

OPERATIONAL PROCEDURES

PART A

PRIOR TO KICK OFF

1. TEAM SHEETS

- (a) To be supplied by the home club.
- (b) White copy to the Referee prior to kick off.
Yellow copy to the visitor.
Green copy to the home club.

2. IDENTIFICATION CARDS

Must be inspected on the field by the Team Managers immediately prior to kick off.

3. GROUND MARSHALLS

Three (3) from each club correctly identified by wearing Football NSW jackets must make themselves known to the Referees prior to kick off. These people must be listed on the reverse of the Team Sheet.

4. KICK OFF TIMES

All Divisions of Youth League

G/13	9:00am	30 x 30 min
G/14	10:15am	30 x 30 min
G/15	11:40am	35 x 35 min
G/16	1:15pm	35 x 35 min
G/18	3:00pm	45 x 45 min

UNLESS OTHERWISE NOTIFIED BY THE COMPETITION SECRETARY.

5. REFEREE'S FEES

To be paid by the "Home" Association/Club. "Home" is the side that is listed first in the draw.

AGE	REFEREE	ASSISTANT REFEREE
G/13	\$33.00	\$16.50
G/14	\$33.00	\$16.50
G/15	\$39.00	\$19.50
G/16	\$39.00	\$19.50
G/18	\$51.00	\$25.50

6. THE BENCH

Only nine (9) persons in total may sit on the bench comprising of:-

Five (5) substitute players.

Four (4) Team/Club Officials who are in possession of an identification card issued by Football NSW.

7. SUBSTITUTION BOARDS

Substitution boards must be used at all times.

8. INTERCHANGE OF PLAYERS (APPLICABLE FOR GRADES 13, 14, 15 & 16 ONLY)

Unlimited interchanging of players is permissible at any time during the game in age groups Grade 13, 14, 15 and 16. Interchange procedure shall be as follows:-

1. "Interchange Zone" will be an area one (1) metre either side of the halfway line.
2. An interchange is one which is made when the ball is out of play, and for which the following conditions shall be observed:-
 - (i) The player leaving the field shall do so from the sideline, crossing over at the sector called the Interchange Zone.
 - (ii) The player entering the field shall also do so from the Interchange Zone, but not until the player leaving the field, has passed completely over the sideline.

- (iii) A player, nominated for interchange shall be subject to the authority and jurisdiction of the referee whether called upon to play or not.
 - (iv) The interchange is completed when the player who was off the field, enters the field. From this moment they become a player and the player whom they replaced ceases to be a player.
3. The number of interchanges made during a match is unlimited. A player who has been replaced may return to the field for another player.
 4. If during an interchange, an interchange player enters the field before the replaced player has completely left it, the Referee shall ensure the replaced player leaves the field, then caution the interchange player and then restart the game.
 5. If during an interchange, an interchange player enters the field or a replaced player leaves it from a place other than the Interchange Zone, the Referee shall caution the offending player.
 6. The interchange of players will cease, at the completion of normal and extra time. If at this time penalty kicks are required to obtain a result, then the eleven (11) players on the field at the end of extra time are the only players permitted to participate in the penalty kicks. No interchanging at this time is permissible.

NOTE: Please be aware that Grade 18 are limited to five (5) substitutions.

If during the taking of the penalty kicks the goalkeeper is injured he may be replaced with another goalkeeper providing the replacement was listed on the team sheet.

PART B

AFTER THE MATCH CONCLUDES

1. CAUTION FORM BOOKS

- (a) Each Team Manager is to fill out information required on top of form.
- (b) Hand the caution book to the Referee and wait for him to fill out the form (ensure his Name and Branch are filled in and are legible).
- (c) Club to forward “white” copy to Football NSW Office so that it arrives prior to the Wednesday following the fixture. The pink copy is retained for club records.

2. TEAM SHEET

Home Team Manager to collect team sheet and forward it to Football NSW Office so that it arrives prior to the Wednesday following the fixture.

