

COLO SOCCER FOOTBALL CLUB



COACHES AND MANAGERS INFORMATION BOOK 2022

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Colo Soccer Football Club – Winter Match Fee Policy

- Aims:
- To ensure that all players participating in football games with the Colo Soccer Football Club (Colo SFC) pay their match fees;
 - To assist the Team Manager and Colo SFC to collect and reconcile each team's match fees in an effective and timely manner.
- Process:
- Each team manager will collect from each player or parent at every game, the match fee as stated in the Managers handbook.
 - Match fees are not required to be paid when a player is filling in for another team or if a player is not playing that week.

Example: If a team in a higher grade or age group has requested a player from another team to fill in while that team is short, then that player who is filling in does not pay any match fee nor is the team required to pay any extra to cover that player's match fee.

Each team will be given a Game Fee Book. The book must be completed each week even in the event of no collection of match fees, ie. a bye or forfeit or a cancelled game due to wet weather. Game fees are required to be handed into the Canteen at Inalls Lane with the corresponding carbonised page from the Game Fee book. The fees are to be contained in a separate clearly marked envelope for each game. Match fees may also be paid by eft using team name as reference (age group, team name and round number). With around 70 teams the more information the better. Please still submit slip from match fee book to the canteen marked paid eft and date. Banks details are Colo Soccer BSB 633 000 Account 147091912

HOME GROUND match fees are to be handed in on the day the game takes place.

AWAY MATCH fees are to be handed in at the next available home game.

Example: If a team is playing three consecutive away matches, then the next time that team plays at home, they will be required to hand in four match fee amounts, three for each of the away games and one for the that day's home game. All match fees must be handed in, in separate envelopes. They won't be accepted if monies have been added together for several games.

When handing the envelope(s) containing the match fees into the Canteen the team manager will be required to fill in the match fee sheet held at the Canteen. The sheet will be countersigned by the Canteen Manager, or committee person receiving the envelope(s). **The Canteen**

Manager/Committee person is not signing to state the money in the envelope is correct. They are merely signing to state the envelope containing match fees has been handed in by the Team Manager

Where, without a reasonable explanation, a player or team's match fees have not been received by Colo SFC for two consecutive home playing weeks, the club committee may:

- give a direction to such player, and the team management, that the player is not to take part in any further games until all fees are paid up to date; or
- direct that team not to take part in any further games until the team's fees are paid up to date, in which case the Nepean District Soccer Football Association (NDSFA) will be advised of any proposed forfeits by such team.
- **THESE SANCTIONS WILL ONLY BE IMPLEMENTED BY THE COLO SFC AS A LAST RESORT.**

The Colo SFC Treasurer will present at each Colo monthly meeting the status of each team's match fee payments. The club committee have the right to seek further information from the team manager and if necessary will call a team meeting with all players and/or parents to resolve any issues that may arise.

Although a player can register for the following winter season or the summer 6-side competition, no player will be able to play in either competition until the previous competition's match fees are paid in total. The player will be deemed unfinancial with Football NSW and the NDSFA and will not be able to register for any other team, club or competition until all outstanding fees are paid.

COLO SOCCER CLUB

GAME FEES FOR THE 2022 SEASON

TEAM AGE	<i>AMOUNT PER PLAYER</i>
U/6 –U/9	\$6.00 PER PLAYER
U/10 – U/14	\$7.00 PER PLAYER
U/15 – Intermediate	\$8.00 PER PLAYER
A/A – O/35	\$10.00 PER PLAYER

REFEREE'S FEES

Fees are not to be paid directly to the referees. The Nepean Association will pay all Referee fees, to the Referee's Association. The Nepean Association will then invoice Colo Soccer Football Club on a weekly basis to recover Referee's fees. Should a referee or a member of another club ask you for money, to pay the referees, politely refuse and refer them to the Refs Assoc or a Committee Member of their Club. Please check your electronic match sheet to ensure that the correct amount of referees that are officiating your game are appearing and advise the club if it is incorrect.

GAME FEES SHOULD BE COLLECTED AT EVERY GAME
(Only exceptions are pre-season games and end of season grand finals)

NO PLAY - NO PAY

PLAYERS BORROWED BY ANOTHER TEAM DO NOT PAY

You will be asked "Why do we pay match fees?"

The match fees cover the costs of running the club. These costs include but are not limited to: -

Ground hire McMahon's Park, general & water rates, electricity McMahon's Park and Inalls Lane includes floodlighting, line marking paint, mowing, maintenance of Inalls Lane, Canteen staff, administration, waste removal, goal posts, goal nets, shirts, balls, corner flags etc, council rates, affiliation and Referee's fees.

COLO SOCCER FOOTBALL CLUB

**GROUND AVAILABILITY
FOR TRAINING**

COUGAR PARK, INALLS LANE

1st FEBRUARY- 31st AUGUST

4.00pm-9.30pm

Lights will turn on automatically

Tuesday, Wednesday and Thursday evenings. Monday and Friday lights will only be on if teams indicate they are training on those nights

McMAHONS PARK, KURRAJONG

1st MARCH – 31st MARCH

TUESDAY 4.00pm-9.30pm

THURSDAY 4.00pm-9.30pm

1st APRIL – 31st AUGUST

TUESDAY-THURSDAY 4.00pm-9.30pm

WET WEATHER

Instruct your players/parents to check our website

www.colosoccer.com Or Facebook page <https://www.facebook.com/colosfc/>

**Both are updated as soon as we are made aware of
ground closures**

**If website shows grounds open at Inalls Lane it
means all games are going ahead at Inalls Lane.**

This information will also be available and up to date on the dribl app.

