

EAST REGION



S.J.F.A.
HANDBOOK

2024-25

THE EAST REGION OF THE SCOTTISH JUNIOR F.A.

(Instituted 2002/2003)

(INCORPORATING EAST, FIFE AND
TAYSIDE REGIONS)

CONSTITUTION AND RULES SEASON 2024-25



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The East Region of the Scottish Junior Football Association would like to thank all Sponsors and Advertisers for their generous support.

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Scott Brough (Broughty Athletic)

John Morris (Tayport)

Willie McGregor (Coupar Angus) Jake

Stephenson (Dundee East Craigie)

Dave Nelson (Forfar Utd)

DELEGATES TO SJFA

Brian Coutts, Neil Hardie, Larry Duncan

MANAGEMENT APPEALS Appeals/Discipline will be heard by the Management/ Discipline Committee

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East Region of the S.J.F.A.

CONSTITUTION AND RULES

Title

1. The Association of clubs shall be called the East Region of the Scottish Junior Football Association (hereinafter called the Region).

Object

2. The object of the Region is to legislate for foster develop and promote the game of Association Football among all Junior clubs who are members of the Region.

Membership

3. Application for membership by clubs for the season shall be made in writing to the General Secretary of the Region on a form supplied, which will be signed by the President Secretary and Treasurer of the club seeking membership, giving names and addresses of all members of the club Committee. These forms to be submitted by Email and be received by the Association General Secretary no later than 31st May each year. Also, each club shall forward a statement detailing Club name, name of ground, name, address and telephone number of President Secretary Treasurer, Committee Members and Representatives along with Club colours and any other details that may be required.

4. The Annual Subscription for each club shall be £100 per annum, payable prior to the **AGM**. This fee includes the right to participate in all competitions under the jurisdiction of the Region.

4(a) Any new Club applying for membership of the Association shall pay £200 for Membership plus the Annual Subscription of £100. Inter Regional Cup Competitions will be separate subscriptions.

5. Any club in membership with the Region resigning or being expelled shall have no right or interest in the property or assets of the Region.

Office Bearers

6. At the Annual General Meeting of the Region Office Bearers shall be appointed for the ensuing season and shall consist of a President Vice President General Secretary Assistant Secretary(s) and Treasurer all of whom may be

granted an honoraria. The General Secretary, Assistant Secretary(s) and Treasurer shall be neutral and have no votes at any meetings.

7. Application for the post of President, Vice President, General Secretary, Assistant Secretary(s) and Treasurer within the Region shall be delivered to the General Secretary of the East Region Association no later than 31st May each year by e-mail/ fax, indicating the position(s) to which election is sought. If in the interval between the 31st May and the date of the AGM a candidate intimates withdrawal of his desire for election the Association General Secretary will proceed as directed by the AGM. The application for the post of General Secretary shall not apply to the incumbent in office, but he/ she must indicate his/her intention as in Rule 8.

8. The General Secretary shall on issuing the notice and Agenda for the Annual General Meeting intimate to the member clubs the names of the candidates standing for office.

Management

9. General Committee. The General Committee shall be a bona fide member from each Club in the Association

10. ~~Management~~ Disciplinary Committee. The business of the Region shall be conducted by the President and other office bearers together with a Management/Disciplinary Committee of up to 5 members. The Management/Disciplinary Committee shall be elected at the AGM and nominations will be accepted on the day.

11. The General Secretary/Assistant/Fixture Secretaries will be responsible for the allocation of fixtures to all League and Cup Competitions under its jurisdiction.

12. All decisions arrived at by the General or Management/Disciplinary Committee shall be on a majority vote, the President shall have a deliberate and if necessary a casting vote. A member of the Committee shall not be entitled to vote on any issue when the club he represents may be involved in all matters which require to be decided by a vote, representatives present at the meeting will not be allowed to abstain from voting.

13. The Management/Disciplinary Committee shall have control in all matters connected with football played under its jurisdiction and shall have power to deal by way of

expulsion, suspension or fine or otherwise as may be thought fit with any club in membership of the Region, its official representatives, members and players who in the opinion of the Management/ Disciplinary Committee afore mentioned are guilty of misconduct or of a breach of these rules or is any way acting prejudicial to the interests of the Region. Any matter considered to be of a more serious nature, will be referred to the General Committee. Each club, its officials, representative members and players shall have the right of appeal to the Appeals Committee appointed by the Scottish Junior Football Association under and in terms of that Association's Rules.

14. The General Committee and Management Committee shall have the power to fill any vacancy in the Office Bearers and Management/Discipline Committee which may occur during the season.

15. Any member completing five years on the Management/ Discipline Committee with a minimum of 75% attendance per season, shall be created an Honorary Life Member and shall receive a token to mark the occasion.

16. The General Committee will have the powers to add to the Rules and Constitution as they from time to time may deem expedient, provided they do not annul or conflict with any Rule adopted at the Annual General Meeting. In the event of an alteration to the Rules of the Region notice of the proposed alterations must be sent in writing to the General Secretary of the Region on or before 31st May each year.

17. The Management/Disciplinary Committee will have full power to administer the disciplinary code of punishment issued by the SJFA on all players found guilty of field offence by the Referee.

General

18. Each club, its members, Officials, representative members and players shall be bound by these Constitution and Rules and by the decision of the Region and of the Committee and such decisions subject to the right of appeal aforementioned shall be final and binding on the Region, its members and all others mentioned shall not be subject to review in or by Court of Law. Each club, its officials, representative members and players shall have the right of appeal to the Appeals Committee appointed by the SJFA under and in terms of that Associations Rules.

