**Sample Tournament Rules Template**

This document contains a template for Rules for club tournaments.

Competitions seeking sanction must draft their Rules in conformity with this Sample Tournament Rule template, using the same numbering and standard headings.

The mandatory rules are printed in normal text and the optional rules in *italics.*

It should be noted that in many cases rules are so printed because they are alternatives and the procedure to apply should be retained and the others omitted.

In all cases where a [ ] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of these rules (retaining the mandatory parts), providing the additions are approved by the Somerset FA and do not conflict with the mandatory rules or any relevant principles and policies established by The FA. Guidance Somerset FA should be sought in advance if there is any doubt as to the acceptability of additional rules.

Once complete these rules MUST be sent with the Application for Sanction form, Remittance and Form D (this may be sent subsequently if the team details are not know at tome of sanction) to Somerset FA for approval. This should be as soon as possible and no later than ONE MONTH before the scheduled date of the Tournament

**[Insert Name of Tournament here]**

**GOVERNANCE RULES**

**1. COMPETITION NAME AND CONSTITUTION**

* 1. The Competition will be known as [“ “] and shall be organized by [“ “] Football Club. The Clubs participating in the Competition must be affiliated to their parent County Football Association.
  2. The administration of the Competition under these Rules will be carried out by the Competition acting in accordance with the rules, regulations and policies of The FA.
  3. All Clubs shall adhere to the Rules. Every Club upon entry shall be deemed to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee.

This Competition shall apply annually for sanction to the Somerset FA, no later than 1 month prior to the date scheduled for the tournament. The organizing body shall submit a form D to the parent county FA prior to the event listing all competing clubs and their affiliation number

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 (to include 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 recognizing 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.

1. Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, Charter Standard and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
2. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The FA from time to time. At all times the competition must make sure that the welfare of Children and Young people taking part in the tournament, in any capacity, is paramount.
3. All competing teams must have a minimum of two adults accompanying their team; these adults should have an in date DBS check obtained through the FA CRC Unit. This would represent the MINIMUM number of adults and the ratio of adults to children should be assessed and appropriate for the age of the children (as a rule of thumb the younger the age of the children would result in a higher ratio of adults), however the ratio of adults to children should generally never exceed 1:16

**2. APPLICATION AND ENTRY FEE,**

1. Clubs shall enter the tournament by submitting an application form to the tournament organizer by the date determined by the management committee. Any applications submitted after the entry date shall be allowed at the discretion of tye management committee. The application form must include details of the club secretary and team officials who will be accompanying the team on the day complete with emergency contact
2. The entry fee shall be payable with the application form and shall be set annually by the competition management committee. The current entry fee is [“£ “]

**3. TOURNAMENT MANAGEMENT COMMITTEE**

(A) The Management Committee shall comprise the Officers of the Competition as determined by the club

1. The Competition management committee must, at time of application for sanction, include the names of the officers of the club who hall act as the management committee for the tournament. The competition Chairman, Secretary, Treasurer and Welfare officer MUST have completed the FA Safeguarding for Committee Members on line module. (Best practice will see all members of the committee complete this course)
2. The application must include a Competition Welfare Officer who shall act in that capacity for the tournament; this person must be suitably qualified (this to be the same as a Club Welfare Officer; in date DBS obtained through the FA CRC unit, attendance at the Safeguarding Children Workshop and attendance at the FA Welfare officer Workshop. The competition shall circulate the details of the competition welfare officer to all competing clubs in advance of the tournament and shall provide posters on the day listing these contact details.
3. The tournament management committee shall produce a safeguarding policy for the event; this will list the designated persons responsible and policies to be followed; this will be distributed to all competing clubs in advance of the tournament. The tournament shall also complete a Risk assessment of the event prior to the competition, assessing both Safeguarding and Health and Safety, and shall make all sure all mitigating factors identified in the assessment are actioned appropriately.

**4. PROTESTS, CLAIMS, COMPLAINTS, APPEALS**

(A) Any protests or claims shall be submitted by a team official (who has been listed on the application form) to tournament organizers within [ ] minutes of the completion of the match in question. Upon receipt the Tournament management committee shall consider the protest and arrive at a decision

**5. AGREEMENT TO BE SIGNED**

Where a perpetual trophy is awarded the following agreement shall be signed by an official of the winning team when team is awarded the trophy; a copy shall be retained by the management committee and a copy retained by the winning team

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

“I, [name], the Chairman/Secretary/Team Manager of [ ] FC, and representing the Club, having been declared winners of

[ ] cup or trophy, and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the cup or trophy to the Competition Secretary on or before [ ]. 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.”

