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2017 QCSA HANDBOOK



Table of Contents

Contents

Table of Contents	2
INTRODUCING QCSA 2016.....	4
QCSA Executive.....	4
QCSA Committee Officials	4
2016 QCSA Calendar of Events.....	5
IMPORTANT DATES TO REMEMBER FOR 2016.....	6
1. COMPETITION STRUCTURE	7
1.1 Age Groups.....	7
1.1.1 Age & Competition Guidelines	8
1.1.2 Competition Winners.....	9
1.1.3 Finals Series & Winners.....	9
1.2 Other Competitions.....	11
1.3 Fines.....	11
2. FIXTURES	12
2.1 Scheduling.....	12
2.2 Duration	12
2.3 Points.....	13
2.4 Extreme Weather – Complete Fixture Round Cancellation.....	13
3. SANCTIONING OF FRIENDLY MATCHES	14
3.1 Application for Sanctions	14
4. APPLICATION FOR RESCHEDULING A FIXTURE	15
4.1 Rescheduling a Fixture	15
5. FORFEITING A FIXTURE.....	16
6. WITHDRAWAL/REMOVAL FROM FIXTURES	17
7. POSTPONED MATCHES	17
8. ABANDONED MATCHES.....	17
9. GOAL DIFFERENCE	18
10. INTERCHANGE OF PLAYERS.....	19
11. PLAYER IDENTITY.....	20
11.1 Borrowed Players	20
12. PLACEMENT OF PLAYERS IN TEAMS.....	21
12.1 Player Age Rules	21
12.2 Playing Above Designated Age Group	21
12.3 Playing Below Designated Age Group.....	21
12.4 Players Transferring between Teams	21
12.5 Player Transfers Mid-Season to another Club.....	22
13. BORROWING PLAYERS.....	22
13.1 Borrowing – Competition.....	22
14. ELIGIBILITY/NON-ELIGIBILITY OF PLAYERS	23
14.1 Eligible Players	23

14.2	Eligible Players – Finals Series.....	23
14.3	Ineligible/Unqualified Players.....	23
14.4	Protest – Playing Ineligible Player	24
14.5	Penalties and Outcomes.....	24
15.	CLUB RESPONSIBILITIES.....	25
15.1	Facilities/Ground Arrangements	25
15.2	Wet Weather Procedure	25
15.3	Field Lighting	26
15.4	Team Managers.....	26
15.4.1	Match Cards.....	26
15.4.2	Player Identification.....	27
15.5	Team Vested Official.....	27
15.6	Match Results Notification	28
15.7	Match Balls	29
15.8	Playing Strips.....	29
16.	TECHNICAL AREA	30
17.	REFEREES (MATCH OFFICIALS)	31
17.1	Non-Attendance or Unavailability of Referees	31
17.2	Blood Rule	31
18.	DISCIPLINARY	32
19.	APPENDIX 1	33

INTRODUCING QCSA 2017

PO Box 153, Coopers Plains, 4108

<http://www.qcsa.org.au>

Note: These are relevant for 2017 season only. Please check the QCSA website for the most current information. Some things such as email addresses and phone numbers will remain the same as they are passed from official to official.

QCSA Executive

Chair of SCM	Adam Biddles	chair@qcsa.org.au	0400 227 985
Secretary	Julie Walsh	secretary@qcsa.org.au	0433 253 026
Treasurer	Andrew Jackson	treasurer@qcsa.org.au	0414 942 599
Registrar	Sue Peacock	registrar@qcsa.org.au	0409 263 197
SCM Delegate to Executive	Glen Rock	glen.rock@me.com	0414 677 945

QCSA SCM Councillors & Committee Officials

Appeals Chair (SCM Councillor)	Bob Wingfield	c/- secretary@qcsa.org.au	0427 630 489
Assistant Registrar (SCM Councillor)	Shirley Thomson	shirley_57@optusnet.com.au	0431 831 453
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SCM Councillor	Terry Thomson	terry_57@optusnet.com.au	0423 304 318
SCM Councillor	William Ferreira	williamcharlesf@gmail.com	0404 447 843

For much of your contact, you will be contacting the Secretary, Registrar, or Match Card Officer. Use your best judgment about who to contact and if you go the wrong way, we'll point you in the right direction.

2017 QCSA Calendar of Events

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
SU	1 New Yrs									1			SU
MO	2				1 States					2 Queen B			MO
TU	3				2			1		3			TU
WE	4	1 SCM	1 SCM		3 SCM			2 SCM		4 SCM	1 SCM		WE
TH	5	2	2 Prov Div		4	1		3		5	2		TH
FR	6	3	3		5	2		4	1	6	3	1	FR
SA	7	4	4	1	6 Rd 2	3 Rd 6	1 Rd 10 (Snr)/SCCC	5 Rd 14	2 Finals 3	7	4	2	SA
SU	8	5	5	2	7	4	2	6	3	8	5	3	SU
MO	9	6	6	3	8	5	3	7	4	9	6	4	MO
TU	10	7	7 Obj Due	4	9	6	4	8	5	10	7	5	TU
WE	11	8	8	5 SCM	10 COC	7 SCM	5 SCM	9	6 SCM	11	8	6 SCM	WE
TH	12	9	9	6	11	8	6	10	7	12	9	7	TH
FR	13	10	10 QCSRA	7 Team Contacts	12	9	7	11	8	13	10	8	FR
SA	14	11	11 U9/10 Carn	8 Rd 17 (Snr)	13 Rd 3	10 Rd 7	8 Rd 10	12 Rd 15	9 Finals 4	14	11	9	SA
SU	15	12	12 Club Contacts	9	14	11	9	13	10	15	12	10	SU
MO	16	13	13 Rev Divs	10	15	12	10	14	11	16	13	11	MO
TU	17	14	14	11	16	13	11	15	12	17	14	12	TU
WE	18	15	15	12	17	14	12	16 RNA Day	13	18	15	13	WE
TH	19	16	16	13	18	15	13	17	14	19	16	14	TH
FR	20 Club rego due	17 Prop Teams	17 Div Sett	14 Good Fri	19	16	14	18	15	20	17	15	FR
SA	21	18	18	15 Easter	20 Rd 4	17 Rd 8	15 Rd 11	19 Rd 16/F1	16	21	18	16	SA
SU	22	19	19	16 Easter	21	18	16	20	17	22	19	17	SU
MO	23	20	20	17 East Mon	22	19	17	21	18	23	20	18	MO
TU	24	21	21	18	23	20	18	22	19	24	21	19	TU
WE	25 Info Night	22	22	19	24	21 COC	19	23 COC	20	25	22	20	WE
TH	26 Aus Day	23	23	20	25	22	20	24	21	26	23	21	TH
FR	27 Field Info	24 Final Teams	24	21	26	23	21	25	22	27	24	22	FR
SA	28	25	25	22 Rd 1	27 Rd 5	24 Rd 9	22 Rd 12/Pink Day	26 Finals 2	23	28	25	23	SA
SU	29	26	26	23	28	25	23	27	24 Nationals	29	26	24	SU
MO	30	27	27	24	29	26 Mega Sportz	24	28	25 Nationals	30	27	25 Xmas	MO
TU	31	28	28 Anzac	25	30	27 Mega Sportz	25	29	26 Nationals	31	28	26 Boxing	TU
WE			29	26	31	28 Mega Sportz	26	30	27 Nationals		29	27	WE
TH			30	27		29 Mega Sportz	27	31	28 Nationals		30 AGM	28	TH
FR			31	28		30 Mega Sportz	28		29 Nationals			29	FR
SA				29 States			29 Rd 13/Pink Day		30			30	SA
SU				30			30					31	SU
MO							31						MO
		School Hols	Public Hols	SCM	COC Meetings	Fixtures/Finals	Mega Sportz Camp	Nationals & Rep Stuff	U9/10 Carnival (S'Bank)	U6, 7, 8 Carnival			
		Finals 1 = U9/10 Semis; Finals 2 = U9/10 Prelims + U11 up Semis; Finals 3 = U9/10 Grand Finals + U11 up Prelims; Finals 4 = U11 up Grand Finals											
		Refs Shield Rd 1: ; Rd 2: ; Rd 3: ; Men's Semi Final, Overage and Women's Final: Men's Final:											