3. RESULTS

Must be telephoned to Football NSW Office by both clubs involved in the fixture.

Telephone: 8814 4400

Results must be phoned in within thirty (30) minutes of completion of the Grade 18 (or final) game but no later than 6:00pm. Fines will be imposed for late scores.

4. REFEREE EVALUATION REPORT (not applicable to Division 1 Youth League)

It is compulsory for both teams to complete the form and forward it to Football NSW Office, either electronically, by fax (8814 4483) or by mail. Please ensure the form is properly completed including Referees name and Branch.

5. CAUTIONS

- (a) After an individual player has received five (5) official cautions in premiership matches the player shall serve a one (1) match suspension. There shall be no appeal against a one (1) match suspension after receiving five (5) official cautions.
- (b) Any player who accumulates a further three (3) official cautions, making a total of eight (8) shall be suspended for a further two (2) matches. There shall be no appeal against a two (2) match suspension after accumulating eight (8) official cautions. The player must serve the two (2) match suspension in the club's next two (2) premiership fixtures following the match in which the eighth (8) official caution was received.
- (c) Any player who accumulates nine (9) or more official cautions in any one season shall automatically appear before the next Disciplinary Committee meeting following the receipt of this caution.

The Disciplinary Committee may apply a bond, fine or suspension for each caution received after eight (8) in any one season.

- (d) Any cautions a Youth League player receives whilst “filling in” in a Club’s senior side shall be recorded against that Youth League player.
- (e) It is the club’s responsibility to keep a record of each player’s cautions and failure to stand down the player (and recording same on reverse of Team Sheet) may result in a fine and/or loss of points.

6. SEND OFFS

- (a) A player shall be sent from the field for the following offences as prescribed for in the Laws of the Game.

- R1 Serious Foul Play
- R2 Violent Conduct
- R3 Spitting at an opponent or any other person
- R4 Sabotaging an obvious goal scoring opportunity (handball)
- R5 Sabotaging an obvious goal scoring opportunity (holding, tripping or impeding)
- R6 Uses offensive, insulting or abusive language and/or gestures
- R7 Second Caution

- (b) Players sent from the field shall incur a minimum one (1) match suspension.
- (c) The Referee must inform, on request, the Club Secretary at the termination of the match under what charges the player has been dismissed.
- (d) The Referee shall note in his send off report whether the club was informed of the send off offence charge.
- (e) Players sent from the field are not required to appear before the Disciplinary Committee.
- (f) The Disciplinary Committee shall meet each Friday night at Valentine Park, 235-257 Meurants Lane, Glenwood and shall consider each send off from the previous week.
- (g) The Monday following the Disciplinary Meeting, Football NSW shall advise the Player’s club of the sentence handed down by the Disciplinary Committee.

The club shall be given two (2) options:

- Accept the sentence handed down.
 - 'Challenge' the sentence handed down. This 'Challenge' shall be heard by the Disciplinary Committee at its next meeting and the Club Representative, Player and Witnesses may address the Disciplinary Committee.
- (h) In the event the club or player is still aggrieved by the outcome of the 'Challenge' they retain the normal right of Appeal, as set out in the Rules and Regulations of Football NSW.
- (i) All players must bring their identification card with them when they appear before the Disciplinary Committee.
- (j) Any player standing down from a match due to suspension (whether it be yellow cards or a send off) must be named in the appropriate section on the reverse of the Team Sheet – failure to do so may result in a fine and/or loss of points.

7. NON ATTENDANCE OF REFEREES

Should appointed Referees not be in attendance by the appointed time it is the responsibility of the home club to provide same and the appointee must control the whole game except that a suitable qualified and identified Referee in uniform shall take precedence over an unqualified person from the home club.

PART C

GENERAL INFORMATION

AMATEUR PLAYER DE-REGISTRATIONS

- a) An Amateur Player may be de-registered upon written request from a club in the form of a player De-Registration Request Form. A player de-registration will not be considered without this form being completed.
- b) A sufficient reason must be provided to Football NSW and will be at the discretion of the Football NSW Competitions Department.
- c) A \$25.00 administration fee will apply to all Amateur Player de-registrations.