**PLEASE DO NOT CALL COMMITTEE MEMBERS AS THEIR PHONES NEED TO
BE AVAILABLE FOR OPPOSING CLUBS TO INFORM US OF ANY GROUND
CLOSURES**

Extract from NFA Competition Regulations V2021.1

The full set of regulations can be found at <https://nepeanfootball.com.au/wp-content/uploads/2021/06/NFA-Competition-Regulations-V.2021.1.pdf>

3. DURATION OF COMPETITION MATCHES

a. The duration of Competition matches shall be as follows, for non-competition matches, refer to Mini Roos regulations:-

All Age	90 minutes
Over 30W	80 minutes
Over 45	80 minutes
Intermediate Mens and Womens	90 minutes
Under 17	80 minutes
Under 16	70 minutes
Under 15	70 minutes
Under 14	60 minutes
Under 13	60 minutes
Under 12	50 minutes

b. There shall be a half-time break of 5 minutes at all games.

c. If the match official shortens any game, both halves of the game must be the same length of time, not including time added on for injuries.

d. The referee shall be sole judge of time for all games.

4. PLAYER'S EQUIPMENT

a. Players in all matches shall be in proper club uniform, comprising shirts, with sleeves, boots, socks and shorts, in the club's colours as registered at the time of affiliation. A fine may be imposed for noncompliance with this rule

b. All players in age groups Under 11 & above shall have a number on the back of their shirt. In line with FIFA regulations, shirts may be numbered according to squad numbers consisting of a maximum two digits.

c. All players are required to wear regulation shin-pads at all times during the game. Shin-pads must cover the majority of the leg between ankle and knee and a sock must cover the shin-pad.

d. Where the colours of the opposing teams, in any match, are in the opinion of the referee, too similar, it is the responsibility of the home team to change shirts to an alternative colour. Failure to play in club strip, or alternate strip as required, will result in the team concerned deemed to have forfeited their game, except if the opposing club is able to lend their alternate strip, then the game shall be played.

e. Clubs wishing to change the appearance of their playing strip must apply in writing to the Board for permission. A colour photograph showing details of the playing strip must accompany the application.

f. Players are required to remove all jewellery before taking part in a match. This includes body piercings, including facial adornments and tongue piercings.

g. The wearing of prescription sports spectacles is permitted according to the laws of the game (FIFA law 4). The referee is charged with the responsibility of judging whether or not spectacles are safe to be worn and their decision is final.

k. Interchange players or substitute players (reserves) while not on the field of play will wear a bib, in a contrasting colour to the main colour of their playing strip. a. Penalties may be imposed by the NFA Board for breaches of this regulation reported by official Referees.

5. GRADES ASSIGNED TO PLAYERS DURING COMPETITIONS

5.1 REGRADING OF PLAYERS TO LOWER DIVISION OR AGE GROUP

a. All players shall be assigned an age group and division by the Competition Committee

b. Players may only be re-graded to a lower division or age group upon successful written application to the Competition Department of the Association by the player's club. If an application to the General Manager to downgrade a player is successful, the player will not be permitted to upgrade to any other team for the duration of the season in which the application has been made.

c. In Waratah and Ruby Leagues, players who have played more than three games in a higher grade may be down-graded due to loss of form, upon application and approval by the General Manager, up to and including the ninth match.

d. The CEO shall have the power to re-grade any player at any time.

5.2 UPGRADING OF PLAYERS TO HIGHER DIVISION OR AGE GROUP

- a. The rules of upgrade are designed to allow teams to borrow players if there are shortages due to injury or absenteeism. They do not exist for coaches to continually borrow players from different teams to gain additional game time that deprives regular team members of their game time. The Association expects that existing team members receive game time before any player that is being upgraded.
- b. Players can be upgraded provided that the player fulfils their own team's obligation and does not cause the team to forfeit through lack of players
- c. For any competition game, no more than five (5) players, regardless of age or division, may be upgraded into a team. Except as permitted in 5.4.b.
- d. To be used as an upgraded player in a Final or Championship Tournament match a player must have played for the team they are upgrading to for at least 20% of that team's matches during the regular season.
- e. If a team is re-graded to a different division and all associated results are made "void", then any upgrades used by the team being re-graded shall also be deleted from the records and will not count towards the total number of upgrades used by a player. Player and team disciplinary records remain in force irrespective of upgrades and team re-grades.
- f. In instances where a match is abandoned, the upgrade of a player will remain on record and will count towards the upgrade tally of that player.
- g. A player may not be listed as upgraded while under suspension.
- h. From age group U13 and above, male and female players are not permitted to be upgraded between male and female competitions.

5.3 UPGRADING OF PLAYERS PARTICIPATING IN U12 TO U17 TEAMS (EXCLUDING INTERMEDIATE LEAGUES – SEE 5.5)

- a. A player may be upgraded to play in higher age group or division in the current season provided:-
 - i. The player does not play more than 2 years above the players age, ie. To play in a U14 team the player has to have turned or be turning the age of 12, regardless of the team the player has registered with, and
 - ii. If a player is playing in the same or one age group above the team in which they are registered, they may only play in a higher division if playing in the same age group, or in an equal to or higher division if playing into a higher age group, eg Players in U12/3 team can play in a 12/2 and higher or 13/3 or 13/2 or higher team but not a 13/4 team, and
 - iii. If the player is upgraded two age groups above their team eg, U12 to U14 teams (subject to meeting the age requirement above) they will be permitted to play in any division.
- b. Players from non-competition age groups (U11 & younger) may only upgrade into competition age groups (U12 & above) a total of three (3) times. Upon the fourth and/or subsequent upgrade/s the resulting penalty will be a **Loss of Points to the competition team using the upgraded player**. It is the responsibility of each team to keep accurate records of upgrade usage in order to avoid penalties.
- c. For players in U11 and U12 mixed teams, male players are eligible to upgrade (subject to meeting the age requirement above) to mixed teams in the U12 age group and boys teams for older age groups. Female players are permitted to upgrade (subject to meeting the age requirement above) to teams in the U12 age group and female teams in older age groups playing in a female competition.
- d. Players from U16 teams to U17 teams (where an U17 competition exists), who have attained the age of 16, may upgrade to any Intermediate Men's or Women's or all age division (male and female) within their club, regardless of the division of their original team (Example – An U17.1 player may upgrade to AM division 1 or division 5, but not into a female team)
- e. In all competition age groups and divisions, Under 12 and above, there is no limit to the number of times a player may be used as an upgrade. a. It remains the responsibility of the player, and in the case of players aged Under 18 years, the responsibility of the parents or carers of the player to consider the frequency with which the player is used as an upgraded player, keeping in mind the physical welfare of the player.