IMPORTANT DATES TO REMEMBER FOR 2017

DATE	DESCRIPTION
20 th January 2017, Friday	Club Registration in MyClubMate (MCM) due and subsequent payment (\$150) to be paid via mail or internet banking to QCSA quoting club reference.
25 th January 2017, Wednesday	Information Night (COC meeting)
27 th January 2017, Friday	Field Details Information due in MCM and/or by email (advising dates field/s not available; lights for games; how many fields, etc). Field measurements are also required.
17 th February 2017, Friday	Proposed Teams due in MCM
24 th February 2017, Friday	Final Teams Nominations due in MCM
2 nd March 2017, Thursday	Provisional Divisions to be advised to Clubs
7 th March 2017, Tuesday	Objections to Provisional Divisions due (must email Form from website)
10 th March 2017, Friday	QCSRA Q/A time at Brittain Park for Clubs to attend
11 th March 2017, Saturday	Under 9/10 Carnival
12 th March 2017, Sunday	Club Contact Information due in MCM (Committee members, club position holders, etc., excluding coaches/managers)
13 th March 2017, Monday	Revised Divisions to be advised to Clubs
17 th March 2017, Friday	Divisional Setting Night (COC meeting)
7 th April 2017, Friday	Team Contacts (coaches/managers) due on MCM
29 th April & 1 st May 2017, Sat & Mon	State Titles Competition
10 th May 2017, Wednesday	COC Meeting
21 st June 2017, Wednesday	COC Meeting
26 th June – 30 th June 2017, Mon to Fri	Mega Sportz Camp
22 nd & 29 th July 2017, Pink Days	Pink Days over 2 weekends
12 th August, Saturday	Under 6, 7, 8 Carnivals
23 rd August 2017, Wednesday	COC Meeting
24 th Sept – 29 th Sept 2017, approx	CFFA National Competition
30 th November 2017, Thursday	QCSA AGM (COC meeting)

Referees Shield

TBA

1. COMPETITION STRUCTURE

The number and composition of each division will be determined on an annual basis.

A process of divisional setting during the pre-season period will be used to determine the final competition structure. All club requests will be assessed and taken into consideration when deciding on the appropriate division for all teams.

1.1 Age Groups

QCSA will arrange age restricted competitions for players as per the following table. Competitions may be mixed or gender specific as determined by QCSA.

Years below indicate all dates from 1st January to 31st December (inclusive).

JUNIORS	BORN IN:	JUNIORS	BORN IN:
Under 6	2012, 2011.	Under 12	2007, 2006, 2005.
Under 7	2012, 2011, 2010.	Under 12/13 Girls	2007, 2006, 2005, 2004.
Under 8	2011, 2010, 2009.	Under 13	2006, 2005, 2004.
Under 9	2010, 2009, 2008.	Under 14	2005, 2004, 2003.
Under 10	2009, 2008, 2007.	Under 15/16 Girls	2004, 2003, 2002, 2001, (*2000)
Under 11	2008, 2007, 2006.	Under 15/16 Boys	2004, 2003, 2002, 2001, (**2000).

SENIORS	PLAYER BORN IN:
Under 17/18 Women <i>Pending approval</i>	2003, 2002, 2001, 2000, 1999, (***1998, 1997, 1996).
Under 17/18 Men	2002, 2001, 2000, 1999, (** 1998, 1997, 1996).
Women	2003, 2002, 2001, 2000, 1999, 1998, etc.....
Men	2002, 2001, 2000, 1999, 1998, 1997, etc.....
Over 30's Women	1985, 1985, 1984, 1983, 1982, 1981, etc.... (****1981)
Over 30's Men	1986, 1985, 1984, 1983, 1982, 1981, etc..... (**1987)
Over 40's	1976, 1975, 1974, 1973, 1972, 1971, etc.....(**1977)

- Junior players may be registered in teams up to 2 years over their legitimate age group.
- A maximum of 2 junior players may be registered per team, 1 year below their official age group in **single age competitions** only up to and including the Under 14 age group.
- Mixed male / female teams are allowed up to and including Under 14.
- **Under 6** – Players must be 4 as at 31st December, the previous year.
- **Under 7** – Players must be 4 at 31st December, the previous year.
- **Under 8** – Players must be 5 at 31st December, the previous year.
- **Under 12/13 Girls** - Players must be 9 at 31st December, the previous year. * 3 players no older than 13 years of age as at 31st December the previous year, shall be allowed to register
- **Under 15/16 Girls** - Players must be 12 at 31st December, the previous year. * 3 players no older than 16 years of age as at 31st December the previous year, shall be allowed to register.

- **Under 15/16 Boys** - Players must be 12 at 31st December, the previous year. ** 2 players no older than 16 years of age as at 31st December the previous year, shall be allowed to register.
- **Under 17/18 Women** - Players must be 13 at 31st December, the previous year. ***2 players no older than 20 years of age as at 31st December the previous year, shall be allowed to register.
- **Under 17/18 Men** - Players must be 14 at 31st December, the previous year. *** 2 players no older than 20 years of age as at 31st December the previous year, shall be allowed to register.
- **Senior Women** – Players must have turned 13 by 31st December, the previous year.
- **Senior Men** – Players must have turned 14 by 31st December, the previous year.
- **Over 30s Women** – Players must have turned 30 by 31st December, the previous year. ****4 x underage Players who are no younger than 25 as of the 31st December the previous year, are allowed to be registered across the whole age group (not per division). This age allowance will cease after the 5th year of competition.
- **Over 30s Men** – Players must have turned 30 by 31st December the previous year. **1 x underage Player who is no younger than 29 as of the 31st December the previous year, is allowed to be registered across the whole age group (not per division).
- **Over 40s Men** – Players must have turned 40 by 31st December the previous year. **1 x underage Player who is no younger than 39 as of the 31st December the previous year, is allowed to be registered across the whole age group (not per division).

Although this list includes all possible age groups and Senior Competitions, the fixture competitions that will actually be offered by QCSA each year will depend upon the actual number of teams nominated by all the Clubs and the ability of the Association to form viable competitions as allowed within the By-laws.

Where the Association is not able to provide a fixture competition for the Club's nominated team, the Association may offer joint age groupings or the Association will refund that team's nomination registration fee back to the Club.

1.1.1 Age & Competition Guidelines

All ages are as at 31st December the previous year. (e.g., if a player was 12 on 31/12/2016 – that player is an U13).

Under 5 & Under 6 Internal Competitions

These competitions are played in-house by those clubs with enough players to sustain a competition. If you only have a couple of teams and wish to partake in an internal competition, we can put you in touch with a club that partakes in this competition and you can hopefully join in with them.

Under 6

This competition plays Modified Soccer (Six-a-Side) and can register up to 9 Players per team. There are no 'divisions' in this age group, however, if required the competition may be divided into 2 equal groups for the purpose of the amount of matches played. Note there are no finals in this age group. Clubs are not required to enter the scores for the Under 6 matches. No results will be displayed on the fixtures page, nor will any points accumulate for these matches. However, Clubs are required to send in the match cards for these matches to the Match Card Officer throughout the year. There are carnival day/s at the end of the season. More rules in Appendix 1. All teams are mixed (male and female).

Under 7 & Under 8

These play Modified Soccer (Six-a-Side) and can register up to 9 Players per team. There can be up to 2 categories in each zone (A, B). A is for experienced, returning and stronger teams. B is for those teams where the majority of players are new. Placing players/teams in the wrong group only hurts the players in all teams. Clubs are not required to enter the scores for the Under 7 – Under 8 matches. No results will be displayed on the fixtures page, nor will any points accumulate for these matches. However, Clubs are required to send in the match cards for these matches to the Match Card Officer throughout the year. There are carnival day/s at the end of the season. More rules in Appendix 1. All teams are mixed (male and female).

Under 9 to Under 14

From Under 9 up to and including Under 14, Clubs can register up to 15 players per team and all 15 can play in each game. All teams are mixed (male and female) except for Under 12/13 Girls.

Multi-Age Groups

Under 12/13 Girls can register up to 15 players and only 15 are permitted to be named on the match card or play in each game. Three (3) players no older than 13 years of age as at 31 December the previous year shall be allowed to register in an Under 12/13 girls competition.

Under 15/16 Girls can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game). Three (3) players no older than 16 years of age as at 31 December the previous year shall be allowed to register in an Under 15/16 girls competition.

