

## Constitution

1. The Association shall be called **“The Scottish Youth Football Association”**.
2. The objects of the Association shall be to legislate for, foster, develop and improve the game of Association Football among all classes of youth football clubs, leagues or associations of such clubs in Scotland and to conduct annually the Cup Competitions of The Scottish Youth Football Association.

## Membership

3. Club membership of The Scottish Youth Football Association shall be of two classes:

### i) Full Membership.

No club shall be admitted to Full Membership unless it has been accepted into membership of a League or Association in membership of The Scottish Youth Football Association.

All youth football clubs shall be granted full membership, subject as required to the approval of the Executive Committee and to payment of the Annual Membership Subscription. The minimum level of insurance cover shall be determined by the Executive Committee and will include Public and Products Liability Insurance plus Personal Accident Insurance. The Insurance Policy to commence from 1 July and the period of cover to be for 12 months.

The term club is defined as meaning each team in the Association. Admission shall also be dependent on a satisfactory outcome of the Disclosure procedures and adherence to the terms of The Scottish Youth FA Player Protection Policy.

### ii) Associate Membership

No club shall be admitted to Membership unless it has been accepted into membership of a League or Association in membership of The Scottish Youth Football Association or acts as a soccer school where matches are restricted to club members only.

Associate Membership may be granted subject as required to the approval of the Executive Committee and to payment of the Annual Membership Subscription. The minimum level of insurance cover shall be determined by the Executive Committee and will include Public and Products Liability Insurance plus Personal Accident Insurance. The Insurance Policy to commence from 1 July and the period of cover to be for 12 months.

The term club is defined as meaning each team in the Association. Admission shall also be dependent on a satisfactory outcome of the Disclosure procedures and adherence to the terms of The Scottish Youth F A Player Protection Policy.

Associate membership is open:

to clubs which participate in development football;

to clubs which are permitted to participate in member leagues or associations under special circumstances as determined by the Executive Committee and are not otherwise eligible for full membership

to clubs who participate in summer leagues or associations;

to Community Clubs which are recognised as being a body formed to control or link a number of clubs whether by constitution, office bearers or name. Any such body wishing to register as a

Community Club must complete a Community Club Membership Application Form. All officials listed on said Form shall be subject to the jurisdiction of the Association.

to soccer schools

Membership of the Scottish Youth Football Association confers registered membership of the Scottish Football Association.

Development football shall mean non-competitive football of seven or less players on each side and such football shall be mandatory for all age groups up to and including 11.

Any club that wishes to resign its membership from a league with the intent on seeking membership of another league must make application in writing to the relevant league secretary stating their reasons for resigning.

If a league refuses to accept a resignation, the club may refer the matter in writing to the National Secretary.

No league will accept a club into membership while that club is in membership of any other member league.

4. All members shall be subject to the Constitution and to any regulations or decisions promulgated by the Executive Committee or by a Standing Committee or by The Scottish Football Association. The Scottish Youth Football Association shall have jurisdiction on all matters connected with member clubs, leagues and associations.

5. League or Association Membership of the Scottish Youth Football Association shall be of two classes:

i) Full Membership.

All youth football leagues and associations shall be granted membership subject to their rules being approved by the Executive Committee and to payment of the Annual Membership Subscription. The minimum level of insurance cover shall be determined by the Executive Committee and will include Public and Products Liability Insurance plus Personal Accident Insurance. The Insurance Policy to commence from 1 July and the period of cover to be for 12 months.

ii) Associate Membership

Leagues and Associations may be granted associate membership subject to their rules being approved by the Executive Committee and to payment of the Annual Membership Subscription. The minimum level of insurance cover shall be determined by the Executive Committee and will include Public and Products Liability Insurance plus Personal Accident Insurance. The Insurance Policy to commence from 1 July and the period of cover to be for 12 months.

Associate membership is open:

To leagues or associations under special circumstances as determined by the Executive Committee

Leagues/Associations running football at age 12, which shall be non-competitive, may elect whether such football shall be eleven-a-side or shall be development football and, unless it is determined that such football shall be development football for the whole of the season, such Leagues/Associations and all clubs at age 12 shall require to register as Full Members.

The names, addresses and dates of birth of all league officials shall be submitted by the league when seeking membership and upon annual renewal. All appointments, changes or resignation of league officials must be immediately notified to the National Secretary in writing. All league officials will be subject to Disclosure procedures and must adhere to the terms of the Scottish Youth FA Player Protection Policy.

On completion of satisfactory Disclosure checks the league official will be awarded membership of the association for a period of three seasons. Should the official leave the league for any reason their membership of the association shall be immediately terminated unless such departure is to become an official of another member club or league.

A league official in membership of the association who is charged with any criminal offence must immediately report this charge to the National Secretary in writing. A league official who does not report a charge will have their membership of the association immediately terminated.

The term league is defined as meaning a group of teams at the same age level(s) constitutionally formed into an administrative body for the purpose of issuing fixtures for games between member clubs and for dealing with disciplinary matters affecting or relating to the group of teams. A League may administer groups of teams at more than one age level;

In addition, all member leagues or associations must hold a minimum of four general meetings of member clubs including an Annual General Meeting in each season. All league/association officials will be subject to Disclosure procedures and must adhere to the terms of the Scottish Youth FA Player Protection Policy

All member leagues or associations must hold all details relating to all competitions for a period of two months after the completion of the competition. Clubs who have any complaints regarding a competition must comply with rule 149.

6. New clubs will be permitted to acquire membership of this Association till the 1<sup>st</sup> August in the current season. No further applications will be considered after that date unless the league or Association involved agrees. Member clubs have until the 1<sup>st</sup> of August to renew their membership. Clubs failing to comply with the 1<sup>st</sup> August renewal deadline will be levied an additional £10.00 administration fee when applying to renew their membership.
7. Any youth football club, league or association that is refused admission shall have the right of appeal to The Scottish Football Association whose decision shall be final.
8. All clubs in membership must be controlled and managed by a committee approved by the Association. This committee must be not less than two in number. If the number falls below two for any reason, including the suspension of a registered club official, the club must inform the replacement official's details to the National Secretary within 48 hours. It shall be considered an offence for a club to have unregistered officials to act on behalf of the club. At least one member of the committee shall be in possession of a current Scottish Football Association Coaching Certificate or FIFA recognised equivalent. The relevant minimum Certificate is as follows:

For clubs up to and including age 12

Early Touches Certificate

For clubs age 13 and over

Development Activities Certificate

At least one member of the committee shall have a current First Aid Certificate or Sports Injuries Certificate and must be present during all club activities. These conditions as to certification must be met at the latest within one year of the club's initial acceptance into membership.

The names, addresses and dates of birth of ALL club officials shall be submitted by the club when seeking membership and upon annual renewal. All appointments, changes or resignation of club officials must be immediately notified to the National Secretary in writing. All club officials will be subject to Disclosure procedures and must adhere to the terms of the Scottish Youth FA Player Protection Policy.

On completion of satisfactory Disclosure checks the club official will be awarded membership of the association for a period of three seasons. Should the official leave the club for any reason their membership of the association shall be immediately terminated unless such departure is to become an official of another member club or league.

A club official in membership of the association who is charged with any criminal offence must immediately report this charge to the National Secretary in writing. A club official who does not report a charge will have their membership of the association immediately terminated.

