

KGLFL: MATCH DAY FORM 2020/21

Match details **MUST** be entered on to the FA Full Time System within 3 days of the match

PLEASE ALLOW YOUR OPPOSITION TO TAKE A PHOTO OF THIS FORM AFTER THE GAME – THIS WILL ACT AS A RECORD OF ALL PARTICIPANTS

PLEASE SEND YOUR RESULT INTO YOUR LEAGUE ADMIN OFFICER BY 5.00PM

FIXTURE DETAILS					
DATE		KICK OFF		COMPETITION	
HOME TEAM				SCORE	
AWAY TEAM				SCORE	

PLAYER DETAILS (All players listed will be assumed to have played unless marked as “Absent” or “Did not play”)		
	PLAYERS FULL NAME (Block Capitals)	GOALS
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
	<i>LATE REGISTRATIONS (max 3 per match)</i>	GOALS
LR1		
LR2		
LR3		

SUBSTITUTES – MAXIMUM OF 5 ALLOWED FOR U12 to U18 TEAMS (OTHER AGE GROUPS = MAXIMUM OF 2 x MATCH DAY TEAM)

OFFICIALS DETAILS					
Ref Mark Range: 100 -86: Excellent 85-76: Expected Standard 75-61: Below Average 60-0: Poor					
REFEREE NAME		QUALIFIED Y/N?		REFEREE MARK	/ 100
ASSISTANT REF (HOME)		ASSISTANT REF (AWAY)			
If the Referee was <u>NOT</u> Qualified, were the away team given the opportunity to provide a Referee under Rule 10 (B) - YES, NO or N/A					

COVID 19, RESPECT MARKS, OPPOSITION PLAYER OF THE MATCH & OFFICIALS						
COVID 19 PROTOCOLS	RISK ASSESSMENT SUPPLIED (PRE-MATCH) ? YES / NO		COVID MATCH PROTOCOLS FOLLOWED ? YES / NO			
OPPOSITION RESPECT MARKS (out of 10)	PLAYERS		OFFICIALS		SUPPORTERS	
RESPECT / LEAGUE PROCEDURES? (Y or N)	BARRIER / LINE IN PLACE?		RESPECT HAND SHAKE?	N/A	WGS SQUAD SHEETS SHOWN?	
OPPOSITION PLAYER OF THE MATCH						
COACHES NAME			ASSISTANTS NAME			

KGLFL: MATCH DAY FORM : GUIDANCE NOTES 2020/21

PRIOR TO FIXTURE

- AT LEAST 5 DAYS AHEAD OF THE FIXTURE, THE HOME TEAMS MUST NOTIFY THEIR OPPOSITION OF THE FOLLOWING DETAILS: KICK OFF TIME | FULL VENUE ADDRESS | HOME COLORS | FACILITIES AVAILABLE (INCLUDING TOILETS) | **CLUB COVID 19 OFFICER DETAILS**
- WHEN SENDING FIXTURE DETAILS, THE HOME TEAM SHOULD ALSO SEND A COPY OF THE COVID 19 RISK ASSESSMENT FOR THE VENUE TO THEIR OPPOSITION.
- IF THE PITCH OR GOAL SIZES AVAILABLE FALL OUTSIDE OF THE SCOPE PERMITTED, THE HOME TEAM MUST ADVISE THEIR OPPOSITION. THE GAME MAY BE SWITCHED TO THE OPPOSITION'S VENUE IF REQUIRED.
- SHOULD THE HOME TEAM BE UNABLE TO APPOINT A QUALIFIED REFEREE, THEY MUST ADVISE THEIR OPPOSITION AS SOON AS POSSIBLE AND ALLOW THEM TO PROVIDE A QUALIFIED REFEREE IF THEY CAN.

MATCH DAY PROCEDURE

BEFORE KICK OFF

- HOME TEAMS **MUST** PLACE A RESPECT BARRIER (OR LINE) ON THE SPECTATOR SIDE OF THE PITCH.
- THE BARRIER AND SPECTATOR AREAS MUST BE SET UP IN LINE WITH THE VENUES COVID 19 RISK ASSESSMENT.
- ONLY REGISTERED CLUB MANAGERS, COACHES AND SUBSTITUTES ARE ALLOWED TO STAND ON THE SIDE OF THE PITCH OPPOSITE TO THE SPECTATOR AREA.
- BOTH TEAMS MUST COMPLETE THE FIXTURE DETAILS SECTION (EXCEPT RESULT) AND PLAYER DETAILS SECTION OF THEIR MATCH DAY FORM.
- IF A PLAYERS NAME HAS BEEN ENTERED ON THE MATCH DAY FORM AND THEY DO NOT ATTEND THE GAME – PLEASE CROSS OUT THE NAME AND CLEARLY MARK THEM AS “**ABSENT**”.
- BOTH TEAMS MUST CHECK THAT OPPOSITION PLAYER WGS SQUAD SHEETS INCLUDE ALL PLAYERS PRESENT.

