available at matches and training events the player attends within the management of the Club or Competition.*

Registration forms may also be submitted to the (Registrations) Secretary by facsimile machine or electronic mail prior to the player playing. The original document must be forwarded by post within three days of the match to the appropriate Officer.

The registration document(s) must be accompanied by two current passport-size photographs of the player(s) seeking registration, together with proof of the player's date of birth a copy of the players Birth Certificate(s) for first time registrations.

A Stamped Addressed Envelope must also accompany the above documents.

If a player's age is required for registration purposes a Competition must accept an original birth certificate or a photocopy. In cases where the birth certificate is not available a Competition is required to accept a photocopy of the player's passport or other official document issued by a Government Agency attesting to the player's date of birth.

The original document must be forwarded by post within three days of the match to the appropriate Officer.

THE QUALIFICATION DATES FOR THE COMPETITION SHALL BE AS FOLLOWS:

Mini Soccer

To play in a KO Cup game or a game where points are awarded, or results published, a player must have achieved the age of 8 on or before 31st August.

Under 7 – the player must have attained the age of 6 as at midnight on 31st August in the playing season but must be under the age of 7 as at midnight on 31st August in the playing season.

Under 8 – the player must be under the age of 8 as at midnight on 31st August in the playing season.

Under 9 – the player must be under the age of 9 as at midnight on 31st August in the playing season.

Under 10 – the player must be under the age of 10 as at midnight on 31st August in the playing season.

In accordance with the foregoing qualifications a player in the above age ranges must not play in a match where any other player is older or younger by 2 years or more.

Youth Football

Under 11 – the player must have attained the age of 10 but must be under the age of 11 by midnight 31st August in the playing season.

Under 12 – the player must be under the age of 12 as at midnight on 31st August in the playing season.

Under 13 – the player must be under the age of 13 as at midnight on 31st August in the playing season.

Under 14 – the player must be under the age of 14 as at midnight on 31st August in the playing season.

Under 15 – the player must be under the age of 15 as at midnight on 31st August in the playing season.

Under 16 – the player must be under the age of 16 as at midnight on 31st August in the playing season.

Under 17 – the player must be under the age of 17 as at midnight on 31st August in the playing season.

Under 18 – the player must be under the age of 18 as at midnight on 31st August in the playing season.

In accordance with the foregoing qualifications a player under the age of 15 as at midnight on 31st August in the playing season must not play in a match where any other player is older or younger by 2 years or more.

(The above qualification dates are subject to the provisions contained in FA Rule C.4 (a)(v) and (v1)).

The KG&LFL are a Feeder League to the South East Counties Women's Football League for those teams going into Senior Football at the age of 16 and above.

(D) A player having taken part in a match 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 KG&LFL 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.

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

(G) It shall be deemed misconduct 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 power to accept the registration of any player.

(ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any player 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). The right of appeal to the FA or the relevant County Football Association. Undesirable conduct shall mean an incident of repeated conduct, which may deter a participant from being involved in the Competition. Application should be made to the parent County of the Club the player is registered with.

(Note: Action taken under Clause (ii) shall not be taken against any player for misconduct until the matter has been dealt with by the County Football 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.) 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.

(I) Subject to the Football Association Rules 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 Registrations Secretary accompanied by a fee of **£3.00**. Such transfer shall be referred by the registrations 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 registrations 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 Registrations Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club **seven** 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 31ST 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.

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, players so registered will be allowed to play for his Club in a younger or older age group within the provisions of Rule 8 (B).

(L) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the Age Group Administration Officer 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.

(M) A player shall not be eligible to play for a team in any special championship, promotion or relegation deciding match (as specified in Rule 12a) unless the player has played **at least three** games for that team in the KG&LFL in the current season.

(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 and may be fined £50.00 per player per game played and / or otherwise dealt with at the discretion of the Management Committee.

(ii) In addition, the team **shall** have 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, at its discretion, award the points available in the match in question to the opponents, subject to the match 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. This

is not applicable for under 17/19/19/21.

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

(iii) Children under 15 shall not play in a team involving players who are more than 2 years older/

Registration cards to be returned to the appropriate age group administration officer when de-registering players.

Clubs must notify the League Secretary and Age Group Administration Officer within seven days of notification of any suspensions imposed on any of their members by their respective County FA's. Clubs failing to do so will be dealt with at the discretion of the Management Committee.

Should a player registration card become misplaced, lost, stolen or defaced in any way, the said player shall not be permitted to play in any game until the Age Group Administration Officer has been informed and a replacement card issued.

Registrations are valid for one season only.

*Photo cards of all players involved in the game and completed team match cards must be produced and given to an official of the opposing club before the **start** of the match. Once checked, return all information in good condition. Any protest in connection with the identity of individual players must be brought to the attention of the opposing club's official before the commencement of the game, and full details must be sent to the League Secretary on club headed paper within 3 days of the match in question.*

Clubs failing to produce photo cards and match game card before the game will not be allowed to participate in that fixture and may be fined.

CLUB COLOURS, CLUB NAME

9 (A) Every Club must register the colour of its Home and Away shirts and shorts with the KG&LFL Secretary by 31st 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 seven days before the match. Failure to comply with this rule will result in a £10.00 fine”.

If, in the opinion of the referee, two Clubs have the same or similar colours, the away 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 KG&LFL 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 Football 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, or at a meeting specially convened for that purpose, to be held no later than JULY 31ST _____, must not be arranged for a date later than seven days preceding the concluding date determined by the Annual General Meeting.

