

REGULATIONS

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**Section A THE FOOTBALL ASSOCIATION OF WALES
WELFARE (“Regulations”)**

1. The Football Association of Wales (“FAW”) shall have a Welfare Policy and enforceable procedures included but not limited to the Procedures Appertaining to the FAW Safeguarding Panel (“Procedures”), that are appropriate to ensure that all its members, officials and workers and all participants in any of its activities at whatever age, level, race or gender are protected from abuse, exploitation, harassment or harm from inside and outside the Association.
2. In particular, the FAW shall have any procedures that are deemed to be necessary by the Chief Executive Officer following consultation with the National Safeguarding Manager in order to ensure the protection of children under the age of 18, vulnerable adults, any weaker party in a relationship of trust and female participants in the sport of football in Wales.
3. The FAW recognises that "Positions of Trust" exist within football. A Position of Trust is any position in which one individual has power or influence (actual or perceived) over another including, but not limited to any individual who has contact with children, young persons or vulnerable adults through football irrespective of their role within football.
4. When working with children, young persons and vulnerable adults in football any individual who is in a Position of Trust or a Regulated Position must adhere to the FAW’s requirement to undergo any appropriate measures to ensure the safety of those persons. This includes, but is not limited to, a background check utilising an external agency of the FAW’s choosing.
5. The FAW shall appoint a National Safeguarding Manager and any other Safeguarding Officers that are thought necessary.
6. The Chief Executive Officer or his nominees shall have powers to:
 - (i) impose an interim suspension on anyone in a Regulated Position, Position of Trust or affiliated directly or indirectly to the FAW who fails to comply with an instruction issued by the FAW in accordance with these Regulations;
 - (ii) impose an interim suspension order in accordance with any subsequent procedures or regulations including but not limited to the Procedures;
 - (iii) withdraw any FAW qualifications and remove from any Regulated Position, Position of Trust or affiliation anyone who has received a caution for or been convicted of any offence; and
 - (iv) require that any written and signed suspicion or allegation of abuse, exploitation, harassment or harm made against an individual within the FAW is reported to the social services or police.
7. Before using his powers under Regulation 6 (iv) the Chief Executive

Officer or his nominee shall give due consideration to the seriousness of the case and the views and opinions of any adult suffering from abuse, exploitation, harassment or harm, or the views and opinions of parents or guardians of any children that may be involved.

8. It shall be a condition of membership, affiliation or work that all Members of the FAW, Subordinates or any other organisation or individual with involvement in association football must comply with the FAW Welfare Regulations, the Welfare Policy and Procedures, appropriate codes of conduct and all other subsisting regulations. Failure to comply may be deemed misconduct as laid out in Section E of the FAW Rules and may be subject to disciplinary procedures as laid out in these Rules.
9. The FAW shall have procedures that are deemed necessary by the Chief Executive Officer following advice from the National Safeguarding Manager in order to be able to ensure that anyone who formally discloses any information regarding abuse, exploitation, harassment or harm is not discriminated against.
10. The FAW shall have enforceable codes of conduct appropriate to anyone falling within the definition of 'Regulated Position' as provided for in Part II Criminal Justice and Court Services Act 2000, its amendments and revisions; and to anyone else deemed necessary by the Chief Executive Officer following consultation with the National Safeguarding Manager.
11. The FAW shall have enforceable codes of conduct appropriate to anyone in a Position of Trust to anyone else within the FAW.
12. The FAW shall regularly monitor and review its Policy and Procedures and shall revise them as necessary to comply with the law or changing circumstances.
13. For the purposes of this Regulation:
 - (i) 'Regulated Position' is as provided for in Part II Criminal Justice and Courts Services Act 2000, its revisions and amendments;
 - (ii) 'vulnerable adult' is any adult with a learning or physical disability or physical or mental illness, chronic or otherwise, including addiction to alcohol or drugs; or with a reduction in physical or mental capacity due to advanced age; and as a result would be incapable of protecting his/herself from assault or abuse; or there is a potential danger that his/her will or moral wellbeing may be subverted or overpowered;
 - (iii) 'vulnerable person' is any vulnerable adult or the weaker party in a relationship of trust;
 - (iv) 'work' includes work of any kind, whether paid or unpaid, or under a contract of service or apprenticeship, or a contract for services, or otherwise than under a contract, or established by or by virtue of an enactment;
 - (v) 'abuse' includes neglect, physical, sexual and emotional abuse, bullying and incorrect training;

- (vi) 'exploitation' is a course of action designed to enhance the furtherance of one person's career or standing in football at the expense of another/others;
- (vii) 'harassment' is a course of conduct likely to cause distress or harm which a reasonable person in possession of the same information would think amounted to harassment of another;
- (viii) 'harm' shall include sexual abuse and forms of ill treatment which are not physical; and
- (ix) 'Subordinate' shall mean any director, member, representative, official, employee, referee or other playing official or player of a Member of the FAW together with every spectator and any person purporting to be its supporter or follower together also with all other organisations, clubs, bodies, entities or persons who are members of, or affiliated to, or over whom the Member of the FAW exercises, or purports to exercise control.

EXPLANATORY NOTES FOR AN APPLICATION TO A REGULATED POSITION WITHIN THE FOOTBALL ASSOCIATION OF WALES

Under Part II Criminal Justice and Courts Services Act 2000 it is a criminal offence to knowingly offer work in a regulated position to, or procure work in a regulated position for, an individual who is disqualified from working with children, or fail to remove such an individual from such work.

It is also a criminal offence for an individual who is disqualified from working with children to knowingly apply for, offer to do, accept or do any work in a regulated position.

As the position you have applied for/are currently working in falls into the definition of 'Regulated Position' as provided for under the Act, before you can be offered this position, or allowed to remain in it, you will be asked to fill in a FAW Self Declaration Form.

Any offer of a position made to you will be conditional on completion of the FAW Self Declaration Form and the results of any checks made on you. All information you disclose will be regarded as confidential, as will the results of any checks made; and will be held by the FAW under the provisions of the Data Protection Act 1998, its amendments or revisions.

Please note that providing a false declaration or not declaring any pertinent information to the FAW prior to any checks may result in disciplinary proceedings.

The FAW undertakes not to discriminate unfairly against any individual on the basis of conviction or other information revealed. A copy of the FAW's Policy on the Recruitment of Ex-offenders can be obtained by contacting the Compliance Department at the FAW.

PART B

FAW No:

FAW Self Declaration Form

To be completed by the individual named in PART A

- 1. **Have you ever been convicted of any criminal offences?** **YES/NO***

If YES, please supply details of any criminal convictions:

.....

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.....

NOTE: You are advised under the provisions of the Rehabilitation of Offenders Act 1974 (exceptions) Order 1975 as amended by the Rehabilitation of Offenders Act 1974 (Exceptions Amendment) Order 1986 you should declare all convictions including 'spent' convictions.

- 2. **Are you a person known to any social services department as being an actual or potential risk to children?** **YES/NO***

If YES, please supply details:

.....

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.....

- 3. **Have you received any disciplinary sanction (from a sport or other organisations Governing body) relating to child welfare?** **YES/NO***

If YES, please supply details:

.....

.....

.....

*Delete as Appropriate

IMPORTANT - *To be completed by the Applicant ONLY*

I have read and understood the information notes regarding the FAW's Child Protection List.

I agree to undertake a Criminal Records Bureau check if requested to do so by the FAW.

I understand that the information contained on this form and any subsequent information supplied through a CRB check may result in my inclusion on the FAW's Child Protection List. I also understand that the FAW may notify my club/organisation of my inclusion, and may supply this information to other persons or organisations who have an interest in child protection issues.

Signature of Applicant:

Date:

Please print FULL name:

PART B should be returned **DIRECT** to:

**The National Welfare Officer, The Football Association of Wales,
11/12 Neptune Court, Vanguard Way, Cardiff CF24 5PJ.**

THE FOOTBALL ASSOCIATION OF WALES POLICY ON THE RECRUITMENT OF EX-OFFENDERS

As an organisation using the Criminal Records Bureau (CRB) Disclosure service to assess applicants' suitability for positions of trust, the Football Association of Wales (FAW) complies fully with the CRB Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.

The FAW is committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependents, age, physical/mental disability or offending background.

This is a written policy on the recruitment of ex-offenders, which is available to anyone in the recruitment process or who has an interest in this Policy.

We actively promote equality of opportunity for all with the right mix of talent, skills, and potential and welcome applications from a wide range of candidates, including those with criminal records. We select all candidates for interview based on their skills, qualifications, and experience.

A Disclosure is only requested after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a Disclosure is required, all application forms, job adverts and recruitment briefs will contain a statement that a Disclosure will be requested in the event of the individual being offered the position.

Where a Disclosure is to form part of the recruitment process, we encourage all applicants called for interview to provide details of their criminal record at an early stage in the application process. We guarantee that this information is only seen by those who need to see it as part of the recruitment process.

Unless the nature of the position allows the FAW to ask questions about your entire criminal record we only ask about "unspent" convictions as defined in the Rehabilitation of Offenders Act 1974.

We ensure that all those in the FAW who are involved in the recruitment process have knowledge of the relevant legislation relating to the employment of ex-offenders and are able to assess the relevance and circumstances of offences to the position applied for.

At interview, or in a separate discussion, we ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.

At any time, any subject of a CRB Disclosure may request a copy of the CRB Code of Practice.

We undertake to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of employment.

Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.

THE FOOTBALL ASSOCIATION OF WALES POLICY ON THE SECURE STORAGE, HANDLING, USE, RETENTION AND DISPOSAL OF DISCLOSURE INFORMATION

Background information on this Policy

In accordance with the regulations set down by the Criminal Records Bureau (CRB), all organisations who use the CRB Disclosure service to help assess the suitability of applicants for positions of trust and who are recipients of Disclosure information must comply fully with the CRB Code of Practice. Amongst other things, this obliges the organisation to have a written policy on the correct handling and safekeeping of Disclosure information. It also obliges them to ensure that this policy is available to anyone who requests a copy.

General principles

As an organisation using the Criminal Records Bureau (CRB) Disclosure service to help assess the suitability of applicants for positions of trust, the Football Association of Wales (FAW) complies fully with the CRB Code of Practice regarding the correct handling, use, storage, retention and disposal of Disclosures and Disclosure information. It also complies fully with its obligations under the Data Protection Act and other relevant legislation pertaining to the safe handling, use, storage, retention and disposal of Disclosure information and has a written policy on these matters, which is available to those who wish to see it on request.

Storage & Access

Disclosure information is never kept on an applicant's personnel file and is always kept separately and securely, in lockable, non-portable, storage containers with access strictly controlled and limited to those who are entitled to see it as part of their duties.

Handling

In accordance with section 124 of the Police Act 1997, Disclosure information is only passed to those who are authorized to receive it in the course of their duties. We maintain a record of all those to whom Disclosures or Disclosure information has been revealed and we recognise that it is a criminal offence to pass this information to anyone who is not entitled to receive it.

Usage

Disclosure information is only used for the specific purpose for which it was requested and for which the applicant's full consent has been given.

Retention

Once a recruitment (or other relevant) decision has been made, we do not keep Disclosure information for any longer than is absolutely necessary. This is generally for a period of up to three years, to allow for the consideration and resolution of any disputes or complaints. If, in very exceptional circumstances, it is considered necessary to keep Disclosure information for longer than six-months, we will consult the CRB about this and will give full consideration to the Data Protection and Human Rights of the individual subject before doing so. Throughout this time, the usual conditions regarding safe storage and strictly controlled access will prevail.

Disposal

Once the retention period has elapsed, we will ensure that any Disclosure information is immediately suitably destroyed by secure means, i.e. by shredding, pulping or burning. While awaiting destruction, Disclosure information will not be kept in any insecure receptacle (e.g. waste bin or confidential waste sack). We will not keep any photocopy or other image of the Disclosure or any copy or representation of the contents of a Disclosure. However, notwithstanding the above, we may keep a record of the date of issue of a Disclosure, the name of the subject, the type of Disclosure requested, the position for which the Disclosure was requested, the unique reference number of the Disclosure and the details of the recruitment decision taken.

Acting as an Umbrella Body

Before acting as an Umbrella Body (one which countersigns applications and receives Disclosure information on behalf of other employers or recruiting organisations), we will take all reasonable steps to ensure that they can comply fully with the CRB Code of Practice. We will also take all reasonable steps to satisfy ourselves that they will handle, use, store, retain and dispose of Disclosure information in full compliance with the CRB Code and in full accordance with this policy. We will also ensure that any body or individual, at whose request applications for Disclosure are countersigned, has such a written policy and, if necessary, will provide a model policy for that body or individual to use or adapt for this purpose.

PREAMBLE TO POLICY STATEMENT

For some years the Football Association of Wales has had a child protection awareness policy and code of conduct for its coaches. In it we said:

the welfare of the child is paramount and all children whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity have a right to be protected from abuse.

We recognised that the FAW had a responsibility to:

- safeguard and promote the interests and well being of children with whom we are working.
- take all reasonable practical steps to protect them from harm, discrimination or degrading treatment;
- respect their rights, wishes and feelings.

Now as part of the FAW's commitment to providing good quality football training in a safe environment we are going further and extending our Policy and Procedures to cover everyone taking part in the sport of football in Wales.

And by everyone, we mean everyone; from our paid or voluntary coaches, referees, chaperones and office staff to the children and vulnerable adults playing football.

Under our Welfare Regulation:

it is a condition of affiliation that existing and future clubs, leagues, centres and squads have to agree to abide by the FAW Welfare Policy and Procedures applicable to them;

we are extending the Code of Conduct to anyone within the FAW who works in a "regulated position"* with children, within a relationship of trust or with vulnerable adults;

we will not knowingly allow anyone who has been disqualified from working with children or vulnerable adults to work in any regulated position or with vulnerable adults within the FAW; and

we have made persistent breach of the Code or Welfare Regulations a Disciplinary Offence under the FAW Disciplinary Rules.

The changes that are being made are intended to make it clear to everyone inside and outside the FAW that it is not prepared to allow anyone to use the FAW structure or organised activities for their own illegal or selfish reasons.

Any reports of abuse, if made through the prescribed FAW procedures, will be taken seriously and acted upon immediately under the powers given to the Chief Executive

Officer in this Regulation, and the FAW will support anyone using these procedures who in good faith, reports any suspicions that a colleague is deliberately breaching any Code or Welfare Procedure.