Clubs who do not comply with the above criteria will not be eligible for membership. Clubs in membership who fail to comply with the criteria during the term of its membership will be reported to the SYFA and may have their membership suspended until they comply with the criteria.

Club Official shall mean any person aged 16 years or over who, whether registered for a member club or not, acts on behalf of a member club by being in the dressing room, entering the field of play on behalf of a member club, acting as a linesman on behalf of a member club, being in a member club's technical area or assisting in the running of the member club.  
A club official may only be a member of 1 club.

A registered referee wishing to become an official of a member club must make application in writing to the Secretary of the League or Association of which the club is a member. If issued a match involving the official's club or a club within the same Community Club, it is the official's responsibility to inform the relevant match secretary that he is unable to referee the match; failure to do so will be referred to the General Purposes Committee.

A registered player is not permitted to become a registered official of the club for which he is registered as a player.

A player or official of a club in membership of the Scottish Football Association, Scottish Junior FA, Scottish Amateur FA, Scottish Schools FA, Scottish Welfare FA or Scottish Women's FA may become an official of a club in membership of the SYFA subject to registration under this rule.

Any change of club secretary must be intimated in writing to the Association and any subsequent appointment must be similarly notified within 48 hours. Clubs failing to properly notify such changes will be fined £10.00.

9. Any club wishing to make any alteration to its name must first obtain prior written consent of the National Secretary. Unless the National Secretary considers there to be exceptional circumstances, such applications for consent may only be granted between applying to renew membership for the following season and the club registering its first player for said season.
10. A Club, League or Association which is found to be run wholly or in part for the direct financial gain of a person or persons (whether or not such person or persons are members of the said club) shall not be considered eligible for membership or, if in membership, such club may have its membership withdrawn.

11. A Club cannot be a member of any other Affiliated National Association or be in membership of more than one member League or Association.
12. All clubs must keep proper books and records of all their financial transactions, and such books and records, along with relevant vouchers, must be handed to the Executive Committee for inspection within seven days of request, if at any time required. Failure to comply, or discrepancies in such books and records, shall be dealt with as considered appropriate and may lead to membership being withdrawn at the discretion of the Executive Committee.
13. Any Club withdrawing from its League or Association must intimate same in writing to the association within 7 days from the date of such notification to the League or Association concerned.

All Leagues or Associations who accept the resignation of a member club must inform the National Secretary of such in writing within 7 days from the date of club notification.

14. Each Club, Community Club, League or Association is responsible to the Association for the action of its players, officials and spectators.
15. A member League or Association shall have authority to deal with players, clubs and other persons participating under its jurisdiction who may misconduct themselves, subject to any right of appeal.
16. A member League or Association must submit any proposed alterations or additions to its constitution or rules to the National Secretary in writing by Recorded Delivery letter at least twenty eight days before it is proposed that such change or changes should become operative or should be submitted to a general meeting or extraordinary general meeting of the members of such member. In all cases the proposed changes shall not take effect until approved by the Executive Committee.
17. In the event that the cup competition rules of a member league or association are not sufficient for the league or association concerned to determine any relevant matter arising, the Cup Competition Rules of the Association when appropriate, shall apply.
18. The annual subscription shall be determined at the Annual General Meeting and shall be paid when making application for membership.
19. A Rulebook containing the Constitution and Rules shall be issued to members as and when determined by the Executive Committee.
20. If upon the winding up or dissolution of the Association there remains, after the satisfaction of all its debts and liabilities, any assets whatsoever, the same shall not be paid or distributed amongst the members but shall be given or transferred to some other society, institution or organisation having objects similar to the objects of the Association and which shall prohibit the distribution of its income and assets among its members to an extent at least as great as is imposed on the Association under or by virtue hereof, such a society, institution or organisation to be determined by the full members of the Association at or before the time of dissolution and if and so far as effect cannot be given to such provisions then to some charitable object.

### **General Meetings**

21. The Executive Committee shall decide the venue of all General Meetings of the Association.

22. All full member clubs and all full member leagues and associations in membership shall be entitled to one representative who shall be a registered official of such club, league or association with voting powers at all General Meetings of the Association.  
The members of the Executive Committee, Appeals Committee, General Purposes Committee, Volunteer Committee and Regional Review Committee shall be entitled to attend and vote at all General Meetings. The President shall preside as Chairman at all General meetings. In his absence a Vice President shall preside as Chairman. In the absence of the President and both Vice Presidents the Executive Committee members present shall choose one of their number to be Chairman of the meeting. The Chairman shall be entitled to a deliberative and a casting vote. The quorum for all General Meetings of this Association shall be 25 persons, excluding the Office Bearers, entitled to be present and to vote thereat.
23. Seven days at least before any General Meeting a notice of such meeting, and the business to be transacted thereat, and in the case of an Annual General Meeting, a copy of the audited statement of the accounts shall be sent to the secretary of each full member club, full member league or an association in membership, to each member of the Executive Committee, Appeals Committee, General Purposes Committee, Volunteer Committee, Regional Review Committee and life members. Only business contained on the notice of such meeting will be considered competent.
24. An Annual General Meeting of the Association shall be held each year not later than the third Saturday in June on a date and at a venue to be decided by the Executive Committee.
25. All full member clubs and full member leagues and associations in membership of the Association, members of the Executive Committee, Appeals Committee, General Purposes Committee, Volunteer Committee, Regional Review Committee and life members shall on request be furnished with an admission card to the Annual General Meeting and an Agenda of Business at least seven days prior to the date of the meeting.
26. The order of business at all Annual General Meetings shall be as follows: - (a) adoption of previous AGM meeting minutes, (b) Secretary's Report, (c) Treasurer's Report, (d) Auditor's Report, (e) proposed alterations to the Constitution, (f) proposed alterations to the Cup Competition Rules, (g) election of Patrons, (h) election of Office-Bearers, (I) appointment of Auditors, (j) any other competent business.
27. The Executive Committee may at any time for any special purpose call a Special General Meeting.
28. On receipt of a requisition, signed by a registered official of at least 5% of all full member Clubs in membership, stating the business to be considered and accompanied by a deposit of £1000, the National Secretary shall convene a Special General Meeting within 28 days of receipt of such requisition. The full member clubs signing the requisition may forfeit their deposit and/or may be liable for the full expenses of the Special General Meeting if the meeting so decides.

#### **Alteration of Constitution**

29. The Constitution may be added to or altered by a Resolution passed at an Annual General Meeting, or at a Special General Meeting duly convened for the purpose, and for the passing of which Resolution at least two-thirds of those present and entitled to vote have voted.
30. Notice from a member of any proposed addition or alteration to the Constitution to be put forward for consideration at the Annual General Meeting must be sent by Recorded Delivery by the proposer and seconder in separate letters, signed by the respective secretary of the member club, league or association proposing and seconding, to the National Secretary before the 31<sup>st</sup> day of March in the then current year. Notice from a member of any other Resolution to be brought

before an Annual General Meeting must be sent in like manner before the 31<sup>st</sup> day of March in the then current year.

