# AYLESBURY AND DISTRICT FOOTBALL LEAGUE

--- Founded 1891 ---



RULE BOOK For the 2024/2025 Season

"If you're in the penalty area and don't know what to do with the ball, put it in the net and we'll discuss the options later."

Bob Paisley

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# **INDEX**

GOV	ERNANCE RULES	
1.	Definitions	
2.	Competition Name and Constitution	4
3.	Club Name	
4.	Entry Fee, Subscription and Deposit	5
5.	Management, Nomination, Election	5
6.	Powers of Management	5
7.	Protests, Claims, Complaints, Appeals	7
8.	Annual General Meeting	8
9.	Special General Meetings	8
10.	Agreement to be Signed	8
11.	Continuation of Membership or Withdrawal of a Club	9
12.	Exclusion of Clubs or Teams, Misconduct, Clubs, Officials, Players	9
13.	Trophy Agreements, Awards	9
14.	Alteration to Rules.	
15.	Finance	.10
16.	Insurance	.10
17.	Dissolution	.10
MAT 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30.	CH RELATED RULES  Qualification of Players  Club Colours  Playing Season, Conditions of Play, Times of Kick-Off, Postponements, Substitutes  Reporting Results  Determining Championship.  Match Officials  Liability of Clubs  First Aid Equipment.  Printing of Rules  Representative Matches  Life Members  League Presentation Evening.  Pre-Season Meeting	.13 .16 .16 .17 .18 .18 .18 .18
	Table of Fees and Fines	19
	(Aylesbury & District League) Sheffield Jackman Cup	21
	(Aylesbury & District League) Reserve Cup	22
	(Aylesbury & District League) President's Cup	22
	Child Protection	23
тно	MAS FIELD SHIELD Index	24

#### STANDARD CODE OF RULES

#### **DEFINITIONS**

- 1. (A) In these Rules:
  - "Affiliated Association" means an Association accorded the status of an Affiliated Association under the rules of The FA.
  - "AGM" shall mean the annual general meeting held in accordance with the constitution of the Competition.
  - "Club" means a club for the time being in membership of the Competition.
  - "Club Portal" means the system used by the Clubs to affiliate teams as determined by The FA from time to time.
  - "Competition" means the Aylesbury and District Football League.
  - "Competition Match" means any match played or to be played under the jurisdiction of the Competition.
  - "Contract Player" means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.
  - "Deposit" means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.
  - "Fees Tariff" means a list of fees approved by the Clubs at a general meeting to be levied by the Management Committee for any matters for which fees are payable under the Rules, as set out at Schedule A.
  - "Fines Tariff" means a list of fines approved by the Clubs at a general meeting to be levied by the Management Committee for any breach of the Rules, as set out at Schedule A.
  - "Ground" means the ground on which the Club's Team(s) plays its Competition Matches.
  - "Management Committee" means in the case of a Competition which is an unincorporated association, the management committee elected to manage the running of the Competition and where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.
  - "Match Officials" means the referee, the assistant referees and any fourth official appointed to a Competition Match.
  - "Non-Contract Player" means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.
  - "Officer" means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.
  - "Participant" shall have the same meaning as set out in the rules of The FA from time to time.
  - "Player" means any Contract Player, Non-Contract Player or other player who plays or who is eligible to play for a Club.
  - "Player Registration System" means the FA system to register players as determine by the FA from time to time.
  - "Playing Season" means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.
  - "Rules" means these rules under which the Competition is administered.
  - "Sanctioning Authority" means the Berks & Bucks County Football Association Limited.
  - "Scholarship" means a Scholarship as defined in The FA rules.
  - "Season" means the period of time between one AGM and the next AGM.
  - "Secretary" means such person or persons appointed or elected to carry out the administration of the Competition.
  - "SGM" means a special general meeting held in accordance with the constitution of the Competition.
  - "Team" means a team affiliated to a Club, including where a Club provides more than one team in the Competition in accordance with the Rules.
  - "The FA" means The Football Association Limited.
  - "Virtual Meetings means meetings held electronically.
  - "written" or "in writing" means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.
  - (B) Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and also the other way round.

#### **GOVERNANCE RULES**

# **COMPETITION NAME, CONSTITUTION**

2.

- (A) The Competition will be known as "the Aylesbury & District Football League". The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist, or which ceases to be entitled to play in the Competition for any reason whatsoever shall automatically cease to be a member of the Competition.
- (B) This Competition shall consist of not more than fifty (50) Clubs approved by the Sanctioning Authority.
- (C) The geographical area covered by the Competition membership shall be within twenty (20) miles radius of Aylesbury Market Square unless at the discretion of the Management Committee.
- (D) The administration of the Competition under these Rules will be carried out by the Management Committee in accordance with the rules, regulations, and policies of The FA.
- (E) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation to them, subject to the provisions of Rule 7.
- (F) The Rules are taken from the Standard Code of Rules (the "Standard Code") determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.
- (G)(1) All Clubs must be affiliated to an Affiliated Association.
  - (2) This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, each not exceeding sixteen (16) in number.

# (H) Inclusivity and Non-discrimination

- (1) The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (including those contained in the Equality Act 2010).
- (2) This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise.
- (3) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, England Football Accredited and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (J) All Participants shall abide by The Football Association Regulations for Safeguarding Children and Regulations for Safeguarding Adults at Risk as determined by The FA from time to time.
- (K) Clubs shall not enter any of their Teams playing in the Competition in more than three (3) other competitions (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. A Club must immediately inform the Competition of the details of any fixture(s) in any other competition in which the Club has entered, for which written consent of the Management Committee has been obtained.
- (L) At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary, this Rule shall take precedence over Rule 22.
- (M)Only one (1) Team from a Club shall be permitted to participate in a single division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries in which case the Competition will obtain the prior approval of the Sanctioning Authority. This Competition will ensure that, where permission is given, Teams from a Club operating in the same division are run as separate entities with no interchange of players other than by transfers of registration in accordance with these Rules.
- (N) No Club with its First Team in any other League shall be accepted into the Aylesbury & District Football League, without the consent of the Management Committee.