19. Any points omitted from these Rules will be governed by the Rules of the Scottish Junior Football Association.
20. Notice of change of address of the Club Secretary or delegate must be advised to the General Secretary within 10 days
21. All correspondence to the General Secretary which requires a reply will be acknowledged by e-mail.
22. Any Club player or official failing to reply to a communication from the General Secretary or Assistant Secretary(s) within 10 days will be fined £20.
23. All communications must be addressed to the General Secretary who shall conduct the correspondence of the Region
24. Disciplinary notification will be handled by the General Secretary
25. No business of the Region will be communicated to the Press until the matter has been fully considered by the Management/Disciplinary Committee
26. Professional referees will not be eligible to take part in the administration of Junior Football and cannot represent a club in membership of this Region.
27. Any member of the Committee may give evidence on any business being transacted by the Committee but must retire from the meeting prior to the case being discussed.

General Competition Rules

28. All players must be numbered on back of Jersey and relate to the listing on the team sheet.
29. Where in a league match a club plays a player who is suspended or who is otherwise ineligible the said Club if found guilty shall lose any points gained in the said match, plus any additional fine the Management Committee may deem appropriate.

30. All competitions may carry the name or logo of a sponsor subject to the approval of Management/Disciplinary Committee.

31. If a match is brought to a premature finish through the conduct of officials, players or supporters of one of the contesting clubs, in a Cup tie the game may be awarded to their opponents irrespective of the score at the time of abandonment of the game. Similarly in a League game, points may be deducted from the offending clubs and full points may be awarded to the opponents. In both instances the Management/Disciplinary Committee may take any further action against the offending club and full points may be awarded to the opponents. In both instances the Management/Disciplinary Committee may take any further action against the offending club.

32. Seven named substitutes and a maximum of four named officials only to be allowed in the technical areas at all games.

32(a) A maximum of 5 substitutes may be used from the 7 listed as per FIFA protocol

33. All friendly games must be played under permit issued by General Secretary and Assistant Secretary. Permits cost £5. Team lines must be used in all matches.

34. In all representative games each club is required when called upon to supply players. Failure to comply, clubs and players will be dealt with by the Management/Disciplinary Committee. No player selected will be eligible to play for any club that day.

35. Clubs shall play fixtures as arranged by the General Secretary or Assistant Secretary(s). Clubs shall not however be compelled to play games on the 25th/26th December or 1st/2nd January. Once fixtures have been issued these cannot be changed unless under exceptional circumstances.

36. In circumstances of illness the club affected must produce a minimum of seven Medical Certificates for the players, signed by each individual player's General Practitioner. Injured players will not count towards the seven. Medical Certificates to be in the hands of the General Secretary no later than 7.00pm on the day prior to the game

being played. Failure to implement this procedure will result
in the match proceeding



37. In all League games clubs must not have less than seven registered players in the starting line-up. Clubs failing to comply with this rule will be fined £100 for each unregistered player over the number allowed. The opposing club will receive £10 of each fine for the number of unregistered players. Any trialist may only play a maximum of 3 games for any one team during the course of the season.

38. In all matches the club Secretary shall ensure completed team lines are handed to the Referee at least 15 minutes prior to the start of the game. The General and Assistant Secretary will fix the time for all matches to begin, and clubs failing to comply with same will be reported and dealt with by the Management/Disciplinary Committee as they think fit.

39. (a) In the event of a game being unfinished through darkness due to the late appearance of one or both teams, or any other cause, the Referee shall report same to the General Secretary, stating the time at which both teams appeared on the pitch or any other reason for the failure to complete.

(b) The Committee shall have the power to hold each match as finished and allow the result at the time of stoppage to stand if circumstances in the opinion of the Committee warrant such actions.

(c) In the event of a League game which has commenced timeously being abandoned due to inclement weather, deteriorating ground conditions, or darkness, the game will be replayed at the original venue and the visiting team will receive 50% of admission money after a deduction of expenses for Match Official(s)

(d) In the event of a League game or Cup-Tie which has commenced timeously being abandoned due to injury to player(s) the game will be replayed at the original venue and the visiting team will receive 50% of admission money after the deduction of match officials fees.

40. Members of Club Committees shall be allowed to act as Assistant Referees where these officials are not nominated by Scottish Football Association.

41. Season Tickets will only be valid for clubs home league fixtures. Life Members, Regional Committee and members of the Committee and Officials of the SJFA shall on production of their Membership Card be admitted to the ground of all clubs in the Region. Visiting clubs will receive a maximum of 30 complimentary admissions for players and officials.

42. Home club season tickets are valid for replayed League matches. In respect of Cup Ties which have commenced

timeously being abandoned due to inclement weather, deteriorating ground conditions or darkness the game will be replayed at the original venue. The visiting team will receive 50% of the admission money after deductions of expenses for Match Official(s)

43. Third party ground may only be used at the discretion of the General Secretary.

44. When a fixture is issued the Home team must inform and confirm the Kick-off time, referee and colours with opponents and Referee 48 hours before game. Failure to do so, and should any problems arise due to lack of communication, action will be taken by the Management Committee as they see fit.

Meetings

45. At a General Committee Meeting a quorum of 50% of members will be required before a meeting can commence. At a Management/Disciplinary Committee the number shall be 3 this does not include the neutral officials but does include the President and Vice President.

