

# MATCH DAY (MID WILTS) – GUIDANCE/CHECKLIST



## **PRE-MATCH DAY (HOME)**

### **1 7 days prior to match (Monday latest for the following weekend match)**

Contact (telephone or text or email) the opposition team manager/coach. Ensure you have a response by at least, Wednesday before a weekend match  
(details are on the league website. If Manager is non-contactable or doesn't confirm details received, contact their club secretary)

- Venue and KO time (tell opponents the pitch location which can be seen on the Stanley Park Facebook page)

- Ensure that they will be bringing their Squad list (downloadable from WGS) for ALL their players (and that you will be performing a Player ID check (in accordance with league rules))

*When you are the away team and don't receive details by Wed night, seek them from opponents or their club secretary (Let CTYFC Sec know of this issue if it occurs)*

### **2 Confirm same details with match referee (u11 to u18 only). Confirm the Ref fee and travel costs**

### **3 Inform Parents/Players of match details and squad selected**

**Try to give parents as much advance notice as possible BUT minimum 3-4 days' notice!!**

## **MATCH DAY (HOME)** [same for Away match except N<sup>o</sup> 1 & 3]

### **1 Arrive at pitch before players/parents and opponents to:**

- Set up Respect barrier, Designated Technical Area (DTA) and corner flags (*See detail of layout in Annex A to this document*)

### **2 Pay ref BEFORE game starts (League rule) and give him/her the MATCH ball, also letting the referee know who will 'run the line'**

Referee fees are listed on the league website

### **3 Complete Player ID check, using the downloadable Squad List from Whole Game System (WGS) BEFORE the game starts**

Notes:

If ID check is not completed, then the game is NOT official AND SHOULD NOT BE PLAYED AS A LEAGUE MATCH. It can be played as a friendly.

- Inform your Club Sec

*The game will NOT be re-dated*

### **4 POST-MATCH**

- Text (received from full time txt service) the match score, within 2 hours of match finish, and complete full match details on FA Full time within 2 days of match finish.

Reporting the match details via the FA Match Day App does not fully complete the requirement on Full-Time. It is possible that a charge (from the league) can be imposed for incomplete details.

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## NON-FULFILMENT OF A MATCH

**There are only three valid reasons for postponement of a match**

**(1) Cup match (all cup matches take priority over league games)**

**(2) Unfit Pitch**

**(3) School activity e.g. Schools tournament**

1. If opponents declare that they cannot play a match, then inform your:

- Parents/Players

- Ref (if you are the home team)

**(If you have to non-fulfil a match, naturally inform the Away team and confirm they have the message)**

**The game may then be re-dated by the league (pending league acceptance of postponement reasons)**

**Don't re-date yourself unless approved by league or Club Secretary**

Complete a Non-Fulfilment form, which is hosted on the front page of the league website (as Home OR

2. Away team)

**The form is an online form. The league secretary receives a notification of its submission and decides re: re dating or awarding the match**

### NOTES:

- If a League match can't be played because you are playing in the League cup, then a non-fulfilment form is NOT required. A form will be needed if not playing a league match due to County Cup
- If match postponed is a Cup match it must be played before league matches i.e. No league games to be played until cup match is played

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Annex A

Diagram to illustrate suggested set up for the DTA/RESPECT Barrier



**Notes:**

Flat marker cones to be used to mark the DTA.

DTA to be a 2yds from the touchline

DTA to be approx. 3 x 6yds

**Notes:**

RESPECT Barrier (can be marked lines or a barrier or cones) to be approx. 3-5yds from touchline and not to extend as far as corner flag area

ALL spectators must remain behind the Barrier during the match.

NO ONE (inc. coaching staff) is allowed behind the goals during the match.