31. The Executive Committee shall have power to propose additions or alterations to the Constitution for consideration at the Annual General Meeting.
32. Any proposed alteration of the Constitution or rules shall be submitted to the Secretary of the Scottish Football Association in writing by Recorded Delivery letter 28 days before it is proposed that such change or changes should become operative or should be submitted to the Annual General Meeting or a Special General Meeting of the Association, and shall in all cases be subject to approval of the Scottish Football Association.

### **Office Bearers**

33. The Office-Bearers shall consist of a President, 2 Vice-Presidents, a Treasurer and a Match Secretary.
34. Each Office-Bearer must be a registered official of a full member club, full member league, or association. An Office-Bearer shall not belong to or have any connection with the same member club as any other Office Bearer.
35. The Office-Bearers shall be elected annually at the Annual General Meeting. The retiring Office-Bearers shall be eligible for re-election (subject as after mentioned) providing they intimate to the Executive Committee, in writing, prior to 31<sup>st</sup> March in the current season, their intention to stand for office. The President shall retain office for a maximum period of three seasons only, thereafter he will retire. The only eligible candidates for the position of President shall be either the existing President, standing for re-election, or a serving vice president.

Nomination of any other candidates for any office shall be intimated in writing to the National Secretary not later than 30<sup>th</sup> day of April in each season prior to the Annual General Meeting, and any such nomination shall be proposed by one Regional Committee and seconded by another Regional Committee and accompanied by a written statement of willingness to stand by the nominee. The Executive Committee may at any time fill a vacancy amongst the Office-Bearers and any Office-Bearer so chosen shall hold office for the unexpired period of his predecessor's term of office.

36. Each President of the Association on demitting office shall be eligible to receive a Life Membership and shall receive a suitable memento.
37. The Office Bearers shall be, for all intent and purposes, the legal holders of the Cups in trust for the Association.
38. The Executive Committee shall determine whether and to what extent if any, an award of honoraria be made to the Office Bearers at the end of each season.

### **Executive Committee**

39. Except as otherwise provided in the Constitution the management of the Association shall be vested in the Executive Committee which shall be composed of the Office Bearers plus 7 members as follows:  
2 members appointed by Standing Committees as follows:
  - 1 member appointed from amongst their number by the General Purposes Committee who is not an Office Bearer or a member of the same club as any other Office Bearer.

1 member appointed from amongst their number by the Volunteer Committee who is not an Office Bearer or a member of the same club as any other Office Bearer.

Five members appointed by the other seven members of the Executive Committee at its first meeting in each season of whom three must be members of the Scottish Youth FA and two may be non-members of the Scottish Youth FA and none may be members of the same Club as any other member on the Executive Committee.

The Executive Committee shall have the power, when it considers necessary, to appoint a maximum of 2 co-opted members to assist the Committee. Co-opted members will not become directors of SYFA Limited.

40. A member of the Executive Committee may not be a member of more than one Club in membership of the Association or of one League or Association in membership of the Association. No two or more members on the Executive Committee may be members of the same Club.
41. Registered players and officials of a club in membership of the Scottish Football Association, Scottish Junior FA, Scottish Amateur FA, Scottish Schools FA, Scottish Welfare FA or Scottish Women's FA or registered referees are not eligible to sit on the Executive Committee but are eligible for membership of its Standing Committees or sub committees, or any committee of a member League or Association.
42. The Executive Committee shall have powers to fill a vacancy occurring on the Executive Committee or on a Standing Committee during the season.
43. The Executive Committee shall have full executive power vested in it, including the powers to fine any Club, League or Association and suspend or expel any Club, League, Association, player, official, referee or other person under the Association's jurisdiction who infringes the Constitution or rules of the Association or decisions of the Executive Committee or its Standing Committees or who is adjudged by the Executive Committee to be guilty of conduct harmful to the Association.  
  
Any Club, League or Association that fails to pay any SYFA imposed fine within 14 days, from receipt of notice, will be debt suspended and levied an administration charge, which will be set by the executive committee, until the monies outstanding are paid. Debt suspension will apply to the club and all of its registered officials. Any debt suspension can only be lifted on the Monday following receipt of payment. During a period of debt suspension fixtures will still be listed but will not be allowed to take place. The debt suspended club will lose the points for all league matches and will forfeit all cup matches during the period that they under debt suspension.
44. The Executive Committee shall be the authority for the interpretation of the Association's Constitution or rules and shall decide upon any question of interpretation or upon any matter affecting the Association not provided for by the Constitution or rules.
45. The Constitution and Rules of the Association covers the hearing of appeals and provides a means for the resolution of any differences or questions arising from the observance and implementation of the Constitution and Rules and decisions and the fact of membership of the Association shall constitute an agreement by a member Club, League or Association that it or any body or person interested through such Member Club, League or Association shall submit all such differences or questions to the jurisdiction of the Association and shall not be permitted to take such differences or questions to a court of law.
46. The Executive Committee shall have the power as occasion shall require to appoint the following committees to be known as Standing Committees: -

- (a) Appeals Committee
- (b) General Purposes Committee
- (c) Development Football Committee
- (d) Emergency Committee
- (e) Regional Executive Committees
- (f) Regional Review Committee
- (g) Volunteer Committee

47. The Emergency Committee shall comprise of the Office Bearers and shall be vested with full powers to meet and decide on business of importance and urgency between meetings of the Executive Committee.
48. The Executive Committee shall have power to issue from time to time Standing Orders regulating the proceedings of the Executive Committee and Standing Committees. The Standing Orders may in addition set out or amend in any way considered, the nature and extent of any delegation of power to such Committees.
49. The Executive Committee shall have the power to appoint such sub-committees comprising members of the Association as they from time to time deem expedient with such delegated authority as the Executive Committee shall consider appropriate.

At the commencement of each season the Executive Committee shall appoint a minimum of 3 committees as follows:

1. National Cups Committee, comprising three members as follows, the Match Secretary, National Secretary and Manager Development. The Committee may recommend to the Executive Committee the appointment of 2 co-opted members to assist the Committee. Said members will have specific expertise or be a respected member of the community. The Match Secretary will act as chairperson.

This sub committee will have responsibility to the Executive Committee for  
 Arranging dates for National Cup Ties to be played  
 Organising National Cup draws.  
 Liaison with Regional Secretaries in respect of National Cup Ties

2. Appeals Board comprising six members. The Committee may recommend to the Executive Committee the appointment of 2 co-opted members to assist the Committee. Said members will have specific expertise or be a respected member of the community.

To deal with appeals from a club, player or club representative against a decision of a league, association, club, Executive, General Purposes or Regional Executive Committee affecting such club, player or club representative whose Appeal has previously been heard by the Appeals Committee and referred back to the relevant committee for further consideration.

Appeals against decisions of the Appeals Board may be made only to the Scottish Football Association.

3. Player Protection Panel comprising twelve members. The twelve members will be a Chairman, a Vice-chairman, ten SYFA members. The Panel may recommend to the Executive Committee the appointment of 2 co-opted members to assist the Panel. Said members will have specific expertise or be a respected member of the community. The National Secretary and the SYFA Player Protection Officer will provide support and secretariat.

The Panel has responsibility for:

All protection matters reported to the SYFA concerning football that is played under the jurisdiction of the Association involving a member club, club official or club player.

Reports received relating to alleged acts of abuse regarding the participation of any SYFA region, member league, association, club, player or official in any match.