45(a) A General meeting of all Clubs will be held in the Months of November and March. Any Club failing to attend these meetings will be fined £50.00

46. The representatives of each dub must sign attendance register at each meeting, which shall be included in the minutes of the subsequent meetings.

47. On his retiral from office the President will be presented with the token of the Region, which will entitle him/her to admission to all matches played by clubs under the jurisdiction of the Region. Life Members will, on application to the General Secretary of the Region, receive complimentary tickets for any of the final ties or Inter Region games under the auspice of this Region.

48. The Annual General Meeting will be held on the 1st Tuesday after the 3rd Saturday in June annually. Each dub will be entitled to send a bona fide member but any dub whose subscription remains unpaid prior to the Meeting, will not be entitled to participate in the proceedings. Life Members who are not Club Representatives may attend meetings of the Region but cannot take part in the business of the meeting. The quorum for the Annual General Meetings should be 75% member dubs.

49. Any club failing to be represented at the Annual General Meeting shall be fined £50.

50. The AGM and all other Meetings shall be held at a suitable venue or by Conference video link as determined by the Management Committee. In the absence of the President and Vice President, the meeting shall appoint a Chairman. In all matter representatives present at the meeting will not be allowed to abstain from voting.

51. The Annual General Meeting of the Region will appoint three representatives to the Scottish Junior Football Association.

52. On the General Secretary receiving a requisition signed by 50% of the members in the Region, he shall convene a Special General Committee Meeting of all clubs in the Region.

53. The Management/Disciplinary Committee will meet on the 2nd Tuesday of each month at 6.30pm in a suitable venue or as otherwise agreed.

Finance

54. The funds of the Region will be lodged in its name in a bank approved by the Committee and all cheques drawn thereon shall be signed by any two of the following • President Vice President General Secretary or Treasurer. The Treasurer will submit a monthly statement of Finance.

55. The President Vice President General Secretary and Treasurer for the time being shall be Trustees ex-officio of the Region. They shall hold all the property of the Region and all investments shall be in their names and their successors in office as Trustees on behalf of the Region. All accounts and payments over £100 shall be submitted to the Committee and the Treasurer shall submit a financial statement each month. This statement to be included in the Minutes. Accounts and payments where possible shall be paid by cheque or Bank Transfer.

56. A financial statement duly audited shall be submitted to each club in membership seven days prior to the Annual General Meeting. These accounts will be audited by two members appointed at the Annual General Meeting one of whom will not be eligible for re-election after two years service

57. The financial year shall end on 30th April each year.
58. Each club in membership of the Region shall keep proper books showing its financial and other transactions.
59. Traveling expenses and any other necessary expenses of Officials shall be defrayed by the Region, where such members are engaged on the business of the Region.
60. Admission charges to all grounds under the jurisdiction of the Region shall be:

League and Cup Games:

Adult: £6 Child & Senior Citizen £3

Cup Finals:

Adult £7 Child & Senior Citizen £3

Numbered admission tickets must be used in all Cup-Ties

61. The gross receipts of all League matches shall be retained by the home club unless otherwise mutually agreed upon.
62. In Final ties the Region shall receive 25% of the net gate drawings and the balance divided equally amongst participating clubs. The home Club in the Semi-Final is responsible for the administration of the game.
63. The charge for use of a neutral ground for clubs in membership of the Region shall be 10% of money drawn as admission to the ground with a minimum charge of £100 Charges additional for grandstand accommodation to be retained by the ground club.
64. The home club shall be responsible for Referee and Assistant Referees' fees in all League fixtures unless otherwise agreed by the Management/Disciplinary Committee

Cup Competition Rules

65. The Region shall conduct Cup Competitions amongst its Members subject to the approval of the SJFA. All Cup Competitions, which end in a draw after 90 minutes will be resolved by the penalty kick system.

66. The Management Committee shall conduct the business of all Competitions, assisted by the Assistant Secretary(s) where required.

67. (a) The East Region Cup will be competed for by all member Clubs in the Region and will be an all-in draw.

(b) The Thornton's Property Cup shall be competed for by all Clubs in the Region.

(c) The Quest Precision Engineering Cup will be competed for by former Clubs in Tayside and North Region.

68. Up to and including semi-finals, all Cup draws will be played on the ground of the first drawn of the contesting Clubs. Where a Club's ground is unplayable or unavailable, on the day set for playing the Cup tie both Clubs can agree to reverse the venue subject to the permission of the General Assistant or Fixture Secretaries.

69. The final of all Cup competitions will be played at a neutral venue unless otherwise decided by the Management Committee.

70. The visiting club shall have the option to provide gate checkers in all cup competitions.

71. A player who has played in a Cup Competition in current season cannot play in the same season for another club in the same competition.

72. All clubs in Region must take part in Cup Competitions unless otherwise decided by the Management/Discipline Committee.

73. Players must appear in registered colours in Cup Ties otherwise their club shall be liable to be fined or disqualified. But it shall not be grounds for a replay. In each game up to and including the Semi-Final, when the clubs have the same or nearly the same colours, the away club must change.

74. In Final ties where the club colours are similar or nearly similar both teams must change. In all games the goal keeper shall wear a jersey distinctive in colour or colours from that of his opponent.

75. Goal nets will be used in all matches played under the jurisdiction of the Region.

76. Visiting Clubs in Cup ties prior to the semi-finals are entitled to 30 admission tickets, including players and officials.