* As defined in Part II Criminal Justice and Court Services Act 2000'

THE FOOTBALL ASSOCIATION OF WALES

WELFARE POLICY

Section B

The Football Association of Wales has introduced this Welfare Policy as a clear sign that it is determined that everyone involved in football, including children, young people and vulnerable adults, can participate at all levels in a safe and supportive environment. The Policy establishes the Football Association of Wales' position, roles and responsibilities and together with the Policy for Preventing Abuse of Trust and Welfare Procedures and Practices (available at www.faw.org.uk), clarifies what is expected of other individuals and organisations involved in football.

EQUALITY POLICY STATEMENT

The FAW is fully committed to the principles of the equality of opportunity.

- No participant, volunteer, job applicant or employee will receive less favourable treatment on the grounds of gender, age, colour, disability, ethnic origin, parental or marital status, religious belief, social class or sexual preference than any other.
- The FAW will ensure that there is open access for all those who wish to participate in the sport, in whatever capacity and that they are treated fairly.
- The FAW recognises its legal obligations not to discriminate.
- The FAW will regard discrimination by any employee, participant or volunteer as grounds for disciplinary action in accordance with Rule 24.

WELFARE POLICY STATEMENT

Introduction

The FAW recognises its responsibility to safeguard the welfare of all children, young people and vulnerable adults who are attracted to and participate in football. As part of the FAW's commitment to providing good quality football in a safe environment, the Child Protection Policy and Procedures and Football Code of Conduct have been extended to cover everyone (paid and unpaid staff, volunteers, coaches, officials and players) taking part in the sport of football.

The aims of the FAW Welfare Policy are:

- To establish an effective system to ensure that all children, young people and vulnerable adults are able to enjoy football in as safe environment as possible;
- To ensure that everyone involved in football in Wales, in whatever capacity, is trained in protecting the welfare of children, young people and vulnerable adults;
- To ensure that all involved are aware of their

responsibilities in the protection of children, young people and vulnerable adults;

- To ensure all involved in football are aware of the procedures relating to the protection of children, young people and vulnerable adults;
- To promote high standards of behaviour by all those involved in all aspects of football;
- To ensure everyone who enjoys football in Wales is protected from harassment and abuse.

Principles:

The key principles underpinning this Welfare Policy are that:

- The welfare of children and young people (the Children's Act 1989 defines a young person as under 18 years of age) and *vulnerable adults is the primary concern;
- All children, young people and vulnerable adults, whatever their age, culture, disability, gender, language, racial origin, religious beliefs or sexual identity have the right to protection from abuse;
- All incidents of possible poor practice and allegations of abuse will be taken seriously and responded to swiftly and appropriately;
- Confidentiality of all parties should be respected within the bounds of the law;
- It is the responsibility of the Child Protection experts to determine whether or not abuse has taken place, but it is everyone's responsibility to report any concerns;
- All forms of abuse, misconduct and harassment are prohibited.

Responsibilities:

In order to ensure that all members, officials, voluntary or paid workers, players and participants are protected from abuse, exploitation, harassment and harm, inside or outside of the Association, the FAW will:

- accept the moral and legal responsibility to implement procedures to provide a duty of care to children, young people and vulnerable adults, safeguard their well being and protect them from abuse;
- respect and promote the rights, wishes and feelings of children, young people and vulnerable adults;
- recruit, train and supervise its employees and volunteers to adopt best practice to safeguard and protect children, young people and vulnerable adults from abuse, and themselves against false allegations;
- require staff /volunteers to adopt and abide by the FAW's Code of Conduct and Good Practice and Welfare Policy and Procedures;

- respond to any allegations appropriately and implement the appropriate disciplinary and appeals procedures;
- require that all coaches, officials and volunteers be aware of the potential for the development of a relationship of trust between themselves and young people, vulnerable adults or women in football and the consequences inherent in the accidental or intentional abuse of that relationship;
- require that coaches demonstrate proper personal behaviour and conduct at all times and encourage children, young people and vulnerable adults to display the same qualities;
- ensure that all aspects of the Welfare Policy will be fully resourced;
- support the rights and interests of all those involved in football in a voluntary or paid position.

Conclusion

The FAW, through confirming this Welfare Policy has indicated its determination to ensure that everyone involved in all forms of football activity in Wales can do so with their safety and fair treatment being of paramount importance. It is essential that this Policy be read in conjunction with the Policy for Preventing the Abuse of Trust and Welfare Procedures and Practice (available at www.faw.org.uk). All adults involved in football activities should promote good practice and procedures and be aware of their responsibilities to safeguard the well being of children, young people and vulnerable adults.

** A 'Vulnerable adult' is any adult with a learning or physical disability or physical or mental illness, which results in their being incapable of protecting themselves from abuse and where their moral well being may be overpowered.*

"Vulnerable person" is any adult or the weaker party in a relationship of trust.

THE FOOTBALL ASSOCIATION OF WALES

Section C

POLICY FOR PREVENTING ABUSE OF TRUST

The Football Association of Wales has introduced this Policy for preventing the abuse of trust as a clear sign that it is determined that everyone involved in football, including children, young people and vulnerable adults, can participate at all levels in a safe and supportive environment.

The Policy establishes the Football Association of Wales' position, roles and responsibilities and together with the Welfare Policy and Welfare Procedures and Practices (available at www.faw.org.uk), clarifies what is expected of other individuals and organisations involved in football.

POLICY STATEMENT FOR THE PREVENTION OF ABUSE OF TRUST

Introduction

The FAW recognises its responsibility towards children, young people and **vulnerable adults to protect them against sexual activity within *relationships of trust. As part of the FAW's commitment to providing good quality football in a safe environment, it has introduced this Policy which covers the relationships between participants, officials, coaches, volunteers and paid employees.

The aims of the FAW Prevention of Abuse of Trust Policy are:

- to establish an effective system to ensure that all those in a position of trust are aware of their responsibilities to protect those who are deemed to be "vulnerable" from an unequal and potentially damaging relationship.
- to establish an effective system to ensure that those in a position of trust do not put themselves in a position where allegations of abuse, whether or not these allegations are justified, can be made.
- to ensure high standards of behaviour by all those involved in all aspects of football;
- to ensure everyone who enjoys football in Wales is protected from physical or verbal harassment.

Principles

The key principles underpinning this Policy are:

- All children, young people and vulnerable adults, whatever their age, culture, disability, gender, language, racial origin, religious beliefs or sexual identity have the right to protection from sexual activity from those working with them in a relationship of trust.
- All incidents of suspicious poor practice and allegations of sexual abuse will be taken seriously and responded to swiftly and appropriately.
- Confidentiality of all parties will be respected within the bounds of the law.
- Pre-existing sexual relationships should be ended before a sports relationship, for example, between a coach and a participant commences, OR the sexual relationship should be ended before the sports relationship commences.
- The above principles apply to everyone regardless of sexual orientation, race, gender, religion or disability.

Responsibilities

In order to ensure that all members, officials, voluntary or paid workers, players and participants are protected from

sexual abuse, exploitation, harassment and harm, inside or outside of the Association, the FAW will:

- implement procedures to provide protection to children, young people and vulnerable adults from sexual activity from those with whom they have a relationship of trust.
- respect and promote the rights, wishes and feelings of children, young people and vulnerable adults.
- recruit, train and supervise its employees and volunteers to adopt best practice to safeguard and protect children, young people and vulnerable adults from sexual abuse and themselves from wrongful allegations.
- support anyone within the organisation who raises concerns about the behaviour of another in the organisation who is in a position of trust.
- respond to any allegations appropriately and implement the appropriate investigation, disciplinary and appeals procedures.
- require that all coaches, officials and volunteers be aware of the potential for the development of a relationship of trust between themselves and children, young people, vulnerable adults in football and the consequences of the accidental or intentional abuse of that relationship.
- require that coaches demonstrate proper personal behaviour and conduct at all times and encourage children, young people and vulnerable adults to display the same qualities.

** A relationship of trust is defined as any in which a person has power or influence over and/or is in a position to confer advancement or failure. A sexual relationship is deemed to be intrinsically unequal within such a relationship of trust and is therefore judged as unacceptable, even where the young person or participant is above the legal age of consent. Brackenridge, C.H. and Fasting, K. (1999) An Analysis of Codes of Practice for Preventing Sexual Harassment and Abuse to Women and Children in Sport. Council of Europe Sports Division*

*** A "Vulnerable Adult" is any adult with a learning or physical disability or physical or mental illness, which results in their being incapable of protecting themselves from abuse and when their moral well being may be overpowered. "A Vulnerable person" is any adult or the weaker party in a relationship of trust.*

Information on Types of Abuse

All adults have a responsibility to report any concerns they have if they suspect that abuse is taking place. Physical and behavioural signs that might raise concerns include:

Physical Abuse (e.g. hitting, shaking, squeezing, biting, burning). In football, this may result if the nature of intensity of training is inappropriate for the player; or where drugs or alcohol (specifically under 18s) are advocated or tolerated.

Sexual Abuse (e.g. any form of sexual behaviour between an adult and a young person, or the use of pornographic

material). In football, this may be the result of coaches or older players involving young / disabled players in any form of sexual activity (e.g. sexual language, touching or relationships).

Emotional Abuse (e.g. wherever there is any form of abuse as well as the withholding of love or affection, overprotection, frequent use of shouting or taunts). In football this may occur if players are subject to constant criticism, bullying (by coach, parents or peers), taunting to unrealistic pressure to perform to high expectation.

Neglect (e.g. failure to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger or the failure to ensure access to appropriate medical care or treatment). Neglect in football could include a teacher or coach not ensuring children were safe, exposing them to undue cold, heat or unnecessary risk of injury.

What signs might be a cause for concern?

- Unexplained bruising or injuries and reluctance to talk about them.
- Unexplained changes in behaviour – becoming aggressive, withdrawn or unhappy.
- Something said by a player who may identify a coach as a trusted person with whom to share concerns.
- A change observed over a long period of time (e.g. the person losing weight or becoming increasingly dirty or unkempt).
- Sexually explicit behaviour and language.

THE FOOTBALL ASSOCIATION OF WALES FOOTBALL CODE OF CONDUCT

Section D

The FAW Code of Conduct and Good Practice sets standards for clubs, coaches, players and parents involved in football. It has been developed to improve standards of good practice and protect the welfare and well-being of all those involved in the game, particularly young players themselves.

Parents

- Encourage your child to play by the laws of the game
- Avoid pressurising players about winning or losing
- Support and encourage all players, including the opposition
- Never publicly criticise your child or other players
- Do not question decisions made by the match officials

Players

- Show respect and fair play to your opponents
- Play within the rules of the game

- Encourage, support and co-operate with your team-mates
- Respect the officials and accept all decisions without question

Coaches

- Give all players, whatever their ability, the chance to play.
- Always pursue fair play.
- Accept that striving to win is more important than winning itself.
- Ensure that coaching sessions are fun, well structured and focus on developing skill, decision-making and understanding of the game.

Additional Good Practice for all Adults in Football

(Including Match Officials, Medical Staff and Volunteers)

- Be aware of the FAW Welfare Policy and your responsibilities.
- Avoid spending time alone with young players and vulnerable adults away from others.
- It is not appropriate to have an intimate relationship with a young player or a vulnerable adult.
- Avoid any horseplay, sexually suggestive comments or language.
- Never ridicule a child or vulnerable adult, or reduce them to tears.
- Never do things of a personal nature for a child or a vulnerable adult that they can do for themselves.
- Never allow allegations made by a child or a vulnerable adult to go unchallenged, unrecorded or not acted upon.

WHO TO CONTACT

If you suspect abuse could be taking place you should contact your nominated Club Welfare Officer or a Welfare Officer appointed by the FAW Area Association to which your club is registered.

If you are unsure who these persons are, or if you wish to speak directly to an expert for advice then contact the NSPCC Helpline.

It is not your responsibility to decide whether abuse is taking place but it is your responsibility to act if you have any concerns.

**FOOTBALL ASSOCIATION OF WALES
REGULATIONS GOVERNING
THE FAW WELFARE CARD**

In accordance with its commitment to the safety of children, young persons and vulnerable adults, the FAW will provide a system of identification of individuals who have completed a designated background check to the satisfaction of the Association. These Regulations set out the nature, qualification criteria, use, authority over and all other details relating to such a system.

1 Nature of the FAW Welfare Card

- 1.1 The FAW will put in place a system of issuing identification cards to all individuals who meet the criteria as set out by the FAW in these Regulations.
- 1.2 The FAW Welfare Card (the Card) will contain details of the bearer's name, address, date of birth, the date on which the bearer completed a designated background check, the Area Association in which the bearer resided at the time the Card was issued, the expiry date of the Card, the bearer's FAW Number and any FAW qualifications held by the bearer.
- 1.3 The Card will contain a recent photograph of the bearer.
- 1.4 The Card will provide an area for the bearer to sign the card.
- 1.5 The FAW will control and regulate all aspects of the design and production of the FAW Welfare Card.

2 Qualification for the FAW Welfare Card

- 2.1 The FAW will only issue a Card to an individual who has undergone a designated background check to the satisfaction of the FAW.
- 2.2 The Card does not bestow on the bearer any qualifications or licence other than to confirm that the bearer has undertaken a designated background check to the satisfaction of the FAW.
- 2.3 There is no requirement for the bearer to hold FAW qualifications.
- 2.4 All individuals who are defined as being in a "Position of Trust" or a "Regulated Position" in football must undertake all required steps to obtain a FAW Welfare Card.

3 Use of the FAW Welfare Card

- 3.1 The FAW Welfare Card is intended to demonstrate that the bearer has complied with the FAW's requirements regarding a designated background check. Therefore, the Card must be worn during all football related activity where the bearer comes in to

contact with children, young persons or vulnerable adults.

- 3.2 The FAW Identity Card does not give the bearer any additional rights of access to grounds, changing rooms or any other environment which they would not normally have access to.