For dealing with disciplinary matters, including taking sanctions, arising from (investigations into) alleged incidents and acts which may be considered liable to bring the Scottish Youth FA into disrepute.

For the Disclosure checks of all officials seeking membership of the Scottish Youth FA

50. A member of a Standing Committee, if required by such Committee shall retire from any discussion of the Committee if the matter to be dealt with involves his club or the football body which he represents and it is possible that a penalty or some other material decision may require to be taken.
51. The Executive Committee shall have power to promote such competitions, as it may from time to time deem fit.
52. The Executive Committee shall have power to implement whenever necessary additions to the Disciplinary Procedures when dealing with any report relating to incidents and/or acts of misconduct occurring at any match which is played under the jurisdiction of the Association or at other authorised match which involves a member club or at any activity involving a member club, any of its officials or players.
53. Six members of the Executive Committee, at least two of whom must be Office Bearers shall constitute a quorum for the transaction of the business of the Executive Committee.
54. The President shall preside as Chairman at every meeting of the Executive Committee. In his absence the meeting will be chaired by a Vice President. In the absence of the President and both Vice Presidents the members present shall choose one of their number to be chairman of the meeting.
55. The Executive Committee shall cause minutes to be prepared recording all meetings of the Executive Committee and its committees.
56. Any member of the Executive Committee or a Standing Committee desirous of questioning Standing Committee minutes, or intending to raise any point or points embodied in said minutes, must notify the National Secretary in writing at least two days prior to the meeting of the Executive Committee, specifying the question or points to be raised.
57. Representatives failing to attend three consecutive Executive Committee meetings or Standing Committee meetings without giving a satisfactory reason shall be reported to the Executive Committee who may replace the representative so reported.
58. Every Office Bearer, member of the Executive Committee and Standing Committees or other officer or employee of the Association shall be indemnified by the Association against all costs, losses and expenses incurred by him in or about the discharge of his duties, except such as happen from his own respective wilful neglect and defaults.

59. A member of the Executive Committee shall be entitled to admission to any match played under the jurisdiction of the Association or to any meeting of a member league or association on presentation of his Executive Committee Membership Card.
60. The Executive Committee may recommend to the Annual General Meeting that life membership be granted to any person whom it is considered has rendered valuable service to the Association or in the cause of youth football. Life members have the right of attending any Annual General Meeting or Special General Meeting and may contribute to discussions at the invitation of the President, but shall not be entitled to make or second any proposal or amendment thereto but will be allowed to vote.

### **Administration**

61. The Association shall appoint a National Secretary and may employ that person and such other persons as they see fit.

### **Accounts**

62. The Executive Committee shall cause accounting records to be kept and all accounts shall be passed by the Executive Committee. All cheques drawn on the Association's bank accounts shall be signed by the Treasurer, and by either the President, or one of the Vice Presidents.
63. The Association's financial year shall end on 31 March. The Treasurer shall give quarterly financial reports to the Executive Committee and as otherwise requested by the Executive Committee.
64. The statement of the accounts and intromissions of the Association submitted by the Treasurer to the Annual General Meeting shall have been audited by a registered auditor or auditors duly appointed by the Association.

### **Communications and Enquiries**

65. Any notice to the Association must be sent to the National Secretary and any notice from the Association to any of its members, or to any person under its jurisdiction, shall be validly given if posted to the secretary of the club, league, or association, or to the person concerned at its or their last notified address.
66. All correspondence shall be addressed to the National Secretary and, if requiring a reply must be accompanied by a stamped addressed envelope to sender, failing which an administration charge may be levied. Correspondence that has not been signed will be judged to be incompetent.

All electronic communications shall be addressed to the National Secretary. Electronic communications that do not include the name of the club, the clubs age group and the club registration number will be judged to be incompetent.

67. Any club, league or association under the Association's jurisdiction which fails to answer a written communication from the National Secretary within the timescale notified may be censured, fined, or suspended at the discretion of the Executive Committee.

Any player, official, referee, or other person under the Association's jurisdiction who fails to answer a written communication from the National Secretary within the timescale notified may be censured or suspended at the discretion of the Executive Committee.

Where the failure to reply relates to a case of reported misconduct or to an offence, the case shall be dealt with as determined by the relevant Committee, except as otherwise indicated in the Constitution.

### **Matches**

68. All matches to be played under the jurisdiction of the Association shall be played in accordance with the Laws of the Game as settled by the International Football Association Board. Competitions may only be organised for age groups of 13 and above.

It is not permissible to video record or take photographs of any match under the jurisdiction of the Association unless it has been agreed in writing by both participating clubs and the organising committee. All forms of photography to comply with the Scottish Youth FA's policy Code of Good Conduct for the use of Photographs

For all matches to be played under the jurisdiction of the Association it will be deemed the responsibility of the home club to supply changing accommodation for their opponents and the referee. The changing accommodation should be adjacent to the pitch where the match is to take place and should contain washing and toilet facilities. If the changing accommodation is at a different location to that of the pitch where the match is to take place, the home club must provide transport for their opponents and the referee.

69. Matches involving male and female players may be played providing that all of the participating players meet the requirements of the Articles of Association of the Scottish Football Association, the Registration Procedures of the Scottish Youth FA and the following conditions:

- a) The League/Association of which the club is in membership and the appropriate Regional Committee must be informed in writing of a club's wish to involve male and female players in the same team.
- b) Clubs wishing to play male and female players in the same team must have both male and female committee members present before any match is allowed to commence.
- c) The club secretary of any club wishing to play male and female players in the same team will be responsible for informing their opponents and checking that separate suitable facilities are available when arranging any match. On arrival at the match venue it is the club's responsibility to check that the facilities are suitable before players are allowed to change.

If no suitable facilities are available it is the responsibility of the club wishing to play male and female players in the same team to make alternative arrangements.

Officials and players of opposite gender are not permitted to be in the dressing room or immediate surrounds when players or officials of the opposite gender are not fully clothed.

Club members, who receive injuries during any club activity, should only be treated by a qualified First Aider or a medically qualified person. It is the responsibility of any club with members of opposite gender to have one of the following in place:

1. A first aider of each gender
2. A medically qualified person who is registered with the UK Central Council of the GMC or similar authorised medical body. This person to identify himself or herself to the match official before the match commences.

3. Any such person must prior to commencement of the match identify to the match referee any personal relationship with any player/s and exceptionally would then be allowed to treat any such injured player.
4. If points 1, 2 and 3 are not met and if the first aider is of the opposite gender to the club member being treated they must be accompanied, when first aid is administered, by a club official of the same gender as the club member being treated.

The above conditions must be in place for the duration of all club activities.

Any breaches of this rule will be reported to the Executive committee and disciplinary action may be taken against the club and the club secretary.

70. No match except those played in a summer league or association shall be played between the Annual General Meeting of the Association and 31<sup>st</sup> July inclusive each year without the consent of the Executive Committee.

All summer league or association matches shall be played between 1<sup>st</sup> March and 30<sup>th</sup> November inclusive each year.

This rule does not apply to competitions limited to seven or less players a side.

The Executive Committee shall have power to exempt any club, league or association from the operation of this rule.