Under 15/16 Boys can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game). Two (2) players no older than 16 years of age as at 31 December the previous year shall be allowed to register in an Under 15/16 boys competition.

Under 17/18 Women can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game). Two (2) players no older than 20 years of age as at 31 December the previous year shall be allowed to be registered in an Under 17/18 competition where the Association is conducting a competition for that age group and a club is nominating a team in that age group.

Under 17/18 Men can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game). Two (2) players no older than 20 years of age as at 31 December the previous year shall be allowed to be registered in an Under 17/18 competition where the Association is conducting a competition for that age group and a club is nominating a team in that age group.

Senior Age Groups and Over 30's

Senior Men, Women and Overage teams can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game).

Over 30 Women Allowances

Over 30 Woman competitions can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game). There are allowances for 4 x players no younger than 25 as of the 31st December the previous year to be registered. Refer to Section 1.1 above for full details.

Over 40 Men Allowances

Over 40 Men competitions can register up to 22 players (with 16 players permitted to be named on the match card or play in each game). There are allowances for 1 x underage player to be registered. Refer to Section 1.1 above for full details.

Registration in Lower Age Group

A maximum of 2 junior players may be registered per team, 1 year below their official age group in **single age competitions** only up to and including the Under 14 age group. To play lower or have a third player – clubs can make a submission to SCM on physical or intellectual disability grounds.

1.1.2 Competition Winners

In each competition (Under 9's and above), the team finishing with the most points at the conclusion of the "Home and Away" fixture season will be declared Premiers. In the event of multiple teams having equal points, goal difference will determine the Premier team.

1.1.3 Finals Series & Winners

Every age and division from U9 to Over 40's has finals at the completion of the Fixture Rounds (Premiership Competition).

Qualification

Following the completion of all fixtures the top four placed teams in each division shall play in a Finals Series (Championship Competition). QCSA will announce the relevant kick-off times and a venue for all Finals Series matches. Where two or more teams tie for a position, positions shall be determined in the following order.

1. Goal difference (Goals "For" minus Goals "Against").
2. Most Goals "For".
3. The results of those two teams when they met each other through the season.
4. A playoff match (at a time & place determined by Fixture Committee) will be played.

Procedure

Matches should / will be played in the following manner (wet weather permitting).

Week 1: Semi Final (Major): 1 v 2 (Winner straight to Grand Final).

Week 1: Semi Final (Minor): 3 v 4 (Loser Eliminated).

Week 2: Preliminary Final: Loser of 1 v 2 against Winner of 3 v 4.

Week 3: Grand Final: Winner of Semi Final (Major) v Winner of Preliminary Final.

Drawn Matches

In any and all drawn matches, extra time shall be played of the amounts listed below after a break of the same length as half-time. All extra time amounts are "**FULL EXTRA TIME**". There is no Golden or Silver Goal. The full amount will be played. Note that there is no half-time in extra time, teams will just change ends and play continues.

If the teams are still level after extra time in semi-finals and preliminary finals then the following will happen:

In Under 9's & Under 10's the highest ranked team in the premiership competition before the match began will go through to the next match – if unsure who the higher ranked team is, check with the QCSA Registrar prior to the match.

In all others a penalty shootout will take place as per FIFA rules.

If it is a Grand Final (for juniors) and the score is still drawn, teams are declared Joint Champions. In seniors (U17/18, Men, Women & Over 30's/40's) a penalty shootout will decide the Champions for the year.

AGE GROUP	EXTRA TIME	AGE GROUP	EXTRA TIME
Senior Men	15 + 15	Under 14	10 + 10
Overage Men	15 + 15	Under 13	10 + 10
Senior Women Div 1 /Senior Women Div 2	15 + 15	Under 12/13 Girls	10 + 10
Senior Women Div 3 and below, incl. Overage Women	10 + 10	Under 12	10 + 10
Under 17/18 Women & Men	15 + 15	Under 11	10 + 10

Under 15/16 Girls	10 + 10	Under 10	5 + 5
Under 15/16 Boys	10 + 10	Under 9	5 + 5

Finals Venues

Venues will only become available the week before the match as games are played at neutral venues wherever possible. DO NOT ring the QCSA Registrar, because you won't be told.

The draw for the following week should be provided to the club contact and available on the QCSA website by the close of business on the Monday of each week. This is, of course, provided that scores are being submitted correctly and there are no problems to be sorted out. Grand Finals are all played together over a couple of weeks.

QCSA reserves the right to schedule or re-schedule matches on any day, time and place as it deems appropriate.

Rules

All finals matches will be played in accordance with the competition game duration for each age group.

The referee has the right to abandon any match if, in his/her opinion, playing conditions compromise player safety.

1.2 Other Competitions

QCSA may conduct other competitions before, during and after the conclusion of the fixture competition. Additional Rules for these competitions shall be set prior to their commencement. All other competitions are subject to and should be read in conjunction with this document and the QCSA By-Laws. In the event of an omission or inconsistency between those 2 documents, the by-laws will prevail.

- Seven-A-Side / Six-A-Side (Off Season Comp only – October to December)
- Referee's Shield (Men's, Women's, and Over 30's/40's) – Preseason Competition.
- Kath Chandler Memorial Trophy (Knockout competition for SM & Over 30's/40's - parallel with normal season).
- State Titles & National Titles.

1.3 Fines

For information relating to fines please refer to the QCSA AGM Booklet.

2. FIXTURES

2.1 Scheduling

QCSA will arrange the dates, times and venues of all matches. These scheduled matches will be advised to participating teams prior to the commencement of the season, where practically possible. QCSA reserves the right to schedule or re-schedule matches on any day, time and venue as it deems appropriate.

2.2 Duration

The duration of matches for each age group are outlined in the table below. The referee has the right to abandon any match if, in his/her opinion, playing conditions compromise player safety.

AGE GROUP	MATCH	HALF-TIME	BALL	CORNERS
Senior Men	45 + 45	10 mins	5	Taken at the corner flag
Overage Men	45 + 45	10 mins	5	Taken at the corner flag
Senior Women Div 1 /Senior Women Div 2	45 + 45	10 mins	5	Taken at the corner flag
Senior Women Div 3 and below, incl. Overage Women	35 + 35	10 mins	5	Taken at the corner flag
Under 17/18 Women & Men	40 + 40	10 mins	5	Taken at the corner flag
Under 15/16 Girls	35 + 35	10 mins	5	Taken at the corner flag
Under 15/16 Boys	35 + 35	10 mins	5	Taken at the corner flag
Under 14	30 + 30	10 mins	5	Taken at the corner flag
Under 13	30 + 30	10 mins	4	Taken at the corner flag
Under 12/13 Girls	30 + 30	10 mins	4	Taken at the corner flag
Under 12	25 + 25	5 mins	4	Taken at the corner flag
Under 11	25 + 25	5 mins	4	Taken at 5 yards from the edge of the 18 yard box
Under 10	20 + 20	5 mins	4	Taken at 5 yards from the edge of the 18 yard box
Under 9	20 + 20	5 mins	4	Taken at 5 yards from the edge of the 18 yard box
Under 8	20 + 20	5 mins	3	Taken at 5 metres from the edge of the goal arc.
Under 7	15 + 15	5 mins	3	Taken at 5 metres from the edge of the goal arc.
Under 6	15 + 15	5 mins	3	Taken at 5 metres from the edge of the goal arc.

2.3 Points

In all competition fixtures, match points will be awarded as follows:

WIN	Three (3) Points to winner
DRAW	One (1) Point to both teams (scored or scoreless draw)
LOSS	Nil (0) Points to the loser
BYE	Nil (0) Points to the team having the bye

2.4 Extreme Weather – Complete Fixture Round Cancellation

In the event that QCSA Registrar declares the cancellation of a complete fixture round due to extreme weather events, all fixtures for that round will be declared a washout. Please be aware that the Friday night competition and the Saturday competition, in this instance, can be treated separately. If possible, the entire round may be rescheduled to a later date in the season, depending entirely on field and date availability (more information in Section 15.2).

3. SANCTIONING OF FRIENDLY MATCHES

3.1 Application for Sanctions

Any application for friendly matches shall be submitted to the Secretary of QCSA by email, at least seven (7) working days prior to the scheduled match. If you require a Match Official (Referee) to attend the match, please cc QCSRA (secretary@qcsra.org.au) into the original email.