4 Authority over the issuing and removal of the FAW Welfare Card

- 4.1 The FAW Welfare Card will be issued by the FAW.
- 4.2 Conversely, only the FAW can remove or invalidate a FAW Welfare Card.
- 4.3 Should a card holder be subject to disciplinary action for a breach of the FAW Welfare Regulations, terms of the FAW Welfare Policy and Procedures and the appropriate codes of conduct, the relevant disciplinary body (i.e. an area association or league) shall copy to the FAW the evidence upon which it relied and a copy of its decision relating to the misconduct charge.
- 4.4 In consideration of the disciplinary body's decision, the FAW will have the right to withdraw the FAW Welfare Card from an individual.
- 4.5 On removal of the Card, the FAW will set the terms and conditions of revalidation of the individual's Card. Such terms and conditions will be communicated to the individual concerned at the time of removal.
- 4.6 An individual will be required to surrender their FAW Welfare Card to the FAW when required to do so.
- 4.7 The FAW will issue to all relevant parties notice of the name, address and relevant Area Association of all individuals who have had a FAW Welfare Card withdrawn.

5 Non Specific Matters

- 5.1 When requested to do so by a designated Area, League or Club Welfare Officer in a footballing environment, the bearer must produce their FAW Welfare Card for inspection. Any individual who fails to comply at the time of the request must be reported by the Welfare Officer to the FAW Discipline and Welfare Department.
- 5.2 Any individual within a Position of Trust or Regulated Position who fails to display their FAW Welfare Card when in contact with children, young persons or vulnerable adults, must be reported by the Welfare Officer to the FAW Discipline & Welfare Department.

- 5.3 Any individual who is issued a FAW Welfare Card must comply with the FAW Welfare Regulations, the FAW Welfare Policy and Procedures and any codes of conduct issued in accordance with the FAW Welfare Policy.
- 5.4 A FAW Welfare Card which is defaced must be replaced. The cost of the replacement will be borne by the individual concerned. A defaced FAW Welfare Card must be returned to the FAW when applying for a replacement Card.
- 5.5 Should an individual lose a FAW Welfare Card, the loss must be reported to the FAW Discipline and Welfare Department immediately. The cost of replacing a lost Card will be borne by the individual concerned.
- 5.6 A FAW Welfare Card which has passed its validity date must be returned to the FAW before the FAW will issue a valid card in its place.
- 5.7 It is the responsibility of the FAW Welfare Card bearer to ensure that the details contained on the Card are correct.
- 5.8 The FAW Welfare Card is not proof of identity.
- 5.9 Any attempt to fraudulently obtain a FAW Welfare Card, or any fraudulent use of the Card will be considered an act of misconduct and will be dealt with in accordance with FAW Disciplinary Procedures.
- 5.10 Any matter not specifically dealt with in these Regulations will be referred to the Chief Executive Officer and the National Welfare Officer for a decision.

**FOOTBALL ASSOCIATION OF WALES
REGULATIONS GOVERNING THE
IMPLEMENTATION OF THE CLUB
ACCREDITATION SCHEME**

1. INTRODUCTION

In accordance with its commitment to developing and raising standards within junior football in Wales, the Football Association of Wales (“FAW”), in conjunction with the Welsh Football Trust, has introduced and maintains a scheme of Club Accreditation. The following regulations govern the implementation of, authority over and requirements to comply with the Club Accreditation Scheme.

1.1 Nature of the Club Accreditation Scheme

- 1.1.1 The Club Accreditation Scheme will be operated and maintained on behalf of the Football Association of Wales by the Welsh Football Trust.
- 1.1.2 The Club Accreditation Scheme will comprise of four defined levels being STANDARD, BRONZE, SILVER and GOLD. The criteria for these levels will be set by the FAW in consultation with the Welsh Football Trust.
- 1.1.3 The STANDARD criteria will be the minimum acceptable level for junior football clubs in Wales. Failure to achieve and maintain the STANDARD criteria will result in Disciplinary action against the club concerned which may result in the immediate cessation of all junior related football activities and inhibit entry into the junior league.
- 1.1.4 All other criteria will provide clear development guidance to clubs.
- 1.1.5 All criteria set for a particular level must be obtained before a junior club will be awarded the appropriate accreditation.
- 1.1.6 The FAW, in conjunction with the Welsh Football Trust, shall retain overall authority over the operation of this scheme and the awarding of levels.
- 1.1.7 Clubs that attain the criteria will receive accredited status for three (3) seasons. For the avoidance of doubt, the 2014/2015 Season shall be deemed to have been the first of the three (3) season period for all clubs attaining accreditation during this season.
- 1.1.8 Clubs may seek to progress and attain a higher level award between the 1st October and 31st January in any one (1) year of their three (3) season accreditation period; subject always to the appropriate assessment and confirmation by the Welsh Football Trust. Should it be determined that a club has attained a higher level award, the three (3) seasons accredited period shall re-commence from the date the higher award is attained.

1.2 Responsibilities of a Club

- 1.2.1 All new and existing clubs must attain, as a minimum, the STANDARD AWARD criteria before participating in junior football with the exception of those areas relating to coach education which must be completed prior to the 1st December in that season.
- 1.2.2 It is the responsibility of every junior club to maintain the criteria of accreditation awarded to the club.
- 1.2.3 It is the club's responsibility to develop their own resources to progress within the scheme.
- 1.2.4 Once a club has achieved the relevant criteria, the club will be entitled to display the FAW Club Accreditation mark/logo.

1.3 Operation of the Club Accreditation Scheme

- 1.3.1 Junior Football League Secretaries to issue a Club Accreditation form to all clubs. Forms to be completed and returned in accordance with respective Junior League Club Accreditation administration timeline.
- 1.3.2 All junior clubs must upload their details onto the 'FAW Junior Football Portal' provided for such purpose. A club's 'portal pages' must be completed by the 31st August. The league secretary (or other) will be able to access a read only version for registration to the Club Accreditation Scheme for league affiliation purposes.
- 1.3.3 The junior league will decide whether the club has achieved the minimum requirement of the STANDARD AWARD and therefore eligible to partake in structured fixtures.
- 1.3.4 In the event of a club being refused entry into a junior league a club may dispute the decision in writing to their respective Area Association. Any notice of a dispute must be lodged with their Area Association by the club no later than 7 Business Days following receipt of the copy of the junior league's decision.

JUNIOR CLUB QUALITY STANDARDS

2. STANDARD AWARD

Clubs registered on the scheme MUST complete the following quality standards in order to affiliate to a Junior League:-

2.1 Constitution and Affiliation

Clubs must:-

- 2.1.1 Operate within a constitution comprising of the following nominated officers: Chairperson, Secretary and Treasurer.
- 2.1.2 Affiliate to the appropriate FAW Area Association.

- 2.1.3 Attend meetings as designated by the respective local junior league. In the event of the club secretary being unable to attend, one of the three other nominated officers may attend in his/her absence.
- 2.1.4 Place the safety, welfare and enjoyment of players at the centre of the club philosophy and constitution.

2.2 Safeguarding and Player Welfare

Clubs must:-

- 2.2.1 Appoint a nominated Safeguarding Officer to liaise with the local League Safeguarding Officer.
- 2.2.2 Ensure the nominated Safeguarding Officer attends a FAW Safeguarding and Child Protection workshop.
- 2.2.3 Ensure the Safeguarding Officer's details are clearly displayed and communicated.
- 2.2.4 Formally agree to adhere to the working practices and procedures of the FAW Safeguarding Policy, Procedures and Practices, all Welfare Regulations and instructions issued by the FAW.
- 2.2.5 Ensure that all persons who have access to children and young people adhere to the FAW Safeguarding Policy, Procedures and Practices.
- 2.2.6 Ensure all persons who have access to children and young people participate in the FAW national DBS programme.
- 2.2.7 Ensure all persons with access to children display the FAW Safeguarding Scheme Card at all appropriate times.
- 2.2.8 Establish formal recruitment procedures for coaches and volunteers to include application forms, references and informal interviews.
- 2.2.9 Store all information from recruitment procedures safely.
- 2.2.10 Maintain a database of individuals who have access to children and young people through the club.
- 2.2.11 Promote the FAW Code of Conduct and Good Practice through the use of appropriate literature and other tools engaging children, young people and adults.

2.3 Coach Education and Development

Clubs must:-

- 2.3.1 Ensure each coach works with a maximum of 16 players – 2 adults should be in attendance at all times.
- 2.3.2 Ensure all coaches complete and maintain a valid Football Leaders Award.
- 2.3.3 Ensure that during all matches/training sessions there is an adult(s) in attendance at all times who possesses a FAW

Football Leaders Award and a FAW First Aid for Football Awareness qualification or equivalent First Aid Award.

2.3.4 Ensure all coaches are protected through either club or individual or indemnity insurance.

2.3.5 Ensure all coaches adhere to the FAW Code of Conduct and Good Practice.

2.4 Equipment and Facilities

Clubs must:-

2.4.1 Use appropriate and safe facilities for games and coaching sessions.

2.4.2 Ensure all portable goalposts are used in accordance with the GOALPOST SAFETY guidelines issued by the FAW (www.faw.org.uk) and are stored away safely and securely when not in use.

Clubs should:-

2.4.3 Ensure players in year 6 or under use size 3/4 footballs with a minimum of 1 ball for every two players.

2.4.4 Ensure players in year 7 and over use size 4/5 footballs with a minimum of 1 ball for every two players.

2.4.5 Ensure each team/16 players having the following equipment as a minimum requirement:-

8 balls, 20 marker cones, 2 x Sets of coloured training bibs, 1 x ball net, 1 x stirrup pump, 1 x first aid kit.

2.5 Player Recruitment and Development

Clubs must:-

2.5.1 Ensure all teams of primary school age adhere to FAW Mini Football regulations.

2.5.2 Adopt an equal playing opportunities policy for all registered players, regardless of gender or ability.

2.6 Volunteer Recruitment

Clubs should:-

2.6.1 Encourage parents of children to take an active role within the club by identifying roles and responsibilities through completing the parent registration form.

2.6.2 Include volunteer recruitment policy.

2.7 Identification and support of Talented Players

Clubs must:-

2.7.1 Encourage and refer male and female players with potential to attend the local Performance Centre, Coaching Centre or Academy.

3. BRONZE AWARD

Clubs registered on the scheme MUST complete the following quality standards in order to achieve BRONZE AWARD accreditation:

3.1 Constitution and Affiliation

Clubs must:-

- 3.1.1 Operate within a constitution comprising of the following nominated officers: Chairperson, Secretary and Treasurer.
- 3.1.2 Affiliate to the appropriate FAW Area Association.
- 3.1.3 Attend meetings as designated by the respective local junior league. In the event of the secretary being unable to attend, one of the three other nominated officers may attend in his/her absence.
- 3.1.4 Place the safety, welfare and enjoyment of players at the centre of the club philosophy and constitution.

3.2 Safeguarding and Player Welfare

Clubs must:-

- 3.2.1 Appoint a nominated Safeguarding Officer to liaise with the local League Safeguarding Officer.
- 3.2.2 Ensure the nominated Safeguarding Officer attends a FAW Safeguarding and Child Protection workshop.
- 3.2.3 Ensure the Safeguarding Officer's details are clearly displayed and communicated.
- 3.2.4 Formally agree to adhere to the working practices and procedures of the FAW Safeguarding Policy, Procedures and Practices, all Welfare Regulations and instructions issued by the FAW.
- 3.2.5 Ensure that all persons who have access to children and young people adhere to the FAW Safeguarding Policy, Procedures and Practices.
- 3.2.6 Ensure all persons who have access to children and young people participate in the FAW national DBS programme.
- 3.2.7 Ensure all persons with access to children display the FAW Safeguarding Scheme Card at all appropriate times.
- 3.2.8 Establish formal recruitment procedures for coaches and volunteers to include application forms, references and informal interviews.
- 3.2.9 Store all information from recruitment procedures safely.
- 3.2.10 Maintain a database of individuals who have access to children and young people through the club.
- 3.2.11 Promote the FAW Code of Conduct and Good Practice through the use of appropriate literature and other tools engaging children, young people and adults.

3.3 Coach Education and Development

Clubs must:-

- 3.3.1 Ensure each coach works with a maximum of 16 players - 2 adults should be in attendance at all times.
- 3.3.2 Ensure there is a minimum of two coaches per team.
- 3.3.3 Ensure all coaches complete and maintain a valid Football Leaders Award and one adult per team holds a valid FAW First Aid for Football Awareness qualification or equivalent First Aid Award.
- 3.3.4 Ensure that during all matches/training sessions there is an adult(s) in attendance at all times who possesses a FAW Football Leaders Award and a FAW First Aid for Football Awareness qualification or equivalent First Aid Award.
- 3.3.5 Ensure all coaches adhere to the FAW Code of Conduct and Good Practice.
- 3.3.6 Ensure all coaches are protected through either club or individual indemnity insurance.

3.4 Equipment and Facilities

Clubs must:-

- 3.4.1 Ensure players in year 6 or under use size 3/4 footballs with a minimum of 1 ball for every two players.
- 3.4.2 Ensure players in year 7 and over use size 4/5 footballs with a minimum of 1 ball for every two players.
- 3.4.3 Ensure each team/16 players having the following equipment as a minimum requirement:-
8 x balls, 20 x marker cones, 2 x Sets of coloured training bibs, 1 x ball net, 1 x stirrup pump, 1 x first aid kit.
- 3.4.4 Use appropriate and safe facilities for games and coaching sessions.
- 3.4.5 Ensure all portable goalposts are used in accordance with the GOALPOST SAFETY guidelines issued by the FAW (www.faw.org.uk) and are stored away safely and securely when not in use.

3.5 Player Recruitment and Development

Clubs must:-

- 3.5.1 Organise and run a minimum of two teams within the club.
- 3.5.2 Ensure all teams of primary school age adhere to FAW Mini Football regulations.
- 3.5.3 Adopt an equal playing opportunities policy for all registered players, regardless of gender or ability.
- 3.5.4 Deliver/host at least one player recruitment festival.

3.6 Volunteer Recruitment

Clubs must:-

- 3.6.1 Encourage parents of children to take an active role within the club by identifying roles and responsibilities through completing the parent registration form.
- 3.6.2 Include volunteer recruitment within organised club recruitment days.

3.7 Identification and support of Talented Players

Clubs must:

- 3.7.1 Encourage and refer male and female players with potential to attend the local Performance Centre, Coaching Centre or Academy.

