



Highlands Soccer Association Inc.

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LOCAL COMPETITION AND CUP RULES

2016

Issue - 1

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1. GENERAL:

- (A) These rules are by-laws of the Highlands Soccer Association (HSA) and shall apply to all Local Competitions and Cups conducted by the HSA Inc. and shall be directly overseen by the Director of Competitions and the HSA Board.
- (B) These competition & cup rules and regulations are subject to alteration as required, by a simple majority vote of the HSA Inc. Board. FNSW shall be empowered to alter these rules & regulations at any time.
- (C) Any matters not included in the rules and regulations must be referred to the HSA Inc. Board whose decision shall be final.
- (D) Clubs wishing to enter teams into any competition, cup or other event conducted by HSA Inc. must apply on the prescribed form no later than 30 November of the year preceeding the competition/cup/event and have such application approved by the HSA Board before being eligible to take part in them.

Applications for 2016 season are waived for all Clubs that participated in 2015 competitions/cups/events. All 2016 participant Clubs will be required to apply for access to the 2016 season competitions/cups/events.

- (i) Each Club/School wishing to enter teams into any HSA Minirooms/Junior/ Youth Grade competitions must pay a Club entry fee of \$100 per team (incl GST) with the application. This amount is capped at \$500.
 - (ii) Each Club wishing to enter teams into both HSA Minirooms/ Junior formats and HSA All Age Competitions OR only into All Age Competitions must pay a Admin Supplement fee of \$1000 (incl GST) with the application.
 - (iii) Applications from Clubs will be rejected where they have unpaid accounts with HSA Inc. aged greater than 30 days from date of invoice as at 30 November in the application period.
- (E) Clubs that have entry applications approved must submit a single competition and cup team nomination form for the Club on the prescribed form. The team nomination shall identify the team numbers and team codes for each Minirooms, competition and cup entry.

The closing date for nominations is 11th **March 2016.**

Team nominations must be jointly sent to the Director of Competitions and HSA Manager.

The Director of Competitions shall determine suitable competitions, cups and similar events for the season. No late team nominations are permitted unless they can replace a bye in the draw.

- (G) Except where these competition rules specify otherwise, the HSA Inc. competitions and cups will be conducted in accordance with FIFA laws of the game.

2. COMPETITION AND POINTS:

(A)	Win	3 points
	Draw	1 points
	Loss	0 points
	Bye	0 points
	Win by forfeit	3 points (plus 3 goal difference)

- (B) Depending on the number of teams nominating in each age division, the Director of Competitions shall determine the number of rounds in each competition. Full rounds will not necessarily be played.

Split rounds, incomplete rounds, or other methods of providing a competition schedule will be employed at the discretion of the HSA Director of Competitions.

- (C) There are no mixed gender competitions above U15 Age Group.
- (D) At the completion of the competition round(s) the four top teams will play off in a Final Series. The final series will normally be played over three weeks but may be shortened to two weeks if rain affected. The order of play shall be:

Three Week Final Series:

Team ranked 1 plays team ranked 2 with the winner advancing to the grand final. The losing team plays the winner of the match between teams ranked 3 and 4 in the second week of the finals with the winner advancing to the grand final.

Two Week Final Series:

Team ranked 1 plays team ranked 4. Team ranked 2 plays team ranked 3. The winners of these games advance to the grand final.

- (E) If teams finish on equal points in the competition then the team position shall be determined by:
- (i) The number of goals scored by each team less the number of goals scored against that team,
 - (ii) Or, if that be equal, then by the number of goals scored by each team,
 - (iii) Or, if that be equal, then the head-to-head results between the teams,
 - (iv) Or, if that be equal, then by a play-off match between teams.

- (F) In the event of the withdrawal of any team before the conclusion of the competition, all points previously allocated in matches in which they have taken part shall be deleted and the goals for and against adjusted accordingly.

- (G) In the event of drawn matches in all final series matches, extra time shall be played as follows:
U13 to A/A..... 10 minutes each way

The team with the most total goals at the end of extra time wins the match.

In the event of the match resulting in a draw after extra time has been played the following shall decide the winner:

- Five (5) penalty kicks per team taken alternately.
- If still equal after this, one (1) penalty kick per team shall be taken until one team gains a lead after an equal number of kicks.

No player may be substituted/interchanged after the end of extra time, with the exception of the goalkeeper who may be replaced by a named substitute should the keeper become injured during the taking of penalty kicks and is unable to continue. A goal keeper may switch places with any player on the field prior to the penalty procedure taking place.

3. MATCH BALLS:

Up to U/10.....size 3
U/11-U/13..... size 4
U/15-AA..... size 5

It is required that both teams supply a match ball of acceptable standard for each match.

4. MATCH PLAYING TIMES:

- (A) U/6 – U/7..... 15 minutes each way
U/8-U/9..... 20 minutes each way
U/10-U/11..... 25 minutes each way
U13..... 30 minutes each way
U15..... 35 minutes each way
AAM Youth..... 45 minutes each way
A/A women..... 45 minutes each way
A/A men..... 45 minutes each way

Half time of 5 minutes is recommended for all games.

- (B) Ten minutes grace only will be allowed from the advised kick-off time before a forfeit can be claimed. Games that start after the advised kick-off time must ensure that the following game is able to commence at its advised starting time.
- (C) There will be no additional injury/stoppage time added for any match including the final series.

5. PLAYING STRIP:

- (A) All players in every match must appear in proper uniform (i.e. numbered shirts, shorts and socks) all in the club registered colours. Shin guards must always be worn entirely underneath socks. Numbered shirts or bibs are only required for competition age groups from U13 and above.
- (B) Where in the opinion of the referee the team colours & design conflict, the HOME team must change into their alternate strip or numbered bibs.

- (C) Goalkeepers must wear colours that distinguish them from the other players and the referees.
- (D) All clubs must have an alternate strip or numbered bibs.
- (E) All players are permitted to wear beanies and gloves, provided they are not deemed dangerous.
- (F) HSA interpret FIFA Law basic equipment term “stockings” to mean socks. All tape applied to socks must be the same colour as the part of the sock to which it has been applied. The HSA will negotiate these colours if difficulties arise.
- (G) Skins worn on the legs must be the same colour as the shorts. Skins worn on the top half of the body must be of the predominant colour of the playing strip.
- (H) Players up to and including U/11 groups are also allowed to wear tracksuit pants and warm top, provided their jersey is worn over it.
- (I) Sponsorship (other than the clothing brand name) will be permitted on socks, shorts, shirts & tracksuits.
- (J) Players cannot interchange shirts during a match.
- (K) Clubs wishing to change, alter or update a playing strip must apply for permission to the HSA Board prior to taking the field in the changed strip.

6. REFEREES AND ASSISTANT REFEREES:

- (A) The HSA Referee Sub-Committee & Highlands Football Referees Association (HFRA) appointment officer shall appoint referees and assistant referees. In the event of an appointed official not attending, the team managers shall select a person to control the game and such referee's decisions shall be accepted as official.
- (B) All Minirooms ‘Game Leaders’ for U6, U7, U8, U9, U10 and U11 games will be appointed by the ‘host venue Club’. Where no such appointments have been made, the ‘home team’ shall appoint the Game Leader.
- (D) Minirooms Game Leaders shall be registered with the club as players or as an official. The Minirooms Game Leader shall receive a minimum \$8 reward in cash upon presentation of the completed original teamsheet from either the ‘host venue Club’ Ground Official or the ‘home team’ coach/manager – which ever appointed the Game Leader.

7. PLAYER REGISTRATION:

- (A) Clubs entering teams in age grade competitions shall by the act of nominating a player as ‘active’ in Football Federation Australia ‘My Football Club’ (FFA MFC) registration system, certify that the club registrar has sighted birth certificates or other statutory proof acceptable to FFA, FNSW & HSA Inc. that the date of birth of each player at the time of such player’s registration is the same as that nominated on FFA registration forms by the player or player’s parent/carer.

- (B) Player registrations must be nominated as 'active' in FFA MFC no later than 11.00am the day before a match to allow for the transfer of player data into the Fox Sports Pulse (FSP) competition management system before the start of any match in which the player may play. Clubs must check that all players' data appears in the SP system before fielding players in any match. Players that do not appear in SP following registration & before any match cannot play otherwise they will be deemed ineligible players.
- (C) Player registrations must be entered into FFA MFC and nominated as 'active' before 11pm 30st June. Where a Club feels there are exceptional circumstances, the Club may write to the HSA Board stating its case as to its exceptional circumstances for requiring a registration after 30st June. HSA Board will consider each case on its merit. The HSA Board decision on each case shall be final.
- (D) Clubs will be billed 60% of their previous year's final full registration costs in February each year with the accounts payable seven (7) days before the first scheduled game day.
- (E) The final balance registration invoice for player registrations will be issued soon after 30 June 2016 and is payable within 30 days of invoice date.

