

## **PLAYER'S HANDBOOK**

Five-a-side football is now officially the fastest growing sport in the UK. and you have now taken the first step in entering your football team into one of our new exciting football leagues. You may have seen the poster, received a flyer or seen one of our many adverts but, whichever it was, you still want to find out more about our leagues and that's the purpose of this handbook. Take your time to read it and, if you decide that you want to take part in one of our leagues, then fill out the enclosed application form and post it to us as soon as possible. If you have any questions then please feel free to contact our information line on 01482 304802 / 304800 for an informal chat with members of staff who are thoroughly familiar with all league matters.

Our leagues are run very professionally at a very competitive price. Our main objective to you, the footballer, is to ensure that you enjoy well-organised competitive football at fair prices, good facilities, fantastic pitches, and with first-rate referees.

All our leagues are structured to cater for a wide ranging standard of football for everyone in the adult community. So whether your team are potential footballing legends or haven't kicked a ball in years, then as long as you enjoy your football, there will be a place in one of our leagues for you.

### **THE VENUE**

#### **THE BONUS ARENA, KINGSTON COMMUNICATIONS STADIUM**

The outdoor leagues are played on 6 AstroTurf pitches and indoor you play on 3 sports hall pitches.

This state-of-the art centre has changing rooms for both male and female. With 100+ immediate parking spaces outside the centre under CCTV surveillance parking will not be a problem for your team. In the Sports hall there is a licensed bar/cafe/tertia with seating for 100 people, which will always be open whenever our leagues are being played! There is also sky television, which will screen all the big live games

### **HOW DOES IT WORK?**

#### **THE LEAGUE FORMAT**

There are many leagues to choose from that will suit everyone, both male & female over the age of 15. Hullcity5s football leagues are run on Monday, Tuesday, Wednesday, Thursday and Friday evenings between the hours of 6:00pm and 10:00pm both indoors and outdoors also have space to increase this to a Sunday if the need arises.

### **GAME TIMES**

Whichever evening league you decide to play in you are guaranteed to always play on the same night no matter what division you are in. Normally you will have one game a week with all evening games randomly starting no earlier than 6:00pm and finishing no later than 10:00pm. If your team find it impossible to play at a certain time there is provision on the application form to state your restrictions. We cannot guarantee these but we will make every effort to help you.

In exceptional circumstances, such as rearranged fixtures you may find your game being played on days and times outside the scheduled fixture times; Such games will be arranged only with the consent of both teams for the fixture though more often than not you may just find yourselves with two games in one week or at worst two games in one night.

### **WHICH LEAGUE IS RIGHT FOR ME? CORPORATE OR OPEN?**

#### **CORPORATE LEAGUES**

The qualifying criteria for entry into the corporate leagues is that the manager must be an employee/owner of the company and that the team must play under the company name with the company's approval.

#### **OPEN LEAGUES**

Any team is free to enter our Open Leagues including pub teams and sports clubs providing all the players are male and aged 15 or above.

For all seasons promotions and relegations will affect the top and bottom two teams. Teams dropping out at the end of a season will result in all teams finishing below that team to move up one place in the full league hierarchy; this means that teams finishing third and fourth in the lower divisions could be promoted! All future new entry teams to a league will commence in the bottom division if places are available.

### **TEAM COSTS**

The seasonal application fee to the league is £35.00 per team which will cover your affiliation to the East Riding County Football Association, (E.R.C.F.A), The total cost for your team is a competitive £26.00 per game. The only other possible costs to your team are fines for cautions and dismissals.

### **THE GAMES**

Each team will play the other teams in its division twice, meaning a 14 -week season, At the end of the season we hold an 'optional' cup night competition – this is held over 2-3 consecutive weeks. All games in all leagues are allocated a 30-minute slot.

