



LOTHIAN BUSES SOUTH EAST REGION 13s and 14s YOUTH FOOTBALL LEAGUES

CONSTITUTION AND RULES

1. NAME

This Association of Clubs shall be called the Lothian Buses South East Region 13s and 14s Youth Football Leagues and shall be affiliated to the Scottish Youth Football Association.

2. OBJECT

The object of the League shall be to legislate for, foster, develop and improve the game of association football among all classes of Youth Football Clubs throughout the South East Region.

3. MEMBERSHIP

- (a) Membership is open to all invited Youth Clubs.
- (b) All Clubs must be members of the Scottish Youth Football Association.
- (c) All appointments, changes or resignation of club officials must be immediately notified to the League Secretary and National Secretary in writing. Clubs found to be in breach of this rule will be fined the sum of £5 and reported to the National Secretary.

4. RESIGNATION FROM THE LEAGUE

- (a) When a Club intimates its resignation from the League, such Club must notify the League Secretary and the National Secretary.
- (b) In the event of a Club resigning from the League during the season, that Club shall be liable to a fine. All fixtures concerning that Club shall be classified as null and void and points deducted from their opponents whom they have played.
- (c) Clubs who do not fulfil fixtures during the season run the risk of not being accepted into membership of the association the following season.
- (d) Clubs failing to fulfil previous season's league fixtures will have to lodge a bond of £100 to re-join the association, to ensure they play all their fixtures in the new season.

5. ANNUAL GENERAL MEETING

The Annual General Meeting of the League shall be held each year, not later than the last Friday in July.

6. OFFICE-BEARERS

The minimum structure of the League shall consist of a President, Vice-President, Secretary and Treasurer. All Office-Bearers must be registered with the National Secretary of the SYFA. The Office-Bearers shall be elected annually. If a vacancy occurs during the season, the committee shall have the power to fill such a vacancy but shall be responsible for informing the National Secretary of the SYFA. All retiring Office-Bearers shall be eligible for re-election. These office bearers will form the basis of the Executive Committee.

7. MANAGEMENT

The management of the League shall be vested in a General Committee, consisting of the Office-Bearers and registered members from each Club in the League (except where a Club is represented by an Office-Bearer). Each Club shall be entitled to send two registered representatives to all Monthly meetings, but shall have one vote.

8. MEETINGS

Monthly Meetings of the General Committee shall be held in the Jewel Miners Social Club or at a venue notified by the League Secretary. All Clubs must attend the Monthly Meetings. The 13s and 14s Monthly Meetings to be held on the last Monday of the month (September to April except December).

9. REGISTRATION

All new Clubs that join this Association for the first time will join the bottom league in their age group.

All Registration Forms **MUST** be received by the League Secretary a minimum of 2 weeks prior to the AGM. Any Club failing to comply with this shall join the bottom league in their age group except the 13s age-group where the leagues shall be decided at the AGM.

10. PHONING LEAGUE SECRETARY

On no account should the League Secretary be phoned after 10.00pm

11. CORRESPONDENCE

All correspondence to the League Secretary requiring a reply must be accompanied by a stamped-addressed envelope.

12. CHAIR

At all meetings of the League, the President or Vice-President shall preside. In the event of neither of these officials being present, any member appointed by a majority of representatives present shall take the chair.

13. RETIRAL FROM MEETING

A member of the committee shall retire from the meeting during the consideration and while a decision is being taken on any case involving their Club or Officials or Players connected with their Club.

14. FINANCE

The Treasurer shall effect all money transactions and shall submit at each monthly meeting a financial statement of the League accounts and at the AGM, a statement of accounts duly audited by two persons appointed as auditors. The Bank Account will be in the name of the Eastern Region Under 13s and 14s Youth, the signatories being the President, Treasurer and the Secretary. Two signatories are required for all financial transactions, one of whom must be the Treasurer.

15. LEAGUE FIXTURES

Clubs shall receive from the League Secretary a list of their League fixtures, which shall be played on the date stipulated. If a Club wishes to be excused from playing a game on any particular date throughout the season, such a Club must make application in writing to the League Secretary not less than fourteen days before that date. No Club shall be allowed more than two reliefs of fixture in a season. In extraordinary circumstances, relief of fixture may be granted not less than five days before the date on application to the Executive Committee.

Once a game has been cast, only the Executive Committee has the power to cancel it. Secretaries of Clubs, who wish a game to be cancelled after it has been cast, should contact the President. The President will then contact the Treasurer and Vice-President and they will decide whether the game is cancelled or not.

If the Executive Committee agrees to the game being cancelled, then the President will contact the League Secretary to let him know and the League Secretary will recast the fixture on the first available date.

Clubs shall complete all league fixtures, no two fixtures shall be decided by the one match.

In the event of a tie for League Titles and/or Promotion/Relegation places the Head-to-Head games between the teams shall decide the outcome. Only if this is equal shall a Play-Off decide the outcome. All players participating in a League Play-Off or Promotion/ Relegation match must be registered by 31st March of the current season.