AFTER THE GAME

TO BE ADDED ON TO YOUR OWN MATCH DAY FORM

- SCORE SECTION TO BE COMPLETED
- YOUR CHOICE OF OPPOSITION PLAYER OF THE MATCH (FULL NAME CONFIRMED WITH OPPOSITION).
- NAME OF REFEREE AND ASSISTANT REFEREES (EVEN IF THESE ARE PARENT VOLUNTEERS).
- NAME OF YOUR COACH AND ASSISTANT COACH
- TEAMS TO RETAIN **THEIR OWN** MATCH DAY FORM **AND TAKE A PHOTO** OF THEIR OPPOSITION'S FORM – **SIGNATURES ARE NOT REQUIRED.**
- **NOTE:** CLUBS **MUST** COMPLETE THE REFEREE SCORE AND RESPECT MARKS SECTIONS OF THEIR OWN FORM HOWEVER.....THEY MAY CHOOSE TO DO THIS AFTER THE FORMS ARE PHOTOGRAPHED IF THEY WISH.
- **RESULTS MUST SENT TO THE LEAGUE BY 5.00PM ON MATCH DAYS – EITHER ENTERED VIA THE FAQ MATCH DAY APP OR SENT BY TEXT OR EMAIL TO THE RELEVANT ADMIN OFFICER**
- **DETAILS FROM THE MATCH DAY FORMS MUST BE ENTERED ON TO THE FA FULL TIME SYSTEM WITHIN 3 DAYS OF THE MATCH – CLUBS SHOULD RETAIN THEIR ORIGINAL MATCH FORM**
- **For Referee scores below 61 a report must be submitted to the League via you own Club Secretary within 5 days of the match being played**

COVID 19 – RECORD OF PARTICIPANTS

CLUBS SHOULD RETAIN THEIR OWN FORM, ALONG WITH THE PHOTOGRAPH OF THEIR OPPOSITION FORM, AS A RECORD OF PARTICIPANTS IN THE MATCH – IN CASE THESE DETAILS ARE NEEDED IN LINE WITH THE CURRENT GOVERNMENT TRACK AND TRACE PROTOCOLS

LATE PLAYER REGISTRATIONS

(PLEASE READ THIS CAREFULLY)

THE DEADLINE FOR PLAYER REGISTRATIONS IS 8.00PM ON THE FRIDAY BEFORE A GAME.

THESE PLAYERS MUST BE ENTERED ON TO THE WGS SYSTEM, APPROVED BY THE LEAGUE AND BE INCLUDED ON MATCH DAY WGS SQUAD LISTS.

HOWEVER, A CLUB MAY REGISTER A PLAYER ONLINE AFTER THE DEADLINE IF THEY COMPLY WITH THE FOLLOWING PROCESS **PRIOR TO KICK OFF.**

1. INFORM BOTH THEIR ADMIN OFFICER AND OPPOSITION PRIOR TO THE MATCH OF THEIR INTENTION TO DO A MATCH DAY REGISTRATION.
2. SUBMIT A CORRECTLY COMPLETED REGISTRATION VIA THE WGS THAT MEETS THE LEAGUES REQUIREMENTS.
3. ENTER THE PLAYERS NAME ON THE MATCH DAY CARD UNDER THE LATE REGISTRATION SECTION.
4. SHOW THE OPPOSITION OFFICIAL WHERE THE PLAYERS NAME HAS BEEN ENTERED ON THEIR FORM.

UNDER NO CIRCUMSTANCES MUST THAT PLAYER PLAY IN ANOTHER MATCH (OTHER THAN THE SECOND MATCH OF A DOUBLE HEADER ON THE SAME DAY) **UNTIL THE REGISTRATION HAS BEEN APPROVED BY THE LEAGUE ON THE WGS.** FAILURE TO COMPLY FULLY WITH THIS RULE MAY LEAD TO THE PLAYER BEING INELIGIBLE AND BEING DEALT WITH UNDER RULE 18(N).

IF CLUBS DO NOT COMPLETE THE LATE REGISTRATIONS PROCESS CORRECTLY, THEY MAY BE LIABLE TO A CHARGE AS PER THE LEAGUES RULES – INCLUDING POSSIBLE FINE AS PER THE FINES TARIFF. CLUBS MAY ALSO POTENTIALLY HAVE THE MATCH RESULT AWARDED AGAINST THEM.

CLOSING DATE FOR PLAYER SIGNINGS 2020/21

- CLOSING DATE FOR TRANSFERS AND FOR SIGNING NEW PLAYERS IS: **31 MARCH 2021**
EXCEPT FOR UNDER 9 AND UNDER 8 WHERE THERE IS NO DEADLINE

Respect