(B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer the Laws of Mini Soccer as set down by The Football Association.

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.

No artificial surfaces will be allowed, with the exception of 3G Surfaces that conform to all F A regulations, Where upon both teams must agree in advance and details provided to both the away side and match officials prior to the Scheduled match day.

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.

All matches shall have duration as set out below unless a shorter time (not less than _____30_____minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

For Mini-Soccer – The maximum duration of play shall be two halves of 20 minutes each way. The maximum playing time in any one day for under 7 and under 8 age groups is 40 minutes and for under 9 and under 10 age groups is 60 minutes.

For Youth football – The duration of play shall be as follows unless it is mutually agreed by all parties to reduce the time. For under 11 and under 12, 30 minutes each half; for under 13, 14, 35 minutes each half and under 15 and under 16, 40 minutes each half; under 17 to under 21, 45 minutes each half.

The minimum time for any game will not be less than 20 minutes each half for players in the under 14 age group and below and 25 minutes each half for all other age groups.

No player playing in an under 17 divisions shall be permitted to play more than one game or, in the event the competition allows the playing of a double-header, ie: two separate matches, 100 minutes per day in this Competition.

The times of kick-off shall be fixed by the Annual General Meeting. Any Club failing to commence at the appointed time *may* be fined a sum not exceeding £50 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.

The home team must provide two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. The size of football to be used: For Mini-Soccer, size 4 for under 10's and under 11's. For youth football – size 4 for those playing under 12, 13 and 14 age groups; size 5 for all other age groups. Corner post and flags, linesman's flags and all other appliances appertaining to the game. Failure to supply any item will result in a £5.00 fine. The suitability of the ball for play is at the sole discretion of the Referee. 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 all relevant **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 administration officer.**

Clubs entering FA or other Cup Competitions other than the KG&LFL Cup Competition will be required to inform the League Secretary and Age Group Administration Officer of the date and time of the match.

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

(D) The Secretary/Contact Secretary 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 Secretary of the opposing Club no later than **Tuesday** prior to the playing of the match. Telephone calls should not be made to Clubs or members of the Management Committee after 9.00pm or

before 9.00am except in an emergency. If a telephone message has to be left, this must be followed up until personal contact has been made with the person concerned and details finalised. The away club shall acknowledge receipt of such particulars.

Any Club failing to comply with this Rule shall be liable to a fine of up to **£25.00**.

(E)

In the event of a Club playing in any match with less than 7 players they *may* be fined £5 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, order the Club to pay 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, and A Team. Clubs in breach of this requirement shall be fined a sum not exceeding £10 or otherwise dealt with by the Management Committee.

(iii) Any club unable to fulfil a fixture must, without delay, give notice to the (*Appropriate administration*) 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.

(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 1 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.

NB: Holidays and social events may not be legitimate excuses for not playing matches, unless, that event is an event where all players are attending and proof is forwarded to the Management Committee along with a postponement form.

Clubs wishing to postpone a League fixture must complete a Postponement Request Form, giving a good example for postponement and sent to the Appropriate Administration Secretary, along with any supporting evidence. The application must be received within 14 days prior to the fixture taking place.

*All matches should be played on the dates fixed. If the home ground is unfit, the match must be played at the away team's venue. If that is unfit or unavailable, the home team Secretary or Manager must ask the League if a neutral pitch is available. Only after all possibilities have been explored and dismissed should a game be cancelled and the appropriate people informed. Failure to follow this procedure will result in a **£10.00** fine.*

Notice of postponement of any match must be given without delay by the postponing Club. The Club must give as soon as is practical such notice to the appropriate Administration Officer, the Secretary of the opposing Club and the match officials. The Management Committee, who may inflict any penalty it may deem suitable, shall deal with any Club failing to comply. An unfulfilled Fixture Form must be completed within three days of the fixture

date, the postmark being the proof of postage. A fine of £10.00 will be incurred if this is not adhered to.

(v) The Management Committee shall review all abandoned/cancelled matches and in a case where it is to the advantage of the Competition and does no injustice to either Club, 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 conduct of one team or its Club member(s), they shall be empowered to take what action they may deem necessary. In cases where a match is abandoned owing to conduct of both teams and their Club members, the Management Committee shall take such action as they consider appropriate. Such action is subject to any disciplinary action taken by the appropriate County Football Association. No fine(s) can be applied by the Management Committee for an abandoned match.

A Club having two players selected for representative duty shall be allowed to request a postponement of its KG&LFL fixture. If one player is selected and that player is a goalkeeper, a Club may similarly make a request for the postponement of its KG&LFL fixture.

(G) A Club may at its discretion and in accordance with the Laws of the Game use all substitute players in any match in this Competition who may be selected from 7 (3,4,5,6 or 7) players.

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 the play as a substitute for another player. A Team must not have a squad greater than double the size of its team in an age group.

For Youth Football – for teams in the U16 age group and below, a player who has been substituted herself becomes a substitute and

may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

The referee shall be informed of the names of the substitutes not later than 15 minutes before the start of 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.

(H)The half time interval shall be of **TEN** 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 League 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 and/or participating teams to offer 'three cheers' and handshakes to the opposing team after the match.

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. If the participating players are considered to be too young to take on this role a member of the team coaching staff should provide this support.