League Rules

League Formation

77. The structure of the League for Senior Football shall be as follows:

- A. The League will have League and Reserve of the League

League Rules

League Formation

77. The formation of the League for Season 2024/2025 would be as follows:

East Region Midland League shall consist of 20 Clubs, all clubs will play each other once 19 Games then split into to sections of 10 clubs. Top ten and bottom ten will then play each other once (nine games) giving a total 28 league games (14 Home & 14 Away)

The Midlands League champions will be the team that finishes top of the top ten, with the team second being the runners up.

**All points gained from the first 19 games will be the starting point after the split.
The top team of the bottom ten will receive a trophy.**

78. In special circumstances, it may be necessary to promote an additional team or teams.

79. The awarding of points for League matches shall be 3 points for a win, 1 point for a draw. After the fulfilment of its League fixtures in each season the club in each League having gained the most points will be declared the winner and awarded prizes and any money from sponsorship as agreed by the Management Committee.

80. Should two or more clubs finish level on points at the end of their League programme, then goal difference shall decide their positions. If points and goal difference be equal the club scoring the most goals will be deemed the winner. Should Clubs still be equal as afore mentioned, Clubs will play a deciding game. The game, or games, will be played at a neutral venue.

81. In the event of a deciding game being necessary to decide a League winner or promotion/relegation the General Secretary shall fix a ground and date for such match. The gate drawings (after match expenses have been taken) will be divided equally between the Region and the contending Clubs

82. Any Clubs in a deciding match refusing to play on the date fixed by the Secretary shall be liable for disqualification and a fine.

83. In the event of a Club withdrawing during the current playing season all points gained by Clubs winning or drawing with such teams shall be deducted. Similarly goals for and against shall be declared null and void.

84. All league matches will be played as Home and Away fixtures no Club will be allowed to play a League fixture and a Cup Tie as one and the same match. No Club shall play a **Home fixture on the ground other than the Club's registered ground without the consent of the Management Committee.**

85. In league games where Clubs have the same or nearly the same colours, the Away Club will change.

86. No Club will be allowed to play more than one opponent on any date fixed for a League game without the permission of the Management Committee.

87. Any infringement of the League Rules shall be dealt with in such manner as the General Committee shall think fit. Aggrieved clubs shall have the power to call a special meeting of the Region clubs within 7 days on payment of a deposit of £50, which shall be forfeited in the event of the complaint being considered frivolous or groundless.

Discipline Appeal Protests

88. The Region shall have control in all matters connected with football played under its jurisdiction and shall have power to deal with by way of expulsion, suspension, fine or otherwise with any club in Membership, its officials, representatives, members and players who in the opinion of the Region are guilty of misconduct or breach of these rules, or if in any way act prejudicial to the interest of the Region (subject to appeal to the S.J.F.A)

(a) Any Official or Player seeking a personal hearing must submit a letter of defence at time of appeal, so that in event of being unable to attend or failing to appear, the case will be heard in their absence.

89. A Club intending to protest in a League or Cup match, must lodge same specifying the date and nature of the objection with the opponents Secretary and verbatim copy to the General Secretary. Both letters must be sent by Email and bear an Email date not later than the third day following the date of the game (excluding Saturday, Sunday and public or Bank holidays). The letter sent to the Regional Secretary must be accompanied by a deposit of £20.

90. If the protest be sustained, the deposit fee shall be returned after the requisite period has elapsed without appeal but if it be dismissed it shall be retained by the Region. If a protest be considered trivial or groundless or be dismissed unanimously, the Management/ Discipline Committee may order the protesting Club to pay the expenses in whole or part incurred by both the Region and the Club protested against or inflict a fine or both.

91. (a) Should any club in connection with a protested match have a member on the Committee that member shall not be eligible to sit during the hearing and shall retire from the meeting.

(b) If the hearing be not finished at the first sitting both sides shall hand over all documentary evidence and the names of witnesses to the General Secretary. No evidence other than that handed in shall be taken at the second or subsequent hearing.

(c) Any objection relative to the ground, goal posts, list of players names or other appurtenances of the game must be lodged with the Referee prior to the match and the Club on whose ground on which the match is played shall be responsible that the Condition of Law | The Field of Play (Laws of the game) are complied with.

(d) On a protest being sustained in a League match, the Management/Discipline Committee may take the following action:

1. Award the three points and 3—0 score line to the successful Club.
2. Fine the offending Club any sum of money commensurate with the seriousness of the offence.
3. Take any other action deemed necessary.
4. In exceptional circumstances the game may be replayed
5. Any offending player found guilty shall not resume playing until he has reported himself and been dealt with by the S.J.F.A.

(e) In the event of a protest being sustained in a Cup Competition, the Management/Discipline Committee may take the following action:

1. Can order a replay or disqualify the offending Club and award the tie to the successful protesting Club.
2. Fine the offending Club any sum of money commensurate with the seriousness of the offence.
3. Take any other action deemed necessary.

(f) In matters submitted to the Management/ Discipline Committee requiring proof of a player having taken part in any game under the control of the Region the proof required will be by means of a certificate to be obtained from the General Secretary. Team Lines which have been exchanged by clubs, will not be accepted by the Committee as evidence of proof.

Referees

92. Any club within the Region when playing at home may request the use of neutral Assistant Referees subject to availability. Their expenses to be the responsibility of the home club. In all league matches Assistant Referees shall be used where available and expenses will be the responsibility of the home club.