4. SILVER AWARD

Clubs registered on the scheme MUST complete the following quality standards in order to achieve SILVER AWARD accreditation:

4.1 Constitution and Affiliation

Clubs must:-

- 4.1.1 Operate within a constitution comprising of the following nominated officers: Chairperson, Secretary and Treasurer.
- 4.1.2 Affiliate to the appropriate FAW Area Association.
- 4.1.3 Attend meetings as designated by the respective local junior league. In the event of the secretary being unable to attend, one of the three other nominated officers may attend in his/her absence.
- 4.1.4 Place the safety, welfare and enjoyment of players at the centre of the club philosophy and constitution.

4.2 Safeguarding and Player Welfare

Clubs must:-

- 4.2.1 Appoint a nominated Safeguarding Officer to liaise with the local League Safeguarding Officer.
- 4.2.2 Ensure the nominated Safeguarding Officer attends a FAW Safeguarding and Child Protection workshop.
- 4.2.3 Ensure the Safeguarding Officer's details are clearly displayed and communicated.
- 4.2.4 Formally agree to adhere to the working practices and procedures of the FAW Safeguarding Policy, Procedures and Practices, all Welfare Regulations and instructions issued by the FAW.
- 4.2.5 Ensure that all persons who have access to children and young people adhere to the FAW Safeguarding Policy, Procedures and Practices.
- 4.2.6 Ensure all persons who have access to children and young people participate in the FAW national DBS programme.

- 4.2.7 Ensure all persons with access to children display the FAW Safeguarding Scheme Card at all appropriate times.
- 4.2.8 Establish formal recruitment procedures for coaches and volunteers to include application forms, references and informal interviews.
- 4.2.9 Store all information from recruitment procedures safely.
- 4.2.10 Maintain a database of individuals who have access to children and young people through the club.
- 4.2.11 Promote the FAW Code of Conduct and Good Practice through the use of appropriate literature and other tools engaging children, young people and adults.

4.3. Coach Education and Development

Clubs must:

- 4.3.1 Ensure each coach works with a maximum of 16 players - 2 adults should be in attendance at all times.
- 4.3.2 Ensure there is a minimum of two coaches per team.
- 4.3.3 Ensure all coaches complete and maintain a valid Football Leaders Award and one adult per team holds a valid FAW First Aid for Football Awareness qualification or equivalent First Aid Award.
- 4.3.4 Ensure one coach completes the FAW 'C' Certificate.
- 4.3.5 Ensure one coach completes the FAW Goalkeepers Award.
- 4.3.6 Ensure that during all matches/training sessions there is an adult(s) in attendance at all times who possesses a FAW Football Leaders Award and a FAW First Aid for Football Awareness qualification or equivalent First Aid Award.
- 4.3.7 Ensure all coaches adhere to the FAW Code of Conduct and Good Practice.
- 4.3.8 Ensure all coaches are protected through either club or individual indemnity insurance.

4.4 Equipment and Facilities

Clubs must:

- 4.4.1 Ensure players in year 6 or under use size 3/4 footballs with a minimum of 1 ball for every two players.
- 4.4.2 Ensure players in year 7 and over use size 4/5 footballs with a minimum of 1 ball for every two players.
- 4.4.3 Ensure each team/16 players having the following equipment as a minimum requirement:-
8 x balls, 20 x marker cones, 2 x Sets of coloured training bibs, 1 x ball net, 1 x stirrup pump, 1 x first aid kit.
- 4.4.4 Use appropriate and safe facilities for games and coaching sessions.

- 4.4.5 Ensure all portable goalposts are used in accordance with the GOALPOST SAFETY guidelines issued by the FAW (www.faw.org.uk) and are stored away safely and securely when not in use.

4.5. Player Recruitment and Development

Clubs must:-

- 4.5.1 Organise and run a minimum of three teams of which, one must be a single gender team. This may be achieved through a formal link with another boys/girls club. This excludes Disability Clubs.
- 4.5.2 Ensure all teams of primary school age adhere to FAW Mini Football regulations.
- 4.5.3 Adopt an equal playing opportunities policy for all registered players, regardless of gender or ability.
- 4.5.4 Deliver/host at least one player recruitment festival.

4.6 Volunteer Recruitment

Clubs must:-

- 4.6.1 Encourage parents of children to take an active role within the club by identifying roles and responsibilities through completing the parent registration form.
- 4.6.2 Include volunteer recruitment within organised club recruitment days.

4.7 Identification and support of Talented Players

Clubs must:-

- 4.7.1 Encourage and refer male and female players with potential to attend the local Performance Centre, Coaching Centre or Academy.

5. GOLD AWARD

Clubs registered on the scheme MUST complete the following quality standards in order to achieve GOLD AWARD accreditation:

5.1 Constitution and Affiliation

Clubs must:-

- 5.1.1 Operate within a constitution comprising of the following nominated officers: Chairperson, Secretary and Treasurer.
- 5.1.2 Affiliate to the appropriate FAW Area Association.
- 5.1.3 Attend meetings as designated by the respective local junior league. In the event of the secretary being unable to attend, one of the three other nominated officers may attend in his/her absence.
- 5.1.4 Place the safety, welfare and enjoyment of players at the centre of the club philosophy and constitution.

5.2 Safeguarding and Player Welfare

Clubs must:-

- 5.2.1 Appoint a nominated Safeguarding Officer to liaise with the local League Safeguarding Officer.
- 5.2.2 Ensure the nominated Safeguarding Officer attends a FAW Safeguarding and Child Protection workshop.
- 5.2.3 Ensure the Safeguarding Officer's details are clearly displayed and communicated.
- 5.2.4 Formally agree to adhere to the working practices and procedures of the FAW Safeguarding Policy, Procedures and Practices, all Welfare Regulations and instructions issued by the FAW.
- 5.2.5 Ensure that all persons who have access to children and young people adhere to the FAW Safeguarding Policy, Procedures and Practices.
- 5.2.6 Ensure all persons who have access to children and young people participate in the FAW national DBS programme.
- 5.2.7 Ensure all persons with access to children display the FAW Safeguarding Scheme Card at all appropriate times.
- 5.2.8 Establish formal recruitment procedures for coaches and volunteers to include application forms, references and informal interviews.
- 5.2.9 Store all information from recruitment procedures safely.
- 5.2.10 Maintain a database of individuals who have access to children and young people through the club.
- 5.2.11 Promote the FAW Code of Conduct and Good Practice through the use of appropriate literature and other tools engaging children, young people and adults.

5.3 Coach Education and Development

Clubs must:-

- 5.3.1 Ensure each coach works with a maximum of 16 players - 2 adults should be in attendance at all times.
- 5.3.2 Ensure there is a minimum of two coaches per team.
- 5.3.3 Ensure all coaches complete and maintain a valid minimum of the Football Leaders Award and one adult per team holds a valid FAW First Aid for Football Awareness qualification or equivalent First Aid Award.
- 5.3.4 Ensure there is at least 1 UEFA 'B' Licence Coach.
- 5.3.5 Ensure there is a ratio of FAW 'C' Certificate coaches of 1 per 3 teams.
- 5.3.6 Provide goalkeeping specific training through a nominated goalkeeping coach who possesses the FAW Goalkeeping award.

- 5.3.7 Ensure a coach has completed the FAW Coaching Footballers with a Disability course.
- 5.3.8 Ensure that during all age group matches/training sessions there is an adult(s) in attendance at all times who possesses the appropriate level of coaching qualification and a valid FAW First Aid for Football Awareness qualification or equivalent First Aid Award.
- 5.3.9 Appoint a UEFA 'B' Licence coach in the role of Coach Coordinator.
- 5.3.10 Ensure all coaches adhere to the FAW Code of Conduct and Good Practice.
- 5.3.11 Ensure all coaches are members of the FAW National Coaches Association.
- 5.3.12 Ensure all coaches are protected through either club or individual indemnity insurance.

5.4 Equipment and Facilities

Clubs must:

- 5.4.1 Ensure players in year 6 or under use size 3/4 footballs with a minimum of 1 ball for every two players.
- 5.4.2 Ensure players in year 7 and over use size 4/5 footballs with a minimum of 1 ball for every two players.
- 5.4.3 Ensure each team/16 players having the following equipment as a minimum requirement:
8 x balls, 20 x marker cones, 2 x Sets of coloured training bibs, 1 x ball net, 1 x stirrup pump, 1x first aid kit.
- 5.4.4 Use appropriate and safe facilities for games and coaching sessions.
- 5.4.5 Ensure all portable goalposts are used in accordance with the GOALPOST SAFETY guidelines issued by the FAW (www.faw.org.uk) and are stored away safely and securely when not in use.

5.5 Player Recruitment and Development

Clubs must:-

- 5.5.1 Organise and run a minimum four gender specific teams (boys or girls).
- 5.5.2 Organise a minimum of two alternate gender teams (boys or girls) that play in organized festivals or local junior league. A formal merger may achieve this with another boys/girls club (See guidance notes). This excludes Disability Clubs.
- 5.5.3 Ensure all teams of primary school age adhere to FAW Mini Football rules.
- 5.5.4 Adopt an equal playing opportunities policy for all registered players, regardless of gender or ability.

5.5.5 Be inclusive of players with a disability where possible.

5.5.6 Deliver/host at least one player recruitment festival.

5.6 Volunteer Recruitment

Clubs must:-

5.6.1 Encourage parents of children to take an active role within the club by identifying roles and responsibilities by them undertaking a parent registration form.

5.6.2 Include volunteer recruitment within organised club recruitment days.

5.7 Identification and support of Talented Players

Clubs must:-

5.7.1 Encourage and refer players (boys and girls) with potential to attend the local Performance Centre, Coaching Centre or Academy.

Section G

REGULATIONS FOR THE PYRAMID LEAGUE SYSTEM

Definition

In these Regulations, the following words and expressions have the following meaning:-

Area Association:	Any regional football association defined pursuant to Rule 11.1.2.
Council:	Supreme executive body of the FAW as defined in the Rules.
Directly Affiliated League:	Any men's league defined pursuant to Rule 11.1.3.
FAW:	Football Association of Wales Limited.
FAW Domestic Club Licensing Regulations:	The quality standards and procedures set by the FAW from time to time which all existing members of the Welsh Premier League and those seeking promotion must adhere to.
Football Related Liabilities:	Shall have the meaning defined in the Preamble to the Rules.
Ground Criteria:	The mandatory ground facilities set by the relevant Directly Affiliated League which all existing members and those seeking promotion must adhere to at their registered home ground.
Pyramid League System:	The pyramid league system for the playing of competitive league men's football in Wales at various levels, as approved by the FAW from time to time.
Pyramid 1 – 4:	The top levels 1 - 4 inclusive of the Pyramid League System.
Qualifying Club:	Any club defined pursuant to Rule 11.1.1.
Rules:	The rules of the FAW as passed by the Members of the FAW from time to time.

1. Responsibilities and Objectives

- (a) The Pyramid League System provides football clubs throughout Wales with a framework of competitive men's football appropriate to their playing standards, ground facilities and economic means and permits the seasonal movements of clubs between the leagues in an orderly manner.

- (b) The FAW has responsibility for Pyramid 1 – 4 which form the Directly Affiliated Leagues in the Pyramid League System and the Area Associations have responsibility for those leagues in the Pyramid League System below the Directly Affiliated Leagues.
- (c) Except where otherwise stated, these Regulations apply to Pyramid 1 – 4.

2. League Structure

- (a) The Pyramid 1 - 4 for Directly Affiliated Leagues shall be determined by the FAW. Each league, and its divisions, will be placed at a given level in the system, with the Welsh Premier League at the head.
- (b) No Directly Affiliated League or Area Association shall incorporate any changes in the structure except at the direction, and with the approval, of the FAW.
- (c) The FAW will control these Regulations. No Directly Affiliated League in the Pyramid 1 - 4 shall change the number of its divisions or number of teams playing in a division without the written permission of the FAW.
- (d) Divisions in Pyramid 1 - 4 shall contain no more than 16 teams, unless with the written permission of the FAW.
- (e) Every Directly Affiliated League in the Pyramid 1 - 4 shall conform with the decisions of the FAW as laid down from time to time.

3. Promotion / Relegation

- (a) Save where the FAW otherwise directs under Regulation 3(e), there shall be automatic promotion and relegation between the levels of the Pyramid 1 - 4, provided the promoted Qualifying Clubs meet the necessary Ground Criteria, as approved by the FAW from time to time.
- (b) The Ground Criteria for promotion to level 4 from level 5 of the Pyramid League System shall be approved by the FAW from time to time. No Directly Affiliated League or Area Association will be allowed to operate a Ground Criteria for promotion which is more stringent than the level of the Pyramid 1 - 4 they feed into. Clubs must apply to the FAW in writing as per the FAW Domestic Club Licensing Regulations if they wish to be assessed against the criteria in the FAW Domestic Club Licensing Regulations for playing in the Welsh Premier League. Clubs must apply to the relevant Directly Affiliated League before 31st December in each season if they wish to be assessed against the Ground Criteria for playing in levels 2, 3 or 4 of the Pyramid League System. A club will not be promoted if it has not been successful in its application.
- (c) A Qualifying Club in a Directly Affiliated League that achieves a promotional place in its league and meets the necessary Ground Criteria shall be expected to take up the promotion to the higher league in the next playing season. The final decision shall be made by the Qualifying Club.
- (d) No reserve team shall be permitted to play in the Pyramid 1 - 4, except in a dedicated reserves division which operates outside of the Pyramid League System.