Each home club shall make arrangements 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.

In all mini soccer fixtures adequate toilet facilities must be provided. In all eleven a side match's changing facilities and toilets must be available.

It would be desirable to have in attendance, for every team, a holder of a Football Association Approved Emergency Aid Certificate, or equivalent recognised First Aid Certificate.

There must be provision of a First Aid kit.

REPORTING RESULTS

11 (A) The **Nominated Officer of the League** 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 and/or the Club being dealt with as the Management Committee decide.

(B) The Home Club shall telephone/notify the result of each match to the Nominated Officer by 1900 hrs on the day of the match. Clubs in default shall be fined.

All communications from Clubs must be conducted through their nominated Officers, Secretary / Contact Secretary in writing and on Club headed paper, or on the appropriate KG&LFL documentation to the League Secretary. Registrations, Match Return and referees Mark Cards, match postponement/

abandonment forms and general age group issues should go to the appropriate age group Administration Officer. A printed copy must follow up correspondence initiated by e-mail within seven days.

Correspondences, other than that detailed in above, which is submitted other than through the Club Secretary / Contact Secretary will be automatically returned for submission in the appropriate way and incur a fine of £10.

- (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 £15.

NB. If the fixed penalty exceeds £20 the Club must be charged as detailed in Rule 5(D).

(D) Leagues are permitted to collect but not to publish results for fixtures they organise for U7 and U8 Mini Soccer. They may require a Club to confirm that a set fixture has been played. A maximum fine of £5 may be imposed for a breach of this Rule.

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 Mini Soccer points can only be awarded for Under 9 Competitions onwards.

In the event of two or more teams being equal on points, team rankings may be decided in one or more of the following ways:-

- (i) *deciding match(es) played under conditions determined by the Management Committee.*

For deciding matches, in the event of the scores in a Special Championship match played under conditions determined by the Management Committee being level at the end of the game, extra time will be played in accordance with Rule 23.21. If no goal is scored during extra time, the winners will be decided by the taking of kicks from the penalty mark in accordance with the International Board Decision contained in the Laws of Association Football.

(C) In the event of a team not completing 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) 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, or where the competition has been unable to appoint a Referee, the Clubs shall agree upon a Referee. A Referee thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee.

Should the league be unable to appoint independent match officials, the following will apply, the home club in the first instance shall use a Qualified referee that they have already identified and confirmed his details to the leagues referee's secretary, should this person not be available, then a Qualified

referee associated with the away club under the same conditions will be used. Failing this then both clubs must agree on a suitable person on the day and the details of that person should be notified to the leagues Referee's Secretary. Postponement is not an option any game not played may see one or both clubs charged with failing to fulfil a fixture.

(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 £5.00 being imposed on the defaulting Club.

(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) Match Officials appointed under this Rule shall be entitled to charge standard class public transport expenses *or match fees:-*

Referees

Under 10s £15

Under 11 £15

Under 12's £20 per match

Under 13's £20 per match

Under 14's £20 per match

Under 15's £25 per match

Under 16's £25 per match

Under 18's £25 per match

Registered Referees appointed by the Management Committee as Assistant Referees _____£15_____, subject to any limits laid down by the sanctioning Association(s).

The Home Club shall pay the Officials their fees and expenses *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/expenses only. 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 the manner currently prescribed by The Football Association, award marks to the referee for each match. This information shall be submitted to the Referees Secretary on the appropriate form within five days of the match taking place, the postmark being proof of purchase. All Referees marked 40 or less must have an accompanying letter of explanation with the form.

Clubs failing to comply with this Rule shall be fined up to £5.00.

Clubs may use the online fill-in referee marks card and email to referee secretary.

(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 Football Association.

(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 KG&LFL on completion of its fixtures and fulfilment of all other obligations to the KG&LFL, must notify the Secretary in writing

by 31st March each season or be liable to a fine not exceeding **£20.00** per team.

All Clubs wishing to remain in membership of the KG&LFL for the following season must confirm their intention to do so, in writing, to the Secretary by 31st May.

Clubs to be seeking to gain Charter Status within one year of joining the League. The Secretary of the League will request in writing the updates/status of each club by the end of January in each playing season. All clubs who have not gained Charter Standard award within 2 years of entering the KG&LFL will be referred to the KCFA for advice over further admittance to the KG&LFL.

(B)A Club shall not be allowed to withdraw any or all of its teams from the KG&LFL after the Annual General Meeting for the following season. Any Club infringing this Rule shall be liable to a fine not exceeding **£20.00** per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(C) The Membership for the coming season having been decided at the Annual General Meeting held not later than 30th June or closest date to it, the KG&LFL 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 un-incorporated association, withdrawing and/or disbanding, it shall be immediately liable to discharge all its financial and other obligations to the KG&LFL.

In the event that any such obligation remains un-discharged 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 rate obligation is discharged in full, the member shall not be allowed to participate in KG&LFL, which may apply to the Club's Parent County Association for a suspension order.

PROTESTS AND APPEALS

15 (A) (i) All questions of eligibility, qualification or interpretation of the Rules shall be referred to the Management Committee via the League Secretary (on Club headed paper) through the appropriate Club Secretary.

(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 decides 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 (on club headed paper) with the League Secretary within **seven** days (excluding Sunday) 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/her Club) when such protest or complain is being determined.