All matches and competitions shall be completed by the end of the season for which they have been approved. Exceptionally, in the case of unfinished Cup Competitions, special permission may be granted by the Executive Committee for delayed Cup ties to be played on or after 1<sup>st</sup> August in the following season. Only players who were eligible to play for the clubs involved in a delayed Cup tie at 15 June in the preceding season may play in such Cup tie for which special permission has been granted.

71. All clubs, leagues, associations and players under the jurisdiction of the Association shall not be permitted to stage or play in any match or competition other than those approved by the Executive Committee. Any club, league, association, player or club representative taking part in an unapproved match or competition may be debarred from taking part in football under the jurisdiction of the Association until dealt with by the relevant committee.
72. No, club, league, association, player or club representative shall be permitted to take part in or be involved in any match or competition, which is not authorised by The Scottish Football Association.
73. Players of Clubs operating under the auspices of the Association, when selected by the Association or one of its Regional Committees to take part in representative or trial games or when selected by The Scottish Youth Football Association to take part in International or representative games may not refuse such selection except for reasons of injury or illness or with the consent of this Association. If the player refuses such selection he/she will not be eligible to play for their registered club on the said date. 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. Any club who has a player or official selected to take part in any International or representative match may have its fixture cancelled on application to the club's league / association giving a minimum of 7 days notice,

such notice period being waived if the player or official is selected less than 7 days prior to the match

74. Clubs operating under the auspices of the Association are prohibited completely from making payment to any of their players for playing. Travelling expenses may be paid, but this should amount to the sum actually expended by the receiving player. Clubs found violating this Rule will be reported to the Executive Committee who shall take such action as is deemed appropriate which may include expulsion from the Association. Clubs are also prohibited from offering inducement to any player in return for signing the official Registration Form.
75. The relevant Committee shall have power to examine all accounts in connection with any match played under the jurisdiction of the Association and to take any appropriate action that is considered necessary.
76. It shall not be permissible in any match played under the auspices of the Association, for football strips, track suits or other apparel to display the name or logo or brand of a sponsor which can be associated directly with alcohol, tobacco or gambling product or other such advertisement which the Executive Committee shall consider inappropriate to youth football.
77. Clubs, leagues and associations are required to take all precautions necessary to prevent spectators threatening or assaulting officials and players before, during or at the conclusion of matches.
78. All Past Presidents and Life Members of the Association shall be entitled to admission without charge to all matches played under the jurisdiction of the Association except when the Executive Committee shall decide otherwise.

### **Penalties**

79. Any Office-Bearer, member of the Executive Committee, member of a Standing Committee, club, league, or association, or any other member of such club league or association, whose conduct may be deemed by the Executive Committee to have brought the game into disrepute or not to be in accord with the objects of this Association, may be suspended or expelled from this Association. Any such individual so expelled shall not be permitted to be a member of any club, league or association.

Any Office-Bearer, member of the Executive Committee, member of a Standing Committee, club, league, or association, or any other member of such club, league or association who takes legal action against the Association shall have their membership suspended until the legal matter is concluded. At this time membership will be reviewed.

80. This Association is opposed to the use of prohibited drugs and related prohibited practices in sport. It will take such steps as considered necessary to ensure that players and member clubs. Leagues, associations or any other person participating under the jurisdiction of the Association comply with The SFA Charter Against Doping in Scottish Football. To this end players of all member clubs may be subjected to random testing and should any such player, club, league association or other person be found to have contravened this rule, they may be liable to have action taken against them by the Executive Committee.
81. The Association shall recognise and give effect to such suspensions as are confirmed by The Scottish Football Association and to any suspension imposed by a club, league or association. All dated suspensions imposed by a club, league or association must be submitted to this Association for confirmation within seven days of being passed.

The National Secretary shall inform the Executive Committee each month of any Debt Suspensions applying to clubs.

82. Subject to the Executive Committee deciding that there is exceptional reason to act otherwise, no cognisance will be taken of any infringement which has taken place over 12 months prior to the date of complaint or report of such infringement.

### **Appeals**

83. A club, player or registered club official 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 written 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 £60.00. This deposit may be forfeited if the Appeals Committee so decides. The grounds of appeal must be specifically stated and if the Appeals Committee 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.

The decision against which any 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 the Articles of Association of the Scottish Football Association.

84. All clubs leagues and associations must incorporate in their rules a clause specifying the right of their members to appeal to the Association and stating that the decision of the Appeals Committee must be given effect to by such club, league or association, subject to the right of appeal to The Scottish Football Association.

### **Registration of Players**

85. Player Registration within the Scottish Youth Football Association shall be of two classes:

i) Players registered for Full Member Clubs and/or players who participate at age group 12.

Players registered for Full Member Clubs and/or players who participate at age group 12 shall register on an SFA Recreational Form.

ii) Players registered for Associate Member Clubs

Players registered for Associate Member Clubs shall register on a SYFA Associate Player Form or comply with local registration procedures.

A player registered for a full member club on an SFA Recreational Form may also register for an Associate Member Club that participates in a Summer League or Association only

A player shall not be eligible to play for a member club in a cup-tie unless he is registered on an SFA Recreational Registration Form provided by the Association before playing. In any other

match a player shall not be eligible to play on a fifth occasion for the same club without having been registered on the relevant official Registration Form before playing, and a club may not play more than 4 unsigned players in any such match. Unsigned players must be marked as trialists on the teamline.

Only players of amateur status can play for an SYFA member club. An SYFA registered player cannot play for another SYFA member club. If a player wishes to train with another SYFA member club he must have the written permission of the SYFA member club for which the player is registered. The player while registered cannot play as a trialist for any other SYFA member club.

Players who play without having been registered in accordance with this rule will be grounds for protest in the season in which such breach occurred.

86. Both SFA Recreational Forms and Associate Player registration shall be binding on the player and the club until 30<sup>th</sup> June of the season for which the player is registered unless cancelled at an earlier date.

An Associate Player registration for Summer Football shall be binding on the player and the club until 30<sup>th</sup> September of the season for which the player is registered unless cancelled at an earlier date

A player shall only play for the club for which he is registered, except as otherwise permitted by rules 85 & 95. A player having signed any Official Registration Form or playing in a match for a member club shall be subject to the Constitution and Rules of the Association and to the Articles, Rules and Regulations of the Scottish Football Association.

87. It shall be considered an offence: -
- (1) for a player to sign any registration Form whilst under a dated suspension
  - (2) for a player who at any time held status as a non amateur to declare himself an amateur unless he has been reinstated as such by The Scottish Football Association
  - (3) for a club to offer or make any payment to a player registered by the Scottish Youth FA other than by way of reimbursement of his necessary hotel and travelling expenses actually incurred: and
  - (4) for a player registered by the Scottish Youth FA to accept any such payment as described in sub-paragraph (3) above.
  - (5) for a player registered on an SFA Recreational Form after 31<sup>st</sup> March in the current season to participate in any Cup Competitions for that season.
88. Before a player signs a Registration Form for a SYFA member club, the club concerned shall ensure that all details have been inserted. The player at the time of signing a Registration Form must also personally insert the date of signing. The player's signature and that of the secretary or other accredited official of the club shall be attested by another party. The signing of a Registration Form by a player of 17 years of age or under must be witnessed by a parent or guardian. All other age groups must be witnessed but not necessary by a parent or guardian.
89. The entire SFA Recreational Registration Form, fully and properly completed, must be received by the National Secretary within three days of the date of signing (Sundays excluded). If any SFA Recreational Registration Form is submitted after 1 September in the current season, the Registration Form must be forwarded together with a registration fee of £2.00 per registration form.