93. If in the opinion of the General Secretary it is deemed desirable that Assistant Referees should officiate at a particular game then the Regional Secretary(s) shall have the power to appoint.

94. Referees and Assistant Referees fees for Season 2023-2024.

All League Games: Referee £65, Assistants £32.50

All Cup Games including Semi-Final & Final:

Referee £65, Assistants £32.50

95. If because of the prevailing weather conditions it is doubtful whether the ground is playable, the Home club must arrange via the General or Assistant Secretary(s) a ground inspection no later than 11am on the day of the match. The Home team are to inform their opponents and General and Assistant Secretary immediately if ground is declared unplayable following inspection.

96. The inspecting Referee shall have the power in all matters to decide the fitness of the ground

97. No objections to a Referee appointed by the Scottish Football Association will be entertained and it shall be an offence for a club or official to request same.

98. In the event of the Official referee failing to appear both clubs must agree to another Referee of appropriate Grade who shall receive the agreed tariff. Failure of Clubs to agree to this, then the game will be postponed.

99. Referees carrying out a ground inspection, as agreed by the General/Assistant Secretary, to be paid a fee of £20. The fee to be paid by the Home Club and in the event of this being a Cup tie, the £20 is to be shown as an expense.

Please Note: Any club whose fees are not paid will not be eligible to take part in the A.G.M

Highland Pyramid Rules

Additions to Terms and Definitions

1.3.13 **Highland Pyramid Play-Of! Competition** means the competition at the end of the season to determine which Clubs, if any, are to be relegated from the Highland Football League ("SHFL") to the North Caledonian Football Association ("NCFA"), the North Region Junior FA ("NRJFA") or the East Region JFA Midlands League (ERJFA) and which Clubs, if any, are to be promoted from the NCFA or the NRJFA or the ERJFA to the SHFL.

1.3.14 **Highland Pyramid Play-Off Rules** means the rules of the Pyramid Play-Of! Competition as set out in Appendix 4 hereto.

Additional section to Clause 9

9 Pyramid

9.1 Pyramid Play-Of! Competitions shall take place each year and shall be played in accordance with the Highland Pyramid Play-Of! Rules as detailed in Appendices 3 and 4.

9.2 Subject to the terms of this Rule, all Clubs that are, as at 31 January in the relevant year, able (based on their then points total and number of remaining games) to become the Champion Club (in accordance with Rule 8.1.3) shall, prior to 31 March in the relevant year apply to become members of the Scottish Professional Football League (the "Application"). The Application shall set out in detail the Club's ability to comply with all of the entry requirements contained within Rules of the Scottish Professional Football League as at 31 March in that year and shall also confirm that the Club shall, on an on-going basis comply fully with all of the Rules of the SPFL (as amended from time to time by the Board of the SPFL) should the Club become a member of the SPFL. Notwithstanding the foregoing, it is agreed that any Club which is not able (based on their then points total and number of remaining games) to become the Champion Club (in accordance with Rule 8.1.3) as at 31 March in the relevant year shall not be obliged to submit an Application.

9.3 Subject to the terms of this Rule, all North Caledonian FA Clubs or North Region Superleague Clubs or East Region Midlands League Clubs that are, as at 31 January in the relevant year, able (based on their then points total and number of remaining games) to become the Champion Club of their respective competition shall, prior to 31 March in the relevant year apply to become members of the Scottish Highland Football League (the "Application") The Application shall set out in detail the Club's ability to comply with all of the entry requirements contained within Rules of the Scottish Highland Football League as at 31 March in that year. Notwithstanding the foregoing, it is agreed that any Club which is not able (based on their then points total and number of remaining games) to become the Champion Club shall not be obliged to submit an Application.

9.4 All member clubs of the Scottish Highland Football League shall, by 31 July in the relevant year, give written notification to the League Secretary of which Tier 6 League it would wish to be placed in at the start of the succeeding season in the event of it losing the Highland Pyramid Play-off Match.

Appendix 4

Highland Pyramid Play-off Competition Rules

Definitions, Interpretation and Infringement of these Pyramid Play-Off Competition Rules

(a) In these Pyramid Play-Off Competition Rules, the following words and terms shall (unless the context otherwise requires) have the following meanings:

"SHFL Highland Playoff Club" means the Club occupying the lowest position in the SHFL at the end of the relevant Season;

"NCFA Highland Playoff Club" means the Club occupying the highest position in the NCFA at the end of the relevant Season;

"NRJFA Highland Playoff Club" means the Club occupying the highest position in the NRJFA at the end of the relevant Season;

"ERJFA Highland Playoff Club" means the Club occupying the highest position in the ERJFA Midlands League at the end of the relevant Season;

"Highland Pyramid Liaison Group" means the group of representatives of partner Leagues that oversees the working of the Highland Pyramid;

"Membership Criteria" means the membership criteria of the SHFL

"Highland Pyramid Play-Off Competition" means the competition at the end of the season to determine which Club, if any, is to be relegated from the Scottish Highland Football League ("SHFL") and which Club, if any, is to be promoted from the North Caledonian Football Association (NCFA) or the North Region Junior Football Association (NRJFA) or the East Region Junior Football Association Midlands League (ERJFA) to the SHFL

"Radio Transmission" means any terrestrial or satellite, analogue, digital or otherwise radio broadcast or transmission of sounds and/or commentary upon any match taking place as part of the Highland Pyramid Play-Off Competition not consisting solely of storage and distribution of recorded sounds in tangible form whether such radio transmission is on a live or recorded basis in whole or as excerpts or clips;