- (e) Subject to the overriding provisions of Regulation 2(d) and the FAW's right to prescribe the number of clubs to be promoted and relegated within the Pyramid 1 – 4, promotion and relegation shall be as follows:-
- between levels 1 and 2 – two up, two down – one up/down to/from the Welsh Football League and one up/down to/from the Cymru Alliance League;
 - between levels 2 and 3 – three up/down in each of the North and South. In the North, one up/down to/from each of the Welsh Alliance League, Mid-Wales League and Welsh National League; in the South, three up/down to/from the Welsh Football League; and
 - between levels 3 and 4 – two up/down to/from each of the Welsh Football League divisions 2 and 3; the Mid-Wales League divisions 1 and 2; the Welsh Alliance League divisions 1 and 2 and the Welsh National League premier division and division 1.
- (f) Where more than one contributory league feeds into any level within the Pyramid 1 – 4 the clubs promoted shall be the champion of its league, or the runner up in the league, if the champion club is unable to be promoted because it has not met the Ground Criteria.
- (g) Subject to Regulation 3(e), the number of clubs promoted to a Directly Affiliated League must equate to the number of clubs relegated from the Directly Affiliated League, unless this would result in a division of the Pyramid 1 – 4 having more or less than 16 teams in the next playing season. In such circumstances the FAW may consider reducing the number of clubs relegated from the higher Directly Affiliated League; increasing the number of clubs relegated from the lower Directly Affiliated League or increasing or decreasing the number of clubs promoted into or out of any of the affected Directly Affiliated Leagues.
- (h) No Directly Affiliated League shall promote a club which does not finish as champions, or runners up, except leagues that operate more than one division, which may, with the specific approval of the FAW, promote up to the top three of the same division.
- (i) Directly Affiliated Leagues and Area Associations must inform both the FAW and each other by 1st February each year of clubs that have made application to be assessed against the relevant Ground Criteria and therefore who, if successful, will be eligible to be promoted to or within the Pyramid 1 - 4 at the end of the season, irrespective of league positions at that date.
- (j) All clubs who wish to make an application to be assessed against the relevant Ground Criteria and therefore who, if successful, will be eligible to be promoted to or within the Pyramid 1 – 4 in the following season must do so in writing to the higher league between the start of the season and 31st December. A first ground inspection will be made before 1st February to inform clubs what work they require to do to meet the Ground Criteria but they must complete all work to comply in full with the Ground Criteria of the higher league by 30th April to be eligible for promotion. Under no

circumstances will a club be promoted if they do not meet the Ground Criteria by the 30th April deadline. Time shall be of the essence in respect of all deadlines in this sub-clause of the Regulations.

- (k) Any club proposing ground sharing arrangements for matches in the next season in the Pyramid 1 – 4 must provide written confirmation by 1st April through their Directly Affiliated League or Area Association. This arrangement must satisfy the higher league and must be for a minimum of one season. Any club entering into a ground sharing arrangement for one season and being promoted on this basis, will automatically be relegated after one season if they are unable to continue the arrangement and are unable to confirm their facilities for the following season by 1st April. Time shall be of the essence in respect of all deadlines in this sub-clause of the Regulations.
- (l) The inspection of clubs' facilities for matches in the Welsh Premier League shall be the responsibility of the FAW as per the FAW Domestic Club Licensing Regulations. The inspection of clubs' facilities for matches in levels 2, 3 and 4 of the Pyramid League System shall be the responsibility of the Directly Affiliated League to which the club will be promoted, including those clubs for level 5 hoping to be promoted to level 4. The said relevant body shall be solely responsible for determining whether the applicant complies with the Ground Criteria of the higher league. All applicant clubs must pay a ground inspection fee as follows; Level 1 = £200, Level 2 = £150, Levels 3 & 4 = £100.
- (m) In respect of the Pyramid 1 – 4, Directly Affiliated Leagues and Area Associations must advise the FAW and each other within seven days of end of the playing season of the clubs who, subject to these Regulations, will be relegated or, having satisfied the Ground Criteria, will be eligible for promotion.

4. The Movement of Clubs within the Pyramid 1 - 4 other than by Promotion or Relegation

- (a) Whenever a club applies pursuant to Rule 11.1.1.3 for admission to Membership of the FAW as a Qualifying Club playing in a Directly Affiliated League, the following will apply:-
 - i. The application by the club should be submitted as soon as possible and in any event must be received by the Chief Executive of the FAW by 1st June.
 - ii. The application should include details of:-
 - a. the reason for the application;
 - b. the proposed playing name;
 - c. a description of the ground facilities and evidence of security of tenure that meets the relevant Ground Criteria; and
 - d. the management structure of the club.

- iii. The application will be determined by the Council in its absolute discretion. Without limiting such discretion, the Council shall have the power to:-
 - a. grant consent as applied for; or
 - b. grant consent in principle but order the applicant club play at a different level in Pyramid 1 - 4 to that applied for; or
 - c. refuse consent for the applicant club to play in Pyramid 1 – 4 but order the applicant club play in a league at a level in the Pyramid League System below level 4; or
 - d. in any of the above cases where consent is granted or an order made, impose such conditions as the Council thinks necessary including, without limitation, the playing name of the applicant club or, where there is a strong connection between the applicant club and the club that has, for example, (1) been wound up or (2) is being taken over as a going concern by the applicant club, the Council will have the power to impose a condition requiring the applicant club to make a contribution (in whole or in part in the Council's absolute discretion) to the Football Related Liabilities of the club that has been wound up or is being taken over; or
 - e. refuse the application.

Solely as guidance to any potential applicant under this Regulation 4 (a) that has a strong connection to a club that has been wound up, and without limiting the absolute discretion of Council, the FAW will ordinarily expect the applicant club to apply to join the Pyramid League System either at level 4 or two levels below the level at which the other (connected) club competed prior to being wound up, whichever is the lower.

- (b) If a Qualifying Club ceases to compete in a Directly Affiliated League during a season but that Qualifying Club wishes to apply to continue playing in the Pyramid 1 - 4 in the following season, the following will apply:-
 - i. An application by the Qualifying Club should be submitted as soon as possible and in any event must be received by the Chief Executive of the FAW by 1st June.
 - ii. The application should include details of:-
 - a. the reason for the application, including the reason the Qualifying Club ceased to compete in the Directly Affiliated League;
 - b. a description of the ground facilities and evidence of security of tenure that meets the relevant Ground Criteria; and
 - c. the management structure of the applicant.
 - iii. The application will be determined by the Council in its absolute

discretion. Without limiting such discretion, the Council shall have the power to:-

- a. grant consent as applied for; or
- b. grant consent in principle but order the Qualifying Club play at a different level in Pyramid 1 - 4 to that applied for; or
- c. refuse consent for the Qualifying Club to play in Pyramid 1 – 4 but order the Qualifying Club play in a league at a level in the Pyramid League System below level 4; or
- d. in any of the above cases where consent is granted or an order made, impose such conditions as the Council thinks necessary including, without limitation, a condition requiring the applicant club to discharge (in whole or in part in the Council’s absolute discretion) the Football Related Liabilities of the club before the commencement of the next playing season; or
- e. refuse the application.

Solely as guidance to Qualifying Clubs making an application under this Regulation 4(b) and without limiting the absolute discretion of Council, the FAW will ordinarily expect a Qualifying Club to play in level 4 of the Pyramid League System or two levels below the level at which it competed prior to ceasing to compete, whichever is the lower, unless there is a league at only one level below the level it competed prior to ceasing to compete which does not have the maximum number of clubs.

- (c) If two or more Qualifying Clubs or one Qualifying Club and another club propose a transaction or series of transactions which result in the merging or consolidation of those two clubs into one club (“the Proposed Merged Club”) and wish to apply for consent to play in Pyramid 1 – 4 in the following season, the following will apply:-
 - i. A joint application by the two clubs must be received by the Chief Executive of the FAW by no later than 1st June.
 - ii. The application should include details of:-
 - a. the reason for the application;
 - b. the proposed playing name;
 - c. a description of the ground facilities and evidence of security of tenure that meets the relevant Ground Criteria;
 - d. identification of all Football Related Liabilities;
 - e. a declaration that the Proposed Merged Club will adopt and, in the ordinary course of business, discharge all the Football Related Liabilities of the two clubs; and

- f. a declaration that each applicant club is compliant with the Rules and rules of membership of its relevant Directly Affiliated League or Area Association.
- iii. The application will be determined by the Council in its absolute discretion. Without limiting such discretion, the Council shall have the power to:-
 - a. grant consent as applied for; or
 - b. grant consent in principle but order the Proposed Merged Club play at a different level in Pyramid 1 - 4 to that applied for; or
 - c. refuse consent for the Proposed Merged Club to play in Pyramid 1 – 4 but order the Proposed Merged Club play in a league at a level in the Pyramid League System below level 4; or
 - d. in any of the above cases where consent is granted or an order made, impose such conditions as the Council thinks necessary including, without limitation, a condition requiring the Proposed Merged Club to discharge (in whole or in part in the Council’s absolute discretion) the Football Related Liabilities of both applicant clubs before the commencement of the next playing season; or
 - e. refuse the application.
- (d) Any application to fill a vacancy or otherwise compete in the Pyramid 1 – 4 in any other circumstances (including, without limitation, following incorporation or de-incorporation of a Qualifying Club under Rule 112) shall be determined by the Council in its absolute discretion.

5. Joint Liaison Committees

- (a) A joint liaison committee (“JLC”) shall discuss matters of policy relating to Ground Criteria and promotion and relegation issues which are common to the leagues in the Pyramid League System.
- (b) The JLC shall meet annually no sooner than 1st February and no later than 31st May each year and will be arranged by the FAW’s National Game Board (“NGB”) who will provide 14 days’ notice of the date and venue of the meeting along with a copy of the agenda specifying the business to be considered. When discussing promotion from level 5 to 4 of the Pyramid System, the FAW will call two JLC meetings, one in the North and one in the South. The southern meeting will consist of the Welsh Football League, South Wales Football Association, Gwent County Football Association and the West Wales Football Association. The northern meeting will consist of the Welsh Alliance League, the Welsh National League, the Mid-Wales League, the Central Wales Football Association, the North-East Wales Football Association and the North Wales Coast Football Association.

- (c) Any other meetings of the JLC that are deemed necessary can be called at any time by the NGB upon giving the notice referred to in 5 (b) above.
- (d) Meetings of the JLC shall be chaired by a FAW representative from the NGB.
- (e) The expense of holding meetings of the JLC shall be borne by the FAW. The expenses of the relevant representatives attending JLC meetings shall be met by the Directly Affiliated League the delegate is representing.
- (f) JLCs shall have no jurisdiction over, or responsibility for, boundary adjustments for clubs playing in any Directly Affiliated League or Area Association. Such jurisdiction and responsibility shall rest solely with the FAW.

Section H FIFA REGULATIONS ON THE STATUS AND TRANSFER OF PLAYERS (the ‘REGULATIONS’)

Players previously registered with one National Association may only register with a new National Association provided the following FIFA Regulations governing the Status and Transfer of Players have been observed.

REGISTRATION OF PLAYERS

ARTICLE 9 - INTERNATIONAL TRANSFER CERTIFICATES

1. Players registered at one association may only be registered at a new association once the latter has received an International Transfer Certificate (hereinafter: ITC) from the former association. The ITC shall be issued free of charge without any conditions or time limit. Any provisions to the contrary shall be null and void. The association issuing the ITC shall lodge a copy with FIFA. The administrative procedures for issuing the ITC are contained in Annex 3 article 8, and Annexe 3a of the Regulations.
2. Associations are forbidden from requesting the issue of an ITC in order to allow a player to participate in trial matches.
3. The new association shall inform the association(s) of the club(s) that trained and educated the player between the ages of 12 and 23 (article 7 of the Regulations) in writing of the registration of the player as a professional after receipt of the ITC.
4. An ITC is not required for a player under the age of 10 years.

ANNEX 3

ARTICLE 8 - ADMINISTRATIVE PROCEDURE GOVERNING THE TRANSFER OF PROFESSIONAL PLAYERS BETWEEN ASSOCIATIONS

Article 8.1 - Principles

1. Any professional player who is registered with a club that is affiliated to one association may only be registered with a club affiliated to a different association after an ITC has been delivered by the former association and the new association has confirmed receipt of the ITC. The ITC procedure must be conducted exclusively via TMS. Any form of ITC other than the one created by TMS shall not be recognised.
2. At the very latest, the ITC must be requested by the new association in TMS on the last day of the registration period of the new association.
3. The former association must upload a copy of the player passport (article 7 of the Regulations) when creating an ITC in favour of the new association.
4. The former association must upload a copy of any relevant documentation

pertaining to disciplinary sanctions imposed on a player and, if applicable, their extension to have worldwide effect (article 12 of the Regulations) when creating an ITC in favour of the new association.

Article 8.2 - Creating an ITC for a professional player

1. All data allowing the new association to request an ITC shall be entered into TMS, confirmed and matched by the club wishing to register a player during one of the registration periods established by that association (Annexe 3, article 4 para. 4 of the Regulations). When entering the relevant data, depending on the selected instruction type, the new club shall upload at least the following documents into TMS:-
 - a copy of the contract between the new club and the professional player;
 - a copy of the transfer or loan agreement concluded between the new club and the former club, if applicable;
 - copy of proof of the player's identity, nationality(ies) and birth date, such as passport or identity card;
 - proof of player's last contract end date and reason for termination.

Documents must be uploaded in the format required by FIFA TMS GmbH.

If explicitly requested, a document not available in one of the four official languages of FIFA (English, French, German and Spanish), or a specifically defined excerpt of it, must be uploaded in TMS together with its respective translation in one of the four official languages. Failure to do so may result in the document in question being disregarded.

A professional player is not eligible to play in official matches for his new club until the new association has confirmed the receipt of the ITC and has entered and confirmed the player registration date in TMS (Annexe 3, article 5.2 para. 4 of the Regulations).

2. Upon notification in the system that the transfer instruction is awaiting an ITC request, the new association shall immediately request the former association through TMS to deliver an ITC for the professional player ("ITC request").
3. Upon receipt of the ITC request, the former association shall immediately request the former club and the professional player to confirm whether the professional player's contract has expired, whether early termination was mutually agreed or whether there is a contractual dispute.
4. Within seven days of the date of the ITC request, the former association shall, by using the appropriate selection in TMS, either:-
 - (a) Deliver the ITC in favour of the new association and enter the deregistration date of the player; or
 - (b) Reject the ITC request and indicate in TMS the reason for rejection,

which may be either that the contract between the former club and the professional player has not expired or that there has been no mutual agreement regarding its early termination.