#### **CLUB NAME**

3. Any Club wishing to change its name must obtain permission from the Sanctioning Authority following consultation with the Competition. In the event that permission is granted, the Club must advise the

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

### **ENTRY FEE, SUBSCRIPTION, DEPOSIT**

- 4. (A) Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary by 30<sup>th</sup> June and must be accompanied by an Entry Fee for each Team as set out in the Fees Tariff, which shall be returned in the event of non-election.
  - Applications, of which due notice has been given, will be received at the AGM or an SGM if confirmed by a majority of the accredited voting members present.
  - When Rule 22(B) is applied, or a Team seeks a transfer or, is compulsorily transferred to another division, no Entry Fee shall be payable.
  - (B) The annual subscription shall be payable in accordance with the Fees Tariff for each Team payable at a date agreed at the AGM or set by the Competition. Teams in default shall be fined in accordance with the Fines Tariff.
  - (C) In the event of any issue concerning the membership of any Club with the Competition the Management Committee may require a Deposit to be paid (in accordance with the Fees Tariff) by or on behalf of the Club on such terms and for such period as it may in its entire discretion think fit. Each Club shall within seven (7) days of election pay a deposit as set out in the Fees Tariff, 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. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - (D) A Club shall not participate in this Competition until the entry fee, annual subscription and deposit (if required) have been paid.
  - (E) Clubs must ensure that all its teams participating in the Competition are recorded as affiliated on the Club Portal for the forthcoming season by the following date 31 July. Clubs must advise the Competition Secretary in a manner prescribed by the Sanctioning Authority, or on the prescribed form, of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

# MANAGEMENT, NOMINATION, ELECTION

- 5. (A) The Management Committee shall comprise the Officers of the Competition and five (5) members who shall all be elected at the AGM.
  - (B) Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than the 30<sup>th</sup> April in each year.
    - All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than 30<sup>th</sup> April in each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination for any office by the date stated in the earlier part of this Rule, nominations may be received at the AGM.
  - (C) The Management Committee shall meet a minimum of twice a season or as and when required.

    On receiving a requisition signed by two-thirds (2/3) of the members of the Management Committee the Secretary shall convene a meeting of the Management Committee.
  - (D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.
  - (E) All communications received from Clubs must be conducted through their Officers and sent to the Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

# **POWERS OF MANAGEMENT**

- 6. (A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.
  - (B) Subject to the permission of the Sanctioning Authority having been obtained, the Management Committee may order a match or matches to be played each Season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call on each Club to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.
  - (C) Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one (1) vote at all such meetings, but no member shall be allowed to vote on any matters directly relating to that member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any sub-committee).

- (D) In the event of the voting being equal on any matter, the Chair shall have a second or casting vote.
- (E) The Management Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

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

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

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

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

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

With the exception of Teams playing at Step 7 of the National League System, the maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

The maximum fine permitted for a breach of a Rule by a Team playing at Step 7 of the National League System is £500.

No Participant under the age of 18 can be fined.

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

- (F) All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 7.
  - Decisions of the Management Committee must be notified in writing to those concerned within 7 days.
- (G) A minimum of fifty percent (50%) of its members shall constitute a quorum for the transaction of business by the Management Committee or any of its sub-committees. If any member of the Management Committee is absent from three (3) consecutive meetings without reasonable excuse, the Management Committee shall have the power to declare the position vacant.
- (H) The Management Committee, as it may deem necessary, shall have power to fill any vacancies that may occur in their number.
- (I) A Club must comply with an order or instruction of the Management Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Management Committee. Failure to comply within seven (7) days of receipt of such an order or within twenty-one (21) days of an operating date specified in that order or failing to satisfactorily attend to the business and/or the correspondence of the Competition, shall be liable to a fine (not exceeding £50), as set out in the Fines Tariff or otherwise penalised at the discretion of the Management Committee.
- (J) Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 21 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.
- (K) A member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition.
- (L) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM called to decide the constitution and the commencement of the Playing Season, subject to the provisions of the National League System Regulations or Women's Football Pyramid Regulations (which shall take precedence if applicable).
- (M) The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

#### PROTESTS, CLAIMS, COMPLAINTS, APPEALS

- 7. (A) (1) All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.
  - (2) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities will not be entertained by the Management Committee unless a protest is lodged with the referee prior to the commencement of the Match.
  - (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged with the Secretary within seven (7) days (excluding Sundays) of the Competition Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of their Club) when such protest or complaint is being determined.
  - (C) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.
  - (D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days before the protest or complaint being heard.
    - (1) All parties must have received seven a minimum of (7) days' notice of the hearing should they be instructed to attend.
    - Should a Club elect to state its case in person then it should indicate such when forwarding the written response.
  - (E) The Management Committee shall also have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
  - (F) Any appeal against a decision of the Management Committee must be lodged with the Sanctioning Authority within 14 days of the posting of the written notification of the decision causing the appeal, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, the Sanctioning Authority may (but is not obliged to):
    - (i) invite submissions by the parties involved:
    - (ii) convene a hearing to hear the appeal:
    - (iii) permit new evidence or:
    - (iv) impose appropriate deadlines

Any appeal shall not involve a rehearing of the evidence considered by the Management Committee.

- (G) No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the ground of unconstitutional conduct.
- (H) All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or a sub-committee duly appointed by the Management Committee. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and in these circumstances may, in addition, be ordered to pay the costs at the direction of the Management Committee.
  - All such protests, claims, complaints and appeals must be received in writing by the Secretary within fourteen (14) days of the event or decision causing any of these to be submitted.
- (I) If requested the Management Committee may arbitrate on any disputes, protests, appeals, claims or complaints between two clubs in which both Clubs shall send a non-returnable fee, as detailed in the Fees Tariff. Such arbitration shall be final and binding on both parties to the arbitration.

#### **ANNUAL GENERAL MEETING**

- 8. (A) The AGM shall be held not later than 30<sup>th</sup> June in each year. At this meeting the following business shall be transacted provided that at least 75% of members are present and entitled to vote:
  - (1) Confirm the minutes of the last AGM.
  - (2) Adopt the annual report, balance sheet and statement of accounts from the previous

- season or accounting period.
- (3) Election of Clubs to fill vacancies.
- (4) Constitution of the Competition for the ensuing Season.
- (5) Election of Competition Officers and Management Committee members.
- (6) Appointment of auditors/verifiers.
- (7) Alteration of Rules, if any (see Rule 14)
- (8) Agree the date for the beginning of the Playing Season and kick off times applicable to the Competition.
- (9) Agree the date for the end of the Playing Season (save for Step 7 which shall be determined by The FA).
- (10) Other business of which due notice shall have been given and accepted by the Chair as being relevant to an AGM.
- (B) A copy of the duly audited/verified balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting, together with any proposed Rule changes.
- (C) A signed copy of the duly audited/verified balance sheet and statement of accounts shall be sent to the Sanctioning Authority within 14 days of its adoption by the AGM
- (D) Each Club shall be empowered to send two (2) delegates to an AGM. Each Club shall be entitled to one (1) vote only. Fourteen (14) days' notice shall be given of any AGM.
- (E) Clubs who have withdrawn their membership of the Competition during the Playing Season being concluded or who are not continuing membership shall be entitled to attend but shall vote only on matters relating to the Season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 12.
- (F) All voting shall be conducted by a show of hands or count of email or virtual responses (For virtual meetings) unless a ballot be demanded by at least fifty per cent 50% of the delegates qualified to vote or the Chair so decides.
- (G) No individual shall be entitled to vote on behalf of more than one Club.
- (H) (1) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - (2) Any Club that has submitted a valid application to join the Competition for the forthcoming season must have the opportunity to be put forward for membership and to have a vote taken on their membership application.
- (I) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM but cannot also cast a vote on behalf of a Club (See Rule 8.G).
- (J) Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

#### SPECIAL GENERAL MEETINGS

- 9(A) On receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call a Special General Meeting.
  - (B) The Management Committee may call a Special General Meeting at any time.
  - (C) At least seven (7) days' notice shall be given of a meeting under this Rule, together with an agenda of the business to be transacted at such meeting.
  - (D) Each Club shall be empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one (1) vote only.
  - (E) Any Club failing to be represented at a Special General Meeting shall be fined in accordance with the Fines Tariff
  - (F) Officers of the Competition and Management Committee members shall be entitled to attend and vote at all Special General Meetings but cannot also cast a vote on behalf of a Club (See Rule 9.D).