OVERSEAS CLEARANCES

This applies to all players whose last registration (current or otherwise) is held with an overseas club. This is inclusive of players who are permanent residents or citizens of Australia. For specific visa information and/or restrictions on overseas players, please refer to Section 12 of the FNSW regulations.

- a) Football NSW clubs wishing to register 'Overseas Players' must provide Football NSW with the following information:

- Name and Date of Birth of the Player
- Name and location of previous overseas club
- Previous overseas residential address of player
- Current Players Status (Amateur or Professional)
- Nationality of the Player and Citizenship Status with Australia
- Basic Visa Information – Name and Type
- Any other relevant documentation they may have from their former overseas club, preferably in English (or translated), or any immigration advice.

WET WEATHER PROCEDURES

As many games played as possible should be played on any given weekend.

If the weather is inclement the home club should be in contact with the opposition, the day before to discuss the option of leaving it until 8:00am on the match day to make the decision, to play or close the ground for the morning only or all day.

If country teams are coming to the venue then the home club will need to make a call by 5:00pm the day before for youth league games and 8:00am on the day for seniors. FNSW will need to be kept informed and FNSW will liaise with the referees for the home club.

GROUNDS AVAILABILITY, WET WEATHER, MATCH RESULTS

- a) Mid-week (evenings) or Sundays, as determined by the Competition Secretary, will be set aside for the wet weather cancellations and/or replays.
- b) Rescheduling of fixtures will be arranged accordingly and subject to ground availability and weather conditions be so played. Failure to reschedule games/fixtures within two (2) weeks will result in Football NSW taking over and rescheduling at a time and place of their choosing.
- c) A change of grounds is to be permitted for good reason up to the Tuesday evening.
- d) prior to normal Saturday playing days, or at least three (3) days before any other playing day. In circumstances where such change occurs, or where cancellation becomes effective, it is the responsibility of the home club to notify the opposing contact, as well as the Football NSW as soon as practical, and in any event no later than 7:00 a.m. on the playing day. No ground swapping is to be considered at that stage.
- e) The home club will be responsible for providing three (3) match balls and they must be of the Sponsors brand, which must comply with the laws of the game. Referees shall endorse team sheets accordingly. Failure to abide by this stipulation will result in a twenty five dollar (\$25-00) fine. Where forfeits occur as defined in Rule 21.5, 21.7 (H), 21.8 (d) and 21.12, referees' fees will still be due and payable by the offending team, except that where games are

abandoned by the Referee because of the state of the ground arising from wet weather, prior to commencement, no Referees' fees are payable.

POSTPONED MATCHES

- a) In the event of any match not being played owing to weather or other causes
- b) over which neither club has any control, on being ordered to be replayed, it shall be played within fourteen (14) days of the first postponement. Clubs shall be given forty eight (48) hours after the postponement to determine the venue and date.
- c) Any club failing to set a postponed fixture in accordance with 5.14 (a) may result in a fine of \$200.00. Failure to comply with the above regulation will result in the Chief Executive Officer determining the venue and date.

RECORDING OF STAND DOWNS

In order for a stand down to be recorded, the team manager must record the players name and registration number on the back of the team sheet.

Should a team manager fail to record a player's stand down on the back of the team sheet, and the player was in fact stood down due to suspension, the club is required to provide a written request to Football NSW to have that match stand down amended on Football NSW records.

Any such request from a club to have a stand down amended after a team sheet has been received is required to be forwarded to Football NSW offices within 3 working days of the match and accompanied by a \$50 administration fee.

MOVEMENT OF PLAYERS, TEAM SHEET ENDORSEMENT

- a) A team must field at least seven (7) of its registered players at the start of a match. A team may field up to a maximum of four (4) registered players from lower age groups during a game. The team sheet shall be endorsed with the borrowed player's age group of registration alongside the player's name. Failure to comply shall result in a five dollar (\$5-00) fine per instance.
- b) There shall be no movement downwards under any circumstances. Contravention of this rule constitutes ineligibility, subsequent loss of points if attained, and a hundred dollar (\$100-00) fine. See 21.27).