8. PLAYER & TEAM OFFICIAL IDENTIFICATION:

- (A) Player Identification Cards are not mandatory for Local Competition or Joint Competition.
- (B) Should the opposing manager dispute a player's identity, then that player must sign the team sheet in the appropriate 'disputed player' area and the game should proceed. The disputing club must lodge an official protest to HSA Manager (Michael.Hamilton@hsa.org.au) per these rules after the match if it wishes the HSA Board to investigate the matter.
- (C) It is mandatory for all coaches, managers & team officials to be registered with their Club. They must carry & display identification cards (ID cards) whilst in the technical area of the playing field during which their team's fixture is scheduled and in play. Only up to two (2) so identified coaches, managers or team officials and up to five (5) players who appear on the match team sheet are permitted in the technical area. Only one team official from each team may stand at any one time in the technical area.
- (D) Coach, manager and team official ID cards must be worn on a lanyard around the neck external to all clothing for the period of time from 30 minutes prior to the fixture kick-off through to the conclusion of all post match official duties for, and on behalf of, the team and club.
- (E) Coach, manager & team official ID cards must be made available to the opposing team's coach, manager or to the Referee or Ground Official upon request for the purposes of identifying the registered coach, manager &/or team official. If these ID cards are not produced as requested, the disputing club or party must lodge an official protest to HSA Manager (Michael.Hamilton@hsa.org.au) per these rules after the match if it wishes the HSA Board to investigate the matter. The Ground Official &/or referee is empowered with discretionary authority to have non-identified persons removed from the technical area and/or playing facility at all HSA sanctioned events.

9. TEAM SHEETS:

- (A) The HSA Inc. shall supply the team sheets. Team sheets must be completed with all details written using only black ink ball point pen in every form field information box.

All team sheets should be fully completed, legible, and be signed by the Ground Official present. Should no Ground Official be present then this should be noted on the Team Sheet.

Each Club is to provide a “Drop Box” at their canteen where teams are able to put completed match sheets in after their game.

- (B) **U6 – U11 Miniros:**

All team sheets must be completed in triplicate. After the match, the completed original ‘yellow’ copy is to be forwarded by post to the HSA, post marked the first Australia Post business day (usually Monday, except public holidays) immediately following matches (post to: PO Box 2221 Bowral NSW 2576).

The team sheets must be received in the HSA Post Office Box by 9.00am the Thursday after each match. The applicable fine will automatically apply for each team sheet not received in accordance with this rule.

The ‘blue’ copy will be retained by the ‘away’ club and filed on a weekly basis with the club Secretary or Recorder.

The ‘green’ copy is to be retained by the ‘home’ club and filed on a weekly basis with the club Secretary or Recorder.

- (C) **U13 – All Age Competition & Cups:**

All team sheets must be completed in quadruplicate. The original ‘white’ copy shall be retained by the Highlands Football Referees Association (HFRA) Referee. If a Club Referee is required to referee a match, the ‘home Club’ shall forward the original ‘white’ copy by post to: (PO Box 2221 Bowral NSW 2576).

The ‘yellow’ copy is to be forwarded by post to the HSA, post marked the first Australia Post business day (usually Monday, except public holidays) immediately following matches (post to: PO Box 2221 Bowral NSW 2576).

The team sheets must be received in the HSA Post Office Box by 9.00am the Thursday after each match. The applicable fine will automatically apply & be invoiced to offending Clubs for each team sheet not received in accordance with this rule.

The ‘blue’ copy will be retained by the ‘away’ club and filed on a weekly basis with the club Secretary or Recorder.

The ‘green’ copy is to be retained by the ‘home’ club and filed on a weekly basis with the club Secretary or Recorder.

- (D) For U13 to All Age Competitions, Clubs are required to log into Fox Sports Pulse by 8.00pm after each match to record match results. Issues that arise specifically in relation to recording of results can be directed to the HSA Manager and/or Director of Records by phone or email only before 7.00pm match days per:

HSA Manager - Email: Michael.Hamilton@hsa.org.au Ph: 0448 184 646

Director of Records - Email: dir.records@hsa.org.au
Ph: 4883 6421 (Liz Norrie)

- (E) For U13 to All Age Competitions, clubs are required to comply with the data entry requirements of Appendix 'C' Fox Sports Pulse Data Entry Rules.
- (F) Highlands Soccer Association teams that are playing "away" against teams from the Southern Tablelands Football Association (STFA) are required to hand in their copy of the team sheet from the match. These are to be posted to: PO Box 2221 Bowral NSW 2576.
- (G) In all competition matches and Minirooms games, the team manager/coach shall before the start of play complete the team sheet in BLOCK letters, with the list of proper and given names of the players in their team to correspond with the numbers on the playing strip. All players taking part in a match, either on the field or as a substitute, must be named on the team sheet. Any club which fails to list a player shall be deemed to have played an ineligible player, and the relevant penalty shall apply.
- (H) In all Minirooms games, the 'home team' is responsible for supplying the Minirooms 'Game Leader' with the team sheet completed with fixture details and home team player details at least 10 minutes prior to the advertised kick-off time.
- (I) No additions may be made to the U13 – All Age team sheet once the match kicks off.
- (J) The U13 – All Age match referee shall write the score on the team sheet at the conclusion of the game.
- (K) Neither the original team sheet, nor carbon copies, are to be altered at all after signing the team sheet by the team managers.
- (L) All Over 35 players that are playing in a Youth Grade team are to be noted on the team sheet (O35 next to their name).
- (M) A maximum number of player names are to be listed on the team sheet according to this schedule:
- | | |
|----------------|------------|
| U6 – U7: | 6 players |
| U8 – U9: | 10 players |
| U10 –U11 | 12 players |
| U13 – All Age: | 16 players |
- (N) FFA Player Registration Numbers are not required to be entered onto the team sheet for local competition or local cup matches.

- (O) In all competition matches, the team manager/coach shall sign the team sheet after the game to confirm the result unless they disagree and wish to protest. The disputing club must lodge an official protest to HSA Manager after the match if it wishes the HSA Board to investigate the matter. The disputing Club must lodge the protest within 48 hours of the conclusion of the match.

Note: Clubs which do sign the match sheet, yet find out afterwards that they have grounds for a protest, can still file a protest with the HSA Inc. provided it is submitted within the scheduled 48 hour period, as per Rule 11.

10. PROTESTS AND DISPUTES:

- (A) Any club may protest in writing to the HSA Board on any matter relating to, or arising out of the competition conducted by the HSA Inc. All protests must be lodged in writing, within forty eight (48) hours of the match to which it is related. At the time of lodging the protest, the prescribed fee shall be paid and may be refunded if the protest is upheld. Any expenses incurred shall be apportioned as the HSA Board shall decide. The HSA Manager shall send a copy of the protest and particulars thereof to the club against which it has been lodged.
- (B) Fines and penalties will be applied automatically in accordance with these rules. Clubs may lodge a notice of dispute of any fine &/or penalty applied

11. DEFERRED GAMES:

- (A) There will be no deferred games except for Representative Team commitments (see Rule 15C), wet weather deferred matches or where application to change the fixtures has been accepted by HSA Board.
- (B) Where circumstances arise whereby a team will not be able to field a minimum number of players for an upcoming match, that team's Club may apply to the HSA Board for an alteration to the fixture schedule on the prescribed form ('HSA application to alter fixture').
- (C) All applications for fixture changes must use the 'HSA application to alter fixture' form. Applications must be lodged with the HSA Manager no less than fourteen (14) days prior to the affected fixture.

It is the responsibility of the requesting team to contact the opponent team and request a change of fixture, to make venue arrangements and pay all associated costs (eg: venue floodlight hire etc). If the opposing team agrees to re-schedule the fixture, the match fixture must be played before the original fixture time/date or within two weeks after the original fixture date. If a mutually agreeable time/place cannot be found to play the match fixture, the requesting team will be deemed to have forfeited the match.

12. GROUND OFFICIALS:

- (A) At least one identifiable, uniformed Ground Official shall be on duty per fixture / field and be visible to the match referee and/or Minirooms 'Games Leader' for the full duration of the fixture. This will require the Ground Official to be close to the field of play and/or technical area without entering the technical area unless directed by the referee.