## AGREEMENT TO BE SIGNED

İ.	Each Club shall complete and sign the following agreement which shall be deposited with the Competition
	together with the application for membership for the coming Season.
	"We, (A) (name) [ ] of (address) [ ] (Chair)/(Director)and (B) (name) [ ] of (address) [ ]
	(Secretary)/(Director)of [] Football Club (Limited) have been provided with a copy of the Rules and
	Regulations of the Aylesbury & District Football League Competition and do hereby agree for and on
	behalf of the said Club, if elected or accepted into membership, to conform to those Rules and
	Regulations and to accept, abide by and implement the decisions of the Management Committee of the

Competition, subject to the right of appeal in accordance with Rule 7."

The agreement shall be signed:

- (i) Where a Club is an unincorporated association, by the Club Chair and Secretary; or
- (ii) Where a Club is an incorporated entity, by two directors of the Club.

Any change of chair, secretary or Directors of the Club as named on the above agreement must be notified to the Berks & Bucks County Football Association to which the Club is sanctioned and to the Secretary of this Competition.

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

# CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB

- 11. (A) After the 31st December in the current season a Club intending, or having a provisional intention, to withdraw a Team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing of such intention by 31 March each season. This does not apply to a Club moving in accordance with Rule 22(B). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. A club shall not be allowed to withdraw any or all its Teams from the competition after the Annual General Meeting for the following season. Any Club infringing this Rule shall be liable to a fine as set out in the Fines tariff, per Team, and shall be liable for its share of any call which may be made under Rule 4(C).
- (B) The Management Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures for a Playing Season, including, but not limited to, issuing a fine in accordance with the Fines Tariff.
- (C) Notwithstanding the powers of the Management Committee pursuant to Rule 6(I), in the event of a Club failing to discharge all its financial obligations to the Competition more than £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

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

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

#### **TROPHY**

13.(A) The following agreement shall be signed on behalf of the winners of the cup or trophy:

"We (A) (name) and (B) (name), the Chair and Secretary of FC, members of and representing the Club, having been declared winners of cup or trophy, and the cup or trophy having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the cup or trophy to the Competition Secretary on or before the 1<sup>st</sup> March. If the cup or trophy is lost or damaged whilst under our care, we agree to refund to the Competition the amount of its current value or the cost of its thorough repair."

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

- (B)League and Cup trophies to be returned to the Management Committee on or before the 1<sup>st</sup> March each year. Failure to do so will incur a fine as the Fines Tariff.
- (C) It shall be the responsibility of all Clubs with trophies to bring them to the AGM for the name of the Club and the season to be engraved on the trophy by a suitably qualified craftsman in the style appropriate for the trophy. The Trophy to be returned to the club at the Secretaries meeting, with the cost of the engraving being recovered from the Club. Failure to comply will result in a fine in accordance with the Fines Tariff.

In the event of it being impossible to recover a trophy and/or cabinet from a Club, such Club shall be responsible for the cost of a replacement of like quality, in so far as such cost is not covered by any sum, which may be due under any appropriate insurance policy.

#### **ALTERATION TO RULES**

- 14. (A) Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the AGM or at a SGM specially convened for the purpose called in accordance with Rule 9. Any alteration made during the Playing Season to these Rules shall not take effect until the following Playing Season except in exceptional circumstances were approved by Sanctioning Authority and The FA.
- (B) Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary shall be submitted to the Secretary 28<sup>th</sup> February in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 15<sup>th</sup> March and any amendments to these proposals shall be submitted to the secretary by 31<sup>st</sup> March. The proposals and proposed amendments to these proposals shall be circulated to Clubs with the notice of the AGM. A proposal to change a Rule shall be carried if more than two-thirds of those present and entitled to vote and voting are in favour.
- (C) A copy of the proposed alterations to Rules and proposed amendments to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the Sanctioning Authority or the FA (as applicable) not later than the 14<sup>th</sup> April.
  - A copy of the proposed alterations to Rules to be considered at the AGM or SGM shall be submitted to the Sanctioning Authority or The FA (as applicable) at least 28 days prior to the date of the meeting.
  - Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Berks & Bucks FA shall have been obtained.

#### **FINANCE**

- 15.(A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
  - (B) All expenditure more than £100.00 shall be approved by the Management Committee.
  - (C) The financial year of the Competition will end on 31st March.
  - (D) The accounting records, or a certified balance sheet, of a Competition shall be prepared and shall be verified annually by a suitably qualified person(s) who shall be appointed at the AGM.

#### **INSURANCE**

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

#### DISSOLUTION

- 17.(A) Dissolution of the Competition shall be by resolution approved at a Special General Meeting by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant Special General Meeting.
  - (B) In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.
  - (C) The Management Committee shall deal with any surplus assets as follows:
    - (1) Any surplus assets, save for a trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority.
    - (2) If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.

#### **MATCH RELATED RULES**

#### QUALIFICATION OF PLAYERS

- 18. (A) A Player is one who, being in all other respects eligible, has:
  - (1) Registered through the Player Registration System after signing a fully and completed registration form in ink and and received approval from the Competition except in the case of a Player who has been registered on the day of a match. A maximum of two players can be registered up to midday on the Friday prior to the Saturday match. The Player shall not play again in any subsequent match in the Competition until the Club has registered the player through The FA Player Registration System and is in possession of the approval from the Competition. A maximum of three (3) Players may be registered in this manner.

Or

(2) signed a fully and correctly completed Competition registration form in ink on a match day prior to playing which is countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club and submitted to the Competition within two days (Sundays excluded) subsequent to the Competition Match. The Player shall not play again in a subsequent match in the Competition until the Club has registered the player through The FA Player Registration System and is in possession of the approval from the Competition. A maximum of three (3) Players may be registered in this manner.

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

For Clubs registering Players under Rule 18(A)2, registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players by the Player Registration System, Clubs must access Player Registration System to complete the registration process.