(C) Any dispute occurring between Clubs in the KG&LFL 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 League Secretary a sum of **£20.00**. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The KG&LFL 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 be shared by the parties.

(E) All parties to a protest or complaint must be afforded an opportunity to make a statement when the protest or complaint is being heard and must have received fourteen days notice of the hearing, together with a copy of the submission. When dealing with a protest or complaint, the Management Committee shall take into consideration the possession by the protesting or complaining Club of any information, which, if properly used, might have avoided the protest or complaint.

BOARD OF APPEAL

16 Within 14 days of the posting of written notification of any decision of the Management Committee or the KG&LFL, a Club, Official or Player against whom action is taken, may appeal against such decision by lodging particulars in duplicate (on club headed paper) with the Secretary of the Kent County Football Association, including a fee of **£20.00**, 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.

EXCLUSION OF CLUBS OR TEAMS,
MISCONDUCT OF CLUBS, OFFICIALS,
PLAYERS

17 (A) At the Annual General Meeting, or Special General Meeting called for the purpose in accordance with the provisions of Rule 19, 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 ($\frac{2}{3}$) 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 shall have the power to exclude from further participation in the KG&LFL, any Club or team of a Club whose conduct has, in their opinion, been undesirable, which must be supported by at least two-thirds ($\frac{2}{3}$ rd) 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 KG&LFL 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 17.1 of this rule. The Kent County Football

Association will deal with matters of misconduct on the field of play.

(D) Any Club or Team failing to complete 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 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) 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.

(B) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:

‘We _____ and
_____, the Chairman and Secretary of
_____ F.C, members of and representing
the Club, having been declared winners of
_____ Cup or trophy, and it having been
delivered to use by the KG&LFL, do hereby on behalf of the Club
jointly and severally agree to return the Cup or Trophy to the
League Secretary on or before the last day of February. If the Cup
or Trophy is lost or damaged whilst under our care, we agree to
refund to the KG&LFL the amount of its current value or the cost
of its thorough repair.’

At the completion of each Competition within the League, a trophy, which shall remain the property of the League and which cannot be won outright, shall be presented to the Club adjudged winner of that Competition. The management Committee may award further trophies, which will also remain the property of the League, as it considers appropriate.

*On taking possession of a trophy, the Secretary of the Club and Chairman shall sign an agreement (these forms are held by the League Secretary). Any Club failing to honour the agreement shall be fined an amount of not less than **£50.00**.*

The League shall present to the Championship Club up to 14 trophies (6&7-a-side) or 18 trophies (11-a-side) for the players which are non-returnable.

All trophies must be returned at the request of the Management Committee or by the due date, being the 2nd week in March of each playing season to a member of the Management Committee. All trophies are to be returned having been cleaned (cost being met by the holding club). Trophies that are returned broken or damaged will be fixed or replaced at the cost of the club. A fine of £50.00 will be imposed on each trophy not returned on time or in good order. Failure to pay this will result in the fine being doubled after 14 days of first fine notification. If no payment or trophy is returned, the KCFa will be notified and duly dealt with by them.

*Any team withdrawing from the League must return any trophies belonging to the League within 21 days to the League Secretary via Postal Courier. Any club known to be leaving the League at the conclusion of the season in progress shall be presented with their trophy at the conclusion of the game or season but will not be allowed to retain the trophy. Any such Club wishing to retain or loan the said trophy shall first deposit with the League the sum of **£100** that shall be returned on safe return of the trophy under Rule 18.3.*

SPECIAL GENERAL MEETINGS

19 Upon receiving a requisition signed by two-thirds 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 (7) days notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted as such meeting. Each Full Member Club shall be empowered to send two delegates/nominated officers to all Special General Meetings. Each Club shall be entitled to one vote only.

Any continuing member Club failing to be represented at a Special General Meeting shall be fined **£20.00**. Apologies for absence will not be acceptable under any circumstances.

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

All amendment of Rules can only be implemented once approved by the appropriate sanctioning authority.

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 by 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 14th April and any amendments thereto shall be submitted to the Secretary by 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 at least two-thirds 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 fourteen days prior to the date of the meeting.

Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall be obtained.

FINANCE

21 (A) The Management Committee shall determine with which bank or other financial institution the funds of the KG&LFL will be lodged.

(B) All expenditure in excess of **£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 KG&LFL will be 1st June to 31st May.

(D) The books, or a certified balance sheet, of the KG&LFL shall be prepared and shall be audited annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

(E) Every member Club must keep proper books of accounts in which all receipts and payments are recorded and which shall be available for random inspection by the League management Committee / Kent County Football Association.

KG&LFL CUP COMPETITION RULES

1 The entire control of the League Cup Competition shall be vested in the Management Committee. All Cup playing rules shall be as normal League Rules, except where indicated within these cup rules. Entry to the League Cup will be open to all teams. Entry to the Tina Marshal Cup is open to clubs as the League Management committee decides.

2 The trophies will be competed for annually by Clubs who are affiliated members of the League.

3 All matches shall be played on the dates set by the Management Committee. Matches not played or completed on the designated

date shall be reviewed or rearranged by the Management Committee.

4 Players in a current season shall not be permitted to play for more than one team in any of the League Cup Competitions.

(i) For all rounds and the semi final of a competition a player must be a registered playing member of her team on the original date fixed for the match to be played.

(ii) All disputes on eligibility will be dealt with by the management committee.