A copy of the front page of the Registration Form may be sent by facsimile or e-mail to the National Secretary to allow the player to be registered. Players will only be considered eligible to

participate after the club has received a copy of the Registration Form franked with the Association Stamp of registration from the National Secretary or an e-mailed reply is received from the National Secretary. The full form must be received by the National Secretary within three days of the date of signing (Sundays excluded). Failure to comply may render the form invalid.

The Registration Form if posted must be sent by 1st Class post to the National Secretary. All Registration Forms must be accompanied by a stamped addressed envelope to the sender. After being franked with the Association Stamp to establish its date of receipt, the club portion of the Registration Form will immediately be returned to the club.

The entire SYFA Associate Player form, fully and properly completed, must be received by the League/Association Official responsible within three days of the date of signing (Sundays excluded).

90. No club shall have more than 22 players registered at any one time during the season and a club found to have breached this rule by signing a player when this would result in the club exceeding the permitted number of registered players of the club, shall be fined the sum of £10.
91. Failure to complete the full postal address, including in particular the village or town, district and postcode as required on a Registration Form, will result in the registration form being rejected.

Changes of address of registered players must be intimated in writing to the National Secretary or League/Association Official responsible (as appropriate) by the secretary of the club to whom such players are attached within 14 days of such change.

92. Failure to adhere to the registration procedures will result in the responsible parties being dealt with by the relevant Committee.
93. All Registration Forms shall be kept in a Register for the purpose of inspection by member clubs. Certificates confirming the registration or non-registration of players from the Register may be provided at a charge of £5.00 to member clubs, leagues or associations and £10.00 to clubs, leagues or associations not in membership of the SYFA but affiliated to either the SFA or an Affiliated National Association. All requests for Certificates must be made in writing on club, league or association headed paper. This sum shall be paid in advance.
94. 25 Official registration forms shall be sent on or after 1<sup>st</sup> May to the clubs who have renewed their membership.

These forms will be issued in good time to the Clubs in above position, to commence signing players who have been registered for them and not cancelled in the current season. After 31<sup>st</sup> May of each season a club may approach and sign an unsigned player of another club if they so desire.

25 Official registration forms shall be sent on or after 1<sup>st</sup> June to the clubs who have attained membership for the first time.

Associate Member Clubs participating in a summer league or association shall be sent 25 Official registration forms on or after 10<sup>th</sup> January to the clubs in current membership, which have paid their membership fee for the following season. These forms will be issued in good time to the Clubs in above position, to commence signing players who were registered for them at the close of the previous season. After 10<sup>th</sup> February of each season a club may approach and sign an unsigned player of another club if they so desire.

Clubs officially intimating their resignation during the currency of a season shall forfeit the right to have first call on any player they may have had registered during the season they ceased to function.

Additional registration forms will be available from the National Secretary and orders should be submitted together with a large stamped addressed envelope of a suitable size (A4).

95. A player registered by means of an SFA Recreational Form or an SYFA Associate Player Form shall only play for the club for which he is registered, except that he may play; -
- (1) for another club in membership of the Association provided that to do so is not contrary to the regulations of the Association;
  - (2) for a representative team selected and organised by a recognised football body having jurisdiction over all the non amateur players in the team;
  - (3) in any circumstances governed by agreement between the Scottish Junior Football Association and the Association provided that the player is not currently registered by means of a Non-Recreational Youth Player Registration Form for a club in Full or Associate membership of the SFA or in membership of an Affiliated Association;
  - (4) for a club in full or associate membership of the Association or in membership of an Affiliated Association in any match in which he is eligible to play provided that the written permission of his club is obtained prior to each match, unless he is currently registered by means of Non-Recreational Amateur or Youth Player Registration Forms for a club in full or associate membership of the Association or in membership of an affiliated association in which case he may only play for the club that he is registered with upon a Non-Recreational Amateur or Youth Registration Form
96. Where a registered player of a member club signs a registration form for a Junior club or a club in full or Associate membership of The Scottish Football Association, in all cases intimation of the date of signing, and the name of the club shall be sent to the Association within 7 days from the date of signing. Clubs failing to comply with this rule will be liable to have disciplinary action taken against them by the Association.
97. A player who was previously registered for a member club prior to becoming a registered player for a club in membership of the Scottish Junior F. A. will not in that same season be eligible to be registered for a member club other than the one for which he was previously registered, without the consent of the Executive Committee.
98. Clubs infringing Rule 85 over and above having any protest upheld against them shall be reported to the National Association for a breach of the registration rules and fined a sum determined each year by the General Purposes Committee.
99. A player may have his registration cancelled by submitting a letter requesting such cancellation which must be signed by the secretary of the player's current club and which must include the player's full name, address and date of birth and be accompanied by the club portion of the Registration Form.
100. A Club desiring to have a player's registration cancelled must forward their club portion of the Registration Form to the National Secretary complete with a stamped addressed envelope for its return.
101. The cancellation of a player's registration will be effective from the date on which proper notice of the cancellation is received by the National Secretary. When a request to have a registration cancelled has been lodged, the player concerned shall neither play nor sign for any other club until his registration has been cancelled by the Secretary of the Scottish Football Association.

102. It shall be an offence for clubs to request cancellation of registration for any player while the player is under a dated suspension. Players of clubs which fold or cease to exist during the currency of a player's match suspension should register for a new club. The club for which said player registers should send the registration form to the National Secretary accompanied by a letter from the player which indicates the number of matches of his suspension he has still to serve. The games played by that new club from the date of receipt will be counted towards suspension.

Only after the completion of a dated suspension will a player be allowed to sign and register for a member club.

103. When a player and a club for which he is registered are unable mutually to agree to the cancellation of his registration, the player may apply in writing to the National Secretary to have his registration cancelled. In such circumstances, the registration shall be cancelled when a period of 28 days has elapsed from the date such application was properly lodged and provided that the Association is satisfied that the player has met all his commitments to the club. If the Association are not satisfied they will carry out an investigation. The player will only be eligible to participate again in football after receiving written notification from the National Secretary.

A player may only have his registration cancelled in such a manner, once per season.

104. The Executive Committee shall have the power to cancel registration of players in cases of clubs for which they are registered becoming defunct, debt suspended for a period of one month or where reasons satisfactory to the Executive Committee are adduced why the registration should be cancelled.
105. Players of a defunct club will be permitted to register for another club subject to the registration rules.

### **Cup Competition Rules**

106. The Competitions shall be called: -

The Scottish Youth F A 21's Cup, The Scottish Youth F A 19's Cup, The Scottish Youth FA 17's Cup, The Scottish Youth F A 16's Cup, The Scottish Youth F A 15's Cup, The Scottish Youth F A 14's Cup, The Scottish Youth F A 13's Cup and shall be open to all clubs in full membership of the Scottish Youth Football Association.