**6. INSURANCE**

1. All Clubs must have valid public liability insurance cover of at least ten million pounds (£10,000,000) at all times.
2. 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.

**7. MISCONDUCT**

***As FA small sided regulations***

**8. MATCH RELATED RULES**

QUALIFICATION OF PLAYERS

1. Player should be registered with the club they are representing. *A list of players to be used by te team shall be submitted to the tournament organizers prior to the star of the tournament*
2. A Player shall not be permitted to register for more than one Club. A PLAYER HAVING PLAYED FOR one team in the tournament shall not be permitted to play for another in the same tournament.
3. A child who has not attained the age of 6 shall not play, and shall not be permitted or encouraged to play, in a match of any kind.

The relevant age for each Player is determined by his or her age as at midnight on 31 August of the relevant Playing Season i.e. children who are aged 6 as at midnight on 31 August in a Playing Season (together with those who attain the age of 6 during the Playing Season) will be classed as Under 7 Players for that Playing Season. Children who are aged 7 as at midnight on 31 August in a Playing Season will be classed as Under 8 Players for that Playing Season, and so on.

Notwithstanding the above, a child is permitted to play up in the age group above his or her chronological age group, irrespective of any changes of format or competition structure, save that a child who attains the age of 6 after 31 August is permitted to play only in the Under 7 age group, and may not play in the Under 8 age group, for that Playing Season.

The age groups that children are eligible to play in are set out in the table below, along with the permitted football formats for each of those age groups. Children shall not play, and shall not be permitted or encouraged to play, in a match between sides of more than the stated number of players, according to their age group:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Age on 31 August of the relevant  Playing Season | Eligible Age Groups | Maximum Permitted Format | Minimum Pitch Sizes | | Maximum Pitch Sizes | | Recommended Goal Sizes  in feet | Ball Size |
| Yards | Metres | Yards | Metres |
| 6 | Under 7 | 5v5 | 30 x 20 | 27.45 x 18.3 | 40 x 30 | 36.3 x 27.45 | 12 x 6 | 3 |
| Under 8 | 30 x 20 | 27.45 x 18.3 | 40 x 30 | 36.3 x 27.45 | 12 x 6 |
| 7 | Under 8 | 5v5 | 30 x 20 | 27.45 x 18.3 | 40 x 30 | 36.3 x 27.45 | 12 x 6 | 3 |
| Under 9 | 7v7 | 50 x 30 | 45.75 x 27.45 | 60 x 40 | 54.9 x 36.6 | 12 x 6 |
| 8 | Under 9 | 7v7 | 50 x 30 | 45.75 x 27.45 | 60 x 40 | 54.9 x 36.6 | 12 x 6 | 3 |
| Under 10 | 50 x 30 | 45.75 x 27.45 | 60 x 40 | 54.9 x 36.6 | 12 x 6 | 4 |
| 9 | Under 10 | 7v7 | 50 x 30 | 45.75 x 27.45 | 60 x 40 | 54.9 x 36.6 | 12 x 6 | 4 |
| Under 11 | 9v9 | 70 x 40 | 64 x 36.6 | 80 x 50 | 73.15 x 45.75 | 16 x 7 |
| 10 | Under 11 | 9v9 | 70 x 40 | 64 x 36.6 | 80 x 50 | 73.15 x 45.75 | 16 x 7 | 4 |
| Under 12 | 70 x 40 | 64 x 36.6 | 80 x 50 | 73.15 x 45.75 | 16 x 7 |
| 11 | Under 12 | 9v9 | 70 x 40 | 64 x 36.6 | 80 x 50 | 73.15 x 45.75 | 16 x 7 | 4 |
| Under 13 | 11v11 | 90 x 50 | 82.3 x 45.75 | 100 x 60 | 91.44 x 54.9 | 21 x 7 |
| 12 | Under 13 | 11v11 | 90 x 50 | 82.3 x 45.75 | 100 x 60 | 91.44 x 54.9 | 21 x 7 | 4 |
| Under 14 | 90 x 50 | 82.3 x 45.75 | 100 x 60 | 91.44 x 54.9 | 21 x 7 |
| 13 | Under 14 | 11v11 | 90 x 50 | 82.3 x 45.75 | 100 x 60 | 91.44 x 54.9 | 21 x 7 | 4 |
| Under 15 | 90 x 50 | 82.3 x 45.75 | 110 x 70 | 100.58 x 64 | 24 x 8 | 5 |
| 14 | Under 15 | 11v11 | 90 x 50 | 82.3 x 45.75 | 110 x 70 | 100.58 x 64 | 24 x 8 | 5 |
| Under 16 | 90 x 50 | 82.3 x 45.75 | 110 x 70 | 100.58 x 64 | 24 x 8 |
| 15 | Under 16 | 11v11 | 90 x 50 | 82.3 x 45.75 | 110 x 70 | 100.58 x 64 | 24 x 8 | 5 |
| Under 17 | 100 x 50 | 91.44 x 45.75 | 130 x 100 | 118.87 x 91.44 | 24 x 8 |
| Under 18 | 100 x 50 | 91.44 x 45.75 | 130 x 100 | 118.87 x 91.44 | 24 x 8 |
| 16 | Under 17 | 11v11 | 100 x 50 | 91.44 x 45.75 | 130 x 100 | 118.87 x 91.44 | 24 x 8 | 5 |
| Under 18 | 100 x 50 | 91.44 x 45.75 | 130 x 100 | 118.87 x 91.44 | 24 x 8 |
| Open Age | 100 x 50 | 91.44 x 45.75 | 130 x 100 | 118.87 x 91.44 | 24 x 8 |