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

(B)

- (1) Contract players are not permitted in this Competition with the exception of those Players who are registered under Contract with the same Club who have a team operating at Steps 1 to 6 of the National League System, or Tiers 1-4 of the Women's Pyramid System.
- (2) It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland, and Ireland.
- (3) Each team must have at least fourteen (14), or if it has a Reserve Team twenty-eight (28) Players registered with the Registration Secretary by midnight on the Sunday prior to the pre-season meeting. Registration means being in receipt of the registration counterfoil Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (4) In the event of a Non-Contract Player changing their status to that of a Contract Player with the same Club, or with a Club in another Competition their registration as a Non-Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18.B.1.
- (C) A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) shall be permitted to register for a Club but will be suspended from football activities if the Player does not comply with the terms of the Football Debt Recovery Regulations in respect of that Football Debt.
- (D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered.
- (E) 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 in the Competition, the valid registration submitted first shall take precedence. The Secretary shall notify the Club last applying to register the player of the fact of the previous registration.
- (F) It shall be a breach of Rule for a Player to:
  - (1) Play for more than one Club in the Competition in the same Playing Season without first being transferred.
  - (2) Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season except for the purpose of a transfer, or where the Competition adopts Rule 18.P.
  - (3) Submit a signed registration form as per Rule 18 (A)2 or submit a registration through Player Registration System that the Player had willfully neglected too accurately or fully complete.

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

(G)

- (1) The Management Committee shall accept the registration of any Player subject to the provisions of Rules 18(G)2 and 3 below.
- (2) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player or may fine any Player, at their discretion (in accordance with the Fines Tariff) who has been charged and found guilty of registration irregularities (subject to Rule 7).
- (3) The Management Committee shall have power to make application to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct (subject to Rule 7) subject to the right of appeal to the Sanctioning Authority. Application should be made to the parent County of the Club the Player is registered or intending to be registered with.
  - Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.
- (4) A Player who has previously had a registration removed in accordance with Rule 18(G)3 but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals), the Competition may consider a further charge of bringing the Competition into disrepute

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

(H) Subject to compliance with FA rule C when a Club wishes to register a player who is already registered with another club it shall submit a transfer notification to the Competition via the Player Registration System. A fee as set out in the Fees Tariff will be required. Such transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the club's consent, or upon its failure to give written objection within three (3) days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or three (3) 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.

No player shall be allowed more than one (1) transfer in a season except for a special reason, which shall be approved by the Management Committee. If approved the transfer fee shall be as set out in the Fees Tariff.

- (I) A Player may not be registered for a Club nor transferred to another Club in the Competition after 1<sup>st</sup> March except by special permission of the Management Committee.
- (J) Registrations are valid for one (1) Playing Season only.
- (K) A Player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding Competition Match (as specified in Rule 22(A)) unless the Player has played four (4) Competition Matches for that Team in the current Playing Season with the exception of the goalkeeper, who must have been registered with their current Club before the 1st October of the current season, which is subject to the discretion of the Management Committee.
- (L) A Team shall not include more than three (3) Players who have played in six (6) or more senior Competition Matches for their current club in a higher Division of their League and/or Cup during the current Playing Season unless a period of 21 clear days has elapsed since they played except with the written permission of the ADFL Rules Committee. 21 clear days is counted by excluding the day when the relevant Player last played and the day when the Player intends to play again.

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

A player who plays six (6) consecutive League or Cup matches in a lower Division of the league shall be re-instated to their previous status.

(M)

(1) Subject to Rule 18(M)2, any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and have levied upon it a fine (in

- accordance with the Fines Tariff).
- (2) The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18(M)1 only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.
- (3) Where a Club is found to have played an ineligible Player in accordance with Rule 18(M)1 above, the Management Committee may also, at its discretion order one or more of the following (if appropriate):
  - Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or
  - b) Levy penalty points against the Club in default; or
  - Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).
  - d) In a match where both teams are found guilty of playing ineligible players, the match shall be declared null and void with the match result expunged.
- (N) The following clause applies to Competitions involving Players in full-time secondary education:
  - (1) Priority must be given at all times to activities of schools and school organisations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - (2) The availability of children and young people must be cleared with the Head Teachers or Principals (Except for Sunday Leagues Competitions).
  - (3) To play open age football the player must have achieved the age of 16.
- (0) A Player who has played for a Team in the Premier division 6 times or more shall not in that Playing Season be eligible to play in a lower division except by permission on the Management Committee.
- (P) If a Club wishes to cancel a Player's registration within the Competition, it must make a request via The FA's electronic player registration system giving the reasons for the request. The Competition may either approve or decline the request.
  If a Player's registration is cancelled, he/she will not be eligible to re-register in the Competition for a period of [x] days from the date of the cancellation.

# **CLUB COLOURS**

- 19. (A) Every team must register the colour and design of its home and away shirts, shorts and socks with the Secretary by 1<sup>st</sup> July and the Competition Secretary shall decide as to their suitability.
  - (B) Any team wishing to change the colour(s) and/or design(s) of its shirt(s) and short(s) during the Playing Season must obtain permission from the Competition Secretary in advance of making that change.
  - (C) Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials. The secretary of the competition may request shirts to be submitted if complaints are received as to lack of distinguishing colours and the Management Committee may refuse to permit any shirts or shorts as they think fit
  - (D) No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.
  - (E) Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents of colours in which they will play (including the colours of the goalkeeper's jersey) at least three (3) days before the Competition Match.
  - (F) If, in the opinion of the referee, two Teams have the same or similar colours, the Home Team shall make the change. Should a Team delay the scheduled time of kick off for a Competition Match by not having a change of colours they will be fined in accordance with the Fines Tariff. In semi-finals and finals of all cup competitions then BOTH teams shall change. If the change of colours remains the same, then the Management Committee will decide.
  - (G) Shirts must all be numbered, and no two shirts shall have the same number, failing which a fine will be levied in accordance with the Fines Tariff. The players name to correspond with the shirt number on the team sheet. Failure to comply shall result in a fine as set out in the Fines Tariff.

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

20. (A) All Competition Matches shall be played in accordance with the Laws of the Game as determined by International Football Association Board.

Clubs must take all reasonable precautions to keep their Grounds in a playable condition and if the occasion arises, either club shall contact the ADFL allocated pitch inspector no later than three (3) hours before the advertised kick-off time who will decide as to the fitness of the pitch. Only the referee or in their absence a local referee or League Officer of the Aylesbury and District Football League may cancel a League match

or decide as to the fitness of the pitch except where a third party such as a Local Authority has overriding authority on pitch usage. All Competition Matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home Team a match must be replayed, the Management Committee shall have power to order the venue to be changed.

The Management Committee shall have power to decide whether a pitch and/or facility is suitable for Competition Matches and to order the Club concerned to play its Competition Match(es) on another ground.

If a team postpones a home match three (3) times or more in a season due to unfit pitch(es), they shall seek an alternative venue, if possible, at least five (5) days prior to the next scheduled fixture and confirm to the committee their alternative venue. Failure to do so will incur a fine as set out in the Fines Tariff.