107. The Executive Committee shall have discretion to organise Supplementary Cup Competitions as deemed necessary relative to the National Cup Competitions. Any club which has not taken part in the National Cup Competitions as defined in Rule 106 above, shall not be eligible to take part in the Supplementary Cup Competition. All Supplementary Cup ties will be played to a finish with extra time being played in the event of a draw. If the tie is still undecided the result of the tie shall be decided by the taking of kicks from the penalty mark in accordance with the rules laid down by the International Football Association Board.
108. Sixteen medals will be awarded to each of the finalist teams in the Cup Competitions.
109. The competitions for the Cups shall be played annually and shall be conducted in accordance with the Laws of the Game as settled by the International Football Associations Board, and as directed by the Executive Committee.
110. The entry fee per club for each competition shall be fixed annually by the Executive Committee.

111. Clubs in each competition shall be grouped in regions as determined by the Executive Committee. The names of the clubs in each competition shall be placed in a lot or lots and drawn in couples at a time until the requisite number of ties for the round, as determined by the Executive Committee, is drawn. The clubs whose names are not drawn shall receive a bye into the next round.

The clubs in each couple shall compete and the names of the winning clubs and the names of the clubs which received a bye shall be placed in a lot or lots and drawn in couples at a time for ties in the next round. The clubs in each couple shall compete as in the previous round and so on, until two clubs are left to compete in the final tie.

112. The clubs, which are first drawn in each tie, shall have choice of ground except in the case of the semi-final and final ties, which shall be played on grounds selected by the Executive Committee. The clubs, which have the choice of ground in each tie or replay, shall have 4 weeks to play the tie. If the tie is postponed for a fourth time the National Cups Committee would investigate the circumstances surrounding said cancellations and may take the decision to reverse the tie.

For all ties before the quarterfinal it is permissible to play matches on grass, blaze or third generation artificial turf with a rubber infill. Quarterfinal ties must not be played on blaze. Goal nets are compulsory for all National Cup-Ties.

113. When the first match in a tie other than a preliminary, round 1, round 2, which are played within their region, semi final or final tie results in a draw, the game shall be replayed and the club last drawn in the ballot shall have the choice of ground with extra time being played in the event of a draw. If the tie is still undecided the result of the tie shall be decided by the taking of kicks from the penalty mark in accordance with the rules laid down by the International Football Association Board.

All ties that are to be replayed shall take place 14 days after the original match unless it has been agreed to play earlier or the National Cups Committee determines that the tie is holding up the competition.

114. In preliminary, round 1, round 2, which are played within their region, semi-final and final ties, in the event of the score being level after the stipulated playing time has been completed extra time will be played. Should the score remain level after extra time is completed then the result of the tie will be decided by the taking of kicks from the penalty mark in accordance with the rules laid down by the International Football Association Board.

115. Notification of cup-ties shall be given by the Match Secretary or the National Secretary to both clubs including details of the referee appointed to the tie.

116. All cup-ties must be played on or before the date specified by the Match Secretary. Unless there is an acceptable reason, failure to comply will result in the club(s) concerned being dealt with by the relevant Committee.

117. Any Club refusing to play the Club against which it has been drawn, shall be reported to the General Purposes Committee, which shall take any action deemed appropriate.

118. Any Club intending to scratch must give notice to the Match Secretary of the Association and the opposing club secretary at least four days before the date fixed for playing the tie failing which it will be reported to the relevant Committee which shall have the power either to compel such offending club to pay the expenses incurred by their opponents, or take such action as it may deem expedient. All clubs scratching from the competition will be reported to the General Purposes Committee who shall take action, as they feel appropriate.

119. When a tie has not taken place for any reason by the date of the next round, the National Cups Committee will have the power to recast the tie at any other venue.
120. When a tie other than a semi-final or final tie is postponed it shall automatically be relisted 7 days later unless it has been agreed to play earlier. It will be the duty of the home club to reconfirm with their opponents and the Referee the arrangements for playing the tie, on a weekly basis at least 72 hours before the date of the tie.
121. The club, which is the home team in each tie, shall play the match on the day their league normally competes with a 2pm kick-off e.g. Saturday or Sunday. It is only acceptable to change the day and kick-off time if both regional secretaries, both clubs and the referee agree. The only exception is semi-final and final ties, which shall be played on dates selected by the Executive Committee.
122. On the application of either club, the ground on which a cup tie is to be played must be inspected a minimum of four hours before kick off time or, in the event of long distance travelling, the ground may, on application, be inspected on the afternoon of the day prior to the tie, but not later than 5.30pm by a local referee appointed by the relevant Match Secretary. A fee of £20.00 shall be paid by the home club to the referee carrying out the ground inspection.

For any late cancellation of matches the away club may submit a claim for travel expenses against the home club. Only travel expenses actually incurred and receipted will be considered. Where negligence is proven against the home club the General Purposes Committee may apportion all or part of the travel costs against the home club.

123. On points of fact connected with the fitness of the ground for play the decision of the referee shall be final unless the ground has been closed and declared unplayable by the relevant public/private authority.

Where a referee has travelled and the pitch is declared unplayable he shall be paid half the referee's fee which shall be met by the home club.

124. In all matches the duration of play shall be 90 minutes in the 21's, 19's and 17's, 80 minutes in the 16's and 15's cups, 70 minutes in the 14's and 13's cups except as provided for in Rule 125.
125. The duration of play in extra time will be 30 minutes in the 21's, 19's, and 17's cups, 20 minutes in the 16's, 15's, 14's and 13's cups.
126. In all ties the home and visiting clubs shall each have two playable balls available but the ball of the visiting club shall only be used if those belonging to the home club becomes unfit for play.
127. In semi-final and final ties the Association shall provide a football for the tie. The competing clubs shall also have available two match balls for use in semi-final and final ties. The loss of these match balls shall be the responsibility of the Association and competing clubs, the cost of which will be deducted from the gate receipts.
128. In all ties except those in the 13's cup a size 5 football will be used. In the 13's cup a size 4 ball will be used.
129. When the clubs have the same or similar colours, the visiting team shall have the choice of colours. In semi-final and final ties where colours are the same or similar, and no agreement can be reached, both teams must change.

130. The Cup Competitions will be open to players who are born on or after the qualifying date as listed below.

13's	players born on or after	1 January 1996
14's	players born on or after	1 January 1995
15's	players born on or after	1 January 1994
16's	players born on or after	1 January 1993
17's	players born on or after	1 January 1992
19's	players born on or after	1 January 1990
	players born on or after	1 January 1987

In exceptional circumstances consideration will be given to applications from young players with physical, sensory or learning disabilities to participate out with their own age group. The procedure is as follows:

1. The player assisted by his/her parent/guardian seeks membership of an SYFA member club.
2. The parent or guardian, with support from the club should then apply to the National Secretary for a dispensation for the player to participate at a younger age group. This application must be supported with a letter from a relevant professional confirming details of the player's disability e.g. physiotherapist, school teacher, doctor etc.
3. The player's parent, his/her club and the league/association will receive the decision of the National Secretary in writing.
4. If permission is granted, the club should then register the player. The registration form to be accompanied with a copy of the SYFA permission letter.
5. Permission requires to be renewed on an annual basis. If the player moves to another league a copy of the SYFA permission letter must be sent to the league secretary.

131. A player can only play for one club in any Cup Competition.

132. A player shall be considered cup-tied in the competition(s) he has played in. Players will only be cup-tied in cup competitions in which they have actually taken the field of play.