"rights, facilities and properties" includes, but is not limited to, all contractual and property (whether tangible or intangible) rights, all rights in and relating to intellectual property, including all rights held by way of license, all image and other similar rights held in respect of Players and all rights of access to databases and database rights generally;

"Team Lines" means the team lines which shall be utilised for all matches played in the Highland Pyramid Play-Off Competition;

"Transmission" means the transmission through any available device or medium of any terrestrial or satellite broadcast or transmission of television of moving pictures (with or without sound) and any other means of transmission of moving pictures, including, without limitation, by broadband, IPTV, mobile network or any other new or other media means or mode of transmission of any match taking place as part of the Highland Pyramid Play-Off Competition or cable relay of such broadcast or transmission or inclusion of such moving pictures in a cable programme service not consisting solely of the storage and distribution of recorded pictures with or without sound in tangible form whether such broadcast or transmission is on a live or recorded basis in whole or as excerpts or clips.

(b) References to rules within these Highland Pyramid Play-Off Rules are references to the rules that are contained within this annex unless otherwise stated.

(c) Any amendment to these Pyramid Play-Off Rules must be agreed by each of the Scottish FA, SHFL, NCFA, NRJFA and ERJFA prior to it becoming effective.

II Infringement of Pyramid Play-Off Competition Rules

(a) Any club, Official, Player or other person, who infringes any of these Highland Pyramid Play-Off Rules, shall be liable to a fine, censure, suspension, order to replay a Pyramid Play-Off Match (in the case of a club), ejection from the Pyramid Play-Off Competition (in the case of a club) and/or any such other sanction(s) as specified within the Judicial Panel Protocol of the Scottish FA.

(b) The Judicial Panel is empowered to consider and determine any allegations of infringement of these Highland Pyramid Play-Off Rules and to impose such sanction(s) as specified within the Judicial Panel Protocol in these rules, as it considers appropriate in order to deal justly with the case in question except where the sanction for a specific infringement is mandatory in particular (but without prejudice to the generality):

(i) a club which is found to have infringed these Highland Pyramid Play-Off Rules may be ordered to replay the Pyramid Play-Off Match in question at a time and venue and subject to whatever conditions (including as to allocation and/or indemnification of financial benefits and liabilities) as deemed appropriate by the Judicial Panel in its absolute discretion;

(ii) where a club is found to have named within Team Lines a player who is not eligible to participate in the relevant match in the Pyramid Play-Off Competition pursuant to these Highland Pyramid Play-Off Rules and/or the disciplinary procedures of the Scottish FA, then such Club will be ejected from the Pyramid Play-Off Competition. No party or other body (including but not limited to the Judicial Panel) shall be entitled to waive or modify the application of this Rule in any circumstances; and in the event of disorderly conduct by a club in breach of the Articles of Association of the Scottish FA such club may be ejected from the Pyramid Play-Off Competition.

(c) For the avoidance of doubt, the provisions of this rule II do not supersede or override the terms of any other rule which addresses sanctions for infringement thereof.

(d) No appeals shall be permissible from a Judicial Panel decision in relation to an infringement of these Highland Pyramid Play-Off Rules.

(e) Notwithstanding the terms above, the Scottish FA has the power to investigate any matter pursuant to the operation of the Pyramid Play-Off Competition.

III Team Eligibility and Running of Competition

(a) The League Champions of the NCFA League, NRJFA League and ERJFA Midlands League shall be eligible (subject to rule III(1)) to take part in a play-off competition organised by the SHFL on behalf of the Scottish FA to determine, subject to these rules, which club shall take part in the Highland Pyramid Play-Off Match. The nature of the Play-off competition may vary from year to year according to the number of clubs that meet the criteria for membership of the Highland League and it will be the responsibility of the Highland Pyramid Liaison Group to make specific competition arrangements in each season.

(b) If the terms of III (g) or (h) apply in any given season, there will nevertheless be a competition organised by the Highland Pyramid Liaison Group on behalf of the Scottish FA to determine, subject to these rules, which club shall be the Highland Tier 6 champion club.

(c) The winner of the match detailed in rule III(a), or the team determined in accordance with rule III(1), will enter a home and away two-legged match against the SHFL Highland Playoff Club known as the "Highland Pyramid Play-Off Match". In the event that the scores are equal after regulation playing time, extra time of thirty minutes (fifteen minutes each way) will take place and thereafter if necessary kicks from the penalty mark will be taken in accordance with the rules laid down by The International Football Association Board, which will determine the winner. The Highland Pyramid Play-Off Match pursuant to this rule III(b) shall be approved and organised by the SHFL. The winner of the Highland Pyramid Play-Off Match will be entitled to be a member of and play in the SHFL during the immediately succeeding Season and shall thereafter comply with the Rules and Regulations of the SHFL.

(d) In the event of the SHFL Highland Playoff Club losing the Highland Pyramid Play-Off Match, it will be relegated to the highest division of the NCFA or NRJFA or ERJFA Midlands League according to the terms of Clause 9.4.

(e) The winning club in the Highland Pyramid Play-Off Match will be the club which scores the greatest number of goals over the relevant two match tie. In the event that the aggregate scores are equal after the second leg of the tie, extra time of thirty minutes (fifteen minutes each way) will take place and thereafter if necessary kicks from the penalty mark will be taken in accordance with the rules laid down by The International Football Association Board, which will determine the winner.