- (B) Ground Officials must be easily identifiable via high-visibility vest, with the words “HSA Official” or similar printed on it.
- (C) The Ground Official shall be over the age of 18 years of age and shall not be a coach or manager of a game in progress and shall be provided by the venue host Club.
- (D) The ‘venue host Club’ must provide an additional Ground Official (Ground Marshall) for the whole venue and is to support the Ground Officials. The ‘venue host Club’ Ground Marshall is the senior Ground Official whose direction and decision is final in the event of any uncertainty on matters arising.
- (E) If the appointed referee decides to not proceed with officiating a match at a playing field because NO Ground Official is present as per Rule 12(A), the “venue Host Club” and both teams shall be granted up to 10 minutes after the scheduled fixture starting time to appoint a Ground Official(s).

If the “venue Host Club” cannot or is unwilling to appoint Ground Official(s) within the time permitted by this Rule and either team are unable to provide a Ground Official then the match shall be deemed abandoned.

- (F) The Ground Officials shall circulate around the ground(s) and playing field facility to ensure they remain visible to the referee and spectators.
- (G) All persons at the ground(s) and playing field facility shall abide by any requests made by the Ground Officials.
- (H) Any reports by a Ground Official shall be in writing to the HSA Manager and shall be actioned by the HSA Board. The Ground Official(s) must write and submit a report on any incident or matter as directed by the HSA Inc. or FNSW.

Refer to Appendix D for more information.

13. GROUNDS, MARKING AND EQUIPMENT:

It shall be the responsibility of the ‘home team’ and/or ‘host venue club’ to ensure that the following conditions are met:

- (A) The playing field for U6 to U11 Miniroos games are marked with cones, domes or line marking paint per FFA Miniroos regulations.
- (B) The playing field (for U13 to All Age competition) is marked as per directions in the FIFA Laws of the Game to international standards, including corner flags and nets.
- (C) Playing fields for U13 to All Age must be fully set up no less than 15 minutes before the scheduled kick-off time. An appointed referee may declare the field setup is unsatisfactory at any point in time from 15 minutes before the scheduled kick-off.
- (D) If the appointed referee decides not to proceed to officiate a match at a playing field because they deem the playing field setup does not meet the requirements of Rule 13(B), the ‘venue Host Club’ shall be granted up to 10 minutes after the scheduled match starting time to rectify the field set up deficiencies identified by the referee. If the ‘venue Host Club’ cannot or is unwilling to rectify any field set up deficiencies within the time

permitted by this Rule, the 'venue Host Club' will be fined as per Rule 16 and the match deemed to be abandoned and rescheduled.

- (E) Should the appointed referee decide that the appointed ground is unfit for play per Rule 13(B), the 'venue Host Club' Ground Official is empowered to move the game to be played onto an alternative, complying field at the same venue, provided that moving the game does not conflict with any other fixture.
- (F) A technical area will be clearly marked for each team, with seating available for 7 persons per team. Only two (2) team officials and a maximum of five substitutes are permitted to be in the technical area. The technical areas should not be any closer than 1 metre from the touchline and extend 1 metre either side of the designated seating area.
- (G) A recognisable spectator viewing area separate from the playing area is to be established. Spectator areas must be 2m from the field sidelines and 5m from the technical areas.
- (H) It is recommended that each team have a first aid kit available at each of their matches.
- (I) No person at all is to stand or sit in the area 5m off the field of play beyond the goal line. If the ground has a permanent fixed fence situated behind the goal line then this will be the allowable distance that persons will be permitted to stand. The referee and/or Ground Officials are empowered to clear this area of all persons.
- (J) Except where specifically stated otherwise, the first team named in the competition draw shall be considered to be the 'home team'.
- (K) The HSA Board may at times require Clubs to amend the way grounds are prepared and operated when hosting competition games and Minirooms.
- (L) Each Club is to provide a designated area where players sent from the field of play are to remain for the duration of their game should they not leave the facility.

14. SUBSTITUTES / INTERCHANGE:

- (A) For U13 – All Age competition matches, a maximum five (5) substitutes per team may be listed on the team sheet. Interchanges may take place at any time and for any reason during a match so long as the interchange players were entered on the team sheet prior to the commencement of the game. A player shall be deemed to have played in a match if the player's name is not struck off the team sheet at the time of the coach/manager signing the team sheet.
- (B) The interchange rule is to apply to the use of substitutes. Interchange shall be at the discretion of the referee in any case.
- (C) Interchanges are to be conducted within 1m of halfway line, with both teams to interchange from the same side of the field.

15. REPRESENTATIVE TEAMS (for Branch Championships):

- (A) The predominant colour of the HSA Inc. shall be royal blue (alternate predominant colour will be either red or white). All equipment supplied to representative teams is to remain the property of the HSA Inc. Apparel items such as socks, tracksuit top, spray jacket,

travel polo and bag are excepted. Where Highlands FC has a team registered in the required age group to play the Branch Championships, they then will represent the Association in these age groups.

- (B) All players selected shall play for the representative teams (as Rep Team Coaches/Managers shall have first call), but may play for their local competition club if they wish when not required for the representative team. Highlands Football Club players are not be permitted to play for local club competition or cups.
- (C) Any team with four (4) or more representative players in their team may have their competition game deferred when these players are required for representative games.
- (D) A player picked to play in a representative match who does not fulfill this obligation without due reason shall be suspended for two (2) ordinary competition matches.
- (E) All coaches, managers, players and parents/guardians should refer to the HSA Rep Policy.

16. FINES AND PENALTIES:

The following fines are levied upon Clubs and Clubs to which offenders are members of.

(A)	Club Bond (where HSA Board applies in any instance)	\$500 minimum
(B)	Withdrawal of team after draw has been compiled	\$200
(C)	Forfeit fine senior/juniors without required notice	\$50 seniors / \$25 juniors
(D)	Failure to report any or all match result as required	\$50 each occasion
(E)	Failure to submit team sheet per Rule 10.	\$20 (each team sheet)
(F)	Protest / Dispute fee of any fine &/or penalty other than player or other disciplinary matters. (\$50 minimum is non-refundable)	\$200
(G)	HSA disciplinary appeal fee (\$200 is non-refundable) for appeal of any player or other disciplinary matter.	\$400
(H)	Failure to adhere to the conditions of Rules 12 A-H	\$100 each occurrence
(I)	Failure to adhere to the conditions of Rules 13 A-L	\$100 each occurrence
(J)	Failure to return trophies per Rule 19.	\$200 each + trophy replacement costs
(K)	No Club delegate at HSA meetings	\$30
(L)	Playing an unregistered player	\$100 + 3 pts
(M1)	Playing an ineligible player – 1 st instance	\$100
(M2)	Playing an ineligible player – 2nd instance	\$100 + 1 pt
(M3)	Playing an ineligible player – 3rd instance	\$100 + 2 pts
(M4)	Playing an ineligible player – 4 th & subsequent instances	\$100 + 3 pts
(M5)	Playing an ineligible player – any finals match	\$200 (minimum). \$200 + overturn match result (maximum).
(N)	Failure to provide a club Assistant Referee	\$20

(O)	Failure to submit an incident or other report as directed by the HSA Board.	\$300
(P)	Send-off – 1 st instance for season per player	\$50
(Q)	Send-off – 2nd for season & subsequent per player	\$75
(R)	Sent-off player fails to leave field of play &/or technical area or fails to comply with direction otherwise of a Referee or Ground Official	\$200
(S)	Unauthorised persons inside technical area (i.e a player not on the team sheet or person not wearing team official identification)	\$50
(T)	Player or official or other person cited to appear before a disciplinary judiciary or tribunal	\$100
(U)	Incomplete or illegible team sheet (per occurrence on team sheet)	\$5

In addition, there is a Team Demerit point system in which teams will be deducted points where incidents and offences are reported to HSA Board and upon investigation are proven to have occurred.

An accumulation of Team Demerit points can lead to team expulsion from the competition.

Refer to Appendix E for further details.

17. FORFEITS:

- (A) HSA Director of Competitions shall assign the venues, grounds and kick-off times for all fixtures. Fixtures shall start at the advertised time. Any team not ready to commence playing at the advertised time has ten minutes before the team shall be deemed to have forfeited the match and shall be liable for all expenses incurred together with the prescribed fines.
- (B) The Secretary of any Club shall give 48 hours notice to the Highlands Soccer Referees Association, the opposing Club, the HSA Manager and the HSA Director of Competitions of its intention to forfeit a fixture. Where the club fails to so notify, the club shall be liable for any expenses incurred, including the fees for any allocated HFRA referees/assistant referees.

Forfeits count as serving a one fixture suspension for any suspended player from the non-forfeiting team provided such player(s) are recorded on the team sheet when the team sheet is forwarded to HSA Inc. by the non-forfeiting team. The team responsible for the forfeit gains no advantage with respect to suspended players or the total games played by any player within that grade.