QCSA cannot guarantee Match Officials (Referees) will be available even if an application is lodged in the appropriate time frame.

Any application received within this determined deadline of seven (7) working days may be approved at the discretion of QCSA. However, once again, match officials cannot be guaranteed.

For every friendly match, training session or inter club match, every player partaking must be a registered player with either your club or the opposing QCSA club for insurance reasons.

If you are playing a game between 2 teams from your own club there is no need to notify QCSA. These games are classified as training sessions and as such are covered under the insurance policy.

4. APPLICATION FOR RESCHEDULING A FIXTURE

4.1 Rescheduling a Fixture

If a team needs to reschedule due to unavailability of players etc, there is a process and time line that must be followed to allow this to happen.

1. You then need to contact the opposition and ask them to agree to a new date, time and venue. Please also cc the QCSA Registrar in on this correspondence. Please clearly state in your emails, the original Round Number, Date, Time, Venue, Age Group, Home and Away team names. *E.g., Rd 3, 27/4, 3:00pm, Brittain Park, U14/1, Scorpions v Westminster White.*
2. The QCSA Registrar then needs to get confirmation in writing (email) from **BOTH** teams/clubs that they have agreed to it and confirming the new changes. The QCSA Registrar should not have to read through email trail from one club, to try and work out what is happening and who has agreed or not to any changes. Please clearly state in the email the amended details, *e.g., Westminster White has agreed to the new time of 7pm on Thursday 9/5 at Brittain Park, as per Scorpions request.*
3. If the QCSA Registrar does not receive confirmation from both clubs, the reschedule will not proceed on the date you are proposing. The QCSA Registrar will not be chasing up the club they don't hear from, it is your responsibility to advise the QCSA Registrar.
4. The request for a rescheduled game must occur by 7:30pm, (five) 5 nights prior to the scheduled game or the game stands as per the fixture draw. Anything under this time frame will not be allowed as referees need to be organised;
5. If you don't get an email confirmation from the QCSA Registrar with the rescheduled details in, please follow up, as it may mean that your request has not been received. **A RESCHEDULE GAME IS NOT OFFICIAL UNLESS THE QCSA REGISTRAR SENDS OUT AN OFFICIAL EMAIL TO YOUR CLUB.**

DEADLINE: All this must be completed by 7:30 pm, (five) 5 nights prior to the scheduled game.

It is possible to agree to reschedule the match by that time and then work out the alternate arrangements later, if the match is not going to take place that Friday night/Saturday.

Clubs will be given the chance to come to a suitable agreement between both teams within 14 days in normal circumstances. If this doesn't happen, then the QCSA Registrar will set the new time and place for the game to be rescheduled and that is when it will be...no ifs or buts.

QCSA Registrar's decision in regards to the rescheduling of fixtures will be final.

If after a game has been rescheduled, and either team cannot make the match then that team will have to forfeit the match, following the forfeiting process.

No further rescheduling of a rescheduled game will be allowed.

5. FORFEITING A FIXTURE

Any team needing to forfeit must let their club know, who in turn, must let the QCSA Registrar know by **7:30 pm 3 (three) days prior to the scheduled match i.e., 7:30pm Wednesday night for a match scheduled the following Saturday, or 7:30pm Tuesday night for a match scheduled the following Friday.**

An email is the best form of correspondence as it must be in writing before QCSA Registrar will start the process. If you don't get a response from the email, you can follow it up with a phone call if you like, as the email may have gone missing.

If you forfeit after this time, you will be fined and will have to pay the match fees (e.g., light hire, referee and assistants) for both your team and the opposition team.

When a team forfeits, the other team will be awarded the three win points, as well the average goals "against" by the forfeiting team will be applied to both teams. The formula for calculating the average goals against is to divide total goals scored against them in the current completed rotation of fixtures (i.e., play all opposition once), by the number of games played. This amount will be added to the forfeiting teams "against" and the other teams "for" at the completion of each rotation. A minimum of 3 goals will be applied to both teams.

There is further minus point penalties in the last 5 rounds of fixtures. (-1 or -3 depending on whether appropriate notification is received or not.

Any member Club or affiliated Club that fails to fulfil any of its fixtures or finals obligations arranged by QCSA, will be fined per offence, and may be subject to further disciplinary action.

In the event the home or visiting team is not ready to commence the fixture **within 10 minutes after the scheduled kick-off time**, the match will be recorded as a forfeit in favour of the opposing team, the points will be awarded to the opposing team as a forfeit and fines/penalties will be applied.

Where any listed player on the team sheet for the team NOT forfeiting in a forfeited match was to play out of his/her graded age group or division, then the fixture shall **NOT** be counted towards the player's tally of matches played up.

A Club that fails to provide sufficient notification of a forfeit will be fined and will be responsible for any referee fees in relation to the match.

A team which persistently forfeits matches, may, at the discretion of QCSA, be withdrawn from that competition and further disciplinary action may be taken against the Club.

6. WITHDRAWAL/REMOVAL FROM FIXTURES

If any team in the competition withdraws or is removed from fixture competitions then the following will apply:

- (a) if the team is withdrawn or removed before the competition has started - a bye in the competition will be substituted if the team cannot be replaced by another team.
- (b) if, in the first round, the team is withdrawn or removed after the competition has started and cannot be replaced, the recorded results for that team will be deleted and a bye in the competition will be substituted;
- (c) if the team is withdrawn or removed during the second or subsequent round/(s) and cannot be replaced, all points and goals acquired for the completed round/(s) will be retained by opposing teams; the recorded results for that team in the uncompleted round/(s) will be deleted and a bye in the competition will be substituted into the uncompleted round/(s) and any following round/(s)
- (d) QCSA reserves the right to negotiate with the club of the replacement team as to the method by which the new team enters the competition at any point in that competition and how points are attributed to that team for the remainder of the season.

The club involved in the withdrawal of the team may be subject to a fine or disciplinary action.

7. POSTPONED MATCHES

Matches may only be postponed by the appointed match official (Referee) or by QCSA.

QCSA reserves the right to reschedule all postponed matches on any day, time and place as it deems appropriate.

8. ABANDONED MATCHES

Should the match official (Referee) abandon a QCSA Fixture match, **then the match result will stand at the time of abandonment**, until the matter is referred to QCSA Registrar or QCSA Discipline board for determination.

QCSA shall take into consideration the following factors when considering the factors for a replay of the match:

- reasons why the match was abandoned
- result of the match at the time of abandonment
- how much match time had elapsed or was left to be played
- the impact on the final points standing of a fixture
- the impact on the finals series of a finals match

QCSA Discipline board reserves the right to determine the match result if it is satisfied that one (or both) of the competing teams, its players, officials, members or supporters were directly responsible for the abandonment of the fixture.

If the allegation is proven, QCSA Discipline board may decide to direct any of the following outcomes:

- the match be recorded as "NO RESULT"
 - the match be recorded as 0-0 draw
 - the match be recorded as a win in favour of the opposing team and the points will be awarded to the opposing team
 - impose a fine, suspend, expel or take whatever disciplinary action it deems necessary against the offending club(s), player(s) and official(s).
-

9. GOAL DIFFERENCE

If, at the end of the fixture competition, any two or more teams are equal on points, goal difference shall be taken into account in determining:

- the Premiers;
- the team or teams eligible for promotion to a higher division or relegation to a lower division;
- the teams eligible to play in the Finals Series in the respective divisions;
- all other positions on the points table.

Goal difference shall be calculated by subtracting the total number of goals AGAINST from the total number of goals FOR in all fixture matches:

- the team with the higher or highest resultant plus figure from such subtraction shall be deemed to have the superior goal difference and shall be the higher or highest placed team;
- the team with the lower or lowest resultant minus figure from such subtraction shall be deemed to have the lesser goal difference and shall be the lower or lowest placed team of those on equal points;
- in the case of goal difference being equal, the team having scored the most goals FOR shall be the higher or highest placed team.

In the case of teams having an equal goal difference and having scored an equal number of goals FOR:

- the team with the higher or highest number of points from matches played between the teams in question shall be the higher or highest placed team;
- if the number of points is equal, then the team with the superior goal difference from matches played between the teams in question, shall be the higher or highest placed team;
- in the case of goal difference being equal, the team having scored the most goals FOR from matches played between the teams in question, shall be the higher or highest placed team;
- if the goal difference and goals FOR are equal, then the team that scored the most away goals from matches played between the teams in question, shall be the higher or highest placed team.