Artificial Football Turf Pitches (3G) are allowed in this Competition provided they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches – <a href="https://footballfoundation.org.uk/3g-pitch-register">https://footballfoundation.org.uk/3g-pitch-register</a>. All Football Turf Pitches used must be tested (by a FIFA accredited test institute) every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

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

Within Regional NLS Feeder Leagues, all Competition Matches shall have a duration of 90 minutes. All other Competition Matches shall have duration of 90 minutes unless a shorter time (not less than sixty (60) minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves. Two matches involving the same two Teams can be played on the same day providing the total playing time is not more than 120 minutes. Home advantage shall be determined by the Fixture Secretary with due consideration to ground availability. Midweek matches shall be arranged by the Fixture Secretary, if deemed necessary.

The times of kick-off shall be agreed at the AGM and for Saturday matches shall be August to October 2.30pm, November to February 2.00pm, March to May 2.30pm and for midweek evening matches 6.30pm or later.

Time for commencement of matches can only be altered by the mutual consent of the two competing Clubs and the Competition. Referees must order matches to commence at the appointed time and must report all late starts to the Competition. The team at fault to be fined as per the Fines Tariff.

The home Team must provide goal nets, corner flags and at least two footballs fit for play, these shall be handed to the Referee at least fifteen (15) minutes prior to kick-off, and the referee shall make a report to the Competition if not provided. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. Goal nets to be used.

No overhear netting is allowed for 9v9 and 11v11 affiliated matches.

Regional NLS Feeder Leagues: Overhear wires used to support pitch divider netting are removed for all affiliated matches and at Regional NLS Feeder League Level.

For those leagues which are not Regional NLS Feeder Leagues: Overhead wires used to support pitch divider netting are ideally removed for affiliated matches but if they cannot be removed then discretion is given to the match official to restart the match in accordance of the laws of the game.

Each Club shall on the day of the match fill in an official Team Sheet before the match which shall be available for exchanging with the opposition and the Referee for inspection, not late than fifteen (15) minutes prior to kick-off. If required, Teams should have available for inspection, by the opposition, their WGS list of registered players. No changes after this time shall be made unless agreed with the opposition and the Referee. Failure to comply shall incur a fine as set out in the Fines Tariff shall be imposed. Only official team sheets to be recognised.

At the end of the match the team sheet shall be completed to show the final score and other information required by the Management Committee.

(B) Except by permission of the Management Committee all Competition Matches must be played on the dates originally agreed but priority shall be given to The FA and parent County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition match with the consent of the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

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

Any Team wishing a FREE DATE shall give four (4) weeks written notice or two (2) weeks for midweek matches. However, no more than two (2) free dates shall be allowed in any season and no free dates shall be allowed after the 28<sup>th</sup> February except with the permission of the Management committee.

(C) An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground, team colours, colour of goalkeeper's kit and time of kick-off to the Match Officials and an Officer of the

opposing Club at least four (4) clear days prior to the playing of the Competition Match. The opposing Club must confirm receipt and give notice of its colours (including goalkeeper) at least four (4) clear days prior to the playing of the Competition Match. If either is not provided, the relevant Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (D) In accordance with the Laws of the Game, the minimum number of Players which will constitute a Team for a Competition Match is seven (7). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (E) (1) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall decide whether it should either:
  - Award the points from the Competition Match in question to the Club's opponents (without the awarding of goals)

#### OR

b. Order the Competition Match to be rescheduled. The Management Committee shall also have the power to order the rescheduled Competition Match to be replayed on a neutral ground or on its opponent Club's ground if they are satisfied that such action is warranted by the circumstances.

In addition, the Management Committee may at its discretion order one or more of the following (if appropriate):

- a. Impose a fine (in accordance with the Fines Tariff).
- b. Deduct points from the defaulting Club.
- c. Order the defaulting Club to pay any reasonable expenses incurred by the opponents.

If a Club fails to fulfil a fixture for a third time in a season a fine not exceeding £100.00 as set out in the Fines Tariff may be imposed and for any subsequent cancellation shall incur a fine not exceeding £75.00 for the First Team or not exceeding £50.00 for the Reserve Team as set out in the Fines Tariff.

- (2) Any Club with more than one Team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence: First Team, Reserve Team, A Team. Aylesbury & District Football League Cup Competitions fixtures to take preference over League fixtures. Clubs in breach of this requirement shall be fined a sum as set out in the Fines Tariff or otherwise be dealt with by the Management Committee.
  - If, for whatever reason, you find either before or on the day, that your pitch is unplayable, you shall consult your opponents and decide:
    - a) If your opponent's pitch is available/playable, then the match is to be switched (even if you have already played the away fixture). The cost of the pitch hire, if applicable, to be borne by the original home team.
    - b) If your opponent's pitch is unavailable/unplayable.
  - If (a) the Referee and Fixture Secretary shall be informed or if (b) Rule 20 (E) iii details what is required. Failure to comply may result in a fine as set out in the Fines Tariff.
- (3) Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the Competition Fixture Secretary, the secretary of the opposing Club and the Match Officials. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (4) In the event of a Competition Match not being played or abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Competition. Failing such agreement and notification to the Competition within seven (7) days the Competition shall have the power to order the Match to be played on or before a given date. Where it is to the advantage of the Competition the Management Committee shall also be empowered to order the score at the time of an abandonment to stand. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (5) The Management Committee shall review all Competition Matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee shall order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a Match

was abandoned owing to the conduct of one Team or its Club member(s) they shall award the points for the Match to the opponent. In cases where a Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Management Committee shall rule that neither Team will be awarded any points for that Match, and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Match.

The Management Committee shall review any Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18(N) above. Where both Teams were under suspension the game must be declared null and void and shall not be replayed.

- (F) A Team may at its discretion and in accordance with the Laws of the Game use five (5) substitute Players in any Competition Match who may be selected from five (5) players.
  - The referee [and a representative of the opposing Club] shall be informed of the names of the Players taking part in the match (including the substitutes) not later than fifteen (15) minutes before the start of the Competition Match and a Player not so named may not take part in that Competition Match.
  - A Player who has been named as a substitute before the start of the Competition Match but does not actually play in that game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.
  - A player who has been substituted becomes a substitute and may replace another at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football. This means that a Team may make unlimited substitutions in accordance with Law 3 of the Laws of Association Football.
- (G) The half time interval shall be of ten (10) minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.
- (H) The Teams taking part in a Match shall identify a Team captain who shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of their teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (I) Where a suspension imposed in relation to a Football Debt (as defined under the Football Debt Recovery Regulations) upon a Club by The FA or Affiliated Association is not lifted, and/or the Club does not provide confirmation from the FA or Affiliated Association that such suspension is lifted to the Competition Secretary by 12pm 2 days before a fixture, that fixture will be treated as an unfulfilled fixture and dealt with in accordance with Rule 20(E).