### **DEFAULT WINS**

It is often the case in other leagues that teams nearing the bottom of the divisions become disheartened and stop turning up for their games. Not only does this disrupt the whole league but also it is not fair to the other teams. There is nothing worse than getting psyched up for a game only to find that your opponents have not arrived.

In the hullcity5s football league, if your opposing team does not turn up or have insufficient players to field a team within 5 minutes of your fixture start time, then your team is given the option of a default win of 3 points with a 2-0 score. Your opponents will also be accountable for both team's match fees, (£52). There would be no fee to your team and you can have a free kick-about on your designated pitch.

**Teams who fail to turn up, or turn up with less than four players for two matches in succession will, at the discretion of SMC, be removed from the league and become accountable for their match fees for the remainder of the season.**

If the late team arrives after the referee has awarded your team the default you will have the choice of the following:

- To keep the 2 -0 result but leave the pitch.
- To play a competitive but shortened game.
- To play a friendly and keep the 2 - 0 win.

These are professionally run leagues and, although the rules may seem harsh, discipline is there to ensure that everyone turns up and everyone enjoys their football.

### **Default Wins do NOT apply when:-**

- An application for postponement for genuine reasons, (i.e. not because the time doesn't suit you), is made by the Team Manager to a representative from the hullcity5s leagues, giving no less than 7 days notice before the fixture.
- the pitch becomes unplayable, or the venue is unavailable.
- Extreme weather conditions prevent access to the venue.

### **THE ROLE OF THE MANAGER**

Each team will have a contact name who will be accredited with the title "Manager". This name shall be placed on the Application Form and it must be his signature on the contract. In the Corporate Leagues it is essential that the Manager is an employee or owner of the company. Your team Manager MUST be over 18 years old.

The Manager's prime duties are as follows:

- To ensure that his team & spectators abide by the league rules and that their behaviour on & off the pitches is not offensive or dangerous to other players, referees or spectators.
- To ensure that his team attends all matches
- To ensure that the team's payments are made
- To ensure that the payment of any fines incurred by his players are made to the appropriate body.
- Be ultimately responsible for any outstanding debts of the team to the League or F.A.

## **SQUAD LIST**

When completing the application form you may enter up to twenty player's names. This list of names can be amended during the season with additions; alterations and replacements made but must never exceed 20.

## **PLAYER ELIGIBILITY**

When the game commences your team must have at least four of these players on the pitch (if playing indoor you can start with 3 players). We are aware of the difficulties facing team managers during periods of heavy workloads and holidays etc, and for that reason you are permitted to occasionally play stand-ins should you have difficulty in getting a full team of listed players. You may also borrow a player who is registered to another team in your own league provided that you do not field any substitutes for that game; that player may play only FOUR times for you in any one season. At the end of each game the referee will inform you of the score. If you disagree with his decision you must agree with your opponents the score that you feel is correct. If you cannot reach immediate agreement with your opponents then the referee's decision will stand.

A player may play in as many leagues as he wishes and for as many teams as he likes but no player may play regularly for more than one team within each specific division.

Please remember that, due to an FA ruling, no teams in any of the leagues can be of mixed sexes or under 15 years old.

If you are playing in a Corporate League then your team will play under the name of your company. Open teams may play under any name to the approval of SMC.

## **SPORTSWEAR**

We run our leagues professionally and expect our teams to turn out smartly. The ruling is that all of your outfield players must play in the same colour shirts; they may be proper football shirts or Tee Shirts. A goalkeeper's shirt must be a different colour to those of his outfield players. It is compulsory for all shirts to have official sized numbers printed on the back and for all players, including the goalkeeper, to wear shin-protection and knee high socks. Metal or plastic Studded boots or blades are NOT allowed on the pitches. All jewellery and watches must be removed prior to the start of the games.