If teams are still equal after taking into account all of the above considerations, the following will apply:

- to determine Premiers and team(s) eligible for promotion to a higher division or relegation to a lower division - the clubs concerned shall play off one or more deciding matches on neutral grounds, the format, timing and venue(s) of which shall be determined by QCSA;

10. INTERCHANGE OF PLAYERS

In all competitions, unlimited interchange will be permitted, with no more than fifteen (15) players permitted to be listed on the Match Card, with the exception of the Over 40 competition who are allowed to have sixteen (16) players listed on the Match Card.

Only players' names listed on the Match Card are permitted to take part in the match. A player who has been interchanged may return to the field for another player.

All interchanges can only occur at a break in play with the approval of the referee and must take place at the halfway line.

If a player arrives late, they are only allowed to take the field if their name has been written on the Match Card prior to the start of the match.

11. PLAYER IDENTITY

All players from Under 9 upwards must have a passport-style photograph loaded into MyClubMate as part of the Registration process. The photograph will be in accordance with QCSA Policy, head and top of shoulders only, no hats/caps to be worn. Juniors (U9-U17/18) photo ID's must be replaced every 2 years and Seniors and Overage competition players photo ID's must be replaced every 3 years.

Player photos cannot be scanned photos from passports, licenses or other photos.

Teams are required to have printed a copy of their most current Registered Players List (RPL) and have that with them for all matches. It would be preferable to have the RPL printed out in colour.

Team Managers are required to check the Player Identity of the entire opposing team. This action should be completed prior to the player/(s) participating in the game by the production of a Team I.D sheet (aka RPL). If identification cannot be verified and a club wishes to challenge the identity of a player or players, the player/(s) in question must sign the Match Card in the column adjacent to where their name is written.

11.1 Borrowed Players

Borrowed players participating in matches are not required to have their player ID number recorded on the Match Card, however, it is preferable. They must however have their registered age group and division listed against their name in the appropriate column on the Match Card.

In the instance that a club has more than 1 team in a particular division, players in those teams, once placed, may NOT interchange between the teams.

12. PLACEMENT OF PLAYERS IN TEAMS

12.1 Player Age Rules

Designated age groups are listed in Section 1.1 and 1.1.1.

12.2 Playing Above Designated Age Group

Junior players are permitted to play up 2 years from what they should be officially registered in.

Any player wanting to play more than 2 years above their age group must have their club submit a request to do so through the QCSA Secretary.

12.3 Playing Below Designated Age Group

A maximum of 2 junior players may be registered per team, 1 year below their official age group in **single age competitions** only up to and including the Under 14 age group. To play lower or have a third player – clubs can make a submission to SCM on physical or intellectual disability grounds.

The documentation should include the requested players name, age and age group they wish to play into; the reason for the request along with a copy of a signed letter or report from the appropriate medical professional indicating the physical or psychological issues that affect the player.

QCSA will then confirm the decision in writing to the club. Please note, that until this authority is provided, the player cannot participate in organised matches, outside of their age appropriate age group, as a legitimate player.

12.4 Players Transferring between Teams

All players participating in competitions must be placed into a specified team by their clubs. These teams must be entered into the QCSA Fixture Competition in accordance with QCSA instructions. Players can only be placed in one team at any one time.

No player may transfer between teams within a Club of this Association, after the first fixture round without first obtaining approval from the SCM.

In the instance that a club has more than 1 team in a particular division, players in those teams, once placed, may NOT interchange between the teams.

There are 2 ways that a player can be transferred to another team in your club. They can be by either a QCSA ruling (see section below on Borrowing Players) or by the club choosing.

If the club chooses to transfer a player permanently to another team within the club, a request must be received by the QCSA Registrar. This will need to be requested by the Thursday of each week if you want that player in their new team for the match that weekend. Until you receive official notice from the QCSA Registrar, the player is NOT transferred. (As per By-Law 6.1 – No player may transfer between teams within a club of this Association, without first obtaining approval from the SCM).

Once a player is allowed to transfer, they must keep the amount of any borrowed games that they played for another team. e.g., if a Under 12, Div 3 player during the start of the season plays 2 games for Under 13, Div 2 and the club chooses to transfer that player into an Under 12, Div 2 team, those 2 borrowed games go with that player, therefore, they are only allowed to be borrowed another 2 times by any other team higher, then that player will have to stay with the team that borrows them the 5th time.

12.5 Player Transfers from another Club during the season

Any player wishing to transfer to another club during the playing season must complete the Official Player Transfer Form signed by the player/parent, the old Club and the new club and return the completed form to the QCSA Registrar for SCM approval.

Player transfers between club's mid-season, need SCM approval and clearance from the original club. The player needs to get a transfer form from the original club and the player needs to email the form to the QCSA Registrar. QCSA will not chase this for you and your new club is not allowed to. If it is a straight up transfer, such as a team disbanding, the QCSA Registrar may use discretion and give permission for the player to play until the next SCM. In other cases, the player needs to wait until SCM meet, once per month.

13. BORROWING PLAYERS

13.1 Borrowing – Competition

Registered **Junior** competition players (Under 9 – Under 15/16) may be borrowed to play in higher divisions and age groups, but may only do so for a maximum of 5 matches within any junior competitions. The maximum number refers to the total number of games played up and not to each team they may play in. However, when they play their 5th borrowed match, they are automatically transferred into that team by QCSA. They cannot then play for any other team for the remainder of the fixture season. Juniors may only play up a maximum of two years from their correct age (not necessarily from their age group).

Registered **Senior** competition players (Under 17/18 and upwards) may be borrowed to play in higher divisions and age groups, but may only do so for a maximum of 6 matches within any Senior or Overage competitions. The maximum number refers to the total number of games played up and not to each team they may play in. However, when they play their 6th borrowed match, they are automatically transferred into that team by QCSA. They cannot then play for any other team for the remainder of the fixture season.

A team playing in a fixture shall be permitted to borrow players from a lower division in that particular age group, or a lower division in a lower age group (e.g. an U13 Div 3 team can borrow from an U13 Div 4 or Under 12 and lower team; or for seniors, Senior Men Div 1 is the highest division, followed by the Over 30 age group and the Over 40 competition is considered to be the lowest division).

A player may only be borrowed from a lower division, except for the Overage Competition which may borrow up to two (2) players from a higher division as long as the player is of the correct age. In the Overage Competition, a player may not be borrowed down from a higher division from the last five (5) rounds of the competition pertaining to that particular age group and division.

You cannot borrow across the same division, *i.e.*, if you have 2 teams in Under 13 Div 2 (green and red), the green team cannot borrow from the red team and vice versa.

Players cannot be borrowed between gender specific teams within the same division.

All borrowed players must be noted on the match card as where they are borrowed from. If they are not, first offence will be a warning and a fine. Any subsequent offences will be deemed an ineligible player and the points stripped as per By Law Playing an Unqualified Player.

You can still borrow from lower division's right through to and including the grand final.

Your club will receive email notification when a player has reached 4 or 5 borrowed games (junior and senior respectively). You need to ensure that the manager of the team, as well as the players themselves, keep a track of how many games they have been borrowed.

14. ELIGIBILITY/NON-ELIGIBILITY OF PLAYERS

14.1 Eligible Players

Players who have registered for the 2017 season are permitted to be play at any time during the season (subject to any suspensions).

A person may participate in any match under the control of or sanctioned by this Association provided that that person is:

- (a) registered as a player for the Association for the particular age group or division, or is playing in a higher age group as provided by these rules;
- (b) named on the match card as it appears on the registered player information;
- (c) not under a suspension issued by the Chairperson of the Committee on Discipline; and
- (d) not an unqualified/ineligible player.

During the season, player registrations need to be received by the QCSA Registrar by 8:00pm Thursday night. They will be processed on the Friday and those players will be eligible to play in the following game. Any received after Thursday night will not be processed until the following Friday and they cannot play that weekend.

14.2 Eligible Players – Finals Series

No player may play in the Championship Finals unless the player is registered **prior to** Round 11 (as per the QCSA Calendar) of the Premiership Competition matches for their respective age group.

14.3 Ineligible/Unqualified Players

Any player not registered as per QCSA By-Laws for the current season is considered ineligible and is not permitted to participate in any QCSA competitions. A player can only be registered with one QCSA club at a time.