5. Once the ITC has been delivered, the new association shall confirm receipt and complete the relevant player registration information in TMS.
6. If the new association does not receive a response to the ITC request within 15 days of the ITC request being made, it shall immediately register the professional player with the new club on a provisional basis (“provisional registration”). The new association shall complete the relevant player registration information in TMS (Annexe 3, article 5.2 para. 6 of the Regulations). A provisional registration shall become permanent one year after the ITC request. The FIFA ‘Players’ Status Committee’ may withdraw a provisional registration, if, during this one-year period, the former association presents valid reasons explaining why it did not respond to the ITC request.
7. The former association shall not deliver an ITC if a contractual dispute on grounds of the circumstances stipulated in Annexe 3, article 8.2 para. 4b) has arisen between the former club and the professional player. In such a case, upon request of the new association, FIFA may take provisional measures in exceptional circumstances. If the competent body authorises the provisional registration (article 23 para. 3 of the Regulations), the new association shall complete the relevant player registration information in TMS (Annexe 3, article 5.2 para. 6). Furthermore, the professional player, the former club and/or the new club are entitled to lodge a claim with FIFA in accordance with article 22 of the Regulations. FIFA shall then decide on the issue of the ITC and on sporting sanctions within 60 days. In any case, the decision on sporting sanctions shall be taken before the delivery of the ITC. The delivery of the ITC shall be without prejudice to compensation for breach of contract.

Article 8.3 - Loan of professional players

1. The rules set out above also apply to the loan of a professional player from a club affiliated to one association to a club affiliated to another association, as well as to his return from loan to his original club, if applicable.
2. When applying for the registration of a professional player on a loan basis the new club shall upload a copy of the pertinent loan agreement concluded with the former club, and possibly also signed by the player, into TMS (Annexe 3, article 8.2 para. 1 of the Regulations). The terms of the loan agreement shall be represented in TMS.
3. Loan extensions and permanent transfers resulting from loans shall also be entered in TMS at the appropriate time.

ARTICLE 9 - SANCTIONS

Article 9.1 - General Provisions

1. Sanctions may be imposed on any association or club that violates any of the provisions of the present annexe.
2. Sanctions may also be imposed on any association or club found to have entered untrue or false data into the system or for having misused TMS for illegitimate purposes.
3. Associations and clubs are liable for the actions and information entered by their TMS managers.

Article 9.2 - Competence

1. The FIFA Disciplinary Committee is responsible for imposing sanctions in accordance with the FIFA Disciplinary Code.
2. Sanction proceedings may be initiated by FIFA, either on its own initiative or at the request of any party concerned, including FIFA TMS GmbH.
3. FIFA TMS GmbH may also initiate sanction proceedings on its own initiative for non-compliance with the obligations under its jurisdiction when authorised to so by the FIFA Disciplinary Committee for explicitly specified violations.

Article 9.3 - Sanctions on associations

In particular, the following sanctions may be imposed on associations for violation of the present annexe in accordance with the FIFA Disciplinary Code:-

- a reprimand or a warning;
- a fine;
- exclusion from a competition;
- return of awards.

These sanctions may be imposed separately or in combination.

Article 9.4 - Sanctions on clubs

In particular, the following sanctions may be imposed on clubs for violation of the present annexe in accordance with the FIFA Disciplinary Code:-

- a reprimand or a warning;
- a fine;
- annulment of the result of a match;

- defeat by forfeit;
- exclusion from a competition;
- a deduction of points;
- demotion to a lower division;
- a transfer ban;
- return of awards.

These sanctions may be imposed separately or in combination.

ARTICLE 10 - TIME LIMITS

With respect to proceedings and investigations conducted by FIFA TMS GmbH, electronic notifications through TMS or by electronic mail to the address provided in TMS by the parties are considered as valid means of communication and will be deemed sufficient to establish time limits. For the avoidance of doubt, this will have no impact and is not applicable to proceedings before the FIFA Disciplinary Committee.

ANNEX 3A

ADMINISTRATIVE PROCEDURE GOVERNING THE TRANSFER OF PLAYERS BETWEEN ASSOCIATIONS OUTSIDE TMS

Article 1 - Scope

The present annexe governs the procedure for the international transfer of all players, excluding those concerned by Annexe 3 of the Regulations. Specifically it concerns amateur male players participating in eleven-a-side football, all female players as well as all futsal players.

Article 2 - Principles

1. Any player who is registered with a club that is affiliated to one association shall not be eligible to play for a club affiliated to a different association unless an ITC has been issued by the former association and received by the new association in accordance with the provisions of this annexe. Special forms provided by FIFA for this purpose or forms with similar wording shall be used.
2. At the very latest, the ITC must be requested on the last day of the registration period of the new association.
3. The association issuing the ITC shall also attach a copy of the player passport to it.

Article 3 - Issue of an ITC for a professional

1. All applications to register a professional must be submitted by the new

club to the new association during one of the registration periods established by that association. All applications shall be accompanied by a copy of the contract between the new club and the professional. Equally, a copy of the transfer agreement concluded between the new club and the former club shall be provided to the new association, if applicable. A professional is not eligible to play in official matches for his new club until an ITC has been issued by the former association and received by the new association.

2. Upon receipt of the application, the new association shall immediately request the former association to issue an ITC for the professional (“ITC request”). An association that receives an unsolicited ITC from another association is not entitled to register the professional concerned with one of its clubs.
3. Upon receipt of the ITC request, the former association shall immediately request the former club and the professional to confirm whether the professional’s contract has expired, whether early termination was mutually agreed or whether a contractual dispute exists.
4. Within seven days of receiving the ITC request, the former association shall either:-
 - (a) issue the ITC to the new association; or
 - (b) inform the new association that the ITC cannot be issued because the contract between the former club and the professional has not expired or that there has been no mutual agreement regarding its early termination.
5. If the new association does not receive a response to the ITC request within 30 days of the ITC request being made, it shall immediately register the professional with the new club on a provisional basis (“provisional registration”). A provisional registration shall become permanent one year after the ITC request. The FIFA ‘Players’ Status Committee’ may withdraw a provisional registration, if, during this one-year period, the former association presents valid reasons explaining why it did not respond to the ITC request.
6. The former association shall not issue an ITC if a contractual dispute has arisen between the former club and the professional. In such a case, the professional, the former club and/or the new club are entitled to lodge a claim with FIFA in accordance with article 22 of the Regulations. FIFA shall then decide on the issue of the ITC and on sporting sanctions within 60 days. In any case, the decision on sporting sanctions shall be taken before the issue of the ITC. The issue of the ITC shall be without prejudice to compensation for breach of contract. FIFA may take provisional measures in exceptional circumstances.
7. The new association may grant a player temporary eligibility to play until the end of the season that is underway on the basis of an ITC sent by fax. If the original ITC is not received by that time, the player’s eligibility to play shall be considered definitive.

8. The foregoing rules and procedures also apply to professionals who, upon moving to their new club, acquire amateur status.

Article 4 - Issue of an ITC for an amateur

1. All applications to register an amateur player must be submitted by the new club to the new association during one of the registration periods established by that association.
2. Upon receipt of the application, the new association shall immediately request the former association to issue an ITC for the player (“ITC request”).
3. The former association shall, within seven days of receiving the ITC request, issue the ITC to the new association.
4. If the new association does not receive a response to the ITC request within 30 days, it shall immediately register the amateur with the new club on a provisional basis (“provisional registration”). A provisional registration shall become permanent one year after the ITC request. The FIFA ‘Players’ Status Committee’ may withdraw a provisional registration, if, during this one-year period, the former association presents valid reasons explaining why it did not respond to the ITC request.
5. The foregoing rules and procedures also apply for amateurs who, upon moving to their new club, acquire professional status.

Article 5 - Loan of a player

1. The rules set out above also apply to the loan of a professional from a club affiliated to one association to a club affiliated to another association.
2. The terms of the loan agreement shall be enclosed with the ITC request.
3. Upon expiry of the loan period, the ITC shall be returned, upon request, to the association of the club that released the player on loan.

INTERNATIONAL TRANSFERS INVOLVING MINORS

ARTICLE 19 – PROTECTION OF MINORS

1. International transfers of players are only permitted if the player is over the age of 18.
2. The following three exceptions to this rule apply:-
 - (a) The player's parent(s) move to the country in which the new club is located for reasons not linked to football.
 - (b) The transfer takes place within the territory of the European Union (EU) or European Economic Area (EEA) and the player is aged between 16 and 18. In this case, the new club must fulfil the following minimum obligations:-
 - i. It shall provide the player with an adequate football education and/or training in line with the highest national standards.
 - ii. It shall guarantee the player an academic and/or school and/or vocational education and/or training, in addition to his football education and/or training, which will allow the player to pursue a career other than football should he cease playing professional football.
 - iii. It shall make all necessary arrangements to ensure that the player is looked after in the best possible way (optimum living standards with a host family or in club accommodation, appointment of a mentor at the club, etc.).
 - iv. It shall, on registration of such a player, provide the relevant association with proof that it is complying with the aforementioned obligations.
 - (c) The player lives no further than 50km from a national border and the club with which the player wishes to be registered in the neighbouring association is also within 50km of that border. The maximum distance between the player's domicile and the club's headquarters shall be 100km. In such cases, the player must continue to live at home and the two associations concerned must give their explicit consent.
3. The conditions of this article shall also apply to any player who has never previously been registered with a club and is not a national of the country in which he wishes to be registered for the first time.
4. Every international transfer according to paragraph 2 and every first registration according to paragraph 3 is subject to the approval of the subcommittee appointed by the FIFA 'Players' Status Committee' for that purpose. The application for approval shall be submitted by the association

that wishes to register the player. The former association shall be given the opportunity to submit its position. The sub-committee's approval shall be obtained prior to any request from an association for an International Transfer Certificate and/or a first registration. Any violations of this provision will be sanctioned by the FIFA Disciplinary Committee in accordance with the FIFA Disciplinary Code. In addition to the association that failed to apply to the sub-committee, sanctions may also be imposed on the former association for issuing an International Transfer Certificate without the approval of the sub-committee, as well as on the clubs that reached an agreement for the transfer of a minor.

5. The procedures for applying to the sub-committee for a first registration and an international transfer of a minor are contained in Annexe 2 of the Regulations.

Section I

LONG SERVICE AWARD

The Long Service Award was instituted in August 1979. It was designed to reward those individuals who had served clubs, leagues or Area Associations for forty years without being further recognised.

The criteria for the award are as follows:-

1. Must have completed forty years service in football administration inside Wales. (i.e. membership of an English league would not count.)
2. The period must have been as an officer, secretary, committee member and/or Member of a League Committee and/or Area Association Council.
3. Service with a club as a player shall not count.
4. The forty years need not be unbroken, but simply total actual years of membership.
5. The nominee must not have served at any time as a member of the Council of the Football Association of Wales.
6. The nomination shall be made by the Area Association which shall vet each application for accuracy.
7. The nominee must be alive at the time that his/her nomination is approved by the FAW Council.

Section J

FAW ACADEMY PROGRAMME

ACADEMY REGULATIONS

Mission Statement

The Welsh Football Trust, Football Association of Wales and the Welsh Premier League Panel are committed to a National Player Development structure that gives equal opportunities and choice to players throughout the country. The focus of the programme is the “Player at the Centre”.

These opportunities will be provided and developed within the National Academy structure and will place the welfare of the player as paramount. To ensure this, all Academies will be expected to adopt and operate the FAW Safeguarding Policy.

The Academies will undertake to: -

- Adhere and comply with Club Licensing & FAW Academy Regulations.
- Operate in an open and transparent manner presenting reports as requested
- Ensure the welfare and best interest of the player at all times
- Never place undue pressure on any player which may contravene the FAW Safeguarding policy, which can be viewed on www.faw.org.uk
- Operate within the annual timetable with regards to Accounting and Auditing procedures as agreed by the League and the FAW.

National Academy Structure Regulations

1. National Structure

Under UEFA’s mandatory guidelines for teams within National League Structures, it is necessary for all clubs participating in the Welsh Premier League to achieve the Youth Development Criteria as set out by UEFA in its Club Licensing Regulations. The National Development Structure for Football in Wales has been built around the provision of accessible opportunities in each of the 22 Unitary Authorities. To ensure that nationally, players of potential can access quality coaching via the Academy structure; it is part of the strategy to encourage clubs outside of the Welsh Premier League to establish youth development programmes. These clubs may seek to attain academy status, and will undergo an ‘Application for Approval’ Audit to meet the minimum standards before being accepted into the Programme.

2. Application for Approval

- 2.1 All Welsh Premier League Clubs will be approved if they submit their application for approval no later than the annual deadline. (See Core Process for Annual Deadline).
- 2.2 Clubs outside of the Welsh Premier League must apply for approval no later than the annual deadline.
- 2.3 In order to gain approval, clubs outside of the Welsh Premier League must prove to the Auditor by the annual deadline that players are

registered for all mandatory age-groups, coaches (with required qualifications) are in place at all age-groups, training facilities are available for the duration of the season, playing facilities meeting the minimum standards are available for the duration of the season and the season can be financed by providing an annual budget containing the minimum requirements as defined in Appendix 1.

3. Academy Status

- 3.1 Academy status is mandatory for the 12 Welsh Premier League clubs.
- 3.2 Clubs, based in Wales, whose first team is playing in the English pyramid system, may be considered to hold Academy Status under the National Academy structure, subject to the Application for Approval.
- 3.3 Clubs outside of the Welsh Premier League, playing at Level 2 of the FAW Pyramid structure, may be considered for Academy Status under the National Academy structure, subject to the Application for Approval.
- 3.4 Clubs playing at Level 3 of the FAW Pyramid structure will only be considered for Academy Status if the same club had Academy Status for the duration of the previous football season and met the required audits. The decision will be subject to the Application for Approval.
- 3.5 Any proposed new academy must not impinge on existing academies.
- 3.6 The maximum number of clubs in Wales with FAW Academy status will be 28.
- 3.7 For the avoidance of doubt a Club is any legal entity, which is affiliated to either the Football Association of Wales or one of its Area Associations.

N.B. Clubs competing in the Welsh League (Division 1) and Huws Gray Alliance who seek promotion to the WPL should work towards FAW Academy status by meeting the Domestic Licence Criteria (audited by the WFT), but they do not have to have already gained the status in order to be licensed.

4. Academy Status and Audits

- 4.1 Academy Status will be issued annually and expire at the end of every season.
- 4.2 Academies will be audited in each season with a view to be issued with their approval for status for that season.
- 4.3 Academies are required to submit their Application for Academy Status by 31st July each year.
- 4.4 To gain Academy Status, clubs will be audited by the end of August, based on players, personnel, training facilities and playing facilities. Clubs with Academy Status will then be subject to two further annual inspections one based on Technical and the other on their participation of the Games Programme.
- 4.5 All aspects of the criteria will be thoroughly audited at every inspection. All administrative material, accounts, registrations, technical programmes, coaching records and development will be made available for inspection.
- 4.6 Academies failing to meet the criteria will be given an action plan to address all areas of concern with a deadline date for adherence at the Auditors discretion. Those Licence holders not meeting the action plan

by the deadline date will have funding withheld or be fined or issued a caution.