5.4 UPGRADING OF PLAYERS PARTICIPATING IN ALL AGE TEAMS

- a. All Age Men's & All Age Women's teams (any division) can upgrade players, provided they have attained the age of 16, from lower division teams within their own club. The maximum number of players that can be upgraded for a game is five (5).
- b. Over 35 and Over 45 Men's and Over 30 Women's teams can upgrade players, provided they qualify for age criteria for those age groups, from lower division teams within their own club. The maximum number of players that can be upgraded for a game is five (5)
- c. For male players, teams in O45 competitions are considered to be in lower divisions than teams in O35 and AM competitions, while teams in O35 competitions are considered to be in a lower division than teams AM competitions. For female players, teams in O30 competitions are considered to be in a lower division than teams in AW competitions.

d. Women's Ruby League or Men's Waratah League teams can have unlimited upgrades of players (provided they have attained the age of 16) from lower division teams within their own club. The maximum number of players that can be upgraded for a game is five (5).

UPGRADE RULES RELATING TO INTERMEDIATE MEN'S & WOMEN'S LEAGUES

- a. U16 male players may upgrade into the Intermediate Mens Leagues (IM), provided they are turning or have turned 16 in the year of competition, regardless of their registered div. in the U16 competition.
- b. 15 year old girls may upgrade into Intermediate Women's League (IW) provided they have attained the age of 15 years.
- c. Players registered to teams in the Intermediate Leagues, any division, may upgrade to any All Age Divisions provided the upgrading player has attained the age of 16.

7. GROUNDS AND MATCH EQUIPMENT

7.1 GROUNDS

- a. Host clubs are required to ensure that their facilities meet a minimum standard.
- b. The absolute minimum standard at a ground hosting NFA matches are as follows, and must be made available to both home and away teams
 - a. Must have a de-fib machine available for use for any attendee at the venue
 - b. toilet facilities - male and female toilets available from the time of set up until closure of the facility. Male and female toilets should be supplied with toilet paper.
 - c. freely available, safe, drinking water and
 - d. must have a supply of ice available to treat injured players and a fully stocked first aid kit. First aid supplies must be available regardless of canteen facilities being available.
- c. Rubbish receptacles should be placed at suitable locations.
- d. Where possible the host club will provide a canteen on site that is stocked with hot and cold drinks and provides hot and cold food either by use of a barbecue or food warming facilities.
- e. Secure dressing rooms incorporating hot showers, and available for home and away teams capable of housing a minimum of two teams.
- f. The club will have at least one person on duty at the ground in the role of Ground Official. A ground official may not act as a team marshal while executing their duties as Ground Official.
- g. The host club shall be responsible for ensuring the field is regulation size and is marked correctly.
- h. It is the responsibility of the home club to ensure that there is a clear gap of one metre along the sidelines.
 - a. The gap must be identified by a painted line.
 - b. Spectators are required to remain behind the line at all times.
 - c. The area behind the goals at each end of the field shall be kept free of spectators at all times.
- i. It is a requirement that all clubs use a technical area on one side of the playing field, on a full size field. A club may apply to the Board of Directors for an exemption to this rule if the layout of their field does not support a technical area as described. The decision of the Board is final in their determination for any exemption request.
- j. The technical area shall be marked as an area commencing two metres from either side of the half way line, one (1) metre back from the side line, measuring six (6) metres x minimum one (1) metre deep. The four (4) metre area between both technical areas shall remain spectator free and shall be used for player interchange only (see diagram located in the Competition Secretaries Guidelines) During Covid-19 restrictions refer to Competition Secretaries Guidelines for temporary variation to this rule.
- k. The technical area shall house the coach and manager and substitutes for the teams taking part in the match. No other person may occupy the technical area. No person is permitted to issue instructions from any other area. The Board may fine a club for breaches of this rule.
- l. The officials and players of both teams shall occupy a technical area each. In the event of a dispute as to which officials stand in which area, first choice shall be awarded to the visiting club coach and manager. The team officials shall issue all instructions from this area
- m. A referee is entitled to refuse to officiate on an insufficiently marked ground and in such an event, the visiting team may be awarded the points, at the discretion of the Board. 7.2

SPECIAL FIELD MARKINGS FOR U12 AGE GROUPS

- a. For Under 12, an extra line shall be drawn on the touchline, eight meters from the edge of the penalty area. This shall be the point for the age groups to take corners from.
- b. If the sideline is closer than eight meters from the penalty area, the corner kick will be taken from the proper corner arc.

7.3 MATCH EQUIPMENT

- a. The host club shall provide suitable goal posts, corner flags and goal nets.
- b. The host club shall provide two match balls, correctly inflated, and shall present them to the referee for inspection prior to the commencement of the game.

c. Where a neutral field is used, the team listed first on the fixture sheet shall be responsible for providing two properly inflated match balls.

d. Should the host club not comply with the requirements of points 1–3, and the matter is reported to, and upheld by the General Manager, a fine may be imposed for non-compliance.

e. Ball sizes to be used at the Association's sanctioned games are as follows: Age Groups Ball Size 6, 7, 8, 9 (size 3) 10, 11, 12, 13 (size 4), 14 and above (size 5)

7.4 PROTESTS ON THE CONDITION OF GROUNDS AND/OR EQUIPMENT

a. A visiting team that wishes to protest against the condition of any ground or the goal posts, corner flags, nets or ball, shall make their protest to the referee before commencement of the match, or if a replacement ball is being used, at the time of the incident. The referee shall note the protest on the team sheet. However, the referee has the authority to order a match to be played, despite protests made in accordance with this paragraph.

b. Where the protest relates to the ground, goal posts, corner flags, nets or ball not conforming to the Laws of the Game, a further protest may be made in writing on Prescribed Form 19. A protest must be received by the General Manager within 48 hours of the match being played. The protest must be lodged via email by a member of the club's management committee. Protests not lodged in this manner will not be considered.