Any player under suspension by QCSA is considered ineligible, and is not permitted to participate in any fixture until that suspension is served. This includes mandatory suspensions for yellow and red cards along with penalties determined by a Disciplinary Committee.

A player whose name is not listed on the Match Card prior to the commencement of any QCSA competition match is considered ineligible and is not permitted to participate in that match.

The Player Age rules in section 1.1 and 1.1.1 outline the guidelines and process for any player to be assessed to play above or below their age group. Players playing without the correct assessment will be deemed ineligible.

A team must not list more than fifteen (15) eligible players on a Match Card for a match (not including any struck through players who are ineligible to play). If a team does so, then the team is considered to have played ineligible players. Exception being, Over 40 age group who are allowed to have sixteen (16) eligible players on a Match Card for a match (not including any struck through players who are ineligible to play).

QCSA reserves the right to investigate the eligibility of any player participating in any competition.

There are a number of ways that a player can be deemed unqualified/ineligible. The easiest way is to look at the table of offences below and then don't do them, as they will either result in loss of points or a fine.

#	OFFENCE
1	Player too Young or too Old to Play
2	Failure to provide RPL at request
3	Ineligible Borrowed Player

4	More than max players on MC (didn't play)
5	Not listed on MC as borrowed player
6	Playing Down
7	Using more than maximum allowed players
8	Player Not Listed on the Match Card
9	Player Not Registered
10	Playing while suspended
11	Playing Under an Assumed Name

14.4 Protest – Playing Ineligible Player

On match day, any team may ask to check the identity of any opposing player/(s).

Should the identity of a player/(s) be questioned at any match in which they are participating, the player/(s) must sign the Match Card. The opposition Team Official should note the doubt of the identity of the player on the Match Card and ensure that they circle **N** on the Match Card where verifying the identities of the players. The game proceeds ahead as normal.

No player can refuse the request for such a signature. Any player asked to sign a Match Card and does refuse to do so is automatically deemed unqualified and the points stripped from that player's team, regardless of whether that player is eligible or not.

No Club Official shall have the power to refuse to allow an opposition player to take the field for any reason.

14.5 Penalties and Outcomes

If it is established that a player competing in any QCSA competition fixture was ineligible to play, then the following will apply:

- QCSA may impose a fine, suspend, expel or take whatever disciplinary action it deems necessary against the offending club, team, player or team official;
- the team found guilty shall forfeit any goals scored and points gained in that match and the points and match will be awarded to the opposing team;
- if the team found guilty won, they will lose 3 points and the opposition gets the 3 points;
- if the team found guilty lost, they will lose 3 points and the opposition gets the 3 points and the win; if the team found guilty is in a drawn match, they will lose 2 points and the goals for and the oppositions gets all 3 points.

In the event that it is established that both teams competing in any QCSA competition fixture fielded players who were ineligible to play, then the following will apply:

- the match will be deemed as a **NO RESULT**, whereby, no points will be awarded;
- QCSA may impose a fine, suspend, expel or take whatever disciplinary action it deems necessary against the offending clubs, teams, players or team officials.

15. CLUB RESPONSIBILITIES

15.1 Facilities/Ground Arrangements

The home club must ensure:

- the ground is correctly marked, including the technical area;
- it provides suitable goal nets, safely fastened or pegged to the ground and corner flags;
- it provides toilet facilities that are hygienic and clean and (if possible) dressing room facilities that are hygienic and clean;
- it provides a safe environment for players, officials and spectators;
- if possible, it has adequate refreshment/canteen facilities open to the public;
- if possible, it provides a Referee's Room where referees can rest and leave their belongings while on the field.

The dimensions of the playing field/s shall conform to the Laws of the Game as stated in our By-Laws, Section 24 Field Requirements.

Any club whose facilities do not meet the requirements specified may be fined, suspended or have its home fixtures played away.

15.2 Wet Weather Procedure

Friday night cancellations – When closing fields, clubs must contact QCSA Registrar no later than 4:30pm on that afternoon, preferably by SMS/phone and email.

Saturday cancellations - Clubs can advise if their fields are unplayable for Saturday matches, at the latest, by 6:30am on the day of the game, by contacting the QCSA Registrar by BOTH email and SMS/phone.

All matches: If your club has not closed their field by the relevant times as specified above, then it will be a Referees call as to whether games are played or cancelled. The appointed Referee may meet with a home ground official who will then jointly inspect the field to ascertain a number of factors, which will include:

- is the ground considered safe for the players and the match to proceed?
- If so, how many matches can be played, taking into account all factors including the likely weather conditions and the expected state of the ground?

QCSA will collate cancelled field/s information for release on its website, face book page and fixtures page on a regular basis, shortly thereafter the aforementioned cut off times, if not before.

It is therefore essential for clubs to do the following:

- (a) Ensure all the contacts for the Club, Team Manager and Team Coach, are up to date in MyClubMate;
- (b) Ensure all the contacts have a mobile phone number listed within the MyClubMate.

If prior notice can be given of unplayable fields that is great, but if you suddenly turn up to mark the field on a Saturday morning and find it under water or some idiots have trashed it then you have to let the QCSA Registrar know immediately. Obviously, common-sense kicks in, if you have a look at the field at 2:00pm on Friday before the Over 30s/40s games and it's no good then we can try and make alternate arrangements (weather permitting).

It is our intention that all games are played on the day, even if they must be moved to other fields. If you have had adverse weather conditions, make sure you go and check your field and let the QCSA Registrar know nice and early. Don't contact your teams until you've spoken to the QCSA Registrar as alternate arrangements will be attempted.

On these types of days, in particular, **NO ONE**, except club secretary or registrar is to contact the QCSA Registrar regarding games. Even if the answer is known, it won't be given. If time permits, the QCSA Registrar will contact the club if there is any issue with their games, if it is a tight time frame, the QCSA Registrar will go to the team directly and let them know what is happening.

IF YOU DON'T HEAR FROM THE QCSA REGISTRAR – DON'T RING – CHECK THE WEBSITE ETC., OR GO TO YOUR GAME!

In the event that QCSA Registrar declares the cancellation of a complete fixture round due to extreme weather events, all fixtures for that round will be declared a washout. Please be aware that the Friday night competition and the Saturday competition, in this instance, can be treated separately. If possible, the entire round may be rescheduled to a later date in the season, depending entirely on field and date availability.

In the event of the partial cancellation or abandonment of a fixture round due to rain, where some games may proceed in the morning (or evening for Friday night competition), but others get cancelled during the day, or only some of the venues are declared unfit for play), the following process will occur:

- (a) Follow the rescheduling process (as outlined in Section 4.1) as closely as possible, but both home and away teams need to agree on the reschedule date/time/venue;
- (b) Where both home and away teams cannot agree or confirm a new date/time/venue within 1 week of the cancelled match, the Registrar will set the new time and place for the game to be rescheduled. The QCSA Registrar's decision in regards to the rescheduling of fixtures will be final.

If after a game has been rescheduled, and either team cannot make the match then that team will have to forfeit the match, following the forfeiting process.

No rescheduling of a rescheduled match will be allowed.

NOTE: In the event of the cancellation or abandonment of a fixture round due to rain in the final weeks of the season the club response timeframes, outlined in rescheduling process, will be reduced to two (2) days, or in some cases, notified by the QCSA Registrar of WHEN and WHERE the game will be played and clubs will have no say in the process.

15.3 Field Lighting

Clubs wishing to host night fixtures during the season must advise QCSA of their field lighting capabilities.

Recommendations for football field lighting detailed in the Australian Standard AS2560 Part 2.3 "Lighting for Football" includes: Minimum Service Luminance Lux (Average) 100 and Minimum Uniformity Ratio (Min: Ave) 0.5 for competition matches. To achieve this level for the whole season, the Minimum Service Luminance (Average) at the commencement of the season should be 110 Lux.

If a club requires their field lighting to be tested, please contact the QCSA Risk Assessment Officer.

15.4 Team Managers

15.4.1 Match Cards

On match day, both teams participating in a competition match are required to complete a QCSA Match Card prior to the commencement of any match.