# **REPORTING RESULTS**

- 21. (A) The Competition must receive by 6pm the following day, excluding Sundays, the match the result of each Competition Match loaded on to the Full-Time system, in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) the team goal scorers and also the referee markings required by Rule 23, or any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. For failure to comply with the requirements of Rule 21(a), the Club shall be fined as set out in the Fines Tariff.
  - Team sheets received between four (4) and seven (7) days late to be fined as per the Fines Tariff.

    Team sheets received between eight (8) and twenty-one (21) days late to be fined as per the Fines Tariff.

    Team sheets received more than twenty-one (21) days late to be fined as per the Fines Tariff.
  - Any Club proved to have willfully falsified a Team Sheet shall be deemed to be guilty of serious misconduct and may be dealt with in accordance with Rule 12 (c).
  - (B) Both Clubs shall reply to the text message issued from the FT (Full-Time) system by 5.30pm for Saturday matches and 9.30pm for Evening Matches. Results of County Cup fixtures shall also be communicated to the Fixture's Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. If no result is received by midnight on the day of the game, a fine, as set out in the Fines Tariff, may be imposed.
  - (C) The match result notification, correctly completed, shall be signed by an Officer of the team, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. In the event of the official result sheet not being available, a substitute result sheet containing the required information shall be submitted in accordance with Rule 21(a).

#### **DETERMINING CHAMPIONSHIP**

22. (A) Team rankings within the Competition will be decided by points with three (3) points to be awarded for a win and one (1) point for a drawn match. The Teams gaining the highest number of points in their respective divisions at the end of the Playing Season shall be adjudged the winners. Competition Matches

must not be played for double points.

In the event of two (2) or more Teams being equal on points at the end of the Playing Season, rankings shall be determined by the following criteria, in order of priority in which they appear:

(NB: for Regional NLS Feeder Leagues criteria 1&2 are mandatory; for all other Competitions they are optional):

- Goal difference (where the goals scored against each Team shall be deducted from the goals scored by that Team and the Team with the most favourable goal difference shall be placed highest.
- 2. In the event of two or more Teams being equal, the Team which has scored the most goals during the Playing Season shall be placed highest.
- 3. In the event of two or more Teams being equal, the Team that has won the most matches during the Playing Season shall be placed highest.
- 4. In the event of two or more Teams being equal, the Team which has the better playing record against the other Team in their head-to-head Competition Matches during the Playing Season shall be placed highest.
- 5. One-off fixture or play-off games as determined by the League Management committee.
- (C) Automatic promotion shall be applied for the first two (2) teams and automatic relegation for the last two (2) Teams in each Division except as provided for below, subject to the provisions of Rule 2 (b).

Promotion to the Premier Division is dependent on a Club's ground and facilities satisfying the Management Committee.

- 1. When a senior team is relegated to a lower Division of which its reserve team is a member, or entitled to be a member, such a reserve team shall accept relegation to, or retain its position in, the next lower Division and should the senior team be relegated to the lowest Division its reserve Team automatically retires from the competition.
- 2. Should either or both leading Teams in any of the Divisions have a senior team in the next higher division, promotion shall fail, at the discretion of the General Meeting, to the next highest Team or Teams in the Division concerned.
- (D) In the event of a Team withdrawing from the Competition before completing 75% of its fixtures for the Playing Season all points obtained by or recorded against such defaulting Team shall be expunged from the Competition table. For the purposes of this Rule 22(D) a completed fixture shall include any Competition Match(es) which has been awarded by the Management Committee.
- (E) The winners of the Premier Division may be called upon to play a challenge match against the Runners-Up. Winners of all other Divisions shall be required to play in such challenge matches, as the Management Committee may consider appropriate.
- (F) Arrangements for matches played in accordance with Rule 22(d) shall be made by the Management Committee and the matches shall be on such ground as they may require. Each competing club shall be issued with fourteen (14) privilege tickets for the use of the players and officials and only holders of such tickets shall be admitted free of charge. All proceeds after deduction of match expenses shall be devoted to League funds.

# **MATCH OFFICIALS**

- 23. (A) Registered referees (and assistant referees where approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.
  - (B) (1) In the event of the non-appearance of the appointed referee the appointed senior assistant referee shall take charge and a substitute assistant referee appointed by the competing Teams.
    - 2) In cases where there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. Failure to agree shall render both clubs liable to a fine in accordance with Fines Tariff. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any Competition Match.
  - (C) Where assistant referees are not appointed each Team shall provide a Club assistant referee, with flag. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - (D) The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.
  - (E) Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff.
    - Match Officials shall be offered their fees by the away Club fifteen (15) minutes before the Competition

Match in the Match Officials dressing room. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. If a Club fails to pay the appointed officials, they shall be liable to a fine as set out in the Fines Tariff.

If two (2) matches between the same teams are played consecutively on the same day, then the fee to be two thirds of the normal fee. Registered referees appointed by the Management Committee as assistant referees will receive a fee as per the Fees Tariff. The assistant referee fee to be divided equally between the two (2) clubs.

- (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 only from the Home team. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (G) A referee not keeping their engagement and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.
- (H) Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.
  - For any mark under sixty (60), a written report shall be submitted. Failure to comply a fine of £10.00 shall be imposed as set out in the Fines Tariff.
- (I) The Competition shall keep a record of the markings and, on the form provided by the prescribed date each Season, shall submit a summary to the Sanctioning Authority.
- (J) The referee shall submit a report form, supplied by the Competition, giving the result of the Competition Match, the number of Players in each Team and the time of kick-off to the Referees Secretary within two (2) days of the Competition Match.
- (K) Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge. Failing that, a copy is available on the website <a href="https://www.adl-football.co.uk">www.adl-football.co.uk</a>
- (L) Match Officials shall comply with the provisions of any initiatives of the The FA and/or Sanctioning Authority adopted by the Competition.

# **LIABILITY OF CLUBS**

24. Clubs entering the League shall be equally responsible for all financial liabilities incurred in carrying out the business of the League.

#### FIRST AID EQUIPMENT

25. Each Team shall keep and maintain a Competition approved First Aid Kit, as determined by the Management Committee and shall be present for use on match days and for inspection by the Referee. Failure to do so shall incur a fine as set out in the Fines Tariff.

Each Team shall have a qualified first aider present at each game. Failure to do so shall incur a fine as set out in the Fines Tariff. A copy of a valid first aid certificate shall be sent to the League Secretary. Failure to do so shall incur a fine as set out in the Fines Tariff.

# **PRINTING OF RULES**

- 26.(A) The Rules shall be printed at such intervals as the Officers shall decide but if two (2) successive years shall pass in which the Rules not be reprinted, the Management Committee shall have the power to require that they be reprinted during the next succeeding year. A copy of the rules shall be emailed to all clubs and will be published on the Competition website.
  - (B)Clubs shall be required to acknowledge receipt of the Rules or revisions issued to them. Failure to acknowledge shall incur a fine as set out in the Fines Tariff.