(iii) Clubs found guilty of fielding an ineligible player shall be removed from the Competition, their opponents being reinstated.

5 The Management Committee shall have the power to disqualify any competing Club or player(s) who may have proved to the satisfaction of the Committee to be guilty of any breach of the Competition Rules.

6 The **draws for the** cup competitions shall be conducted as the management committee decides. The first Club drawn is classed as the 'Home' team and they are responsible for telephoning in the result **or confirm its postponement** to the **appointed person as advised by the league** before 7.00pm on the day of the match.

7 Any Club failing to play the Club against which it has been drawn within the time initiated to it, shall be adjudged to have lost the match and will be liable to a fine of £20.00. At the Management Committee's discretion, defaulting Clubs may be refused entry to, or disqualified from, all Cup Competitions under the jurisdiction of the League in the current and/or subsequent season.

8 Registered Qualified Referees shall be appointed to all matches in a manner approved by the Management Committee.

9 Neutral registered Qualified Referees & Assistants where possible will be appointed to all Semi and Cup Final fixtures. Notification of such appointments will be made fourteen days prior to each round of the Cup.

10 The Final Cup Ties of the Competitions may be played at the same venue on the same day as directed by the Management Committee. All costs will be paid for by the KG&LFL League.

- (i) Should a match result in a draw after normal time, then extra time will take place. If, after extra time, the match remains a draw, then the match will be decided **by the taking of** penalty kicks. All Cup matches must be determined on the day.
- (ii) Extra time details:

Under 10 – will play 5 minutes each way

Under 11 – will play 5 minutes each way

Under 12 – will play 5 minutes each way

Under 13 – will play 5 minutes each way.

Under 14 – will play 5 minutes each way.

Under 15 – will play 10 minutes each way.

Under 16 – will play 10 minutes each way.

Under 18 – will play 15 minutes each way.

- (iii) All Cups and trophies will be presented immediately after each match on Cup Final day.

The Chairman, Secretary and Treasurer of the League shall be for all intents and purposes the legal owners of the Cups in trust for the donors.

The Rules and Regulations appertaining to Mini Soccer

Playing Time: Maximum 35mins each way

Anything not covered above, FA standard code of rules for youth leagues apply.

The FA hopes that, where facilities allow leagues will make use of the 9v9 option to assist the players' development.

During the 2002-03 season a number of leagues approached The FA regarding the possibility of moving to 9v9 at under 11.

The FA organised a number of Regional Mini-Soccer Consultation Meetings to review Mini-Soccer and to discuss ideas for the future development of the game.

The consultation also lead to the introduction, within FA rules, for the 9v9 game for children who have reached the age of 10 on 31st August. The 9v9 option is available from U11-U14. When 9v9 is played The FA recommends the following:

Follow 11v11 laws of the game, except:

Size of pitch: use junior size pitch 80 x 50 yards and junior goals 16' x 7'. It has been agreed by The FA that for season 2008/09, the use of any sized goals will be permissible for the 9v9 game, whilst a transitional period continues to exist in this format of the game. However, there is recognition that the 16' x 7' goals are most suitable during matches and as such

clubs should be encouraged to make the most of the Football Foundation's funding to gain this size of goal.

From season 2009/10, only goals sized 16' x 7' will be permissible.

Substitutes: Maximum squad of 18 with repeat

substitutions allowed

Mini Soccer: The Laws Of The Game

- Guidance for the Laws of Mini-Soccer
- The FA Laws for Mini-Soccer: Introduction
- Law 1: Playing Area
- Law 2: The Ball
- Law 3: Number of Players
- Law 4: Playing Equipment
- Law 5: Referees
- Law 6: Timekeeper/Scorer/Assistant Referee
- Law 7: Duration of the Game
- Law 8: Start and Restart of Play
- Law 9: Ball In and Out of Play
- Law 10: Method of Scoring
- Law 11: Offside
- Law 12: Fouls and Misconduct
- Law 13: Free Kicks
- Law 14: Penalty Kicks
- Law 15: Throw-in
- Law 16: Goal Kick
- Law 17: Corner Kicks

Guidance for the Laws of Mini-Soccer

The Laws have been piloted and aim to be simple and as near to 'real' football as possible. The games require only a 'game-leader' who is urged to be as flexible as possible with the youngest children.

The children will need the Laws explained to them as the game proceeds (e.g. handball, in/out of play).

It will also be necessary to demonstrate in certain instances how to re-start the game (e.g. throw-ins).

The FA Laws for Mini-Soccer: Introduction

For both boys and girls over the age of six and under the age of ten [Updated by The FA Council on 15th May 2008]

Please note: Where Leagues operate Under 11 Mini-Soccer events, they must follow these Laws

Please remember: Under 7's or Under 8's are not permitted to play in leagues where results are collected or published or winner trophies are presented, this is deemed to be detrimental to the development of the player and the game and will not be sanctioned.

Except where other provisions, in these Laws, are made, the Laws of Association Football apply. Each Law is numbered to correspond with the appropriate Law of the Game. These Laws are mandatory unless special permission is granted by The Football Association.

Law 1: Playing Area

WARNING: Please ensure that The FA Goalpost safety guidelines are observed.