- (C) For All Age Competition, when a forfeit is unavoidable, the lowest graded team(s) must forfeit before any higher graded team(s). Failure to comply with this rule will result in the lowest graded team that did play being deemed ineligible for the match and the full penalty of Rule 16(M1, M2, M3, M4 &/or M5) will be applied in addition to Rule 16(C) to the team that did forfeit.
- (D) To claim a forfeit and therefore be awarded three (3) win points and three (3) 'goals for', the non-forfeiting team must complete all the fixture details on the team sheet, including the names of players who would have taken the field of play during the match, and post

it to HSA Inc per Rule 9. It is important for player names to be included in the teamsheet for determining player eligibility for finals matches.

18. AGE DIVISION DATES:

In age competitions, players shall turn the age specified for the competition from 1st January to the 31st December of the current year.

Players wishing to play Miniros must turn five (5) between 1st January to the 31st December of the current year.

Over 35 players must turn 35 by the 31st December 2015 to be eligible to play in Youth Grade for the 2016 season.

19. ASSOCIATION TROPHIES:

- (A) All perpetual cups and trophies shall be returned to the HSA Inc. on the very same day these perpetual trophies are awarded. The applicable fine and replacement trophy cost penalties will automatically apply for breaches of this rule.
- (B) A smaller replica trophy shall be awarded with all perpetual trophies for the winning team/club/individual to keep.
- (C) HSA Inc. may recall all presented trophies where proven player ineligibility penalty includes the overturning of a match result.

20. CLUB CHAMPIONSHIP TROPHY:

A trophy known as the HSA Club Championship shall be awarded to the club adjudged the annual Championship Club based on performances in competitions and Cups. Club Championship points shall be awarded to, and deducted from, HSA Clubs as follows:

U13 – A/A Minor Premiers (for divisions graded at Competition commencement)	Minor Premiers	6 points
	Runners up	3 points
	Third	2 points
	Fourth	1 point
U13 – A/A Grand Final Winners (for divisions graded at Competition commencement)	Winner	2 points
	Runner up	1 point
A/A Men Darryl Kill Cup (Premier League)	Winner	2 points
	Runner up	1 point
A/A Women Noelene Munro Cup	Winner	2 points
	Runner up	1 point
A/A Men Liberale Cup (Reserve Grade)	Winner	2 points
	Runner up	1 point
A/A Men George Auld Cup (Third Grade)	Winner	2 points
	Runner up	1 point
A/A Men HSA Cup (Youth Grade)	Winner	2 points
	Runner up	1 point

U15 Jan Plain Memorial Cup	Winner	2 points
	Runner up	1 point
U13 Antony Liberale Cup	Winner	2 points
	Runner up	1 point
For all red cards or send-off offences, the offending player's club will have one (1) Club Championship point deducted from that Club's total points tally for the season.		

The Club Championship standings and points awarded/deducted including the statistics on red cards/send-offs may be published from time to time during the year.

21. COMMENCEMENT AND COMPLETION OF COMPETITION & CUPS:

- (A) The Competition and/or Cups will commence late March or early April each year or as determined by the HSA Board. For the 2016 season, the Competition will commence on 2nd April.
- (B) For 2016 the HSA Local Competition Grand Final is scheduled to be held on Saturday 17th September.
- (C) Round 1 of the Football NSW Champion of Champions competition will be held on Sunday 11th September. The Minor Premiers of Youth Grade, AAW Premier League and AAM Premier League (as well as O35 Womens, O35 Mens and O45 Men and any other grades as determined at the sole discretion of the HSA Board) will represent & play in the Champion of Champions competition against the minor premiers of other Football NSW Associations. Where Highlands FC has teams in a junior age group, Highlands FC will represent HSA.
- (D) Teams that play in the Champion-of-Champions matches at the end of the season are required to, on match day, pay the full referee fees to the grounds canteen prior to taking the field of play. No pay = no play.

22. MINIROOS:

This will be conducted for U6 to U11 inclusive.

- (i) In U6 – U11 Minirooms games, there is no restriction on players being borrowed to play for any other team in the same age group or one year above the player's calendar year age group.
- (ii) Coaches are permitted on the field in Under 6 and Under 7 Minirooms games.
- (ii) Coaches are NOT permitted on the field in U8 through to Under 11 Minirooms games. Only the Game Leader is permitted on the field.

Refer to Football Federation Australia website for all resources:

www.miniroos.com.au

23. ELIGIBILITY:

(Note: Finals matches are semi-finals, finals and grand finals).

(A) Definition of Grades in Ascending Order:

- Mixed: U/6, U/7, U/8, U/9, U/10, U/11, U13, U15
- Male: AA Men Youth Grade, AA Men Third Grade, AA Men Reserve Grade, AA Men Premier League (determined by the Director of Competitions)
- Female: AA Women Reserve Grade and AA Women Premier League (determined by the Director of Competitions).

(B) Junior Competition (U13 to U15) finals series:

- (i) A player must have played FIVE (5) competition matches with that team.

(C) All Age Competitions - General:

Any All Age players (Premier League, Reserve Grade, Third Grade, Youth Grade) are able to play in any competition division with the following exceptions:

- (i) Once a player has played three (3) Premier League fixtures (i.e. appears on a Premier League team sheet three times) they are ineligible to play in any Third Grade fixture thereafter.
- (ii) To be eligible to play Youth Grade a player must be younger than 18 on the 31st December 2015 (Youth Player) or have turned 35 by 31st December 2015 (Over 35 player).
- (iii) Only five (5) Over 35 players are able to appear on a Youth Grade team sheet on any match day with only three (3) Over 35 players permitted to be on the field at any one time.

(D) All Age Competition – Competition rounds:

On any match day:

- (i) A maximum of three (3) players who have played (or will play) a Premier League fixture can appear on any one Reserve Grade or Third Grade team sheet.
- (ii) A maximum of three (3) players who have played (or will play) a Reserve Grade fixture can appear on any one Premier League or Third Grade team sheet.
- (iii) A maximum of three (3) players who have played (or will play) a Third Grade fixture can appear on any one Premier League or Reserve Grade team sheet (please note rule relating to playing Premier League and Third Grade eligibility).
- (iv) A player who has played (or will play) in a Youth Grade fixture can play in any other grade (please note rule relating playing Premier League and Third Grade eligibility).
- (v) Where a Club have more than one (1) team in any division, a maximum of three players can appear on two team sheets (i.e. when any two team sheets are compared, only three (3) names in common may appear).

(E) All Age Competition - Finals:

For each division the following eligibility criteria apply for finals:

- (i) Premier League – Any player that has played one (1) fixture for the Club.
- (ii) Reserve Grade – Any player that has played at least one (1) fixture for the Club and has played more fixtures for Reserve Grade than Premier League.
- (iii) Third Grade – Any player that has played at least one (1) fixture for the Club, has not played any more than three (3) Premier League fixtures and has played more fixtures in Third Grade than Reserve Grade or First Grade.
- (iv) Youth Grade – Any player that has played at least one (1) fixture for the Club and must be younger than 18 on the 31st December 2015 (youth player) or have turned 35 by 31st December 2015 (O35 player).

Exemptions to Rule 23 to enable a player to play in a finals series may be applied for by written application to the HSA Board no later than ten (10) days prior to the match.

24. ALL COMPETITIONS- GENERAL:

(A) Age Group Eligibility

Age eligibility to play in the Junior and Senior Competitions is as follows:

- (i) Under 13 Junior Competition (for males and females).
 - 13 years old (born 2003) - eligible
 - 12 years old (born 2004) - eligible
 - 11 years old (born 2005) needs assessment made by the Club on the prescribed form “Application for dispensation to play above age group”.
 - 10 years old (born 2006) - not eligible
- (ii) Under 15 Junior Competition (for males and females).
 - 15 years old (born 2001) - eligible
 - 14 years old (born 2002) - eligible
 - 13 years old (born 2003) needs assessment made by the Club on the prescribed form “Application for dispensation to play above age group”.
 - 12 years old (born 2004) – not eligible
- (iii) Youth Grade Senior Male Competition
 - Over 35 years old (born 1980 or earlier) – eligible
 - 18 years old (born 1998) – eligible
 - 17 years old (born 1999) – eligible
 - 16 years old (born 2000) – eligible
 - 15 years old (born 2001) needs assessment made by the Club on the prescribed form “Application for dispensation to play above age group”.
 - 14 years old (born 2002) - not eligible