(f) The Play-Off Match and the two legs in the Highland Pyramid Play-Off Match will take place on dates and at times determined by the SHFL League Management Committee.

(g) In the event that only one of the Champion Clubs in the NCFA or the NRJFA or the ERJFA Midlands League complies with the Membership Criteria in circumstances where it is required to do so as the Candidate Club in terms of the SHFL Rules that Champion Club will automatically go forward to the Highland Pyramid Play-Off Match in terms of rule III(a).

(h) In the event that no Champion Club of the NCFA nor of the NRJFA nor of the ERJFA Midlands League complies with the Membership Criteria in circumstances where it is required to do so as the Candidate Club in terms of the SHFL Rules there will be no Highland Pyramid Play-Off Competition at the end of the relevant Season and SHFL Highland Playoff Club will retain its place in the SHFL in the immediately succeeding Season.

IV Competition Rules -- General

Laws of the Game

(a) All matches will be played according to the Laws of the Game as recognised by the Scottish Football Association Ltd.

Appointment of Match Officials

(b) Match officials shall be appointed by the Scottish FA from those referees whose names are included in the list of referees maintained by the Scottish FA.

(c) A Club may not refuse to accept the services of any match officials appointed by the Scottish FA if any Club refuses to play a match due to an objection or concern about the identity of any match official, it shall be liable to ejection from the Play-Off Competition together with such other sanctions as are imposed pursuant to the provisions above under the heading of Infringement of Highland Pyramid Play-Off Rules.

(d) Fees and expenses of match officials shall be paid by the Scottish FA in accordance with paragraph (ff) of these Highland Pyramid Play-Off Rules.

Clash of Colours

(e) When the colours of the two competing clubs in the same match are alike or similar, the visiting club shall change to its second-choice colours or a combination of its first and second choice colours (or if applicable, third choice colours) provided that these do not include any of the basic colours of the home club. Whether or not there is a clash shall be determined by the referee in his sole discretion.

(f) The colour of the goalkeeper's shirt must in all cases, be clearly distinguishable from the colours of the shirts worn by all outfield Players of both participating clubs in any match and from those of the match officials. Whether or not there is a clash shall be determined by the referee in his sole discretion.

Number of Players and Substitutes

(g) Except for the circumstances described below under Replacement of Players on a Team Line a team shall consist of eleven players and is permitted to list a minimum of five substitutes up to a maximum of seven, of whom not more than three may take part in the match. The team list must include two recognised goalkeepers, one of whom must be named as a substitute.

Eligibility of Players

(h) Only a Player registered at the Scottish FA by a Club on 31 January in the year of the relevant Play-Of! Competition shall be entitled to be listed on the Team Lines of said Club for the purposes of playing in the Play-Of! Competition.

(i) All Players in the Pyramid Play-Of! Competition must be eligible to play in the relevant match having regard in particular (but without prejudice to the generality to the Registration Procedures and the Disciplinary Procedures.

Team Lines

(j) The Team Line for matches in the Highland Pyramid Play-Of! Competition shall permit the listing of eleven players, a minimum of five substitutes up to a maximum of seven, and six technical personnel. The Team Line must be submitted in order to enable a Club to participate in a match in the Pyramid Play-Of! Competition. No of subs to be finalised - Concussion Trial" **

(k) Not later than 60 minutes before the start of a leg of a match, each Club will hand to the Referee and to its opponents a duplicate of the Team Lines for that club for the relevant leg. The Team Line shall contain accurate and complete details of the numbers, full player names in relation to not more than eighteen players together with full names of the technical personnel to be seated within the technical area (subject to a maximum of six such technical personnel). The Team Line must be completed in block capitals, and signed by the club secretary or other accredited official. Upon such signature, such Team Line shall be deemed to be complete and binding on the Club concerned.

(l) The eleven first named players on the Team Line must commence the match. The other named players are designated as substitutes. The numbers on the players' shirts and/or shorts must correspond to the numbers indicated on the Team Line. The goalkeepers and team captain must be identified.

(m) Only three of the substitutes listed on the Team Line may take part in the match. A player who has been substituted may take no further part in the match.

(n) It is recommended that a club's doctor and physiotherapist are listed on the Team Line and accommodated in the technical area within the category of technical personnel.

Replacement of Players on the Team Line

(o) If any of the first eleven players listed on the Team Line is not able to start the match due to unexpected physical incapacity or other extreme circumstances (which are explained to and accepted by the referee), he may only be replaced by one of the named substitutes. The substitute(s) in question may then only be replaced by an eligible player(s) not originally listed on the Team Line as signed, so that the quota of substitutes is not reduced. During the match, three players may still be substituted.

(p) If any of the named substitutes listed on the Team Line is not able at the start of the match to be fielded due to unexpected physical incapacity or other extreme circumstances (which are explained to and accepted by the referee), he may only be replaced by an eligible player not originally listed on the Team Line as signed.

(q) If none of the goalkeepers listed on the Team Line is able to be fielded due to unexpected physical incapacity or other extreme circumstances (which are explained to and accepted by the referee), then one may be replaced but only by an eligible goalkeeper not originally listed on the Team Line as signed.

(r) If for any reason changes require to be made to the Team Line pursuant to the above provisions (and said changes are accepted by the referee) then the club must notify its opponent immediately thereafter.

(s) The club concerned must in addition to the requirements set out above, upon request, provide the Scottish FA and/or the SPFL with necessary medical certificates and/or a full written explanation of the circumstances that caused the change.