1. In the event of a Player signing a registration form or having a registration submitted for more than one Club priority of registration shall decide for which Club the Player shall be registered.
2. Any Club found to have played an ineligible Player in a Match or Matches, where points are awarded shall have the points gained from that Competition Match deducted from its record and the match, and at the discretion of the management committee *the match awarded to the opposition along with the points or Order that such Competition Match or Matches be replayed* points. If this occurs in a knock out match the result shall be declared null and void and, at the discretion of the management committee *the match awarded to the opposition who shall progress into the next round or Order that such Competition Match or Matches be replayed*

**CLUB COLOURS**

1. Every Club must register the colour of its shirts and shorts with the competition on the entry form.
2. Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.
3. No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.
4. If, in the opinion of the referee, two Teams have the same or similar colours, *the team listed as second on the fixture shall be deemed the “away*
5. Shirts *must be numbered*

**9. TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES**

* 1. All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer, and 9v9 football, the Rules as set down by The FA.
  2. All Matches shall be played on pitches provided by the competition, competing clubs will be advised of their respective pitch and kick off time by the management committee.
  3. The times of kick-off shall be fixed by the tournament organizers and the two competing Clubs must be in attendance at their respective pitch for that time; failure to do so will be dealt with by the management committee
  4. Referees must order Competition Matches to commence at the appointed time and must report all late starts to the Competition.
  5. Football Turf Pitches (3G) are allowed in this Competition provided they meet the required performance standards and are listed on the FA’s Register of Football Turf Pitches. All Football Turf Pitches used must be tested (by a FIFA accredited test institute) every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

The competition is responsible for advising Participants of footwear requirements re a 3g surface is used

Competition Matches should be played in accordance with the Laws appropriate to the relevant age group, as laid down by The FA, as detailed below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Age Group | Minimum duration of play per half (minutes) | Maximum duration of play per half (minutes) | Maximum playing time in one day in all tournaments and trophy events/festivals (minutes) | Competition structure |
| Under 7 and  Under 8 | 10 | 20 | 60 | Development focussed with a maximum of 3 trophy events per season over 2 week periods  (6 weeks) |
| Under 9 and  Under 10 | 20 | 25 | 90 | Development focussed with a maximum of 3 trophy events per season over 4 week periods  (12 weeks) |
| Under 11 | 20 | 30 | 120 | Development focussed with a maximum of 3 trophy events per season over 6 week periods  (18 weeks) |
| Under 12 | 20 | 30 | 120 | Any varieties including one season long league table |
| Under 13 and  Under 14 | 25 | 35 | 150 | Any varieties including one season long league table |
| Under 15 and  Under 16 | 25 | 40 | 150 | Any varieties including one season long league table |
| Under 17 and  Under 18 | 25 | 45 | 180 | Any varieties including one season long league table |

**For round robin/trophy events, the maximum duration of play per half cannot be exceeded, but the minimum duration of play per half may be adjusted**.