133. All Players except for a player whose customary position is that of goalkeeper, registered on an SFA Recreational Form after 31<sup>st</sup> March in the current season will not be eligible to participate in any Cup Competitions for that season. For a player whose customary position is that of goalkeeper, a club may apply in writing to the National Secretary for dispensation to play in a cup tie after 31<sup>st</sup> March. Such written request must clearly state the reason for the request.

A goalkeeper who gains exemption may not, under any circumstances whatsoever, take the field in any other position.

134. Except for a goalkeeper who has been granted a dispensation as per Rule 133, a player to be eligible to participate in the Final tie of the Scottish Youth FA Cup at all age levels, or other cup competition played under the auspices of this Association must have been eligible, suspension excepted, to participate in the respective Semi-final rounds of such competition for the club for which he is to participate in the Final Tie.

A goalkeeper who gains exemption may not, under any circumstances whatsoever, take the field in any other position.

135. The National Secretary shall keep a register of all players taking part in the Cup Competitions, which shall be open for inspection by member clubs.

136. If any objection be made by a club to the eligibility of any player who may have taken part in any of the Cup Competitions, the relevant committee, shall have power to call upon such player and/or the club for which he played to prove his eligibility to the satisfaction of the relevant committee,

who shall have the power to deal with the player and/or club objected to or the objecting club as it may deem appropriate.

137. In all ties the substitution of players will be permitted in accordance with the following stipulations, which must be adhered to;

13s' to 17's age groups - 5 substitutes from 5 named substitutes.

19's to 21's age groups – 3 substitutes from 5 named substitutes.

At all age groups up to and including 17's level, players substituted are available to retake the field of play at a later time in the match.

The substitutes' names, addresses, dates of birth etc. must appear on the team list and be numbered respectively. The Referee will record on team lists the names and number of the substitutes who actually participated in the tie. Named substitutes who do not enter the field of play will not be considered to have been cup tied for the competition.

138. In all Cup Competition matches each team will hand to the referee before the start of the game, two official lists containing the full proper names, addresses including post code, dates of birth and places of registration of birth of the players in their respective teams, and also the full names and addresses of the club secretary and any such person who may be called upon to act as an assistant referee. The use of abbreviations and dittos is not permissible and if found to have occurred the club may have action taken against them. Both lists shall be compared and signed by the Referee and one list shall be given to the opposing club secretary prior to the kick-off. No game shall be allowed to commence without team lists of both clubs being completed and signed by the Referee. Any club violating this rule will be reported to the General Purposes Committee.
139. The Referee shall forward the other copy of the team lists fully completed, including the result and the number of substitutes used or unused by each team, to the National Secretary within 3 days of the match (Sunday excluded).
140. Numbers must be worn on either jerseys or shorts and must be a minimum of 5 inches high, which must correspond to the numbers on the team lists. Clubs failing to comply with this rule may be fined £10.00
141. Referees for Cup-ties will be appointed by either a regional secretary or the Match Secretary from the SFA List of Registered Referees. No club may object to any Referee so appointed. In the event of the Referee failing to turn up, the clubs may mutually agree to any Referee, who must be on the list of S F A Referees. The expenses of the Referee shall be defrayed by the home club, and must be paid before the start of the tie. The Match Secretary shall appoint Referees and Assistant Referees for quarter-final, semi-final and final ties.
142. Referee's fees shall be set annually by the Executive Committee. The assistant referee's fee shall be two thirds of the referee's fee.  
In Cup Competitions excepting semi final and final ties the home team shall pay the Referee's and, where applicable, the Assistant Referee's tariff and travelling expenses plus any ground costs.  
The away team will bear the costs of its own travelling expenses to the venue for the tie.
143. The Match Secretary shall fix the grounds for all semi-final or final ties and shall have direct control of the arrangements, subject to the approval of the Executive Committee.

144. In all semi-final and final ties entry to the technical area will be restricted to 4 registered club officials plus the named substitutes. Any reported infringement of this rule will be subject of disciplinary action by the General Purposes committee.
145. No other game under the Association's auspices shall be played within a radius of 5 miles from the ground where semi-final or final ties of the Cup Competitions are being played without the prior permission of the Executive Committee.
146. When it is found that spectators at a game conduct themselves in such a manner as to interfere with the players or to stop the game or the match is unable to be completed for any unacceptable reason, the General Purposes or Regional Executive Committee shall have the power to order the match to be replayed on another ground or to award the tie to either club or to deal with the matter and/or offending club(s) as they deem appropriate.
147. All competing clubs must notify their Regional Secretary of the match result, or if it is unplayed, before 6pm on the date of the match and not later than 10.00pm for midweek matches. Clubs failing to comply with this rule will be fined £10.00.
148. All Cup Competitions shall be completed each season prior to the date of the Annual General Meeting with the exception of competitions of summer leagues or associations. Summer league or association competitions must be completed by the 30<sup>th</sup> September.

Any club or any of its members infringing any of the rules or bylaws of the Association may be liable to be disqualified by the Executive Committee from taking further part in the competition for the season.

149. Protests relative to the ground, goalposts, crossbar or other appurtenances of the game, must be intimated in writing to the Referee and to the secretary or official in charge of the opposing team at the time the infringement takes place or prior to the match kicking off.

These protests and claims for ties and other protests by claiming/protesting club concerning the eligibility of players which must specify the grounds of ineligibility must be lodged in writing accompanied by a deposit of £40.00 by the protesting club to the National Secretary and a verbatim copy lodged with the club protested against, both to be sent by registered or recorded delivery and to bear a postmark not later than the second day after the match (excluding Sunday). If the protest is considered trivial or groundless the protesting club may be held liable for all or part of the expenses connected with the protest and forfeit their deposit.

For all protests and claims for ties, the protesting/claiming club must have written proof in respect of their protest/claim. The specific grounds must be supported by written proof e.g. a protest/claim has been properly lodged, a certificate proving that the match was listed by the relevant match secretary, a certificate that a player participated in the match or a certificate that a specific player was either registered or not registered or that a person was suspended.

If the referee abandons a match, the General Purposes Committee or relevant Regional Committee will determine the status of the match, no protest or claim is required.

150. All questions of eligibility of clubs, qualifications of players, or interpretation of the Constitution and Cup Competition Rules shall be referred to the Executive Committee whose decision shall be final subject to any right of appeal.
151. A document in the following terms shall be granted on behalf of the winning club; - We, A B Secretary of the Y Z Club and C D, E F, G H, members of and representing the said club which has now been declared to have won the Association.... Cup, and which cup we have received, do

hereby on behalf of the said club, and individually and collectively, engage to return the said cup in good order and condition to the National Secretary of the Association within 14 days of receipt. Clubs, which fail to return the Cup by the due date without an acceptable reason, shall be fined a sum not less than £50.

The signatories to the document other than the Secretary must be householders.

152. The Executive Committee shall have the power temporarily to amend or add to these rules as circumstances may dictate from time to time, to facilitate the smooth running of the competitions.

Subject to the foregoing, alteration or additions may only be made at the Annual General Meeting of the Association or Special General Meeting convened for such purpose.

Notice of any proposed alteration or addition for consideration at the ensuing Annual General Meeting of the Association shall be submitted in writing and be in the National Secretary's hands by 31<sup>st</sup> March.

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