## **COMPUTERISED LEAGUE MANAGEMENT**

The most exclusive aspect of our leagues is our special league software which you can use via our website from the comfort of your own home. Upon acceptance to the league, as team manager you will be given the option of your own unique identification number and password. This will give you exclusive access to your own team database allowing you to input and edit various team related data. To be environmentally friendly, we have now adopted a minimal paper policy for all our leagues. We no longer issue hard copies of the weekly newsletter but instead rely on the team managers to retrieve it electronically. We are aware, however, that not everyone has access to a computer and we are happy to continue creating newsletters, statistics etc to be collected from the reception area and update all the details on your behalf.

## **GOLDEN BOOT & GOLDEN GLOVE**

It is the manager's responsibility to record the names of the players and scorers of their team in each of their games. It is up to each individual scorer to keep track of his goals and inform his team manager of his tally at the end of the game. This is operated on trust and any individual found to be cheating on the goals scored will be immediately banned from the league and his team possibly replaced.

A top scorers table will be maintained with a Golden Boot Award for the highest scorer in each division at the end of the season. For the goalkeepers there will also be a Golden Glove Award for the regular goalkeeper of the team with the best league defensive record in each division. For this reason it is important to identify the Goalkeeper for each game. If you took it in turns then it is the person who was the keeper for the longest period.

## **TEAM PAYMENTS**

You can pay your match fees by cash or cheque,

Cheques must be made payable to 'The Sports Arena'. All match fees are currently £26. Please write your team name on the back of the cheque and hand it in at the reception area. If you forget your chequebook then you can pay double the following week as we allow all teams in our leagues an official credit limit of £52. However, if you exceed this amount without our agreement then you will not be permitted to play again until your account balance is under **£52**

## **INVOICES & RECEIPTS**

We do permit corporate teams to pay by invoice. All we need is a purchase order number and an invoice will be raised as you begin the league. The invoice must be paid within 28 days.

## **GAME OFFICIATION & DISCIPLINE**

Upon acceptance to the league we will automatically affiliate your team to the East Riding County Football Association. You should therefore familiarise yourselves with their disciplinary procedures. These are detailed in the E.R.C.F.A handbook, which can be obtained from:

The E.R.C.F.A. 50 The Boulevard, Hull HU3 2TB. Telephone 01482 221158

## **REFEREES**

Our fully qualified referees will conduct the smooth running of the games and are appointed at the discretion of SMC. Any complaints regarding a referee must be put in writing for the attention of the Hullcity5s Manager and these will be dealt with accordingly (should the need arise). Please remember that the referees are only human and do make unbiased mistakes; we ask that the officials we employ have their decisions respected. You can voice your opinions after the game on your score sheet where there is a section for comments on the referee's performance and a marking system ranging from 10 for excellent to 0 for diabolical. We operate a league table for referees, which is based on this system of marking. The referee's judgement on all aspects of the game will be final.

Teams who feel it necessary to verbally abuse or threaten referees will be immediately removed from the league and invoiced for their outstanding games of the season. It is the team manager's responsibility to ensure that the behaviour of his players is appropriate before during and after the game.

In the unlikely event that a referee does not turn up for a game, that game can be either be postponed or the teams can elect to play the game without a referee and agree the scores themselves and advise us of the result. (The match fee will obviously be reduced accordingly).

## **DISCIPLINE**

All cautions receive a fine of £8 which is payable to the league and will be immediately added to your team account. You will, however, only have 7 days to make this payment. If payment is not received you will not be permitted to play again until the amount has been paid in full.

The East Riding F.A deals with red cards and payment for these should be made and sent to them. There is no appeal procedure for yellow cards but a player may appeal to the F.A against a red card using the standard F.A appeal procedure detailed in the F.A handbook.

Serious sendings off will result in F.A fines and suspension from all F.A. football. SMC reserves the right to remove teams with an exceptionally bad disciplinary record from the league at the end of the season.

If your team or players have received a suspension in another F.A sanctioned league then they can't play in any of our leagues until that suspension is served.