Size of Pitch

Under 7s-8s

- Minimum width: 18.30m (20 yards)
- Maximum width: 27.45m (30 yards)
- Minimum length: 27.45m (30 yards)
- Maximum length: 45.75m (50 yards)

Under 9s-10s

- Minimum width: 27.45m (30 yards)
- Maximum width: 36.60m (40 yards)
- Minimum length: 45.75m (50 yards)
- Maximum length: 54.90m (60 yards)

Other pitch dimensions

- Penalty Area: Length 9.15m (10 yards); Width 16.47m (18 yards)
- Penalty Mark: 7.32m (8 yards) from the Goal Line opposite the Centre of the Goal.
- Halfway Line: The field of play is divided into two halves by a halfway line. The centre mark is indicated at the mid-point of the halfway line.
- Goal Size: The distance between the posts is 3.6m (12 feet) and the distance between the lower edge of the cross bar and the ground is 1.88m (6 feet).

Law 2: The Ball

- The ball should be size 4 for U9/U10, or Size 3 for Under 8's.
- It should be safe and made of leather or another suitable material.

Law 3: Number of Players

- Under 7s-8s: 4v4, 5v5, 6v6 or 7v7
- Under 9s-10s: 6v6 or 7v7

Where the appropriate facilities are available, the FA would encourage leagues and competitions to use the smaller number of players at the youngest age group.

Players must play with and against players only from their own age range, as per Football Association and Competition rules.

Players should not be allowed to begin to play until the Season of the 7th birthday.

Each team must not have a squad greater than double the size of the team per age.

Any number of substitutes, without being named, may be used at any time with the permission of the referee or game leader. Entry into the field of play will only be allowed during a stoppage in play. A player who has been replaced may return to the playing area as a substitute for another player.

Law 4: Playing Equipment

- Players must wear shin guards and goalkeepers must wear a distinguishing playing strip.
- Shin guards must be covered entirely by the stockings

Law 5: Referees

The Authority of the Referee

Each match is controlled by a referee who has full authority to enforce the Laws of the Game in connection with the match to which they have been appointed.

Powers and Duties

The Referee:

- Enforces the Laws of the Game
- Controls the match in co-operation with the assistant referees/time keeper
- Ensures that the ball meets the requirements of Law 2
- Ensures that the players' equipment meets the requirements of Law 4
- Stops, suspends or terminates the match, at their discretion, for any infringements of the Laws
- Stops, suspends or terminates the match because of outside interference of any kind
- Stops the match if, in their opinion, a player is seriously injured and ensures that they are removed from the field of play
- Ensures that any player bleeding from a wound leaves the field of play
- Allows play to continue when the team against which an offence has been committed will benefit from such an advantage and penalises the original offence if the anticipated advantage does not ensue at that time
- Takes disciplinary action against players guilty of cautionable and/or sending-off offences
- Takes action against team officials who fail to conduct themselves in a responsible manner and may, at their discretion, expel them from the field of play and its immediate surrounds
- Ensures that no unauthorised persons enter the field of play

- Restarts the match after it has been stopped

Decisions of the Referee

- The decisions of the referee regarding facts connected with play are final.
- The referee may only change a decision on realising that it is incorrect or, at his/her discretion provided that play has not restarted.

Law 6: Timekeeper/Scorer/Assistant Referee

Duties

A person may be nominated to assist the referee to:

- Record goals scored
- Act as timekeeper and signify to the referee by an agreed signal when the time of each half has expired
- Suspend time on an instruction from the referee for all stoppages and add that time to the end of each half
- Supervise the use of rolling substitutes
- Carry out any other duties as prescribed by the referee
- If an independent timekeeper/scorer is not nominated, these duties are the responsibility of the referee

Law 7: Duration of the Game

In any one day, no player shall play more than the stipulated period given below:

- Under 7 & Under 8s: 40 minutes
- Under 9 & Under 10s: 60 minutes

Each league/competition will determine its own playing time within the maximum time permitted. The half time interval must not exceed 5 minutes. [Please refer to Standard Code of Rules for Youth Leagues]

Law 8: Start and Restart of Play

Procedure

A kick-off is taken at the centre of the playing area to start the game and after a goal has been scored, opponents must be 4.5m (5 yards) away from the ball, and in their own half of the field. The ball must be played forward.

In Mini Soccer a goal cannot be scored directly from a start or restart of play

Special Circumstances

A dropped ball to restart the match after play has been temporarily stopped inside the penalty area takes place on the penalty area line parallel to the goal line at that point nearest to where the ball was located when the play stopped.

Law 9: Ball In and Out of Play

The ball is out of play when:

- It has wholly crossed the goal line or touch line whether on the ground or in the air
- Play has been stopped by the referee

The ball is in play at all other times, including when:

- It rebounds from a goal or post, crossbar or corner flag post and remains in the field of play
- It rebounds from either the referee or an assistant referee when they are on the field of play

Law 10: Method of Scoring

Goal Scored

A goal is scored when the whole of the ball passes over the goal line, between the goalposts and under the crossbar, provided that no infringement of the Laws of the Game has been committed previously by the team scoring the goal.

Winning Team

The team scoring the greater number of goals during a match is the winner. If both teams score an equal number of goals, or if no goals are scored, the match is drawn.

Competition Rules

For matches ending in a draw, competition rules may state provisions involving extra time, or other procedures approved by the International FA Board to determine the winner of a match.

Please note this must be included within the maximum participation time.

Law 11: Offside

There is no offside.

Law 12: Fouls and Misconduct

In Mini-Soccer all free kicks are direct.