- (iv) All Age Men
 - 16 years old and over (born 2000 or earlier) – eligible
 - 15 years old (born 2001) needs assessment made by the Club on the prescribed form “Application for dispensation to play above age group”.
 - 14 years old (born 2002) – not eligible
- (v) All Age Women
 - 14 years old or over (born 2002 or earlier) – eligible
 - 13 years old (born 2003) needs assessment made by the Club on the prescribed form “Application for dispensation to play above age group”.
 - 12 years old (born 2004) – not eligible.
- (B) For Clubs with more than one junior (U13-U15 inclusive) team in a grade, only three (3) players listed on any competition team sheet can play in another same age group competition team on the same day.
- (C) Excepting All Age, players may NOT play in a lower grade.
- (D) A player cannot take the field of play in another match until the match they first played in has been completed including extra-time and penalties.
- (E) All HSA Clubs are required to have paid all HSA and Highlands Football Referee Association (HFRA) accounts aged more than thirty (30) days after invoice date as of **1st August 2016** to be eligible to compete in any competition semi final, final or grand final match. The only exception will be for any Club which has tendered a formal ‘deed of arrangement’ to repay any outstanding accounts in full, whereby the ‘deed of arrangement’ has been formally accepted by HFRA and acceptance has been advised to HSA prior to the **1st August 2016**
- (F) Clubs must certify that players have at least paid their applicable player registration fees including all FFA, FNSW, Southern Branch, HSA and WSC user fees (i.e. all dispersements) at time of team nominations and/or time of player registration with HSA. The act of a club registering a player in the Football Federation My Football Club (FFA MFC) registration database as ‘active’ will serve as the required certification.

All invoices from HSA & HFRA are payable within thirty (30) days of invoice date. Clubs that do not pay HSA & HFRA invoices within these payment terms during the semi final, final or grand final match series will be deemed ineligible to play in these matches.

Clubs have no recourse to limit player rights under FFA statutes to de-register and/or transfer and/or re-register at another club as an Amateur Player should they nominate a player as ‘active’ in MFC. i.e. Clubs cannot claim the player unfinancial for unpaid registration fees once the player is nominated as ‘active’ in MFC.

Further, the act of a club entering a player’s name on a team sheet for an Miniroos, Cup or Competition match will also serve as the required certification as far as these playing rules apply to the player and Club.

Note: any team playing a match who believes that the opposition is violating eligibility, should still play the game, NOT sign the match sheet and explain to the referee that a

protest will be lodged to reach the HSA Manager within 48 hours. If no protest is received in this manner, then the right to protest will be voided.

25. REGRADES:

General Regrade Ruling – Minirooms

- A) A maximum of two (2) players from one (1) higher age group may be regraded down one (1) year for the purpose of nominating and/or maintaining the complement of a team in any Minirooms age group (U6-U11), or when a specific Minirooms age group is not going to be entered in the competition by a Club.
- B) An unlimited number of female players from the U12 age group may be regraded for the purposes of nominating and/or maintaining the complement of a team in the U11 Minirooms age group.
- C) A maximum of two (2) male players from the U12 age group may be regraded for the purposes of nominating and/or maintaining the complement of a team in the U11 Minirooms age group.

Club are still required to notify the HSA by email with any regrades indicating the player's name, DOB and reason for the regrade request.

Requests still require final Board approval.

No other regrades will be permitted, except upon a written application from a club to the HSA Inc. Board specifying the exceptional circumstances whereby that club believes that a regrade should occur. No more than two (2) regrades will be considered per team by the HSA Inc. Board unless further extenuating circumstances arise. The HSA Board will respond to all applications as either 'denied' or 'approved'. A copy of any approval should be attached to the club's copy of the team nomination sheet for its records.

26. SUNDAY AVAILABILITY:

Each player and club shall keep some Sundays free in order to play wet weather catch-up games, cup games or any other game as required.

27. CUP RULES:

- (A) Darryl Kill Cup will consist of either a knockout tournament or round robin draw or both to determine the two Grand Final teams. The Cup draw format is dependant on the number of teams competing. The knockout / round robin draw & rules will be determined by the Director of Competitions.
- (B) Liberale Cup will consist of either a knockout tournament or round robin draw or both to determine the two Grand Final teams. The Cup draw format is dependant on the number of teams competing. The knockout / round robin draw & rules will be determined by the Director of Competitions.

- (C) The George Auld Cup will consist of either a knockout tournament or round robin draw or both to determine the two Grand Final teams. The Cup draw format is dependant on the number of teams competing. The knockout / round robin draw & rules will be determined by the Director of Competitions.
- (D) Noelene Munro Cup will consist of either a knockout tournament or round robin draw or both to determine the two Grand Final teams. The Cup draw format is dependant on the number of teams competing. The knockout / round robin draw & rules will be determined by the Director of Competitions.
- (E) Highlands Soccer Association Cup will consist of either a knockout tournament or round robin draw or both to determine the two Grand Final teams. The Cup draw format is dependant on the number of teams competing. The knockout / round robin draw & rules will be determined by the Director of Competitions.
- (F) Darryl Kill, Liberale, George Auld, Noelene Munro & Highlands Soccer Association Cups – General:

(i) All teams competing in the HSA Local Competition are automatically entered into the various Cup competitions.

(ii) Clubs with two or more All Age teams which each play in these cup competitions must nominate nine (9) players per team prior to the commencement of the first round. These nominated nine players can be so nominated by entering the nine names on the team sheet prior to the first game to be played in each cup. Nine eligible player names must appear on the team sheet at the time of presentation of the team sheets to the HSA Director of Records.

(iii) All Darryl Kill, Liberale, George Auld, Noelene Munro & Highlands Soccer Association Cup matches will have match result points awarded as follows:

Win:	3 points
Draw:	1 points
Loss:	0 points
Bye:	0 points
Win by forfeit:	3 points (plus 3 goal difference)

(iv) Teams must nominate nine (9) players for any forfeited match on a team sheet. The team sheet must be submitted as per Rule 10.

(v) Five (5) interchange players will be permitted in these cups.

(vi) Players named on the team sheet for a Cup team will be tied to that team for the Cup competition & cannot play for any other Cup team. An exception to this rule is for players named on the team sheet in the Highlands Soccer Association Cup (AA Youth Grade) who can play in one (1) other Senior Cup.

(vii) Players appearing on team sheets for more than one Cup will be deemed an ineligible player (except Youth Grade players, see (vi)) and applicable HSA fines & penalties will be automatically applied.

(viii) In the event of a drawn match in any final, Rule 2(G) shall apply to determine the winner.

(ix) Fees for official referees and linesmen shall be those applicable to normal competition games for those grades.

(x) For All Age Cups, when a forfeit is unavoidable, the lowest graded team(s) must forfeit before any higher graded team(s). Failure to comply with this rule will result in the lowest graded team that did play being deemed ineligible for the match and the full penalty of Rule 17(M1, M2, M3, M4 &/or M5) will be applied in addition to Rule 17(C) to the team that did forfeit

(xi) Teams finishing on equal points will have final placings determined by goal difference.

ANY OTHER CUPS

Other cups conducted by the HSA Inc. shall have the rules specified by the Director of Competitions.

28. CAUTIONS & SEND OFF REPORTS:

- (A) Such reports are to be completed by the match referee with any cautions entered on the team sheet. Where there are no cautions then NIL CAUTIONS must be entered on the sheet.
- (B) Send off reports from each match are to be sent so as to reach the HSA Manager within seventy two (72) hours of the match. Reports not received by this time may not be dealt with.
- (C) At the completion of the Premiership competition rounds, all players will start on zero (0) yellow cards for the finals.

29. DISCIPLINE BY JUDICIARY &/or APPEALS COMMITTEE:

- (A) A Judiciary Committee of the HSA Inc. consisting of (2) to three (3) people shall be appointed to examine and adjudicate reports from referees regarding players who have been sent from the field of play or of incidents relating to any fixture.
- (B) The Judiciary Committee may:
 - a. Hand down an automatic sentence and penalty within the range of sanctions listed per offence in 30.13 and these Rules
 - b. Refer the player to appear before a Disciplinary Tribunal.

- (C) A Disciplinary Tribunal panel shall be formed by the Disciplinary Tribunal chairperson (or HSA Chairperson) when required in accordance with the By-Laws to investigate and determine:
 - a. Any offence on the field of play other than an offence which carries a maximum one (1) match suspension in accordance with 30.13
 - b. Impose any sanction provided for by the Laws of the Game and/or 30.13 of these Rules pursuant to the HSA By – Laws
- (D) The Judiciary Committee shall make any determination of any matter within 10 days of the date of the send-off or incident.
- (E) The HSA Board or its Chairperson shall appoint the Judiciary Committee chairperson and Disciplinary Tribunal chairperson.