- 4.7 Information must be collated on the official forms or computer software, as provided by the Welsh Football Trust or Football Association of Wales
- 4.8 Clubs relegated from the Welsh Premier League may apply to retain their Academy Status, but will not be eligible for UEFA Solidarity Payment.

5. Grievance Procedure

- 5.1 Any Club who is not granted Academy Status has the right to appeal to the FAW.
- 5.2 A first-instance appeal must be submitted in writing as per FAW Rule 43.2 and its sub-clauses.
- 5.3 Any appeal must be submitted with the appropriate appeals fee as set out under Rule 43.2.3.
- 5.4 Until all appeals have been exhausted, a club will not be accepted into the Academy Programme.

6. Partnerships

- 6.1 Academies must be within the legal entity of the club or affiliated to its legal entity through an official partnership, which must be approved by the FAW.
- 6.2 All such affiliations must be recorded, open and transparent with a formal written agreement detailing the roles and responsibilities of both partners on an annual basis.
- 6.3 Financial and technical support must be provided by the club and affiliated Academies.
- 6.4 All parties within any partnership agreement will be under the direct management of the Head of Youth.
- 6.5 The Head of Youth will be responsible to ensure that the Academy meets the audit Criteria. All partners are bound by the Academy criteria and Academy status is subject to all parties meeting the criteria.
- 6.6 Academy status will be registered to the Club, not to any third party partnership.
- 6.7 Only clubs with Academy Status will be recognised to operate under the 'Academy' title.
- 6.8 The 'Academy' title may only be used in relation to the designated age groups and operating conditions of the Academy as set out in these Regulations.
- 6.9 Workshops for junior clubs are to be held regionally and annually, to promote a working together philosophy. These will be delivered by the WFT Officers and delivered through the junior leagues, with invites extended to Clubs, Area Associations and Academies.
- 6.10 Opportunities for Academies and Football League clubs to work together and not in direct conflict with each other are encouraged. Any issues that Academies may face are to be raised as soon as possible to the FAW and the Welsh Football Trust are requested to meet the key stakeholders to promote the working together in Partnership ethic.

7. Academy Age Group Structure - Players Aged Under 10-21

- 7.1 The Academy must have at least the following mandatory youth teams within its legal entity or affiliated to its legal entity.
 - a. Operate one team below the age of 10 (See 8.7).
 - b. Operate a team at U12 to play in the Games Programme
 - c. Operate a team at U14 to play in the Games Programme
 - d. Operate a team at U16 to play in the Games Programme
 - e. Operate a team at U19 to play in an affiliated competition.
- 7.2 Clubs are permitted to run additional age-groups, but with only one team per age band and 18 players maximum.
- 7.3 Clubs are permitted to arrange U13 and U15 friendly matches, but must gain FAW sanction. Sanction would be granted for requests made 28 days in advance, if the proposed match did not clash with the FAW Academy programme. Junior Clubs and Leagues are required to release the players for these matches. The maximum number of friendlies must be in accordance with 7.4.
- 7.4 The maximum number of friendly matches for U13 and U15 is fifteen (15) for clubs that do not implement 1 player/1 club or twenty-five (25) for clubs that do implement 1 player/1 club.
- 7.5 The age of the player must conform to the FAW Rules.
- 7.6 The Academy must provide a weekly session specifically for Goalkeepers. The session can accommodate all goalkeepers aged 12 – 21.

8. Games Programme

- 8.1 A League competition will be organised for the Under 12, 14 and 16 ages. The four League winners will progress to the knockout cup, which starts in the Spring.
- 8.2 All academy games should be played in accordance with the Competition Regulations as defined in the Academy Handbook, which is produced annually.
- 8.3 It is mandatory for Academies to fulfil their Academy Games Programme as specified within the National Fixture Calendar.
- 8.4 Academies not fulfilling their fixtures will lose a percentage of the allocated funding or be subject to a fine or caution.
- 8.5 Academies should not play more than the following number of matches or programmes per season and per player:
 - Age Range 15-21 – No more than 40
 - Age Range 10 -14 – No more than 30
- 8.6 The completed team sheets, confirming the full names of players taking part and the names of substitutes indicating whether or not they took part in the match must be submitted to the FAW within three days of the match being played. Failure to comply will automatically result in a £10 fine per offence.

- 8.7 There is no obligation for the Teams at U10 or below to take part in official competitions. For these teams suitable events should be organised (mini-football festivals, youth gatherings on local level etc.) in order to provide fun and give them the opportunity to gain experience playing with other children teams. No mandatory registration of these players is required.
- 8.8 All Academies must play within the Academy Games Programme.
- 8.9 Cross-Border friendly fixtures are permitted, but only through the correct application process as per FAW Rule 108. The maximum number of matches as stated in 7.4 must be adhered to.
- 8.10 The Competition Rules for the Under 12, Under 14 and Under 16 age-groups are provided in a separate document and determined annually by the Welsh Football Trust and the Football Association of Wales.

9. Futsal

- 9.1 All Academies must participate in the FAW Academy Futsal programme, which is mandatory in the winter.
- 9.2 Organised games must be played at all mandatory age-groups from Under 12 and above, in accordance with the Academy Futsal Calendar as provided during the Application for Approval stage.
- 9.3 All Academies are required to contribute financially to the futsal games programme, which will be used to hire facilities on a regional basis.

10. Facilities for Matches

- 10.1 Changing rooms must be separate, accessible, safe and in close proximity to the pitch for both teams and the match officials.
- 10.2 Goal-nets and corner flags must be provided in all matches.
- 10.3 The pitch must be marked as per the Laws of the Game.
- 10.4 A 9v9 pitch must be used for Under 12 matches, as described in Competition Rule 1.
- 10.5 9v9 goals must be used for Under 12 matches as described in Competition Rule 2.

11. Facilities for Training

- 11.1 Changing rooms must be accessible, safe and in close proximity to the training venue.
- 11.2 The facility should have a meeting room to enable the club to meet parents and hold general meetings.
- 11.3 The playing area must have access to floodlights for session held during evening hours.
- 11.4 The area for coaching and development should be available in all weathers (ideally 3G / AstroTurf, if available) or a quality grass pitch (60m x 40m minimum).
- 11.5 There should be access to a suitable indoor facility, to be used as contingency during adverse weather conditions.
- 11.6 A Medical Room must be available to treat injuries.

11.7 Clubs must ensure and provide documentation that all facilities are adequately insured.

12. Duration and Frequency of coaching activities

12.1 Academies shall operate from 1st August until 31st May for a minimum of 24 weeks and a maximum of 32 weeks in this period.

12.2 All sessions must be a minimum of 1 hour and a maximum of 2 hours in duration.

12.3 There must be a minimum of one session per week and a maximum of three sessions per week, per age-group.

12.4 There must be a weekly programme specifically for goalkeepers. This should be a minimum of 1 hour maximum of 3 hours.)

12.5 A formal appraisal report should take place twice per year in December and April.

12.6 There must be a minimum of 2 parents' evenings per season to coincide with the appraisal report.

13. Personnel

The Academy must have its own personnel and administrative structure with the minimum areas of responsibilities being;

- Head of Youth Development
- Academy Administrator
- Age Group Coaches
- Goalkeeper Coach
- Safeguarding Officer
- 'Coach Clean' Qualified Coach

Staff may take on more than one role but must acknowledge the area of responsibility within each role undertaken.

14. Staff Roles and Responsibilities, Qualifications & Payments

Staff must fulfil their specific roles and responsibilities as set out below.

14.1 Academy Administrator

14.1.1 Clubs must complete the required document as shown in Appendix 2.

14.1.2 The Academy Administrator must adhere to the following;

- To ensure the clubs' Youth Development Programme is undertaken. (Licensing Ref: S.01)
- Liaise with all staff to ensure their duties are carried out, as per job description.
- Liaise with the club's Board of Directors regarding academy affairs.
- Chair the Academy Management Forum.
- Liaise with local partners with regard to Academy Developments.

- Act as lead officer on behalf of the club with grant aid applications and monitoring.
- To provide weekly registers.
- To maintain weekly / monthly income records and receipts and invoices.
- To regularly update the database of players.
- To retain copies of players registrations.
- To supervise the club's website and ensure that it is regularly updated.
- To undertake all Academy correspondence.
- To correlate all technical and financial information as required for the annual audit.
- To ensure that a copy of medical details and parental consent is available at all times.
- To accompany players to hospital in the event of serious injury in the absence of the Safeguarding Officer.
- To report if requested, to the Board of Directors in the absence of the Head of Youth Development.

14.1.3 The maximum payment from the UEFA Solidarity Grant is £40 per week for up to 40 weeks per season.

14.2 **Head of Youth Development**

14.2.1 Clubs must complete the required document as shown in Appendix 3.

14.2.2 The Head of Youth must abide by the following;

- They must meet the qualification as per the FAW Domestic Licence criteria.
- They should attend all academy sessions, where possible.
- They must be in attendance for the Audit inspection visits.
- They must abide by the FAW Safeguarding Policy and coaches' codes of conduct.
- They must hold First Aid Award.
- They must ensure that coaching staff fulfils their duties before, during and after the Academy sessions and matches.
- They must liaise with the coaches to discuss the objectives of the Academy technical programme.
- They must ensure that records of the technical programme are submitted and maintained for every session.
- They must ensure the coaching staff is provided with a programme for on-going professional development.

- They must ensure the coaching staff attends the programme for on-going professional development.
- They must ensure records are maintained recording the coaching staff's on going professional development.
- They must liaise with the Academy Administrator to ensure that all academy records are available for inspection.
- They must be available to answer questions to the Welsh Football Trust and/or the Football Association of Wales, testing their knowledge of the Academy and the club's Youth Development Programme.

14.2.3 The maximum payment from the UEFA Solidarity payment is £75.00 per week for up 40 weeks per season.

14.3 **Coaching Staff**

14.3.1 All coaches must abide by the following;

- Have the qualification as per the FAW Domestic Licence criteria.
- Have attended FAW Safeguarding and Child Protection Course and abide by the FAW Safeguarding Policy, which must be adopted by the Academy.
- Hold the First Aid Award.
- Valid DBS certificate through the FAW.
- Abide by the coaches' code of conduct at all times.
- Consult with and inform the Head of Youth of the Technical programme prior to every session.
- Submit a written session planner, outlining details of the session, to the Head of Youth prior to every session.
- Design and undertake the technical programme as per national guidelines.
- Assume responsibility for all kit and equipment necessary for the technical programme.
- Have total responsibility for all safety issues with regard to the technical programme
- Undertake at least 2 written player assessments per year in consultation with the Head of Youth Development.

14.3.2 Coaches can be paid the amount stated in the 'Recommendations for Coach Payment' (See 14.8), but this cannot be paid from the UEFA Solidarity Payment.

14.4 **Goalkeeper Coach**

14.4.1. The Goalkeeper coach must abide by the following;

- They must hold the Goalkeeping 'C' Certificate.
- They must have attended the FAW Safeguarding and Child Protection Course and abide by the FAW Safeguarding policy as adopted by the Academy.

- They must hold the First Aid Award.
- Valid DBS certificate through the FAW.
- Must abide by the coaches' code of conduct at all times.
- To consult with and inform the Head of Youth of the Technical programme for goalkeepers prior to every session.
- To submit a written session planner, outlining details of the session, to the Head of Youth prior to every session.
- To design and undertake the goalkeepers technical programme as per national guidelines.
- To assume responsibility for all kit and equipment necessary for the technical programme.
- To have total responsibility for all safety issues with regard to the technical programme.
- To undertake at least 2 written goalkeepers' assessments per year in consultation with the Head of Youth.

14.4.2. The Goalkeeping coach can be paid under the 'Recommendations for Coach Payment' (See 14.8), but not from the UEFA Solidarity payment.

14.5 Safeguarding Officer

14.5.1 Clubs must complete the required document as shown in Appendix 4.

14.5.2 The Safeguarding Officer must abide by the following;

- They must have attended the FAW Safeguarding and Child Protection Course.
- Valid DBS certificate through the FAW.
- To undertake all FAW Safeguarding Procedures.
- To ensure all staff are suitably screened as per FAW Safeguarding guidelines.
- To consult with the Head of Youth and coaching staff on all player Safeguarding issues.
- To ensure all staff abide by the FAW Safeguarding Policy and codes of conduct.
- To submit a written report to the Head of Youth Development regarding details of parental and player concerns and other related safeguarding matters.
- To act on behalf of the players in all disciplinary matters
- To accompany players to hospital in the event of serious injury, should a parent or Guardian not be available,
- To liaise with schools and or club regarding the Academy programme for players.

14.6 First Aid Officer

14.6.1 The First Aid Officer must abide by the following;

- They must have the First Aid for Football Award
- They must be CRB Checked
- Must undertake all primary care
- Must undertake diagnostic and remedial care
- Must maintain and submit written injury and medical reports to the Safeguarding officer.
- Must maintain medical history and emergency contact details
- Must liaise with club doctor/physiotherapist
- Must maintain contact with parents regarding medical issues

14.7 ‘Coach Clean’ Qualified Coach

All Academies must have a ‘Coach Clean’ qualified coach within their Academy structure, who is responsible for delivering the anti-doping programme.

14.8 Recommendations for Coach Payment

These are the recommended rates for Coach Payment;

Head of Youth Development	-	Up to £25.00 per hour
A Licence coaches	-	Up to £25.00 per hour
B Licence coaches	-	Up to £15.00 per session
C Licence coaches	-	Up to £10.00 per session
Futsal coaches	-	Up to £10.00 per session
Football Leaders	-	Up to £5.00 per session

Clubs may make individual decisions on coach payments. However, the Head of Youth and the Academy Administrator are the only individuals who can receive payment from the UEFA grant, up to the maximums stated in 14.1 and 14.2. Any additional payment must be from the club’s own funds.

It may be necessary for personnel at the Academy to adopt more than one role within the Academy staff structure. This is acceptable, however staff will be responsible for the duties set out within their job descriptions.