A Match Card must:

- be printed from MCM **no earlier than** the Thursday prior to the game being played;
- list all match details (age group, division, date, round number, participating teams, kick off time and venue);
- list all players taking part in the match with first name, surname, player ID (not necessary for borrowed players) and corresponding shirt numbers for all age groups;
- list all borrowed players, noting their registered age group and division;
- not list more than 15 players for any fixture, or for Over 40's 16 players for any fixture;
- have nominated thereon a Vested Official and have that person sign the relevant area on the Match Card for their team;

- both Team Manager and Vested Official and signatures must be filled in, it can, however, be the same person if necessary (cannot be the team coach);
- be supplied to the opposition Team Manager **at least 15 minutes** prior to the scheduled kick-off, to allow for verification of the players listed on the Match Card to take place;
- be supplied to the match referee **at least 10 minutes** prior to the scheduled kick-off;
- if all the areas mentioned above are not filled in correctly, the applicable team **will be fined**, with the fines increasing each time a breach is committed, it can also lead to the match being lost due to an ineligible player being listed on the Match Card.

Both Team Managers:

- must ensure they have the minimum number of players to commence the match, 7 players (4 players for Under 6, 7 & 8 age groups);
- will need to have printed out their own Match Card from the My Club Mate system for each match, whether they are the home or away team. The match referee will collect 2 match cards, 1 from each Team Manager for their own team;
- must ensure that a Vested Official is nominated from their team and have that person sign the relevant area on the Match Card for their team;
- must verify the names on the opposition Match Card with their RPL to verify the identities of the players on the Match Card are represented by the correct players taking part in the match;
- if happy about the identity of the opposition players, must then sign and circle “Y” on the opposition Match Card confirming that they have verified the identities of the players on the Match Card and are represented by the correct players taking part in the match;
- if either is not satisfied that the opposition players are who they deem to be as listed on the Match Card, should sign and circle “N” on the opposition Match Card and may request the player whose identity is in question to sign in the column adjacent to where the player’s name is listed.
- may make use of the ‘Comments’ section to advise the QCSA Match Card Officer of any concerns;
- need to leave listed on the Match Card any players who may be struck through as they are ineligible to take the field for that match;
- if requiring more space to write either player’s or borrowed player’s details may white out any player’s that are not taking the field for this match, but, this does not apply to player’s that are struck through – they must remain on the Match Card;
- when finished verifying players on the opposition Match Card, the Team Manager will then hand the opposition Match Card direct to the match referee;
- If the opposition Team Manager has not yet finished completing the Match Card, then you should not confirm that you have verified any player’s identification until they have done so, that way, information cannot be changed once you have signed it as being correct to your understanding;

15.4.2 Player Identification

Refer to the Player Identity Section 11 of these Rules.

15.5 Team Vested Official

The Team Vested Official:

- **must walk onto the field with your team, at the start of the game, so the referees, players and spectators know who you are;**
- is required for all teams that partake in the QCSA fixture competitions;
- QCSA prefers a fluoro orange vest to be worn, but other fluoro colours are acceptable;
- is the person who controls the crowd / spectators. Often it can be the Team Manager of that team;
- can never be the coach;
- cannot be involved in any running of the team, i.e., interchanges or positional changes;

- are required to add their name and sign the Match Card to indicate who they are to the QCSA so QCSA can contact as required;
- are to observe the game from where the majority of the spectators are. Not on their own on the other side of the field, and definitely not from the coaches / interchange boxes;
- is the person that the referee will speak to, if the referee has an off field problem that needs sorting out;
- when off field problems, such as referee abuse, smoking in wrong areas, alcohol, or other issues are present, it is this person's responsibility to stop it;
- is required to control all spectators (not just their own). It is helpful though, if any problems need to be dealt with, for the Vested Officials to deal with it together;
- Clubs must ensure managers / coaches are very careful about the people they ask to do this position;
- must be at least 18 years old, since obviously a 12 year old can hardly be expected to do the above; Likewise a 95 year old would be unable to fulfill the duties;
- QCSA suggests that teams have a parent / person that is prepared to do it most weeks, so they are aware of the responsibility (and perhaps have a backup for when the original person is away);
- EVERY GAME MUST HAVE A VESTED OFFICIAL PRESENT FROM BOTH TEAMS;
- teams can be fined and have a loss of points for non-compliance;
- in certain cases, SCM can rule that teams have to have multiple Vested Officials;
- aside from the start of the match, must never enter the field of play without the referee's consent and ensure that no spectators do either;
- for Senior Teams, we do recognise that a lot of teams have just the players and no spectators. In these cases, the Vested Official may be one of the players. That person must still sign the match card and do all the duties as outlined above. If there are any spectators with your team, then this is not allowed.

As you can see from above, the Vested Official is a very important position and the person / people chosen to fulfil this task must be appropriate. It is as important (if not more so) as the person chosen to coach each team.

15.6 Match Results Notification

All clubs, whether their teams were home or away teams, must enter all their teams' results through the MyClubMate results system **prior to 8:00pm of a Sunday evening, if not earlier**, for the matches played on that day or the Friday night prior.

Results will be displayed in the results fixture table as soon as 1 of the clubs has entered the scores for a match. However, if the opposition teams results gets entered and they do not match the already existing results in the system, then no score will be displayed until the correct score is entered either by the club entering the incorrect result, or by the Match Card Officer once the scores have been confirmed with the Referee of the match.

Each club must have a Results Officer. Obviously if you only have 1 team, it can be the manager of that team. Otherwise you need to have someone from your club collating all your scores.

QCSA will impose a fine on clubs that fail to register their scores as required.

If you have any problems, please email the QCSA Match Card Officer at matchcards@qcsa.org.au for assistance, as fines will also be imposed on clubs who constantly email results through instead of recording them online.

We do need the person from your club who will be entering the results, to make sure that their email address is lodged in the MCM system as "Results Officer" under the "Co-Ordinators" tab. The reason for this is that if for some reason the 2 results lodged by both the home and away team do not match, then you as results officer will be sent an email advising of this and to check the result with that particular team and perhaps re-enter the score if an error has been made.

Assistance can be found in the "Entering Results" section of the PDF Document "MyClubMate Online Management System Instructions for Results" available through the QCSA website under download documents.

FOR EVERY MISSING SCORE THE CLUB WILL BE FINED.

Clubs are not required to enter the scores for the Under 6 – Under 8 matches. If scores are entered, no results will be displayed on the fixtures page, nor will any points accumulate for these matches.

15.7 Match Balls

Each team must supply at least one (1) football of correct size and in good order and condition for each match. Where possible, the host Club shall provide three (3) footballs of correct size and in good order and condition for each match.

15.8 Playing Strips

All clubs must nominate a “Home” and “Alternate” strip when they become a member of QCSA. The alternate strip must be of a different colour (this applies to shirts) to the nominated home strip. The club home strip must be approved by QCSA prior to the season commencement and must not change in colour or design throughout the season. The colours of the clubs strip must be consistent from junior through too senior.

For existing clubs, any change to your strip that is already lodged with QCSA, needs to be approved by QCSA before your teams can wear it.

All playing strips must have clearly visible numbers on the back of the jerseys.

Where club colours are similar, the HOME team will be required to wear their registered alternate strip. If you are the away team it is advisable to take your alternate with you, just in case.

The teams who wear strips that vary from the main club strip nominated and also pictured on the website will need to change to their alternate strip if necessary, regardless of if they are home or away. The referee will make the final decision. e.g., if your club registers their main strip as green with white trim, and their Under 10 team wears a white strip with green trim; and they travel to a ground where the club’s main colour that they are playing against is white with green trim, then the visiting side MUST change their strip, as it isn’t their registered main strip. So, the best ruling would be, if you wear a different strip to your club’s registered main strip, please always have an alternate strip with you, whether you are home or away, as you will be required to change.

No teams are permitted to advertise any alcohol, tobacco or gambling related products or services on their respective playing strips.

Goalkeepers shall wear any colour provided it does not clash with either team or referee/assistants.

Any clubs wanting to have sponsor logos, etc., on the strip, must apply to QCSA Secretary to do so, in accordance with our Sponsorship section in the QCSA By-Laws.