A free kick is awarded to the opposing team if a player commits any of the following offences in a manner considered to be careless, reckless or using excessive force:

- Kicks or attempts to kick an opponent
- Trips or attempts to trip an opponent
- Jumps at an opponent
- Charges an opponent
- Strikes or attempts to strike an opponent
- Pushes an opponent

A free kick is awarded to the opposing team if a player commits any of the following offences:

- Tackles an opponent to gain possession of the ball, making contact with the opponent before touching the ball
- Holds an opponent
- Spits at an opponent
- Handles the ball deliberately (except for the goalkeeper within his/her own penalty area)
- Plays in a dangerous manner
- Impedes the progress of an opponent
- Prevents the goalkeeper from releasing the ball from his/her hands
- Commits any other offence, not previously mentioned in Law 12, for which play is stopped to caution or dismiss a player

Penalty Kick

A penalty kick is awarded if any of the above offences is committed by a player inside his/her own penalty area, irrespective of the position of the ball, provided it is in play.

A free kick is awarded to the opposing team if the goalkeeper:

- Takes more than 6 seconds to release the ball from his/her hands
- Touches the ball again with his/her hands after it has been released from his/her possession and has not touched any other player
- Touches the ball with his/her hands after it has been deliberately kicked to him/her by a team mate
- Touches the ball with his/her hands after he/she has received it directly from a throw in taken by a team mate

For all these offences, the free kick should be taken from the penalty area line, parallel with the goal line, at the nearest point to the offence.

Cautionable Offences

A player is cautioned and shown the yellow card if he/she commits any of the following seven offences:

1. Is guilty of unsporting behavior
2. Shows dissent by word or action
3. Persistently infringes the Laws of the Game
4. Delays the restart of play

5. Fails to respect the required distance when play is restarted with a corner kick or free kick
6. Enters or re-enters the field of play without the referee's permission
7. Deliberately leaves the field of play without the referee's permission

Sending Off Offences

A player is sent off and shown the red card if he/she commits any of the following seven offences:

1. Is guilty of serious foul play
2. Is guilty of violent conduct
3. Spits at an opponent or any other person
4. Denies the opposing team a goal or an obvious goal scoring opportunity, by deliberately handling the ball (this does not apply to a goalkeeper within his/her own penalty area)
5. Denies an obvious goal scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or penalty kick
6. Uses offensive or insulting or abusive language and/or gestures
7. Receives a second caution in the same match

Law 13: Free Kicks

For all free kicks opponents must be 4.5m (5 yards) from the ball

Law 14: Penalty Kicks

A penalty kick is awarded for offences, as described in Law 12

Position of the Ball and the Players

All players except the defending goalkeeper and kicker must be outside the penalty area and at least 4.5m (5 yards) from the penalty mark.

The ball must be kicked forward.

Infringement/Sanctions

If a player or players commit an offence at the taking of a penalty kick his/her team shall not be allowed to gain an advantage (i.e. the kick is retaken or the goal is disallowed depending on which team offended)

If a player of both the defending and the attacking teams offend, the kick shall be retaken.

Law 15: Throw-in

A goal cannot be scored directly from a throw-in.

A throw-in is awarded:

- When the whole of the ball passes over the touch line, either on the ground or in the air
- From the point where it crossed the touch line
- To the opponents of the player who last touched the ball

Procedure

At the moment of delivering the ball, the thrower:

- Faces the field of play
- Has part of each foot either on the touch line or on the ground outside the touch line

Throw-in

- Uses both hands
- Delivers the ball from behind and over their head
- The throw-in is awarded to the opposing team, if any of these requirements are not carried out

The thrower may not touch the ball again until it has touched another player. If he/she does, a free kick will be awarded against them. The ball is in play immediately when it enters the field of play.

Law 16: Goal Kick

Procedure

A player of the defending team kicks the ball from any point within the penalty area.

Opponents must remain outside the penalty area and at least 4.5m (5 yards) from where the kick is taken until the ball is in play.

Law 17: Corner Kicks

The opposing players must remain at least 4.5m (5yards) from the ball until it is in play.

The kicker may not touch the ball again until it has touched another player. If he/she does, a free kick is awarded against them.

The ball is in play immediately when it enters the field of play

Codes of Conduct.

Respect Code of Conduct for 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

Respect Code of Conduct for 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, league 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

Respect Code of Conduct for 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 or 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
- TheFA.com/Respect

Respect Code of Conduct for 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, league or The FA:

- 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

League Policy Statements.

The Kent Girls and Ladies League Equality Policy.

The aim of this policy is to ensure that everyone is treated fairly and with respect and that the Kent Girls and Ladies League is equally accessible to them all.

The Kent Girls and Ladies League is responsible for setting standards and values to apply throughout the league at every level. Football belongs to and should be enjoyed by, anyone who wants to participate in it.

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 who are responsible for the implementation of this policy.

The Kent Girls and Ladies League in all its activities 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 this league will ensure that it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in, and enjoy, its activities.

The Kent Girls and Ladies 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.

This League will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

The Kent Girls and Ladies League is committed to taking action where inequalities exist and to the development of a programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination and promote equality in football.

The Kent Girls and Ladies League is committed to a policy of equal treatment of all members to abide and adhere to these policies and the requirements of the relevant equalities legislation – Race Relations Act 1976, Sex Discrimination act 1975 and Disability Discrimination act 1995 as well as any amendments to these acts and any new legislation.