#### REPRESENTATIVE MATCHES

27. Any Club having two (2) or more players selected for a representative side may request to have their League matches cancelled for that day.

# LIFE MEMBERS

28. Members who have served on the League Management Committee for not less than twenty (20) years shall be conferred with Life Membership of the League.

# **LEAGUE PRESENTATION EVENING**

29. Each Club is required to send up to two (2) representatives to the League Presentation Evening. Failure to comply may result in a fine as set out in the Fines Tariff and/or loss of any prize monies, which may be due.

# **PRE-SEASON MEETING**

30. Each team is required to send up to one (1) representative to the League Pre-Season meeting. Any team failing to be represented at the Pre-Season meeting shall incur a fine as set out in the Fines Tariff.

FEES TARIFF				
RULE NUMBER	DESCRIPTION	MAXIMUM FEE		
4 (A)	CLUB ENTRY FEE	£100.00		
4 (B)	TEAM ANNUAL SUBSCRIPTION	£40.00		
4 (C)	DEPOSIT	£250.00		
7 (C)	PROTEST FEES	£50.00		
7 (F)	APPEAL FEES	£50.00		
7 (H)	PROTEST RE: LEAGUE RULES OR PLAYER CONTRACTS	£50.00		
7 (I)	ARBITRATION FEE PER CLUB (NON-RETURNABLE)	£25.00		
18 (D)	PLAYER REGISTRATION FEE PER PLAYER	No Charge		
18 (H)	TRANSFER FEE	£20.00		
18 (H)	SECOND TRANSFER IN A SEASON	£25.00		
23 (E)	REFEREE FEES	£50.00		
23 (E)	ASSISTANT REFEREE FEES	£35.00		

FINES TARIFF	FINES TARIFE				
RULE NUMBER	DESCRIPTION	MAXIMUM FINE			
2 (G)(1)	FAILURE TO AFFILIATE	£25.00			
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£10.00			
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£10.00			
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£25.00			
4 (B)	FAILURE TO PAY ANNUAL LEAGUE AND CUP ENTRY FEES	£25.00			
4 (C)	FAILURE TO PAY A DEPOSIT	£10.00			
4 (E)	FAILURE TO ENSURE TEAMS ARE RECORDED AS AFFILIATED IN THE CLUB PORTAL	£10.00			
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£25.00			
6 (I)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	Up to £50.00			
6 (J)	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	Up to £50.00			
8 (H)	FAILURE TO BE REPRESENTED AT ANNUAL GENERAL MEETING	£50.00			
9 (E)	FAILURE TO BE REPRESENTED AT SPECIAL GENERAL MEETING	£50.00			
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£10.00			
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE REQUIRED DEADLINE	£50.00			
11 (A)	WITHDRAWING AFTER THE ANNUAL GENERAL MEETING	£50.00			
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£50.00			
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£25.00			
13 (B)	FAILURE TO RETURN THE TROPHY BY THE 1st MARCH	£20.00			
13 (C)	FAILURE TO RETURN THE TROPHY AT THE AGM	£20.00			
16 (A)	FAILURE TO HAVE THE REQUIRED PL INSURANCE	£10.00			
16 (B)	FAILURE TO HAVE THE REQUIRED ACCIDENT INSURANCE	£10.00			
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	Up to £100.00			
18 (B) (3)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON COMMENCING	£25.00 per team			
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM	Up to £100.00			
18 (G) (2)	REGISTRATION IRREGULARITIES BY PLAYER	£25.00			
18 (L)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£25.00			
18 (M) (1)	PLAYING AN INELIGIBLE PLAYER	£50.00			

18 (N) (1)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£10.00
19 (F)	DELAYING KICK OFF DUE TO NO CHANGE OF COLOURS	£10.00
19 (G)	FAILURE TO NUMBER SHIRTS	£10.00
19 (G)	FAILURE FOR THE PLAYERS SHIRT NUMBER NOT TO CORRESPOND TO THE NUMBER ON THE TEAMSHEET	£10.00
20 (A)	FAILURE TO KICK OFF ON TIME	£10.00
20 (A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT / HANDING FOOTBALLS TO THE REFEREE	£10.00
20 (A)	FAILURE TO PRESENT TEAMSHEET AND WGS SQUAD LIST FOR INSPECTION	£10.00
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£50.00
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£10.00
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£5.00 per player
20 (E) (1)	FAILURE TO PLAY FIXTURE	£50.00
20 (E) (1)	FAILURE TO FULFIL FIXTURE FOR A THIRD TIME	Up to £100.00
20 (E) (1)	EACH SUBSEQUENT CANCELLATION – FIRST ELEVEN	Up to £75.00
20 (E) (1)	EACH SUBSEQUENT CANCELLATION – RESERVES	Up to £50.00
20 (E) (2)	FAILURE TO PLAY IN THE ORDER OF PRECEDENCE	£25.00
20 (E) (2)	FAILURE TO INFORM REFEREE & FIXTURE SECRETARY OF A CANCELLED GAME	£10.00
20 (E) (3)	FAILURE TO INFORM THE COMPETITION, OPPOSITION & MATCH OFFICIALS OF A CANCELLED GAME	£10.00
20 (E) (4)	FAILURE TO INFORM THE LEAGUE OF AN ABANDON MATCH WITHIN 7 DAYS	£10.00
20 (H)	FALURE TO WEAR A CAPTAIN'S ARMBAND	£10.00
21 (A)	FAILURE TO UPLOAD REQUIRED INFORMATION BY 6pm ON THE MONDAY FOLLOWING THE MATCH	£10.00
21 (A)	TEAM SHEET RECEIVED BETWEEN FOUR AND SEVEN DAYS LATE	£10.00
21 (A)	TEAM SHEET RECEIVED BETWEEN EIGHT AND TWENTY-ONE DAYS LATE	£30.00
21 (A)	TEAM SHEET RECEIVED OVER TWENTY-ONE DAYS LATE	£50.00
21 (B)	LATE RESULT NOTIFICATION FORM	£10.00
21 (B)	FAILURE TO PROVIDE RESULT BY MIDNIGHT ON THE DAY	Up to £50.00
21 (C)	RESULT NOTIFICATION NOT SIGNED BY APPROPRIATE SIGNATORIES	£10.00
23 (B) (2)	FAILURE TO AGREE TO PROVIDE A MATCH REFEREE	Up to £200
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£10.00
23 (E)	FAILURE TO OFFER MATCH OFFICIALS THEIR FEE 15 MINUTES BEFORE KICK-OFF	£10.00
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	Up to £25.00
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£20.00
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£10.00
23 (H)	FAILURE TO SUBMIT A WRITTEN REPORT WHEN MARK IS LESS THAN 60	£10.00
25	FAILURE TO HAVE A COMPETITION APPROVED FIRST AID KIT PRESENT AT A MATCH	£10.00
25	FAILURE TO HAVE A FIRST AIDER PRESENT AT A MATCH	£10.00
25	FAILURE TO SEND A VALID FIRST AID CERTIFICATE TO LEAGUE SECRETARY	£10.00
26 (B)	FAILURE TO ACKNOWLEDGE RECEIPT OF RULE BOOK	£10.00
29	FAILURE TO ATTEND LEAGUE PRESENTATION EVENING	£25.00
	FAILURE TO ATTEND LEAGUE FRESENTATION EVENING	£25.00