(t) The Scottish FA and/or the SPFL shall keep a register of the names of all of the players who take part in the Pyramid Play-Off Competition. The register shall be open for inspection by all clubs taking part in said Pyramid Play-Off Competition.

Pitch Protection

(u) In order to protect the pitch and unless otherwise agreed between both participating clubs, the following procedures shall be adopted by players and Officials in the periods immediately before and after and at half time during a match in the Pyramid Play-Off Competition:

(v) the pitch shall only be used for warming up or warming down by the players listed in the Team Lines;

(w) pre-match warming up by either team shall not commence until at the earliest 60 minutes before the scheduled kick-off time, shall not last for more than 30 minutes, and shall end not later than 10 minutes before the scheduled kick-off time;

(x) if portable goals are provided, they shall be used for all goalkeeping drills other than crossing practice;

(y) the goalmouth area shall be used by goalkeepers only if portable goals are not provided or for crossing practice and then only for not more than 20 minutes;

(z) for the purposes of warming up and warming down each team shall use only part of the pitch between the edge of a penalty area and the half way line or as otherwise directed by the groundsman;

(aa) all speed and stamina work shall be undertaken off the pitch parallel to the touchline opposite the side to be patrolled by the assistant referee or, in the absence of sufficient space at that location, in that part of the pitch as directed by the groundsman;

(bb) players using the pitch at half time shall give due consideration to any other activity or entertainment taking place on the pitch at the same time;

(cc) the home club may water the pitch provided that it gives reasonable notice to the referee and the other club that it intends to do so and that any such watering is carried out evenly over the entire length and width of the pitch; and

(dd) any warming down after the conclusion of a match shall last for no longer than 15 minutes and for that purpose neither penalty area shall be used.

Admission Charges and Abandoned Matches

(ee) The SHFL in a Play-Off Match or any leg in a Highland Pyramid Play-Off Match shall in its absolute discretion, determine admission charges (subject to these being the same for home and away supporters for broadly comparable facilities).

(ff) The Host Club in a Play-Off Match or any leg in a Highland Pyramid Play-Off Match shall be responsible for all match expenses and shall (subject to Part IV of these Highland Pyramid Play-Off Rules) retain the net receipts in relation to said Play-Off Match. The fees and expenses of the match officials will be the responsibility of the Scottish FA.

(gg) The Scottish FA and / or SHFL shall be entitled to request that the Home Club in any Play-Off Match provides a written statement of gate receipts and expenses incurred.

(hh) In the event of a leg in a Play-Of! Match or a leg in a Highland Pyramid Play-Of! Match being abandoned the League Management Committee of the SHFL shall determine the requirement and/or arrangements for any such leg being replayed or the League Management Committee of the SHFL may determine a deemed result of such leg and said decision of the League Management Committee of the SHFL shall be final and binding and shall not be open to challenge.

V Commercial Rules

(a) The clubs taking part in a Pyramid Play-Of! Competition and each of them agree to centrally pool and market their rights, facilities and properties relating to and concerning Radio Transmission and Transmission of matches in the relevant Pyramid Play-Of! Competition for exclusive exploitation by the SHFL and the Scottish FA.

(b) The clubs taking part in a Pyramid Play-Of! Competition and each of them hereby authorise the SHFL and the Scottish FA to enter into commercial contracts for the commercial exploitation of the matches (or any of them) in the relevant Pyramid Play-Of! Competition (the "Pyramid Commercial Contracts") including but not limited to Pyramid Commercial Contracts in relation to any Radio Transmission, Transmission, sponsorship or advertising of or at the matches (or any of them) in the Pyramid Play-Of! Competition.

(c) The Clubs taking part in a Pyramid Play-Of! Competition and each of them shall license and otherwise provide to the SHFL and the Scottish FA the use of such of their other rights, facilities and properties as may be required by the SHFL and the Scottish FA to enable the SHFL and the Scottish FA to enter into and fulfil its/their obligations under and in terms of Pyramid Commercial Contracts entered into or to be entered into by the SHFL and the Scottish FA in relation to the relevant Pyramid Play-Of! Competition.

(d) Except pursuant to a Pyramid Commercial Contract, there shall be no and, each of the clubs shall in respect of a match in a Pyramid Play-Off Competition played at their home ground procure that there shall not be any Radio Transmission and/or Transmission of all or any part of a said match without the prior written approval of the SHFL and the Scottish FA.

(e) The clubs taking part in a Pyramid Play-Off Competition and each of them shall not by any act or omission infringe any exclusive rights granted by the SHFL or the Scottish FA in a Pyramid Commercial Contract or otherwise cause any breach thereof to occur.

(f) The SHFL and Scottish FA shall determine in their absolute discretion any costs, expenses, charges or any other sum or amount to be charged and/or off-set against any income generated by Pyramid Commercial Contracts before any distribution in terms of rule V(h).

(g) The SHFL and Scottish FA shall not be permitted to make a charge or set-off in terms of rule V(f) except in relation to or in respect of any cost, expense, liability or charge incurred or for which either or both may be liable arising out of or related to the Pyramid Play-Off Competition and/or the operation of the Pyramid arrangements generally.

(h) Any net profit generated by the SHFL and by the Scottish FA pursuant to this Part IV of these Pyramid Play-Off Competition Rules shall be distributed to the Clubs participating in the Pyramid Play-Off Competition on a basis agreed from time to time by the SHFL and Scottish FA.

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