7.5 HOSTING OF MATCHES INCLUDING NEUTRAL FIELD MATCHES

a. When any game scheduled to be played on a neutral field, the General Manager shall advise the host club that there are additional fixtures set down for the field by way of a fixture alteration notice.

b. Team sheets are the responsibility of the team named first on the fixture list and completed sheets shall be returned to an official of the home team.

c. The host club is responsible for marking the field and supplying and installing nets and corner posts, and must supply basic amenities as outlined elsewhere in this regulation

8. SUBSTANCE RESTRICTIONS AT VENUES

8.1 CONSUMPTION OF ALCOHOLIC LIQUOR AT GROUNDS

a. No alcohol to be allowed at any ground under the jurisdiction of the Association within 10 metres of the playing area.

b. No alcohol may be consumed at any venue while Junior matches are being conducted. Except as per clause 8.1.b-v below

- i) In Waratah or Ruby League matches that are played on Saturday, host clubs may establish an alcohol zone for these matches only. The zone must be more than 10m from the playing field, but not near any fields where a junior (U16 or below) match is taking place.
- ii) Alcohol must not be consumed outside of this zone.
- iii) Penalty for breach of this regulation is a \$300 fine to the offending club and a loss of 3 points to the team who the perpetrator can be identified as belonging to.
- iv) A second offence by the same club will result in a \$500 fine and loss of 6 to the team who the perpetrator can be identified as belonging to
- v) A third offence by the same club will result in a \$1000, 12-month alcohol ban on the club and the offending team will be removed from the competition.

c. At venues sign-posted as alcohol free zones by the Local Government Authority, no alcohol may be consumed under any circumstances, at any time.

d. All players, officials and spectators are required to follow the directions of club officials or ground signage in relation to local rules pertaining to the consumption of alcohol.

e. The penalties, as here-under, applies to any field within the Association's area, whether the players or spectators are at home, away or on a neutral ground, and whether or not they are officials, players or spectators from any club within the Association's area.

f. Failure to comply with rules relating to the consumption of alcohol shall incur the following penalties:

i) FIRST OFFENCE = Minimum \$300 fine plus a loss of 3 points to the team involved if found guilty of this offence.

ii) SECOND OFFENCE = Minimum \$600 fine, plus a loss of 6 points to the team involved if found guilty of the offence.

iii) THIRD OFFENCE = Minimum \$1000 fine plus expulsion from the competition to the team if found guilty of the offence. If the 3rd offence occurs at the end of the season, the matter will be referred to a GPT for further or alternate penalty.

8.2 SMOKING AT VENUES

Smoking at sporting venues is strictly prohibited. Clubs may establish designated smoking areas in car parks, on roadways and in areas permitted by their local government rules and statutes.

8.3 NARCOTICS AND OTHER ILLEGAL SUBSTANCES

- a. Any members or supporters of any team or club who are found to be consuming or providing any illegal substance or narcotic anywhere within the grounds of a club, including change rooms, other amenities rooms or areas, playing fields or carparks, will be immediately stood down pending investigation and charges. Offences may also be reported to the police for further action.
- b. A player may not take the field when under the influence of an illegal substance. A breach of this regulation will result in a 12-month suspension to the player concerned.

9. REFEREES

9.1 REFEREES

- a. All official referee appointments are made by the Nepean Referees Group (NRG) organizing committee.
- b. If an appointed referee arrives after the designated kick-off time and the match has started using a substitute referee, the game shall proceed and the appointed referee shall not officiate for the game, nor shall they be entitled to any payment for the fixture.
- c. A referee may not be replaced during the game for any reason other than an illness or an injury that prevents them from completing their duties. In the event of a referee being unable to complete their duties, it is the responsibility of the team officials to appoint a replacement referee for the remainder of the match. i. In the event of such a replacement, the Team Sheet will be so marked with a notation.
- d. The referee shall commence the game as per the schedule provided by the Association.
- e. In the event of a replacement referee not being available, the match will be declared abandoned and dealt with under the Grievance & Disputes Regulations.
- f. In the event of an official referee not attending a match, the team managers, or captains, of both teams shall agree to appoint a referee to control the game.
- g. The first preference shall be given to any accredited referee who is available and willing to officiate. The accredited referee may have (and should declare) an affiliation with one of the two clubs involved in the fixture, if an affiliation exists.
- h. Unofficial referees, if appointed to a match, must be suitably attired, carry a whistle, a time keeping device and a set of cards for use in the match.
- i. Host clubs are required to keep a set of red & yellow cards on hand for use by unofficial or unappointed referees. i. Unofficial referees must record all cautions and send-offs on the team sheet and provide incident reports in all cases where a player is dismissed from the field, using the Prescribed Form 02 to record send offs & Prescribed Form 03 to record an incident report.
- j. No person that is currently under suspension from any football organisation, may referee a competition match as an official or unofficial referee.
- k. The referee shall record their name on the EMS and indicate whether they are official referee or an unofficial referee. Official referees are to write their FFA registration number in the space provided.

9.2 REFEREES PAYMENT

- a. FNSW Rates of pay for each season shall be advised to clubs upon receipt of the advice received from Football NSW. NFA rates may be subject to specific negotiations and shall be notified to clubs no later than 31st December each year. This will be rate for the next calendar year.
- b. The Association invoices each club a 50% share of the costs associated with sanctioned referee and assistants.
- c. If a club notifies the association that a team will forfeit a competition match, they may still be invoiced 100% of the cost of a referee, due to scheduling requirements.
- d. Rules relating to Referees procedures may vary in FNSW and inter-district competitions. Clubs are required to observe differences in rules when playing outside of the Nepean FA.

10. COACHES, MANAGERS & MARSHALS

10.1 TEAM COACHES

- a. Teams Under 9's and above shall have a coach who shall be registered with the Association, as per the registration guidelines and procedures.
- b. Team coaches must be registered for each team at the time of team nominations.
- c. Teams who do not have a registered Coach in place will forfeit each match until a suitable coach is registered and assigned to the team.
- d. An ID card, complete with photograph of team coach, shall be issued by the Association. The ID card must be worn and clearly displayed at all matches.
- e. There shall be one coach only per team for the duration of the game and that coach shall wear the coloured vest as purchased from the Association.
- f. Coaches must remain in the technical area throughout a match unless invited onto the field by the Referee.
- g. If the registered team coach is not available for a match then an acting coach is to be nominated by the team. The acting coach is to print and sign their name on the team sheet in the space provided.
- h. It is the responsibility of a club management committee to ensure that all registered coaches are;
 - i. Suitably qualified to deliver coaching to their appointed team either through accreditation

- ii. Have been properly identified using photo ID
- iii. Have been assessed to determine their compliance requirements for Working with Children Checks
- iv. Have been properly and adequately instructed regarding Codes of Conduct.