THE KENT GIRLS AND LADIES **CHILD PROTECTION POLICY**

- 1) The Kent Girls and Ladies League acknowledges its responsibility to safeguard the welfare of every child and young person who has entrusted to its care and is committed to working to provide a safe environment for all members. A child or young person is anyone under the age of 18 engaged in any club football activity. We subscribe to the Football Association’s child protection and best practise policy and procedures and endorse and adopt the policy statement contained in that document.
- 2) The key principles of the FA child protection policy are that:
 - The child’s welfare is and must always be, the paramount consideration.
 - All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation.

- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Working in partnership with other organisations, children and young people and their parents or carers is essential.

We acknowledge that every child or young person who participates in football (as a player or referee) should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. The Kent Girls and Ladies League recognises that this is the responsibility of every adult involved in our league.

3) The Kent Girls and Ladies League has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The Football Association's child protection regulation (see the FA handbook or website) applies to everyone in football whether in a paid or voluntary capacity. This includes those who are a volunteer, match official, helper on club tours, football coach, club official or medical staff.

- 4) We endorse and adopt the FA's child protection and best practice guidelines for recruiting new members whether as referees and league officials, and recommend that clubs:
- Develop a role profile
 - Request identification documents for new recruits
 - As a minimum meet and chat with the applicant(s) and where possible conduct interviews before appointing.
 - Request and follow up with two references before appointing

- Require an FA CRB Unit Enhanced Disclosure where appropriate in line with FA guidelines.

In accordance with FA guidelines, all appointed referees officiating on the Kent Girls and Ladies League will have completed an enhanced CRB check and the guide to best practice workshop.

All current Kent Girls and Ladies League members with direct access to children and young people will be required to complete a CRB Enhanced disclosure via the FA CRB unit. If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of the Kent Girls and Ladies League, guidance will be sought from the Football Association.

- 5) The Kent Girls and Ladies League has appointed a League Welfare Officer in line with the FA's role profile and required completion of the child protection and best practice workshop. The league's welfare officer, will liaise directly with the Kent County Football Association's Welfare Officer. They will also play a proactive role in increasing an awareness of poor practice and abuse amongst league officials, referee's and clubs.
- 6) The Kent Girls and Ladies League supports the FA's whistle blowing policy. Any adult or young person with concerns about a colleague can 'whistle blow' by contacting the FA child protection manager on 0207 745 4771, by writing to the FA case manager at the Football Association, 25 Soho Square, London W1D 4FA or by going direct to the police, social services or the NSPCC. The Kent Youth League encourages everyone to know about it and utilise it if necessary.

- 7) We acknowledge and endorse the FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable in our league. If bullying does occur, all players, referees, parents or guardians should be able to tell and know incidents will be dealt with promptly. Incidents need to be reported to the clubs child welfare officer or the Leagues welfare officer. In cases of serious bullying contact the County Football Association's Welfare Officer.
- 8) Further advice on child protection matters can be obtained from:
 - The Kent County Football association's welfare officer whose details can be found in the County handbook
 - The Football association/NSPCC Child Protection 24-hour help line 0808 800 5000
 - www.TheFA.com/Goal
 - The FA child protection team 0207 745 4649.

Table of Fines

Rule No: Definition Fine Levy
Further action

6H	Non Attendance at AGM	£50	
6 I	Non Attendance at league meetings	£ 10	
8 O (i)	Ineligible player	£50 per player per game	And/or by the discretion of the LMC
9 A	Non confirmation of colours	£10	
9 A (ii)	Delay of K/O Due to Colour Clash	£10	
10 B	Delaying the K/O	Not Exceeding £50	And/or by the discretion of the LMC
10 B (ii)	Failing to supply ball, flags etc:	£5 per item	
10 D	Non confirmation to opponents	Up to £25	
10 E	Short players	£5 per player	
10 F	Fail to fulfil a fixture	unspecified	And/or by the discretion of the LMC

10 F(ii)	Non Confirmation of postponement	£10	
11A	Failure to complete/Send in result card	£10	And/or by the discretion of the LMC
11A(ii)	Incorrect Correspondence	£10	
11C	Incorrect Result card Card	£15	
13C	No Club Assistant Referee	£5	
13 H	No report on low referee mark.	£5	
14 B	Withdrawn teams after AGM	£20 per team	
18B	Failure to abide by Trophy agreement	Min £50	
18B	Non return of trophy	£50	
19	Non attendance at SGM	£20	

Tables.

Age Group	Pitch size Min. (yds)	Goal size Min (ft)	Ball size	Goal kicks	Time each way
Under 10	60 x 40	12 x 6	4	Edge of area	20 minutes
Under 11	60 x 40	12 x 6	4	Edge of area	25 minutes
Under 12	75 x 50	21 x 7	4	Goal area	30 minutes
Under 13	75 x 50	21x 7	4	Goal area	35 minutes
Under 14	75 x 50	21 x 7	4	Goal area	35 minutes
Under 15	85 x 50	24 x 8	5	Goal area	40 minutes
<u>Under 16</u>	<u>85 x 50</u>	<u>24 x 8</u>	<u>5</u>	<u>Goal area</u>	<u>40 minutes</u>
<u>Under 18</u>	<u>85 x 50</u>	<u>24 x 8</u>	<u>5</u>	<u>Goal area</u>	<u>45 minutes</u>