30. SUSPENSIONS:

- 30.1 For the purpose of defining suspensions, competition fixtures shall be deemed to be any premiership competition fixture or play-off and any cup-tie fixture or play off actually controlled or organised by the HSA that the suspended parties' team actually participates in.
- 30.2 Suspensions and penalties of the Disciplinary Committee of HSA shall also apply to any player; person or official registered within its jurisdiction whose team is seeking to play in a competition recognised by Football NSW although not necessarily under its direct control.

30.3 PLAYERS SENT OFF

A player shall be sent from the field for the following offences as prescribed for in the laws of the game;

R1 The player is guilty of serious foul play

R2 The player is guilty of violent conduct

R3 The player spits at an opponent or any other person

R4 The player denies the opposing team a goal or an obvious goal scoring opportunity by deliberately handling the ball (this does not apply to a goal keeper within his or her own penalty area)

R5 The player denies an obvious goal scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or a penalty kick.

R6 The player uses offensive or insulting or abusive language and/or gestures

R7 The player receives a second caution in the same match

For the purpose of these Regulations, reference to a player during a match includes a substitute and a substituted player.

- (a) Players sent from the field shall incur a minimum one (1) match suspension. This one (1) match suspension is mandatory and is not subject to challenge, appeal or waiver by the Disciplinary Committee unless the Club can prove that the player sent off was incorrectly identified. Clubs must contact the HSA Board within 48 hours of the match if the player sent off was incorrectly identified.
- (b) The HSA Manager (or delegate) will provide a copy of any send-off report to the offending player's Club within forty eight (48) hours of receipt of such report in accordance with Rule 28(B) with Clubs having 48 hours to provide evidence to be considered by the Judiciary Committee.
- (c) All clubs whose players are dismissed from the field of play are required to follow these directions:
 - (i) Each and every club whose player(s) was/were dismissed from the field of play for offences other than R4, R5, and R7 must contact the HSA Manager by not later than noon of the Thursday of the second week following the send-off to inquire as to what the Judiciary Committee's decision is (if they have not already been informed.) If the decision is to be challenged, notification of such action is to be received by the HSA Manager by no later than noon of the following day after any notification.
 - (ii) Offences with a more than the minimum of fixture penalty have two options:-
 - (a) Accept the penalty as stipulated, or
 - (b) Challenge the penalty, and if the player is found guilty he/she will be subject to a penalty greater than the minimum by one or more fixtures up to the maximum number of fixtures as prescribed in the Rules.
 - (iii) In the event that a player challenges a determination by the Judiciary Committee set above the minimum sentence, the player is required to stand down until the challenge is heard by the Disciplinary Tribunal.
 - (iv) If a player fails to attend the Disciplinary Tribunal hearing his/her hearing will be dismissed.
 - (v) Players may no later than twenty four (24) hours prior to the hearing inform HSA Manager in writing that they consent to the matter being heard ex-parte and submit written evidence in support of their defence or in mitigation of penalty.
 - (vi) The player's Club shall be notified no less than forty eight (48) hours prior to Disciplinary Tribunal hearing of the meeting day and place for the Disciplinary Tribunal hearing.
 - (vii) Players shall be deemed to have received notice from the Club as to the meeting day of the Disciplinary Tribunal hearing.
- (d) Persons summoned to appear before the Disciplinary Tribunal shall be suspended until such time that they appear.

30.4 In cases of emergency the Disciplinary Tribunal shall meet at short notice to hear cases of players sent off in mid-week fixtures. In such cases players and Referees shall receive forty eight (48) hours notice to be in attendance.

30.5 Players failing to appear before the Disciplinary Tribunal when requested to do so will be considered suspended from playing until such time as their matter is dealt with by the said Tribunal.

Players sent from the field and who do not attend the Disciplinary Tribunal as required, will receive a letter requesting them to attend a further Disciplinary Tribunal hearing. Such players are suspended from taking part in any games in the meantime or until such time that the sentence has been served as specified in the Rules/By-Laws. If such a player fails to attend this rescheduled hearing, the matter will be dealt with in their absence.

30.6 **PLAYERS DISMISSED FROM THE FIELD OF PLAY**

A player who has been sent from the field will not participate in another match on the same day.

30.7 **SUSPENDED PLAYERS - TRIAL GAMES**

A player under suspension for a number of competition fixtures shall not be permitted to play in trial games without the specific sanction of the HSA Board and the payment of a good behaviour surety as determined by the HSA Board which may be forfeited at the discretion of the HSA Board.

30.8 **MATCH CAUTIONS**

(a) A player shall be cautioned for the following offences as prescribed for in the laws of the game;

Y1 The player is guilty of unsporting behaviour

Y2 The player shows dissent by word or action

Y3 The player persistently infringes the Laws of the Game

Y4 The player delays the restart of play

Y5 The player fails to respect the required distance when play is restarted with a corner kick, free kick or throw-in

Y6 The player enters or re-enters the field of play without the referee's permission

Y7 The player deliberately leaves the field of play without the referee's permission

(b) A player shall be cautioned during the course of a match for any offence under FIFA Laws of The Game which is deemed necessary by the Referee.

(c) The Referee may reprimand a player during the course of play, without the showing of a yellow card.

- (d) An official booking (or caution) is administered by the Referee recording a player's name and number and the offence committed on Match Teamsheet at the conclusion of the match.

There shall be no appeal against the receiving of a caution from the Referee.

- (e) In the event of no players being cautioned during the match, the words "NO CAUTIONS" shall be written across the bottom of the Match Teamsheet by the Referee only.
- (f) After an individual player has received five (5) official cautions, the player shall serve a one (1) fixture suspension. The suspension shall be served in the same competition fixture grade following receipt of the fifth (5th) caution. The player cannot play in any other grade until the suspension is served. There shall be no appeal against a one (1) fixture suspension after receiving five (5) official cautions.
- (g) Any player who accumulates a further three (3) official cautions, making a total of eight (8) shall be suspended for a further two (2) fixtures in the grade in which they receive the eighth caution. The player must serve the two (2) fixture suspension in the club's next two (2) competition fixtures following the match in which the eight (8) official cautions were received.
- (h) Any player who accumulates more than eight (8) official cautions in any one season shall be called to appear before the Disciplinary Committee, who may apply further penalty, bond, fine, team demerit points or suspension for each official caution given to the player thereafter.
- (i) Premiership cautions shall not carry over from season to season. The termination of a premiership season shall be at the conclusion of the last premiership fixture of the season before the final series.
- (j) Any player who is dismissed from the field upon being cautioned for a second yellow card offence, the initial yellow card during that game shall NOT be taken into account for the purpose of the accumulation of cautions for the application of suspension in accordance with Rule 30.8(f) and 30.8(g).
- (k) Any club who is found to have played a player who should have been stood down because of any breach of Rule 30.8 may be fined the amount of \$500.00 and the match may be awarded to the opponents with the score line reading three goals to nil (3-0).

30.9 FINAL SERIES CAUTIONS

Any player receiving two (2) cautions in the final series shall automatically stand down the next fixture. If the player's team/club have completed its final series commitments the player shall stand down the first competition game in the following season.

30.10 FINDINGS OF THE JUDICIARY COMMITTEE

The Committee has the power to:

- (a) Consider the reports of Referees, assistant referees and others.
- (b) Decide if the offence is proved.
- (c) Determine and set whatever punishments or sanctions that it considers appropriate in accordance with the Rules/By-Laws.

30.11 PUNISHMENT

If the Judiciary Committee considers that the offence is proved it must select the punishment from the following guidelines. The Judiciary Committee is not empowered to set punishments outside these guidelines. Suspensions are calculated in fixtures or a time frame.

30.12 The Judiciary Committee has the right to consider:

- (a) the severity of the offence
- (b) the player's past record
- (c) extenuating circumstances

30.13 PENALTIES

The Judiciary Committee shall impose penalties within the following guidelines:

SECTION 'A' - Offences by players against other players or any other person, Sending-Off Offences (In accordance with the guidelines of FIFA Law 12)

Offence Codes	Minimum	Maximum
(a) R1 – Serious foul play	2 Fixtures	12 Fixtures
R1 Expanded		
(a) Violent Tackle from behind that endangers the safety of an opponent	3 Fixtures	10 Fixtures
(b) (i) Rugby Tackle	2 Fixtures	8 Fixtures
(ii) Violent Charging	2 Fixtures	8 Fixtures
(iii) Over the Ball Tackle	2 Fixtures	12 Fixtures
(b) R2 Violent conduct	2 Fixtures	16 Fixtures
R2 Expanded		
(a) (i) Head Butting	5 Fixtures	24 Months
(ii) Punching/Fighting	2 Fixtures	8 Fixtures

(iii) Kicking	2 Fixtures	12 Fixtures
(b) Elbowing	2 Fixtures	16 Fixtures
R2 (b) Expanded		
(i) Elbowing to the Head	4 Fixtures	16 Fixtures
(ii) Elbowing to the Body	2 Fixtures	10 Fixtures
(c) R3 - Spitting	8 Fixtures	1 Year
(d) R4 - Sabotaging an obvious goal scoring opportunity (handball)	1 Fixture	4 Fixtures
(e) R5 - Sabotaging an obvious goal scoring opportunity (holding) (tripping) (impeding)	1 Fixture	6 Fixtures
(f) R6 Using Offensive, Insulting or Abusive Language	2 Fixtures	8 Fixtures
R6 (a) Making offensive, insulting or abusive gestures	4 Fixtures	20 Fixtures
R6 (a) Expanded		
(a) (i) Indecent Actions	4 Fixtures	20 Fixtures
(g) R7 - Second Caution		1 Fixture

Note: Section 'A' applies also for "Offences by players and team officials against match officials after having been sent from the field" and dealt with by the Judiciary Committee.