## **TROPHIES & PRESENTATION**

The following trophies will be awarded at the end of each season:

- Division 1 winners Cup
- Division 2 winners cup
- Division 3 winners cup
- Division 4 winners cup
- Division 5 winners cup

**Winners will receive one of the following:-**

- 9 winner's medals for the top team in each division
- Free registration into the next Season
- £40 voucher to be used in The Recovery Room

**Runners up will have a choice of the following:-**

- 9 runners up medals for the second team in each division
- Half price registration into the next Season
- £20 voucher to be used in The Recovery Room

**The following will also be supplied**

- 1 Golden Boot statue for the highest scorer in each division
- Golden Glove statue for the regular goalkeeper of the team with the best defensive record in each division.
- 9 league cup winner's medals
- 9 league cup runners up medals

**WHAT DO YOU DO NOW?**

Now that you have read this booklet you need to read the league conditions on the back of the application form.

Complete and sign the enclosed application form and post it or drop it off to our offices at The Gemtec Arena with the £35 application fee.

**RULES**

1. Games will be of a maximum 28 minutes continuous duration of two equal halves with no allowances made for stoppages.
2. All games will be refereed and the referee's decision shall be final.
3. **Charging is forbidden** and shall be penalised by the awarding of a direct free kick. A player who unfairly impedes the progress of an opponent when not playing the ball shall be penalised by the awarding of a direct free kick.
4. No team may have more than 5 players in a 5-a-side league and 6 players in a 6-a-side league, one of which must be a goalkeeper, on the pitch at any one time.
5. Each team may have a maximum of 3 named "Rolling Substitutes", who may be interchanged more than once but only when play has stopped and to the approval of the referee. A previously substituted player may, therefore, re-enter the field of play.

6. Players, including the goalkeepers, must wear shin protection and knee length socks at all times. Jewellery, glasses (unless safety glasses) and watches must not be worn on the field of play. No Studs, moulded studs or blades are permitted.
7. The away team is responsible for ensuring there is no kit colour clash, failure will result in being ordered by the referee to play in an alternative strip. (Bibs are available upon request).
8. Outfield players must wear shirts of the same colour and have numbers on the back. Teams are not permitted to play in Black shirts. A goalkeeper's shirt must be of a different colour to that of his outfield players.
9. The ball must not go above head height: THIS IS DEEMED AS 6FT (1.830m), and is punishable with a direct free kick. A player CANNOT head the ball even if it is below head height.
10. Play commences with a centre after each goal is scored (a goal can be scored from a kick-off).
11. Unnecessary use of foul and abusive language to a referee or match official will result in instant dismissal (applies to both players and spectators).
12. The goalkeeper must roll the ball underarm. Failure to comply will result in a direct free kick 6ft (1.82m) from the offending keeper's area to the opposing team.
13. **No sliding tackles are permitted;** Punishable with a direct free kick
14. Penalties may be taken with ONE step only.
15. All free kicks are direct
16. Defending players must be immediately at least 1.82m, (6ft), from the ball during free kicks, (punishable with a caution).
17. If an attacker enters the opposing team's area then the ball shall be given to the goalkeeper.
18. If a defender enters his own area then the attacking team shall be awarded a penalty at the referee's discretion. (If it is deemed as momentum then no award shall be given)
19. If a keeper leaves his area a direct free kick will be awarded to the opposition at the point where the ball was unless; the keeper slides outside the area after a save due to momentum.

## **DISCIPLINE**

Cautions are punishable by a monetary fine of £8 – as approved by The East Riding Football Association. Dismissals will be dealt with 'in-house' by a ban and a monetary fine – as approved by The East Riding Football Association. More serious offences will be reported to the ERCFA. Any action taken WILL affect ALL FA affiliated competitions.

## **CODE OF CONDUCT**

**All players and officials should show understanding of, and respect for the laws of the game.**

**Supports the belief that the game should be played in an entertaining and positive way.**

**Behave on and off the field in a sporting manner towards all other involved, be the players, officials or spectators, irrespective of the results.**