TEAM MANAGERS

- a. Teams Under 11's and above shall have a manager who shall be registered with the Association, as per the registration guidelines and procedures.
- b. No team manager shall be appointed under the minimum age of 18 years.
- c. An ID card, complete with photograph of team manager, shall be issued by the Association. The ID card must be worn and clearly displayed at all matches.
- d. Team managers must be registered for each team at the time of team nominations.
- e. The team manager is to record their name on the EMS in the space provided. If the registered team manager is not available for a match then an acting manager is to be nominated by the team. The acting manager will record their name on the EMS in the space provided.
- f. Team managers are responsible for completing the EMS or paper team sheet.
- g. Both team managers shall sign the Team Sheet at the end of their game to indicate that the score has been recorded correctly if a paper team sheet is used, otherwise, they should complete the match sheet at the end of the game as per instructions on how to complete an Electronic Team Sheet (EMS).
- h. Team managers are responsible for the appointment of their team Marshal at each match and to ensure that the Marshal is aware of their responsibilities in accordance with Regulation 10.4.
 - i. It is the responsibility of a club management committee to ensure that managers are;
 - i. Properly instructed in the completion of Electronic Match Sheets & paper team sheets and
 - ii. Are provided with a copy of the Association Regulations relating to the completion of team sheets
 - iii. Have been properly identified using photo ID
 - iv. Have been assessed to determine their compliance requirements for Working with Children Checks
 - v. Have been properly and adequately instructed regarding Codes of Conduct

10.3 TEAM OFFICIALS FOR MINI ROOS AND NON-COMPETITION AGE GROUPS

U5 to U11 Age Groups shall have one registered coach and one registered manager per team

10.4 MARSHALS

- a. At all matches, there shall be a minimum of two marshals, one marshal from each team, wearing an appropriate vest as purchased from the Association.
- b. The marshals shall introduce themselves to the referee before the commencement of the game.
- c. Marshals' duties shall be to ensure that spectators, coaches and managers do not encroach the sidelines, or the pitch, and see that good order is maintained.
- d. Should any incidents arise out of a match that are for consideration by the Board, each marshal shall complete a written report into such incidents for the Board. The report shall be submitted on Prescribed Form 20 (Incident Report lodged by a Team Official or Spectator) in accordance with instructions contained in the form. Forms are available from the association website Library.
- e. The marshals shall appear at any inquiry as neutral witnesses, if required.
- f. All marshals shall have obtained the age of 18 years of age.
- g. Marshals from both teams shall record their name, and sign the paper team sheet, or have the team manager enter their first and last name on the EMS indicating they were in attendance for the game.
- h. Where a game is played on a neutral field, it is the responsibility of each visiting team to supply their own marshal for their game.
- i. It is the responsibility of the Team Manager, or in their absence, the team Coach to appoint the Marshal for their match and to ensure that the Marshal is aware of their responsibilities in accordance with these regulations.
- j. In matches where a team/s does not have any spectators available to act in the role of marshal, they should approach the home club officials to act in the role/s for the team, or both teams if necessary. If this is not possible, then no marshal should be recorded on the team sheet.
- k. Referees have been instructed not to officiate at matches where no marshal is present at all. If the referee elects not to proceed, the match will be recorded as not played. The match will not be rescheduled, no points will be awarded, and both teams will be responsible for the referee's fees

10.5 GROUND OFFICIALS

- a. All clubs hosting matches at their fields should have a Ground Official assigned.
- b. In instances where a team is playing at a neutral field, the visiting team is not required to provide an official unless they have multiple, matches assigned at a neutral venue (such as when their field is closed and their games are moved in their entirety to another venue).
- c. A person assigned the responsibility of ground official should ensure that they introduce themselves to marshals of all teams and any match officials appointed to the ground. d. A ground official should advise the match official as to where he will be located whilst the match is being played. (This should be within line of sight of the referee and not in the club canteen or away from the playing area)

- e. Ground Officials duties shall be to:
 - i. Assist the referee as required
 - ii. Ensure that team Marshals are aware of their responsibilities, and if they are not, outline to them what their duties are.
 - iii. Where necessary, assist Team Marshals to ensure that spectators, team officials or reserve players do not encroach onto the pitch.
 - iv. Ensure that good order amongst spectators is maintained.
 - v. Ensure that alcohol is not consumed in the immediate vicinity of the playing area and that the local by-laws relating to the consumption of alcohol are upheld.
 - vi. Sign the team sheet (if a paper team sheet is used) in the space provided to acknowledge their presence at the fixture in case the association needs to contact you.
 - vii. If EMS are in use, the club should keep a register of who the Ground officials are, recording date and time of duty, should they need to be recalled later
- f. A ground official has the right and responsibility to ask any abusive person to leave the area of play.
- g. if any action should be taken against their club member or report to the opposition club, details regarding the action that was taken against their club member/s should be provided by the Ground Official.
- h. Should any incident arise out of a match that is for consideration by the Association, the ground official shall complete a written eyewitness report. The report should be submitted to the club for forwarding to the association.
- i. A Ground Official shall be prepared to appear at any association inquiry formed to deal with specific incidents where the ground official was in attendance.
- j. While it's not necessary that a Ground Official is fully conversant with Association Regulations or the Laws of the Game, it is advisable that they have access to a copy of the Association Regulations and access to a phone to contact the Association should an emergency arise.
- k. All Ground Officials shall have obtained the age of 18 years of age.
- l. Ground Officials will be required to wear a vest, as made available by the NFA with the NFA logo and markings.
- m. i. Penalties may be imposed by the NFA Board for breaches of this regulation.