SECTION 'B' - Offences by players and team officials against match officials

Note: Players includes named substitutes. Team officials comprise coaches, managers, trainers, and any other person permitted in the Technical Area.

Offence Codes	Minimum	Maximum
(h) R2 Threatening or intimidating a referee or assistant referee by word or action	12 Fixtures	Life
(i) Tripping a referee or assistant referee	1 Year	Life
(ii) Pushing with an open hand, or shoulder, hip	1 Year	Life
(iii) Striking with the ball or other object	1 Year	Life
(iv) Punching, Kicking or elbowing	Life	Life
(i) R3 Spitting	8 Fixtures	Life

(j) R6 Uses offensive, insulting or abusive language.

(i) Making offensive, insulting or abusive gestures.

4 Fixtures

20 Fixtures

Note: Section 'B' applies also for "Offences by players and team officials against match officials after having been sent from the field" and dealt with by the Judiciary Committee.

SECTION 'C' - Other offences by players and team officials

(k) Inciting the crowd

10 Fixtures

6 Years

(l) Attacking or fighting with spectators

1 Year

Life

(m) Bringing the game into disrepute

6 Fixtures

Life

(n) Deliberately misleading the Disciplinary Committee

10 Fixtures

2 Years

(o) Spitting at or onto spectators

8 Fixtures

Life

(p) Failure to provide a safe environment for
Or to maintain public order at match

5 Fixtures

2 Years

(q) Other offences by players and team officials
As specified in match official report

1 Fixture

1 Year

Note: Players includes named substitutes. Team officials comprise coaches, managers, trainers, and any other person permitted in the Technical Area.

30.14 TEAM OFFICIALS – MANDATORY MATCH SUSPENSION

A referee may take action against a Team Official who fails to conduct themselves in a responsible manner and may expel the Team Official from the field of play and its surroundings, including the technical area.

A Team Official who has been expelled from the field of play or technical area by a referee must serve a mandatory one (1) fixture suspension.

The club of any Team Official that is found to have entered either the field of play or technical area whilst suspended may be fined up to \$250.00.

30.15 ABANDONED MATCHES, CAUTIONS AND SEND OFFS

A yellow card issued during an abandoned match will be annulled if that match is replayed and upheld if that match is not replayed.

A red card issued during an abandoned match will be upheld, regardless of whether the match is replayed or not.

30.16 FINES & BONDS

The Judiciary Committee is empowered to additionally fine a Professional player or place an Amateur or Professional player on a bond.

30.17 PERSISTENT OFFENDERS

In cases of repetition, that is, if the same player during the same season is reported for other offences, even if the infraction is not of the same nature, more severe sanctions may be taken.

30.18 VIOLENCE

All cases of violence will be severely punished.

30.19 UNABLE TO DETERMINE OFFENCE

Should the Judiciary Committee be unable to decide what category a particular offence falls under the Chief Executive Officer of the Football NSW (or his/her delegate) shall decide.

30.20 USE OF VIDEO EVIDENCE

The admissibility and weight to be given to evidence including electronic, audio, visual material i.e: video, DVD recordings in the proceedings shall be at the discretion of the Judiciary Committee or other Tribunal hearing the matter.

Visual aids (video, films, etc) to support or question a referee's report regarding an offence punishable by expulsion can be used only to verify the player's identity.

- (a) Audio visual evidence is to be used solely as additional proof in disciplinary cases.
- (b) Decisions of fact made by referees are final and not subject to appeal and shall not be modified on the basis of video recordings (e.g. offside, penalty, goals, etc.).
- (c) Decisions must be based principally on the reports of the referee and assistant referees, as well as those of the commissioner, referee inspector and other officials.
- (d) Video recordings shall not be used as a means of restricting the authority and decisionary power of the referee, but only as the most accurate way of investigating the truth when disciplinary action is required. Such film evidence may also be referred to, if further sanctions are to be imposed on the guilty player.

30.21 APPEALS

All appeals to a determination of the Judiciary Committee are to be made to the Appeals Tribunal.

Appeals against a determination of the Judiciary Committee must be lodged within seven (7) days of the decision or finding being notified to the appellant. The appeal fee of \$350 with a non refundable component of \$100 is to accompany any appeal.

30.22 ADDITIONAL SANCTIONS ABOVE THE RECOMMENDED RANGE

In exceptional circumstances, the Judiciary Committee may impose a sanction greater than the range of suspension as detailed in these regulations.

30.23 APPLICATION OF FIXTURE VERSUS TIME SUSPENSIONS

Suspensions in terms of fixtures apply only to the style of football in which they were received (11 – a – side or Futsal etc).