## SHEFFIELD JACKMAN CUP

- 1. The Competition shall be known as the Sheffield Jackman Cup.
- 2. The Competition to be open to all First XI Clubs who are competing in Division One and below.
- 3. No player shall play in this Competition unless he has been duly registered with the Club he proposes to represent, in accordance with Aylesbury & District League Rule 8. All relevant provisions of that Rule, except that after the First Round, a player may only compete if their Registration Form has reached the Registration Secretary at least seven (7) days before the date on which he proposes to play. Seven (7) days in the case of the Preliminary or First Round. (For this purpose, the day of the form is received and the day on which the match is played shall be included in calculating the period of seven (7) days. No player registered with a Club entering this Competition shall be appointed to Referee a match in the Competition, except as provided in Aylesbury & District Football League Rule 13(B). No player is eligible for a replay, or a rearranged match, if not registered for the first match. No player shall be eligible for the Semi Final or Final matches until they have taken part in four (4) Aylesbury & District Football League or Cup matches during the current season for the Club currently holding their registration, with the exception of a goalkeeper who must have been registered with their current club before the 1st October of the current season. This is subject to the discretion of the ADFL Rules committee.

Any player who, in the current season, has played in any of the following competitions shall not be entitled to play in the competition in the current season:

- FA Cup
- FA Trophy
- FA Vase
- Berks and Bucks Senior Cup
- Any other County Cup
- Any League at Step 5 or above of the National League System

N.B. League Rule 10(E) shall not apply to this Competition.

- 4. The matches shall be played on a knockout basis. Unless Clubs mutually agree to an earlier start, matches shall commence thirty (30) minutes before League kick-off times. Extra time of thirty (30) minutes (fifteen (15) minutes each way) shall be played in the event of a tie after ninety (90) minutes play. If, at the end of extra time, the scores are still level, then the match shall be decided by the taking of kicks from the penalty mark in accordance with International Board Procedures.
- 5. A Club playing an unregistered or unqualified player shall be fined a sum not exceeding £100.00 as set out in the Fines Tariff and shall be removed from the Competition.
- 6. The League Officers shall have full powers to control dates for this Competition.
- 7. No player can play for more than one (1) Club in this Competition.
- 8. Cancelled matches shall be dealt with as League Rule 10 and preference shall be granted to all other Competitions. Where matches are cancelled except by reason of a match having precedence, the Management Committee shall have power to exclude the defaulting Club from further participation in the Competition.
- 9. Referee fees to be £50.00. The AWAY Club to pay the Referee in the official's changing room.
- 10. Appeals Committee to be the same as the Aylesbury & District Football League.
- 11. Entrance Fee to the Competition shall be £25.00 as set out in the Fines Tariff.
- 12. All Team Sheets submitted in connection with this Competition shall be plainly marked "S.J. Cup".
- 13. All appropriate Rules of the Aylesbury & District Football League shall apply, except where alternative provision is made in these Rules.
- 14. Aylesbury & District Football League Rule 8 shall be used to determine the qualification of players in this Competition.

- 15. Where Assistant Referees are supplied the cost shall be born equally between the two (2) Clubs.
- 16. In the Final, each Club shall submit, not later than seven (7) days before the match, to the Registration Secretary and the opponents, a list of players names and initials from which the Team may be selected. Failure to do so shall incur a fine of £20.00 as set out in the Fines Tariff. Where a Club wishes to object to the qualifications of any player named on that list, it shall do so less than three (3) days before the match to the opposing Club and to the Registration Secretary.

# **AYLESBURY & DISTRICT RESERVE CUP**

- 1. The Competition shall be known as the Aylesbury District Reserve Cup.
- 2. The Competition shall be open to all Reserve Teams playing in the Aylesbury & District Football League providing their First Team also plays in the Aylesbury & District Football League.
- 3. All other Rules as Sheffield Jackman Cup except Rule 12 substitute "Reserve Cup" for "Sheffield Jackman Cup".
- 4. Each player shall be a bona-fide Reserve player, that is in their Clubs last four (4) consecutive First Team matches he shall not have played more than once.

# **AYLESBURY & DISTRICT PRESIDENT'S CUP**

- 1. The Competition shall be known as the Aylesbury & District League President's Cup.
- 2. The Competition shall be open to all Teams playing in the Aylesbury & District Football League.
- 3. As per "Sheffield Jackman Cup" Rule 3.
- 4. Premier and Division One Teams shall automatically qualify for the First Round Proper. Division Two Teams and below shall be placed in a qualifying Competition at the discretion of the Fixture Secretary to determine qualification for the First Round Proper. The draw in all cases shall be made to avoid First and Reserve Teams of the same Club meeting until the Final. From the First Round Proper onwards, matches shall be played on a knockout basis. The Team drawn first shall play at Home up to and including the Semi-Final. Unless Clubs mutually agree to an earlier kick-off, matches shall commence thirty (30) minutes before League kick-off times. Extra time of thirty (30) minutes (15 minutes each way) shall be played in the event of a Tie after ninety (90) minutes play. If, at the end of extra time, the scores are still level, then the match shall be decided by the taking of kicks from the penalty mark in accordance with International Board Procedures.
- 5. As per Sheffield Jackman Cup Rule 5.
- 6. As per Sheffield Jackman Cup Rule 6.
- 7. No player can play for more than one (1) Team, be it for their town First/Reserve Team or another Club from the First Round Proper (see Rule 4).
- 8. As per Sheffield Jackman Cup Rule 8.
- 9. As per Sheffield Jackman Cup Rule 9.
- 10. As per Sheffield Jackman Cup Rule 10.
- 11. Entrance Fee to the Competition shall be £25.00 per Team as set out in the Fines Tariff.
- 12. All Team Sheets submitted in connection with this Competition shall be plainly marked "Aylesbury & District President's Cup".
- 13. As per Sheffield Jackman Cup Rule 13.
- 14. As per Sheffield Jackman Cup Rule 14.

- 15. As per Sheffield Jackman Cup Rule 15.
- 16. As per Sheffield Jackman Cup Rule 16.

#### **CHILD PROTECTION**

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

more serious the allegation taking into account the nature of the misconduct alleged and the context of the case the greater the burden of evidence required to find the matter proved. Save that for charges pursuant to The Football Association's Child Protection Policy, where the welfare and protection of children shall be paramount and the test shall be whether more likely than not.