11. INTERCHANGE & REPLACEMENT RULES

11.1 INTERCHANGE

- a. Our competitions use unlimited interchange at all levels and ages. This offers teams the opportunity to rotate up to 16 players, which is the maximum amount of players allowed to participate in a match.
- b. An interchange of five players at any time during a match, for any reason, may be made, provided players who are used as interchanges have been listed on the team sheet and identified by the opposition prior to taking the field of play
 - a. In matches where a paper team sheet is used, the interchange player must be listed on the team sheet and be identified by the opposition manager prior to the start of the game or at half time. Only. Players arriving after half time cannot take the field of play. b. Following is the procedure and rules for the Interchange of Players;
 - i. The Interchange "zone" will be an area one (1) metre either side of the half-way line. ii. An interchange is one which is made when the ball is out of play, and for which the following conditions will be observed: a. The Player leaving the field must leave the field at the nearest point on the boundary line, unless otherwise directed by the referee. b. The Player entering the field will also do so from the interchange zone, but not until the Player leaving the field has passed completely over the nearest point on the boundary line. c. A player nominated for Interchange will be subject to the authority and jurisdiction of the Referee whether called upon to play or not. d. The interchange is completed when the Player who was off the field, enters the field. iii. A Player who has been replaced may return to the field for another Player. iv. If during an interchange, a Player enters the field before the replaced Player has completely left it, the referee will ensure the replaced Player leaves the field, then caution the interchange Player and then restart the Match. v. The interchange of Players will cease at the completion of normal and extra time. If at this time penalty kicks are required to obtain a result, then the eleven (11) Players on the field at the end of extra time are the only Players permitted to participate in the penalty kicks. No interchanging at this time is permissible. a. Note: If during the taking of the penalty kicks the Goalkeeper is injured, he / she may be replaced with another Goalkeeper providing the replacement was listed on the team sheet vi. Substitute Players cannot be used to replace any Player who has been dismissed from the Match by the referee. vii. Any Player listed on the team sheet is deemed to have participated in the match. c. The number of interchanges made during a match is unlimited.

11.2 INTERCHANGE RULES & EXTRA TIME IN ANY MATCH THAT REQUIRES A RESULT

- a. In matches that require extra time, interchanging of players will cease at the completion of extra time.
- b. If penalty kicks are required to determine a winner, then the 11 players on the field at the end of extra time are the only players permitted to participate in the penalty kicks.

c. If a team wishes to replace the goalkeeper for a penalty shootout, the change may only be made with one of the ten players who were on the field at the completion of extra time.

12. SPECIAL RULES FOR U12 & 13 COMPETITIONS

a. Goal kicks will be taken from anywhere within the 5.5 metre area (6 yard box) by the Goalkeeper and defending Players will be required to retreat at least twenty-five (25) metres to allow the attacking Team to build up play out of the back third

b. An attacking Player will not be able to encroach inside the 25 metre area until a defending Player has had his/her first touch of the ball once the whole of the ball has vacated the 18yrd box

c. If an attacking Player encroaches prior to the defending Player having his/her first touch then the goal kick will be retaken

d. The 25 metre line must be marked by the Home Club via placement of a cone or pole to the side of both touch lines, 25 metres from the goal line at both ends of the field

e. If in the opinion of the Referee, the 25 metre rule is being utilised to waste time by either the attacking or defending Team, the Players guilty of the perceived time wasting will be cautioned

13. WITHDRAWING OF TEAMS AND MATCH NOT TAKING PLACE

13.1 TEAMS WITHDRAWN FROM COMPETITION

a. In all instances where a team has been permanently withdrawn or removed from a competition, the results relating to that team shall be deleted and a withdrawal fine of \$300 will be applied to the club.

13.2 TEAMS WITHDRAWN FROM FIELD OF PLAY

a. A team withdrawn from the field of play for any reason whatsoever shall be required to:

i. Give an account of their actions by completing the appropriate Abandoned Match Report (Prescribed form 21) within 24 hours of the match.

ii. The team will be deemed to have forfeited the match and will incur a \$100 fine and be responsible for the payment of 100% of all referees fees.

b. When a match does not proceed, for whatever reason, except when a team fails to turn up or has insufficient number of players to take the field, ie less than seven (7), each club shall submit a written report to the Competition Manager within 24 hours of the match being abandoned. The report must be made via email using (Prescribed form 21 – Abandoned Match Report) The General Manager will determine how the abandoned match will be recorded.

13.3 ABANDONED MATCHES

a. An abandoned match is one that was not played for the full duration of the match because it was ended early by the referee due to incidents of on or off field violence.

b. Any match abandoned for reasons relating to player injury, venue failure (lights, watering systems, field corruption), or inclement weather determined by the referee to be dangerous to players, or causes the field to become an unsafe environment is considered a postponed match.

c. Any Match, not completed, for any reason must be reported to the General Manager on the day of the match, by telephone. Penalties apply for failure to report an abandonment or incomplete match.

d. Both clubs involved in the abandoned match must complete an abandoned match report on the (Prescribed form 21 – Abandoned Match Report) within 48 hours. Failure to do so, will result in a \$100 fine to the offending club.

e. After the commencement of the Match, should play be postponed due to serious injury that requires the player to be removed from the field by ambulance, poor weather, failed lighting, state of the pitch or any other reason as determined by the referee, and the Match cannot be completed in full, it will be rescheduled by the Association and will recommence at the minute at which play was interrupted rather than being replayed in full. The following principles will apply to the recommencement of the Match:

i. The Match will recommence with the same Players on the pitch and substitutes available as when the Match was initially postponed unless a player has received a suspension in matches conducted between the postponed match and the rescheduling of that match.

ii. Should a player have received a suspension in a match conducted between the postponed match and the rescheduling of that match that player:

a. Will not be eligible to participate in the rescheduled match

b. Will not be able to count the match as a stand down in relation to any fixture suspension

c. The club will not be permitted to replace the player on the team sheet

d. If the player was on the field of play at the time of the postponement the player may be replaced by a substitute listed on the team sheet as long as the team has available substitutions as per the Regulations

e. If the Player was a substitute the number of available Players to substitute will decrease as they player cannot be replaced

iii. No additional substitutes may be added to the list of Players on the team sheet