The minimum number of Players that will constitute a Team for a Competition Match is as follows:

|  |  |
| --- | --- |
| FORMAT | MINIMUM NUMBER |
| 5v5 | 4 |
| 7v7 | 5 |
| 9v9 | 6 |
| 11v11 | 7 |

* 1. A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match.

Where a Competition does not allow return substitutes:

For Under 17s and Under 18s – a Club may name up to [ ] (3, 4, 5, 6, 7) substitute Players of whom not more than [ ] (3, 4, 5, 6, 7) may be used.

Where a Competition does allow return substitutes:

For Under 11s - Under 18s – a Club may use up to [3 from 3 substitute Players] [4 from 4 substitute Players] [5 from 5 substitute Players] [6 from 6 substitute Players] [7 from 7 substitute Players]. A Player who has been substituted becomes a substitute and may replace any Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

For Mini-Soccer – any number of substitutions may be used at any time with the permission of the referee. Entry onto the field of play will only be allowed during a stoppage in play. A Player who has been replaced may return to play as a substitute for another Player. A Team must not have a match day squad greater than double the size of its team in an age group.

* 1. The half time interval shall be of [ ] minutes’ duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.

**10. REPORTING RESULTS**

1. *Each team shall report its result to a predetermined results coordinator*
2. *Match referees shall report the results to the results coordinator, any discrepancies shall be determined by the management committee*
3. *Results shall be displayed along with tables by the competition.*

**11. DETERMINING CHAMPIONSHIP**

1. *Team shall be divided into groups of [ ] and shall play each other once*
2. *Each match will last [ ] minutes each way with [ } minutes half time or shall be one period of [ } minutes*
3. The group will be decided by points with three points to be awarded for a win and one point for a after all teams in the group have played each other the end of the Playing Season shall be adjudged the group winners, with remaining teams ranked accordingly. In the event of two or more Teams being equal on points at the end of the group the rankings shall be determined by:

* The team with the better goal difference
* The team having scored the most goals
* The head to head results between the teams who are level

If the above cannot determine a winner then the two teams tied shall play a one off playoff match of the same duration as the group game. If the teams are still level at full time then extra time of *[ ] minutes each way or shall be one period of [ } minutes.* If the scores remain level after extra time then the match shall be determined by the taking of kicks from the penalty mark, with [ ] kicks for each time. If the scores are level after [ ] kicks then it shall go to sudden death

1. Once the group positions have been determined the top [ ] teams shall go forward to the knock out stage, where the matches shall be determined with the winner of one group playing the runner up of the other and vice versa.
2. The knock out stages will consist of *quarter finals/semi-finals/finals. Knock out games will take place [ ] minutes each way with [ ] minutes half time or shall be one period of [ ] minutes,* with the winner moving into the next round*.* If the teams are still level at full time then extra time of *[ ] minutes each way or shall be one period of [ ] minutes.* If the scores remain level after extra time then the match shall be determined by the taking of kicks from the penalty mark, with [ ] kicks for each time. If the scores are level after [ ] kicks then it shall go to sudden death

**12. MATCH OFFICIALS**

(A) Registered referees (and assistant referees where approved by The FA or County FA) shall be appointed for each game by the Management Committee. The management committee shall only appoint referees affiliated to a county Football Association and then only those who have affiliated to officiate in youth football (they will have a current DBS check obtained through the FA CRC Unit) The. competition must NOT appoint unaffiliated officials. If in doubt about the eligibility

1. Where an appointed referee is under the age of 18 the competition shall have in place the appropriate safeguarding actions in place as for any other Child. The competition shall make a risk assessment prior to the competition for the safeguarding of the match officials and take such mitigation as necessary to ensure their safety as outlined in Rule 3 (D). Competitions should endeavor to have a designated match official officer present who will look after the welfare of the match referees. Where referees are under the age of 18 this official must have the appropriate safeguarding checks in place

Match officials should not change with players where changing facilities are provided

1. Match Officials will be paid a fee of [£ ] for the tournament *inclusive of travel expenses, or and shall be awarded travel expenses of p per mile*
2. *The match official(s) for the final matches shall be awarded a memento*