CLASH OF COLOURS

- a) In the event of a Colour clash, the Visiting Club shall change to a strip which does not include any of the basic colours of the Home Club.

Failure to observe this Regulation may result in a fine of \$500.00

- b) The Goalkeepers' colours shall be distinguishable from the colours worn by all the other players and the referees.

Any team not playing in their registered colours shall result in their club being fined \$500.00

- c) The colours worn by ball boys shall be distinct from those worn by either the Players or Match Officials.

The referee shall be the sole arbiter on match day on the question of whether strips clash.

FINALS, EXTRA TIME, PLAYER QUALIFICATION

- a) At the completion of the Competition rounds, the top (5) teams in Premier Youth and Super Youth Leagues. Development Youth League to be either top (4) or top (5) depending on the number of teams playing in each age group shall play off.

- b) The format of finals shall be determined by Football NSW annually, prior to the commencement of the competition, on the recommendation of the Boys Youth League Committee or the Competitions Department.

- c) (i) **BOYS YOUTH LEAGUE**

When scores are equal at the end of normal time in "Finals" fixtures an additional ten (10) minutes each way will be played. If at the completion of extra time the result is still level, the system of penalty kicks will be introduced to achieve a result.

- d) No player shall be eligible to play in his registered age group Finals if he has played three (3) of his last four (4) competition matches in a higher age grade, and playing two (2) grades on the one day is evaluated as the higher grade. The goalkeeper will be the exception to this rule.

- e) Players from a lower age grade may be promoted to replace injured players or bring team numbers up to the allowable sixteen (16) members, but not to replace existing team members.

FINALS FORMAT

Week One

- Elimination Semi Final: 4th vs. 5th

- Preliminary Semi Final: 2nd vs. 3rd
- Bye: 1st

Week Two

- Minor Semi Final: Winners of Elimination Final (4th vs. 5th) vs. Losers of Preliminary Final (2nd vs. 3rd)
- Major Semi Final: 1st vs. Winners of Preliminary Final (2nd vs. 3rd)

Week Three

- Preliminary Final: Winners of Minor Semi Final(4th vs. 5th)/(2nd vs. 3rd)vs. Losers of Major Semi Final 1st/(2nd vs. 3rd)
- Bye: Winners of Major Semi Final.

Week Four

Grand Final: Winners of Major Semi Final vs. Winners of Preliminary Final

PROMOTION AND RELEGATION

- On the principle that teams are graded into divisions/groups, a system of promotion and relegation within the respective divisions/groups shall apply.

Promotion/Relegation

- There will be promotion and relegation between all divisions.
- Those Clubs competing in Premier League for 2008 must have Youth Teams in the Premier Youth League Competition. Only Premier League Clubs can have Premier Youth League Teams.
- Super Youth League and Division 1 Youth League are not linked to the senior competitions in which the participating clubs compete for the purposes of promotion, relegation and determining the Club Championship.
- Promotion and relegation among Super League, Division 1 and the Conference League will only be determined by the performance of 1st grade.
- Participation in the levels of Youth League Competitions below the Premier Youth League will operate independently of the position of the senior teams in the State League.
- Which division a Super Youth League or Division 1 Youth League is in will not be determined by the placement of a Club's senior teams in Football NSW competitions.
- Promotion/Relegation of State League Clubs is subject to criteria which include:
 - Ground criteria.
 - A maximum of four (4) Youth League clubs in any one (1) Association district.

- c) Admittance to Premier League is governed by existing regions and the maximum of three (3) Premier League clubs per region.
- d) Performance.

NOTE: FOR FURTHER CLARIFICATION OF THESE POINTS PLEASE REFER TO YOUR YOUTH LEAGUE RULES & FOOTBALL NSW BY LAWS.