- iv. Players sent off during the postponed Match cannot be replaced
- v. Nepean Referees Group will endeavour to appoint the same Match Officials to the completion of the Match, however may appoint replacements should any or all of the Match Officials be unavailable.
- vi. The referee is the sole arbiter of elapsed time, and no protest may be lodged against the actual elapsed time as recorded by the referee
- vii. Should a Match be abandoned due to the fault of one (1) Team, or should it be determined by NFA that one (1) Team / Club is responsible for the delay to the Match, the remaining minutes will not be rescheduled for completion, and the Match will be determined as a forfeit against the Team / Club that is deemed guilty of the abandonment or responsible for the delay
- viii. Where a fixture is incorrectly reported as abandoned by the Referee where circumstances show clearly that the match was actually postponed, Nepean FA will treat the Match as postponed.
- ix. In all cases of postponed matches, where no fault is attributed to either team, the team who was losing the match at the time of postponement will be given the opportunity to allow the score to stand, and the score will be recorded as it was at the time of the original match ending.

14. FORFEITS

- a. Matches shall be played on the ground set down by the Association and shall commence at the designated times. Any team failing to play the match as scheduled shall be deemed to have forfeited the match and incur such penalties as the Board may impose.
- b. Any team forfeiting a game, the opposition shall be credited with a 3–0 win. Reporting forfeits must be carried out in the manner designated by the Association each season. This is provided in the Communication Protocols document issued by the General Manager in conjunction with the Board.
- c. A team must field at least 7 registered players at the commencement of any match. Failure to do so shall deem the team to have forfeited.
- d. If during the game, a team is reduced to less than 7 registered players, the game shall be abandoned and recorded as a forfeit. The score shall be recorded as 3–0 to the non-forfeiting team, except in cases where the non-forfeiting team is leading by a larger score at the time the game is abandoned, in which case the score shall be recorded as advised by the referee on the team sheet.
- e. When a game is forfeited, without notice on the day set down for play, the team to whom the game is forfeited, must record the match as a forfeit in the EMS portal
- f. When a match is forfeited, all match officials' fees shall be the responsibility of the club that forfeited the fixture
- g. Forfeits with or without notice must also be notified via email to the Association's office, the host club (if the match is set down as a Neutral Field fixture) and the opposition team. i. A team forfeiting on three consecutive occasions must submit a report for the Board's attention, to the General Manager showing just cause why they should not be removed from the competition.
- h. Failure to do so will result in the immediate removal of the team from the competition and will be classed as a team withdrawal. Penalties apply.
- i. A forfeit in the Premier League competitions by either the 1st Grade or Reserve Grade team will result in a forfeit being recorded against both the 1st and Reserve Grade teams, regardless of a game having been played by either grade.
 - i. Relevant forfeit penalties and Referees fees will apply to the forfeiting club for both grades.
- j. When a match is delayed due to insufficient players being present, no Player ID cards being present, or a team not having the correct attire, every effort shall be made for the match to proceed up to 15 minutes after the scheduled kick off time. If after 15 minutes of the scheduled kick off time, the issue causing the delay is not resolved, a forfeit will be declared by the match official.
 - i. In the absence of a match official, the forfeit may be declared by the team deemed not to be in breach of the regulations.

5. RESULTS

- a. Club officials are responsible for submitting results in the method directed each season by the Association. b. Within 24 hours of the match kick off time. c. A fine of \$10 will be imposed for non-compliance of this rule on all teams who are required to report results (U11 and above). The fine will not be subject to waiver exemptions made for non-competition teams or for the three-week season introductory period as is the practice with general team sheet errors. d. Clubs are responsible for checking the published results. e. Club officials must advise the Association's office of any discrepancies of results via email on Prescribed Form 19 Protest Form. (NB: Time restrictions may apply for the consideration of discrepancy reporting, depending upon competition deadlines.) f. Protests on scores will be verified using the submitted team sheets and other methods of investigation employed by Association Staff

TEAM SHEETS

Digital team sheets were introduced in 2020 and will be continued in 2022. The digital team sheet must be used for all teams in 2022. If for any reason you cannot access the digital team sheet on a smart phone then the home club must produce a printed team sheet. The new digital system from 2022 is dribl. Training information on how to use dribl can be found at <http://help.dribl.com/hc/en-au/categories/4406546590863-How-To-Dribl>. Coaches and Managers will need to download the dribl app and activate their account.

2.1 TEAM SHEET RULES

- a. Team sheets for all competition and U11 games will be generated by clubs using the competition program facilities made available to them by the Nepean FA. U6's to under 10's will also use an electronic system from 2021.
- b. Team Sheets will take the form of Electronic Match Sheets (EMS) or Paper Team Sheets (PTS)
- c. Teams must use the EMS system unless internet access does not permit access to the system.
- d. If internet access is prohibiting use of the EMS system, the team who cannot access the system must use a PTS. If both teams cannot access the EMS system, then both teams must use a PTS. In either case, the home team must supply the paper team sheet.
- e. The home club shall be responsible for producing and supplying a printed copy of all team sheets for all their team's games and must make a copy available to the opposition team if needed.
- f. The team sheet, in whichever format is being used, will list all of the eligible players for the team. i. Players whose names have been hand written onto a PTS will be scrutinised by the Association's audit process. If they are found to be ineligible players, the club will incur a fine and the team will incur a loss of points.
- g. If a paper team sheet is used by one team only, that team's club is responsible for the timely and safe delivery of the paper team sheet, in accordance with the rules, back to the Association's office.
- h. If a paper team sheet is used by both teams, the home team's club is responsible for the timely and safe delivery of the paper team sheet, in accordance with the rules, back to the Association's office.
- i. The ground official's name is to be recorded on the team sheet in whichever format is used in the space provided prior to the start of the game. In the case of an EMS being used, it is the home team's responsibility to obtain the name of the match official.
- j. The PTS, if used, must be completed and handed to the referee prior to the scheduled kick off time. If EMS is used, teams should inform the referee that the process is complete prior to the start of the match.
- k. No alterations to the team sheet are allowed after the game has commenced except to carry out ID checks of the arrival of late players.
- l. Either team representative may inspect the team sheet during the half time break of the game, upon request.
- m. The Marshal's from both teams shall have their full names (first and last name) entered in the space provided on the match sheet, regardless of which format is used.
- n. At the end of the match both teams are i. to sign the team sheet signifying that the score is correct if a PTS is being used. Signing of a team sheet at the end of a match is not an indication that either club participating will not protest the result or that the information contained on the sheet has been completed by the referee. ii. If an EMS is being used, each team using the EMS must enter the score using the EMS portal within 24 hours of the match taking place. Failure to do so will attract a late penalty.
- o. If both teams used a PTS, it is the responsibility of the home team manager to return the completed team sheet to the home club. If only one team used a PTS, it is the responsibility of that team manager to return the PTS to their club on the day of their match
- p. Printed team sheets for all matches must be delivered by the club responsible for their use, to the association's office no later than 7.00 pm on the Tuesday following the match. Delivery methods may be in person, posted or sent electronically to the association.
- q. In all instances where team sheets are sent electronically, the club is responsible for ensuring that the original team sheets arrive at the association office within seven days of the match.
- r. If a team sheet is being sent by Australia Post, it must first be scanned and emailed to the association's email address at admin@nepeanfootball.com.au
- s. If a team sheet is not at the association office within 7 days of the match, the team responsible for its delivery shall be fined and incur LOSS OF POINTS. In the event of multiple team sheets not arriving, the MC has the authority to limit the total fine.