When there are a sufficient number of teams to form more than one league, the Executive Committee will formulate the leagues taking into account the terms of point 9 of this constitution. The Executive Committee decision shall be final and binding on all teams.

15a) NON-FULFILMENT OF FIXTURES

A club failing to fulfil a fixture as arranged and cast by the League Secretary (except under Rule 27b), shall be responsible for the full payment, within 10 working days, of the referees fee and where necessary the cost of the hire of the park and any other incidental costs regarding the postponement which may incur on their intended opponents. In addition to this, if the team further fails to fulfil any further fixtures in any one season they shall receive no further fixtures until the matter is dealt with by the League Disciplinary Committee.

16. HOME GROUND

The Home Club is responsible for the condition of the ground and laws of the game regarding same being complied with, failing which it is liable to be disqualified. On points of fact connected with the game and fitness of the ground for play, the decision of the Referee shall be final, except in the event of a Club travelling out with an area of seven miles, when the inspection of the ground by a local referee will decide. Where Clubs have an appointed groundsman in charge of the ground, such groundsman's decision will be final. The Home Club Secretary must immediately notify the referee and the Secretary of the visiting Club and thereafter the League Secretary. If a postponement is necessary, in default of which the Home Club may at the discretion of the Committee, be required to pay the Referee's half-fee and the travelling expenses, in whole or part of the visiting Club.

In some instances it may be possible to reverse the fixture. Consideration to this must be given before a decision to cancel the fixture is taken.

The Home Club shall be responsible for the provision of at least two playable footballs as per age groups.

17. TEAM LINES

In all matches, the Secretary of the respective Clubs shall, before the match commences, hand to the Referee, team-lines in duplicate, written in ink or typewritten, containing the name (Christian names in full), home address including postcodes of the players in their respective Clubs and Place of Birth registration and the number of each player. Clubs failing to comply with this Rule will automatically be fined £5 each time there is something wrong with the team lines. The Match Secretary will impose this fine at each Monthly Meeting. The Referee shall receive, from each club, two team lines. Prior to the match the Referee will exchange one copy of the team lines with the respective Secretaries. On completion of the game, and after signature, the Referee will forward the remaining copy, together with the result of the game to the Match Secretary within 72 hours.

18. COLOURS

Where there is a similarity of Club colours, the visiting team shall play in their registered colours and the Home Club shall change unless otherwise mutually agreed. Numbers must be worn on either jerseys or shorts and must be a minimum of 5 inches high, which must correspond to the number on the team lines.

19. DISCIPLINARY PROCEDURES

All Disciplinary Procedures shall be carried out as described in the SYFA Handbook, with the guidelines they're adhered to.

20. DISCIPLINARY COMMITTEE

All Disciplinary Procedures shall be carried out in accordance with the SYFA Disciplinary Procedures.

21 PUBLIC PARKS

Clubs allocated a Public Park and not desiring to use it must inform Edinburgh Leisure no later than five days prior to the fixture. Clubs failing to do so will be responsible for any costs incurred.

22 CLAIMS AND PROTESTS

All Claims and Protests must be accompanied by a fee of £30 and sent by Recorded Delivery to the League Secretary with a verbatim copy to the Secretary of the Club concerned. All Claims etc should be delivered to the League Secretary by First Post on the Second day (except Sundays) after the game. Requests for certificates required in connection with Claim, must enclose £1 fee per certificate plus a stamped-addressed envelope for their return.

23 CUPS AND TROPHIES

All Cups and Trophies to be returned engraved to the Association Secretary by 31st March. Clubs failing to adhere to this will be fined £20 per trophy plus £5 per trophy/week thereafter.

24 CUP SEMI FINALS AND FINALS

Clubs to pay Referee's and Assistants (if used) fees in Cup Semi-Finals. The Association will pay Referee's, Assistants and ground fees in all Final ties. The Association shall retain any and all receipts at all Final ties. Both competing teams shall be responsible for the provision of at least two playable size 4 footballs at 13s and size 5 footballs at 14s.

25 REPRESENTATIVE GAMES

In all representative games the League shall have the power to select players from any Club selected from the League. Any player so selected who declines to play shall not be eligible to play for their own club on that date without special permission from the Executive Committee. The Executive Committee shall investigate the reasons behind any infringement of this rule in relation to the concerned player(s), officials or his club and may take such action as it may consider appropriate. A Club may apply for a postponement of a League/Cup game should one player (if that player is a goalkeeper) or more than one player is selected to play a representative game on the same day.

26 REFEREES

Referees for all matches will be appointed by the Match Secretary from the SFA List of Registered Referees. No Club may object to any Referee so appointed.

27 REFEREES FEES

- (a) The referee's fees shall be decided at the AGM and shall be shared equally by both clubs.
- (b) Should a ground be considered unplayable, the Referee shall after inspection of same, receive half fee which shall be shared equally by each Club, and paid by the Home Club who shall be responsible for collecting the visiting Club's share.