16. TECHNICAL AREA

- Each club must have Technical Areas clearly marked as stipulated by FIFA guidelines and provide sufficient seating to allow all personnel to be seated during the match.
 - An area one (1) metre either side of the half-way line and one (1) metre deep shall be marked off the field of play on one side only. This area shall be known as the Interchange Zone. The Interchange Zone shall lead into an area known as the Technical Area to be defined by an area 3m x 2m marked behind the Spectator Line (refer to Field Requirements in the QCSA By-Laws) either side of the half-way line.
 - Coaches of teams in age groups up to and including Under 10 shall be entitled to give coaching instructions from behind the spectator line along the length of a field, ensuring to not get in the way of the Official Linesman.
 - Under 11 and above coaches shall be entitled to give coaching from the technical area only.
 - The coach and other officials must remain within the confines of the technical area, except in special circumstances, for example, a team sports trainer or doctor entering the field of play, with the referee's permission, to assess an injured player.
 - All substitutes must be seated within the technical area. They must wear bibs or an alternative coloured uniform to their and the opposition team strip, Substitutes are permitted to warm up outside of the technical area, provided they are wearing bibs or an alternative coloured uniform to their and the opposition team strip. When warming up, substitutes are requested to choose an area furthest from the opposing team.
 - All occupants of the technical area must behave in a responsible manner. The Referee has the right to expel any person from the technical area at any time as he or she sees fit. The game will not recommence until that person has left the playing field to the Referees satisfaction.
 - Suspended players and officials are not allowed in the technical area.
 - All Coaches and Managers will be required to wear a QCSA ID Lanyard so that the referees can clearly see who you are. Only those that have a QCSA ID Lanyard are allowed in the technical area, besides the players who are on the substitution bench.
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17. REFEREES (MATCH OFFICIALS)

Wherever possible, registered QCSRA Referees shall be appointed to control fixture matches.

QCSRA keep track of how many Referees & Assistant Referees are provided to your club each round and bill your club accordingly. If you do not pay your account, they will let the QCSA know and either points will be taken off the teams in your club until monies are paid in full or your club/team will be unfinancial and not able to take any further part in fixture rounds until the account has been settled.

17.1 Non-Attendance or Unavailability of Referees

If a match is unlikely to have a Referee, an email will be sent to the club on Thursday or Friday evening advising same. That gives clubs a chance to make alternate arrangements. Sometimes, through injury, car trouble, etc. even though a Referee is supposed to be there, at the last minute they aren't.

If a Referee fails to attend – the match **MUST** be played. You can't decide to go home and play another time as both or one team may be penalised with an extra point penalty. More emphasis is placed on the home team to find someone as they probably have more options available to them, than the away team does (such as games before and after, someone close). But in saying that, if the away team does have someone who can do it, we are sure the home team won't mind.

Both teams need to agree with the selection of Referee to take charge of the fixture and sign on the Match Card to indicate their agreeance before the match starts.

That person **MUST** do the entire game, not do a half each etc. The match must also be played under the QCSA rules. *i.e.*, don't lengthen the halves, or let teams have 2 goalkeepers each. The Match Official has the same powers as a registered Referee.

The Match Card is given to the ref as per usual who keeps it for the match. After the match he or she fills in the bits required, including any discipline cards and player of the year points. Once the score is written on the front, both teams initial to indicate they agree with the score.

The Match Cards are then given to the Team Manager of the home team who gets it posted to the QCSA Match Card Officer on the Sunday (**QCSA Match Card Officer, PO Box 452, Carina QLD 4152**).

All clubs are obligated to fulfil all fixtures regardless of whether a Referee is present to take charge.

Should any club fail or refuse to participate in any fixture on the above grounds, the club will be fined per offence, and may be subjected to further disciplinary action

In the event both teams refuse to play, QCSA reserves the right to award a **NO RESULT**, fine both clubs and recommend further disciplinary action.

In circumstances where only one Assistant Referee has been appointed, the home team is obliged to try and provide a club Assistant to assist the Match Referee. In circumstances where no Assistant Referees have been appointed, both the home and the away teams are obliged to try and provide one club Assistant each to assist the Match Referee. If either the away or the home team are unable to provide an Assistant, then both Assistants may come from the same team.

17.2 Blood Rule

In the event a player suffers an injury or wound which results in the loss of blood, the Referee will request that the injured player receive attention outside the field of play and only when he /she is satisfied that the injury or wound is safely covered and contained, will the player be permitted to re-join the game.

In the event the player's uniform or attire is splattered with blood, the Referee will instruct that player to change his attire before being permitted to re-join the game. Should the injured player be required to change

his uniform, then the appointed Referee will show discretion in allowing the player to wear an alternative numbered shirt if necessary.

18. DISCIPLINARY

Please refer to the current year QCSA Disciplinary policy.

19. APPENDIX 1

Matches for under 6, 7 and 8 players shall comprise a six-a-side competition. Rules to apply for these matches are:-

- (A) The duration of matches will be 15 minutes each way for Under 6 and Under 7 age groups, and 20 minutes each way for Under 8 age groups, all with a half time break of 5 minutes.
- (B) At any time, a team must have no more than 6 players and no fewer than 4 players on the field, one of whom must be a goalkeeper.
- (C) Any number of substitutes may be used in a match provided that they are registered players with that Club. A player who has been playing earlier and been replaced is allowed to return to the field as a substitute for another player. The referee must be advised of all substitutions. All substitutions are to take place from the half-way line. Players must leave the field before being substituted.
- (D) The coach or their nominee (i.e. one person per team) may run with the players on the field to coach and direct them providing that the conduct of the match is not disturbed.
- (E) The off-side rule will not be applied.
- (F) There shall be no direct free kicks (a goal cannot be scored from a free kick unless another player touches it), and no penalty kicks.
- (G) Kick-offs shall be taken from the spot in the middle of the halfway line. If the ball is not kicked forward before being kicked by another player, then the kick-off is re-taken by the same team. If the player taking the kick-off kicks the ball a second time before it is kicked by another player, then a free kick is awarded to the opposing team. Players from the opposing team must be at least 5 metres from the ball when a kick-off is being taken.
- (H) If the attacking team kicks the ball out over the goal line other than between the goalposts, then a goal kick is awarded to the defending team. Goal kicks may be taken from any point on the semicircle. All players, other than the player taking the kick (and the goalkeeper if someone other than the goalkeeper is taking the kick) must be at least 5 metres from the ball when a goal kick is being taken (otherwise the kick is re-taken).
- (I) When the defending team kicks the ball out over the goal line other than between the goalposts, then a corner kick is awarded to the attacking team. Corner kicks shall be taken from the point marked on the goal line, 5 metres from the semicircle. A goal may be scored direct from a corner kick.
- (J) When a free kick is being taken, all opposing players must be at least 5 metres from the ball. If a free kick is awarded to the attacking team within 5 metres of the goal area or inside the goal area, the ball is taken back to a point 5 metres from the goal area (so that defenders may stand just outside the semicircle).
- (K) Only the goalkeeper is allowed in the goal area at any time, except for a defending player taking a goal kick or free kick. The player taking the kick (if not the goalkeeper) must vacate the goal area immediately after the kick is taken. If the ball is kicked from within the goal area by an attacker, the defending team is awarded a free kick from the semicircle. If the ball is kicked from within the goal area by a defender (other than the goalkeeper), the attacking team is awarded a free kick from 5 metres outside the semicircle (as in Rule J above). However, a player unavoidably running into the semicircle on follow-through shall not be penalised provided they do not kick the ball whilst in the semicircle.
- (L) Normal FIFA Rules apply with regard to throw-ins and deliberate fouls.
- (M) Unless otherwise stated above, the normal FIFA Rules shall apply.
- (N) Field Dimensions: When using a field separate to splitting a full size field, field size is to be Min: 45x25 metres to Max: 55x35 metres.

- (O) Field Markings: The field has a half way line. The centre of the field has a spot in the middle of the half-way line. The goal box has a 5-metre radius semicircle. Corner kicks are marked 5-metres from the goal semicircle.
- (P) Goal Dimensions – (Internal): Goal posts to have a 1.5-metre high post with a 3-metre opening.
- (Q) Under 6 – These play modified soccer (six-a-side) and can register up to nine (9) players per team. There is a category 1 in each zone for 5 and 6 year olds. Note there are no records / results kept in these age groups and there are no finals. There are carnival days at the end of the season though.
- (R) Under 7 and Under 8 – These play a modified soccer (six-a-side) and can register up to nine (9) players per team. There are two categories in each zone (A and B). A is for experienced, returning and stronger teams. B is for those teams where the majority of players are new. Note there are no records / results kept in these age groups and there are no finals. There are carnival days at the end of the season though.