Team sheets, generated by clubs from the facility provided by the Association are the only acceptable team sheets to be used at any NFA fixture. Failure by the home team to provide an acceptable paper team sheet to be used if EMS reception is not available, will result in a forfeit win awarded to the away team.

Fines are administered to clubs for omission of information, and incorrect information on teamsheets. A list of fines can be found on the nepeanfootball website.

<https://nepeanfootball.com.au/wp-content/uploads/2021/06/NFA-Identification-and-Team-Sheet-Regulations-2021-V.2021.1.pdf>

MINIROO PLAYING RULES

START OF PLAY AND RE-START AFTER A GOAL

Pass to a team mate from the middle of the half way line. All Players must be in their own half of the field of play. Opponents must be at least 5m away from the ball until it is in play. The ball must touch another player before a goal can be scored.

BALL IN AND OUT OF PLAY The ball is out of play when it has wholly crossed the goal line or the touch line on the ground or in the air, or when play has been stopped by the game leader or instructing referee.

METHOD OF SCORING A goal is scored when the whole of the ball passes over the whole of the goal line, between the goalposts and under the crossbar. When goal posts are not available and cones are used for goals, a goal is scored when the ball passes between the cones without touching them, below shoulder height of the player

NUMBER OF PLAYERS

- a. Under 5, 6 & 7's – 4 v 4 – NO GOALKEEPER. Maximum of 3 substitutes
- b. Under 8 & 9's – 7 v 7 – Including a Goalkeeper. Maximum of 4 substitutes
- c. Under 10 & 11's – 9 v 9 – Including a Goalkeeper. Maximum of 5 substitutes
- d. Players may be interchanged throughout the game without limit.
- e. For the purposes of a game proceeding in U5 to U10 age groups and to support the ethos of learning in non-competition age groups, teams may borrow from either other to balance sides where one side has less players than another. Teams may also remove a player from their side to even the number of players in a team where absenteeism has occurred and has had an impact on the match

GAME LEADERS & INSTRUCTING REFEREES

GAME LEADERS FOR THE 4-7 AGE GROUPS.

a. The main role of the Game Leader is to keep the game moving fluently, limit stoppages and assist players with all match re-starts. Most importantly, they must make every effort to create an environment that ensures that all players have fun and have maximum involvement. Because the children are learning the game at this level, it is important to be flexible and patient.

b. Some helpful game tips for a Game Leader:

- i. Encourage different children to take re-starts.
- ii. Discourage players from permanently over-guarding the goal.
- iii. Use a "Ready, Set, Go" prompt or countdown 3-2-1 to encourage quick decisions when restarting

play

iv. Encourage children to dribble or pass the ball into play from all restarts rather than a big kick.

v. Ensure the opposing team is back to the half way line for all goal line restarts.

REFEREES FOR THE UNDER 8-11 AGE GROUPS

a. The main role of the Instructing Referee is to control the game to ensure it is played fluently. The Instructing Referee should instruct players on how to behave and enforce the rules, with minimal blowing of the whistle. They should also assist players with learning aspects of the game such as what a foul is and what a free kick is.

b. Some helpful game tips for an Instructing Referee:

- i. Discourage players from permanently standing in blatant offside positions and instruct them to move into onside positions
- ii. Assist players with aspects of the game which they are unsure of e.g. how to conduct a throw in

Further Mini-roo rules can be found on the Nepean website under rules and regulations

<https://nepeanfootball.com.au/wp-content/uploads/2022/02/NFA-MiniRoos-Regulations-V2021.1.pdf>

INSURANCE

All registered players have insurance coverage through FNSW.

To claim insurance players/parents must complete an insurance claim form.

This form and details of policy coverage is available to be downloaded from the Colo website

www.colosoccer.com.au or the FNSW website www.football.com.au

Once completed the form must be returned to the administrator Karen Blanch Contact 0410 516434 email admin@colosoccer.com.au

The administrator signs a declaration stating the player is registered with the club.

Wait to receive your claim number then send any further information to Claims department

The insurance company will then contact the applicant/guardian and process the claim.

COVID 19 MANAGEMENT

Please adhere to our covid-19 safety plan found on our website colosoccer.com.au including but not limited to:-

Maintain physical distancing when using bathroom facilities and the canteen area.

No sharing of drink bottles or fruit

Please do not attend training or matches if you are unwell with flu-like symptoms

Laundering of individual shirts to continue

Using hand sanitiser and/or correct hand washing techniques

COLO SOCCER FOOTBALL CLUB
1971-2022
HOME OF SOCCEROO'S
MARK SCHWARZER
LUKE CASSERLEY
CHRIS TADROSSE
NICK SUMAN