28 ALTERATION OF CONSTITUTION AND RULES

No alterations shall be made in the Constitution of the League except at the AGM or SGM called for that purpose. 21 days notice must be given by the League Secretary in writing of any proposed alteration in the Constitution, a copy of which shall be sent to the Clubs 7 days before the AGM or SGM for the consideration thereof. No alteration shall be made in the Constitution unless three fourths of those present and qualified to vote shall have voted and a two-thirds majority of the members voting shall be necessary to carry a motion. Such alterations must be subsequently confirmed at a SGM duly convened for that purpose. Any proposed alteration of the Constitution shall, before coming into force, be submitted to and approved by the Executive Committee of the SYFA.

29 GOOD BEHAVIOUR BONDS

Those Clubs who have "**Good Behaviour Bonds**" placed on them during the season, have on the completion of the season, to submit a letter to the Association Secretary asking for the **Bond** to be returned. This item will then be discussed at the Disciplinary Committee Meeting, at which, the committee will deliberate as to whether the bond will be returned or forfeited by the Club concerned.

30 OTHER RULES

Right of Appeal - A club, player or club representative may appeal to the Appeals Committee against the decision of a League, Association, Club, Executive, General Purposes or Regional Executive Committee affecting such club, player or registered club official. Such appeals, complete with a copy of the written notice of decision to be appealed against, shall be dispatched to the National Secretary of the SYFA, Hampden Park, Glasgow G42 9BF by recorded or registered delivery and in duplicate within seven days of receipt of notice of the decision of the League, Association or Club concerned. A deposit shall be lodged with each appeal. In the case of a player lodging an appeal this shall be £30 and in the case of any other appellant lodging an appeal it shall be £60. This deposit may be forfeited if the Appeals Committee so decides. The grounds of appeal must be specifically stated and if the Appeals Committee's considers the appeal frivolous or trivial, the appellant may be liable to a financial levy the scale of which shall be fixed annually by the Appeals Committee. An appeal hearing shall not be conducted as a re-hearing of the case nor shall fresh evidence be submitted or heard.

The decision against which an appeal is made will only be set aside when the appeal is received by the National Secretary and found to be in order and confirmation of such from the National Secretary is received in writing by the parties concerned.

Appeals, which relate to any matter affecting the result of a cup-tie or which would interrupt the playing of a competition, shall not be entertained as per articles of the Association of the Scottish Football Association.

All other rules are as inserted in the SYFA Handbook.

31 CUP COMPETITIONS

The League Rules shall apply with the following additions and amendments:

1. When playing on "Cup-Tie" principle, Clubs drawn first in the ballot shall have choice of ground, except in Final ties, which shall be played on grounds selected by the Executive Committee. In the event of the score being level in any "Cup-Tie" after the stipulated playing time has been completed, extra-time will be played. Should the score remain level after extra-time has been completed, then the result of the tie will be decided by penalty kicks in accordance with the rules laid down by the International Football Association Board.
2. Any Club refusing or failing to play the Club, against which it is drawn within the time intimated to it, and without sufficient reason for doing so shall be liable for disqualification.
3. Any Club intending to scratch must give notice in writing to the Secretary of the opposing Club and the League Secretary at least three days prior to the date of the tie. Defaulting Club may be liable for the expenses of the tie and may be dealt with by the Executive Committee, as they may seem expedient.
4. The Executive Committee shall arrange grounds for the Final tie and shall have direct control of all arrangements, receipts and disbursements in connection there with.
5. No player shall play for more than one Club in Cup competitions during any one season.
6. All players must be registered by March 31st of the current season to participate in a Cup-tie. The exception to this is for an exemption for a player whose customary position is that of goalkeeper (Refer to SYFA Handbook for rules regarding goalkeeper exemptions).
7. **All Cup-ties to be played to a finish.**
8. In all cup-ties, the duration of play must be the full period appropriate to that age group concerned. The duration of extra-time, where appropriate, shall be as follows:

13s and 14s - 20 minutes
9. In the event of teams finishing level on points after all sectional cup games, the following rule will apply:

The **result** between the teams in the sectional games will decide which team goes forward to the next stage.

NOTES FOR GUIDANCE

The Home Club should confirm the ensuing fixture with the Away Club in the week leading up to the game and must contact the Away Club and Referee at least 5 days prior to the fixture date.

The Home Club is responsible for pitch preparation. **CORNER FLAGS AND NETS ARE COMPULSORY.**

The Home Club should arrange an early inspection of the pitch by a qualified referee / recognised groundsman in inclement weather and advise the Away Club, Referee and League Secretary accordingly.

Early advice of an impending pitch inspection should be given to teams travelling from a distance.

The Home Club must provide at least **TWO PLAYABLE MATCHBALLS.**

The normal period of play for games shall be as follow:

70 minutes duration for 13s and 14s

The Referee's fee is shared equally by both Clubs with both Clubs being responsible for ensuring payment to the Referee.

The attending Referee is due half-fee when direct intervention by him/her is the cause of the game not being played. Otherwise, full fee is due.