Suspensions in terms of time (e.g: months) apply to all types of football (11 – a – side or Futsal etc).

~~~ End of Document - Appendices attached ~~~

## APPENDIX - A

### CONTACTS

#### 1. HSA Inc. [www.hsa.org.au](http://www.hsa.org.au)

|                                             |                             |                   |
|---------------------------------------------|-----------------------------|-------------------|
| Chairperson                                 | chairman@hsa.org.au         |                   |
| Director of Operations / Executive Director | dir.ops@hsa.org.au          | Fax: 02 4869 1734 |
| Director of Competitions & Systems          | dir.comps@hsa.org.au        |                   |
| Director of Records & Comp Integrity        | dir.records@hsa.org.au      |                   |
| Technical Director                          | dir.coach@hsa.org.au        |                   |
| Director of Finance                         | dir.finance@hsa.org.au      |                   |
| Director of Member Advocacy                 | TBA                         |                   |
| Director of Media                           | TBA                         |                   |
| Director of Planning & Womens Football      | TBA                         |                   |
| HSA Manager                                 | michael.hamilton@hsa.org.au |                   |

#### 2. HFRA Inc.

|           |                         |  |
|-----------|-------------------------|--|
| President | TBA                     |  |
| Secretary | hsrasecretary@gmail.com |  |
| Treasurer | hsratreasurer@gmail.com |  |



## APPENDIX - B

### RESOURCES

#### 1. Policies, Procedures & Rules: ( as posted on [www.hsa.org.au](http://www.hsa.org.au) )

#### 2. Guidelines

|                                               |                                                                                                                                                                   |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sanction Forms                                | <a href="http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933">http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933</a> |
| Fixture Change Request                        | <a href="http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933">http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933</a> |
| Disspensation request to play above age group | <a href="http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933">http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933</a> |
| HSA Formal Complaint form                     | <a href="http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933">http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&amp;sID=163933</a> |
|                                               |                                                                                                                                                                   |

## APPENDIX - C

### **HSA Fox Sports Pulse Data Entry Rules 2016** **For U13s to All Age Men and Women**

A) i) Match results for all competition and Cup matches, U13s– All Age, are to be entered into the Fox Sports Pulse (FSP) Results module.

ii) Initial access for Clubs to the FSP Results module will be provided by the HSA Director of Records, [dir.records@hsa.org.au](mailto:dir.records@hsa.org.au). Club Recorders, (or nominated club officials), must have a Sporting Pulse Passport, (register at <http://reg.sportingpulse.com>).

iii) Once given access, the Club Recorder (or nominated Club official) can sign in and enter results at <http://reg.sportingpulse.com>

The data can also be entered by accessing FSP from “Fixtures and Results” on the HSA website, (only available on the day of the match).

There are HSA Guides for both methods on the HSA website in the library section [http://www.sportingpulse.com/assoc\\_page.cgi?c=1-4746-0-0-0&sID=163933](http://www.sportingpulse.com/assoc_page.cgi?c=1-4746-0-0-0&sID=163933)

B) i) The ‘home’ team of the two teams that played in any U13s to All Age competition/cup match is required to enter the match result into the FSP Results module.

ii) All competition/cup match results must be entered into the FSP results module by 8.00pm the same day of each match.

iii) Each team is required to enter the names of those who played and detailed information per player such as goals scored and any Yellow or Red card offences exactly as written on the actual paper team sheet for their own team after each match.

This data for each team must be entered into the FSP Results module by 11.00pm the Sunday after each competition match.

C) i) The FSP system will automatically lock out access to update the weekend’s match records at midnight, Sunday of each week. Clubs that are locked out but yet to update all their match details as required for U13s to AA will have to lodge a request for special access via email to the [dir.records@hsa.org.au](mailto:dir.records@hsa.org.au). The request will be required to be lodged by 11.00pm Tuesday after the match at the latest. There will be an administration fee of \$5 (incl. GST) applied for each request on a per match basis.

ii) Requests lodged after 11.00pm Tuesday following the match will incur a \$20 (incl. GST) administration fee on a per match basis.

iii) If the data for any U13s to AA match remains outstanding in the FSP system at 3.00pm on the Friday after the match was played, HSA will deem that the offending team forfeited the game and update the results table accordingly. If both teams have not entered the data, the result will be a forfeit by both teams and applicable forfeit fines applied to both teams.

iv) A fine of \$20 per week will be applied after the first week for each week that the data is not entered into the FSP system. If the data entry into the FSP system remains outstanding

for more than four (4) weeks after the match, the team will be disqualified from the competition.

- D) Teams that dispute correctness of the opponent's team data entered into FSP when compared to the actual paper team sheet will have until 11pm the Monday after each match to lodge a fee free protest with the HSA Director of Records by email at [dir.records@hsa.org.au](mailto:dir.records@hsa.org.au) (or 24 hrs after the data is actually entered in the case that data entry occurs after the data entry lock out time on Sunday night).

## APPENDIX - D

### The role of the Ground Official

#### **The Ground official should:**

- Wear a high-visibility 'Officials' vest to identify yourself.
- Make sure your name is on the team sheet.
- Assist in the control of the spectators.
- Assist the match officials in any way when requested.
- Try to ensure the HSA Codes of Conduct are adhered to
- Ensure the safety of players
- Ensure the safety of spectators
- Ensure the safety of match officials
- Assist the venue host Ground Official when required
- Complete & submit relevant reports as directed by the HSA Board from time to time
- Assist with complaints.
- At all Junior matches – ask people drinking alcohol to stop or leave the venue to drink (the greater of - to beyond venue fence line or 30m from the playing field /amenities)

#### **What a Ground Official Does NOT do:-**

- Try to control angry spectators
- Try to control opposition teams' spectators.
- Get into situations where injury may occur.
- Get involved in dangerous situations.

#### **Helpful hints.**

- By the time a Ground Official is required, a situation is usually inflamed. Try to be aware of the feelings of the crowd and react early to stop poor behaviour before it escalates.
- Introduce yourself to the opposition Ground Official and host venue Ground Official acknowledging that you will each support one another in approaching situations requiring the Ground Official's attention.
- When addressing spectators and volunteers from your own Club, remind them of the damage they do to your Club's reputation and the reputation of football.
- Make yourself aware of the Codes of Conduct.
- Report any incident to your Club Secretary on the day of the incident.
- Ground Officials are not the police. Some behaviour, such as drinking alcohol is against the Law and Council regulations, not just our rules. Whilst we ask you remind anyone drinking that it is illegal to do so, we do not expect you to make them stop. If you think their behaviour is declining due to alcohol consumption, call the police.
- Stay safe – try to keep yourself safe.

#### **Complaints**

- People who complain do so because they think they have a genuine problem. Not dealing with the original issue will likely manifest itself later and can easily lead to Sport Rage.
- Offer the HSA Formal Complaint Form to people to write any complaint or perceived problem. Refer complaints to the correct person and tell the complainant that their complaint will be dealt with.

## APPENDIX - E

### Team demerit points

- A. At the beginning of the season all teams will start with zero (0) team demerit points.
- B. Nominated offences carry a number of demerit points which teams can accumulate throughout the season.
- C. The Team Demerit Points system applies to Minirooms, Competitions and Cups.
- D. During the Competition Rounds:

When a team accumulates 10 demerit points, their Club Secretary or President are:

- (i) Given a first formal warning including notification of the situation and penalty.
- (ii) The team (U13 to All Age) will have one (1) competition point deducted.

When a team accumulates 15 demerit points, their Club Secretary or President are:

- (i) Given a second formal warning including notification of the situation and penalty.
- (ii) The team (U13 to All Age) will have two (2) competition points deducted.

When a team accumulates 20 demerit points, their Club Secretary or President are:

- (i) Given a third formal warning including notification of the situation and penalty.
- (ii) The team (U13 to All Age) will have three (3) competition points deducted

When a team accumulates 25 demerit points they are withdrawn from all Minirooms/Competitions/Cups. If the team's next match is a finals match, the team will not play in the finals and the fifth placed team will play in the finals.

- E. Demerit points for all teams will reset back to zero for the start of the finals series.
- F. During the final series:
  - (i) When a team accumulates 10 demerit points the Club will be fined \$250
  - (ii) For each demerit point received thereafter a fine of \$25 per point will apply.
- F. Demerit points will be awarded for offences by players, team officials and spectators.

### Offences

| Code | Offence                                            | Demerit Points deducted |
|------|----------------------------------------------------|-------------------------|
| R1   | Serious Foul Play                                  | 3 points                |
| R2   | Violent conduct – against a player or other person | 5 points                |
| R2   | Violent conduct – against match official           | 10 points               |
| R3   | Spitting - against a player or other person        | 5 points                |

|         |                                                                                                                                                                           |           |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| R3      | Spitting - against match official                                                                                                                                         | 10 points |
| R4 / R5 | Sabotaging an obvious goal scoring opportunity                                                                                                                            | 0 points  |
| R6      | Uses offensive, insulting or abusive language or gestures or indecent actions – against a player or other person                                                          | 3 points  |
| R6      | Uses offensive, insulting or abusive language or gestures or indecent actions – against a match official                                                                  | 5 points  |
| R7      | Second caution                                                                                                                                                            | 0 points  |
| T1      | Team official dismissed from the field of play                                                                                                                            | 5 points  |
| C1      | Accumulation of cautions per Rule 30.8 (f), (g) and (h).                                                                                                                  | 1 point   |
| S1      | Accumulation of send-offs – for any second and subsequent send offs per player                                                                                            | 1 point   |
| O1      | Breaches of the Code of Conduct – where Club Members are found guilty of breaches of the Code of Conduct by players, team officials, parents, spectators, club officials. | 5 points  |
| O2      | Where a Club Member, player, team official, spectator, club official is cited to appear before any Tribunal or HSA Board in addition to any other offence.                | 3 points  |

### **Automatic Withdrawals**

- H. Teams breaching By Laws where the penalty for such demands team withdrawal.

### **Persistent offenders**

- I. Where it is noted that a club has persistent offenders, the HSA Board may cite the club, if, in its opinion, the Club is not performing its role of Club discipline.

## **APPENDIX - F**

### **All Age and Youth Grade Player Awards**

Points will be tallied for All Age Men Premier League, All Age Women Premier League, All Age Men Reserve Grade, All Age Women Reserve Grade, All Age Men Third Grade and U16-U18 Youth Grade teams.

Points will be tallied for the competition rounds only.

#### **Golden Gloves Award**

Goal keepers (shirt No.1 or interchange marked GK on team sheet) will receive 1 point for every match in which the score for their team is zero (0). If a team's goal keeper is changed during the match and the score for their team is zero (0) then each goal keeper will receive a point.

The winner in each grade will be the/those players with the highest accumulated points at the conclusion of the competition.

#### **Golden Boot Award**

This will be awarded to the highest goal scorer in each grade.

#### **Player of The Year Award**

All Age coaches will be asked to vote on a weekly basis for the player who they judge to be the best player on the opposing team.

At the end of every match, after the coach has signed the team sheet, the coach will circle the shirt number next to the player's name on the opposition side for whom he regards as the opposition's best player in that day's match.

At the end of the competition rounds the player who has the most nominations in each grade will be awarded the Player of the Year.

## APPENDIX - G

### **Club Fair Play Award**

Points will be tallied for Cup, competition and finals games.

This will be awarded to a Club on the basis of 'fair play'.

Red cards will be attributed three (3) demerit points and Yellow cards will be attributed one (1) demerit point. If there are 2 Yellow cards given to a player in a match resulting in a Red card, only 3 demerit points will be attributed. The demerit points for Clubs will accrue from Red and Yellow cards issued to their players throughout the season and the Club with the lowest accumulated tally of demerit points at the end of the season will be awarded the Fair Play Award.

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**End of Appendices.**