15. Coach to Player Ratio

- 15.1 There must be one suitably qualified coach for every 16 players for players aged 12 and over.
- 15.2 To ensure that all aspects of the FAW Safeguarding Regulations are undertaken, two coaches must work with each group of players.
- 15.3 There must be a minimum of one coach who holds the First Aid for Football qualification.

16. Equipment

- 16.1 Players up to and including Under 12's must use size 4 balls.
- 16.2 Players at Under 13 and over must use size 5 balls.
- 16.3 There must be a minimum of 1 ball between 2 players available for coaching sessions at all age groups.
- 16.4 Marking discs (cones) should be available and must be safe.
- 16.5 Bibs of at least two differing colours must be available for every age-group.
- 16.6 Poles should be of a suitable height for each age-group.
- 16.7 Players should wear adequate shin protection during training and games
- 16.8 All equipment must be checked for safety prior to every session

17. Coach Accreditation

- 17.1 Each Academy coach must undertake a programme of continuous professional development training per year. This will be a minimum of one accredited workshop per year.
- 17.2 Training should be delivered through the Accredited Coaches Programme this is delivered at local, regional and national level, supporting the FAW Coach Education Programme.
- 17.3 A list of accredited coaching workshops, which all Academy coaches must attend, will be circulated annually by the Welsh Football Trust.
- 17.4 It is the responsibility of all Academy Coaches to revalidate their qualifications as per FAW/UEFA Criteria.
- 17.5 Each coach should maintain a detailed log of training that they have undertaken.

18. Regional Forums

- 18.1 Regional Forums will be held at least annually.
- 18.2 The FAW will facilitate the regional forums and make recommendations to the WPL Panel and FAW as a result of the forums findings.
- 18.3 Each Academy should send two delegates to the Regional Academy Forums, one of which needs to be either the Head of Youth or Academy Administrator. Failure to do so will be subject to a fine or caution by the Welsh Premier League Panel.

19. Technical Programme

- 19.1 Staff must work within a technical programme which will clearly outline the expected learning outcomes for every age group.
- 19.2 Weekly session planners must be maintained to support the work undertaken.
- 19.3 At least four hours of educational work, which not only includes the playing skills but also the technical, tactical and physical, must be undertaken with each age group throughout the season.
- 19.4 Each player is to attend a minimum of four hours player education seminars on topics such as; Diet & Nutrition, Physical conditioning and

preparation, Life Style Management and the Player Development pathway.

- 19.5 A specific workshop on the Laws of the Game with a qualified Match Official must be undertaken with each age group throughout the season.
- 19.6 All players must undertake the anti-doping-education programme on UEFA.com annually. This is coordinated by the 'Coach Clean' representative (Regulation 14.7).

20. Registration of Players

- 20.1 FAW Rule 62.4 permits the club to make the choice of whether to allow 1 player / 1 club or to permit the player to play for the junior club and the academy. Clubs can make the choice to suit their own needs and geographical requirement, but must also record the playing time of each player.
- 20.2 Clubs should also refer to Appendix 1, 'FAW Academy Registrations Regulations.'
- 20.3 Players should be registered for attendance at every session.
- 20.4 Details of player's medical conditions should be available at every session.
- 20.5 Players should not be released from the Academy without having an opportunity to address concerns raised on their appraisal. See Appendix 1 for more information.
- 20.6 Players must abide by the player's code of conduct.

21. Safeguarding - Codes of Conduct & Mission Statement

- 21.1 The Academy must adhere to all Welfare and Safeguarding Rules and Regulations.
- 21.2 Every Academy must make a Mission Statement which is promoted openly.
- 21.3 Every Academy must operate a policy of equality.
- 21.4 Codes of conduct for coaches, parents & players should be signed annually. Codes of Conduct must include consequences for non-compliance.
- 21.5 Players, parents and coaches should sign a copy of the Academy Code of Conduct which should be available for inspection.
- 21.6 The Academy should draw up a health and safety code, which all staff must work within at all times.
- 21.7 An induction process for every Member of Staff must be carried out before they can work at the Academy.

22. Financial Procedure

- 22.1 All Academies are to have their own bank account, separate from the first team. Statements must be accessible at Audit.
- 22.2 All income and expenditure must go through the bank account of the Academy.
- 22.3 The income and expenditure of the Academy must include all of the minimum disclosure requirements as stated in Appendix 1.

- 22.4 Up to date records of expenditure and income with receipts must be maintained for audit.
- 22.5 As Academy finances must be run independently from the clubs, a formal written agreement must be drawn stating the financial arrangements between both parties and that all money from the UEFA Solidarity grant (if applicable) is spent solely on youth development.
- 22.6 Records of terms and conditions of employment stating rates of pay must be maintained.
- 22.7 All cash coaching payments must be reconciled with a signature to confirm receipt of payment.
- 22.8 Regular interim statements and end of year accounts should be available for the Academy forum and clubs' Board of Directors.
- 22.9 Parachute payments from the FAW will be at the discretion of the relevant FAW committee annually.
- 22.10 UEFA Solidarity Payments, which can only be received by top-division clubs may be used to meet;
 - The Academy Programme
 - Coaching Activities
 - Junior Teams
 - Youth Futsal

Areas of Funding are:-

- > **Facilities** - The weekly cost of for training and matches across all youth areas.
- > Coach Education and Development - Cost to train, educate and CRB check academy staff.
- > **Kit & Equipment** - Equipment for training and matches, kit for staff and players and specialist equipment such as SAQ, First Aid etc.
- > **Publicity and Promotional Materials** - Administration costs, stationary, post, telephone, fliers, poster and media advertising.
- > **Competitive Costs** – Referees, transport. Fines due to indiscipline cannot be met from UEFA Solidarity payment.
- > **Staff** – As per agreed payments as stated in Regulation 14.

23. Academy Management

23.1 Academy Officers

The Academy should operate under the direct control of appointed Academy officers. These should include; Head of Youth Development, Academy Administrator, a representation from the Clubs Committee or Board of Directors. Additional members may be appointed as required.

23.2 Management Forum

The Academy Officers must form an Academy Forum. The Forum will set its own terms of reference which will include; Staff appointments, discipline and grievance procedures, preparation for the Annual Audit,

authorisation of the Annual Audit, direct reporting to the club's committee or board of directors.

They should meet a minimum of 4 times per year. A chair shall be appointed and minutes will be kept of all Academy Forum meetings. A minimum of 5 representatives should be nominated to include a representative of the clubs board of directors and the player's parents

23.3 Accountability

The Academy will remain the responsibility of the club it's registered to. Its committee and Board of Directors shall retain input in all Academy matters and should be informed directly on a regular basis of developments within the Academy.

24. Administration

24.1 General Procedures

Every Academy is required to maintain accurate records on the FAW's Portal and to inform the FAW and Welsh Football Trust regarding any changes in personnel.

24.2 Other Records

A database of Attendance Records and the Technical Programme must be maintained.

25. Insurance

25.1 It is the responsibility of the Academy that all insurance matters relating to the activities of the Academy are covered. This should include players, staff, facilities, matches, travel and any other areas for which the Academy may be liable.

25.2 It is advised that the Academy seek professional guidance regarding all insurance matters.

Section K

GENERAL REGULATIONS

Mascots.

The Council wishes it to be known that the practice for Mascots to accompany teams on the field of play, and in some cases being permitted to toss a coin at the start of the game, is not approved and issue instructions to all Clubs, Officials, Players and Referees that the practice must not be allowed.

Minute No. 423, dated 5th May, 1948.

Players under Contract.

“A copy of the Rules of the Association relating to the registration of players under contract shall be handed to each player on his signing Form ‘J’”.

Minute No. 1099, dated 13th August, 1952.

The Welsh Cup Competition.

“The ‘Club Headquarters’ for the purpose of Rule No. 81 of the Welsh Cup Competition shall be the Ground on which the Club normally plays its matches, or in the case of a Club having more than one ground, that ground which is registered for the Competition with the F.A. of Wales.”

Minute No. 1466, dated 22nd November, 1954.

National Cup Competitions.

(1) “In the event of any game played in the Welsh Cup, the F.A. of Wales Trophy or Welsh Youth Cup Competitions being abandoned during any period of extra time, the replay shall take place on the ground of the other Club concerned in the particular tie unless the Council shall deem it expedient to order otherwise.”

Minute No. 1949, dated 3rd March, 1958.

(2) “A Private Ground is one where gate money may be taken and the admittance of spectators can be accounted for and controlled.”

Minute No. 6162, dated 19th February, 1975.

(3) “Matches in the Welsh Cup, The F.A. of Wales Trophy and Welsh Youth Cup Competition may be played on the Sunday following the Conference Date where the Clubs concerned are agreeable and make application to The F.A. of Wales to do so.”

Minute No. 4140, dated 18th March, 1969.

(4) “Referees and Assistant Referees (when appointed) shall be allowed to claim as expenses, second class rail or bus fare as paid, or when travelling by car or motor-cycle 10p per mile whichever is the less, and meal allowance where warranted by the length of the journey.”

Minute No. 3314(d), dated 2nd May, 1965 (as amended by Minute No. 4486, dated 23rd May, 1970 and Minute No. 5106 29th February, 1972, Minute 8th August, 1979 and Minute No. 6766 14th April, 1981).

(5) “Referees and Assistant Referees (when appointed) are expected to be present at their appointment at least one hour prior to time of kick-off.”

Minute No. 5447 dated 15th February, 1973.

(6) “In the event of an appointed Referee arriving late at a Welsh Cup or F.A. of Wales Trophy Match, and such tie having commenced with an appointed Assistant Referee in charge, then in such circumstances the appointed Referee shall take over as Referee for the remainder of the match.”

Minute No. 6274 dated 3rd February, 1976.

Players chosen to take part in International or Representative Matches.

(1) “Clubs engaged in the Welsh Cup or The F.A. of Wales Trophy or Welsh Youth Cup Competitions affected by the selection of two or more players for international or representative matches, may be permitted by the Council to postpone their Cup Fixtures on the days of such matches.

Any Cup Tie so postponed must be played on or before the following Saturday, special circumstances permitting.”

Minute No. 4735 dated 23rd February, 1971, as amended by Minute No. 5106 of 29th February, 1972.

(2) “Any Club or organisation within the jurisdiction of The F.A. of Wales shall not select or play a player chosen to play for Wales in any International Match or Representative Match on any preceding day of the same week of such International Match or Representative Match as the case may be, unless the written consent of this Association shall have first been obtained.”

Minute No. 1949 dated 3rd March, 1958.

Press Reports.

“Players selected to play in International and other Representative Matches under the jurisdiction of The Football Association of Wales must neither write nor allow to be written under their signature articles in which criticism of match Officials or Players is expressed.”

Minute No. 2678, dated 19th February, 1962.

FIFA International Match Calendar.

“No adult fixtures shall be scheduled for FIFA International Match Calendar dates when the Wales senior squad are playing a home fixture.

A junior club may request a postponement of its fixtures scheduled to be played on the same day as a Wales home fixture in the FIFA International Match Calendar and that request must be accepted by its league with no further sanction applicable.

A junior and senior club may request a postponement of its fixtures scheduled to be played on the same day as any Wales home friendly fixture in the FIFA International Match Calendar and that request must be accepted by its league with no further sanction applicable.”

International Futsal Call-Ups

“When a football or futsal club has two or more players called up for International futsal duty, the club is entitled to postpone a match during the time that those players are on duty.”

THE FOOTBALL ASSOCIATION OF WALES

Section L

CODE OF ETHICS

PREAMBLE

The purpose of this Code is to safeguard the integrity and reputation of Association Football in Wales and of the Football of Association of Wales (“FAW”) and of all those who play, officiate, administer or in any other way organise Association Football in Wales. Where the context so requires, capitalised or defined words or phrases used in this Code have the same definition and meaning set out in the FAW’s Rules. The “persons bound by this Code” referred to below are all Members of the FAW and all Subordinates save that for the purpose of this Code only the definition and meaning of the term “Subordinate” shall not include the words “together with every spectator and any person purporting to be its supporter or follower”.

REGULATIONS GOVERNING ETHICAL CONDUCT

1. General rules of conduct

- 1.1. Persons bound by this Code are expected to be aware of the importance of their duties and concomitant obligations and responsibilities.
- 1.2. Persons bound by this Code are obliged to respect all applicable laws and regulations as well as the FAW’s regulatory framework to the extent applicable to them.
- 1.3. Persons bound by this Code shall show commitment to an ethical attitude. They shall behave in a dignified manner and act with complete credibility and integrity.
- 1.4. Persons bound by this Code may not abuse their position in any way, especially to take advantage of their position for private aims or gains.

2. Duty of neutrality

- 2.1. In dealings with government institutions, national and international organisations, associations and groupings, persons bound by this Code shall remain politically neutral, in accordance with the principles and objectives of the FAW and any Member or Subordinate they represent and generally act in a manner compatible with their function and integrity.

3. Loyalty

- 3.1. Persons bound by this Code shall have a fiduciary duty to the FAW and any Member or Subordinate they represent.

4. Confidentiality

- 4.1. Depending on their function, information of a confidential nature divulged to person bound by this Code while performing their duties shall be treated as confidential or secret by them as an expression of loyalty, if the information is given with the understanding or

communication of confidentiality and is consistent with the principles of the FAW and any Member or Subordinate they represent.

- 4.2. The obligation to respect confidentiality survives the termination of any relationship which makes a person subject to this Code.

5. Forgery and falsification

- 5.1. Persons bound by this Code are forbidden from forging a document, falsifying an authentic document or using a forged or falsified document.

6. Duty of disclosure, cooperation and reporting

- 6.1. Persons bound by this Code shall immediately report any potential breach of this Code to the FAW.
- 6.2. At the request of the FAW, persons bound by this Code are obliged to contribute to the clarification of the facts of the case and possible breaches and, in particular, to declare details of their income and provide the evidence requested for inspection.

7. Conflicts on interest

- 7.1. When performing an activity for the FAW, Member or Subordinate or before being elected or appointed, persons bound by this Code shall disclose any personal interests that could be linked with their prospective activities.
- 7.2. Persons bound by this Code shall avoid any situation that could lead to conflicts of interest. Conflicts of interest arise if persons bound by this Code have, or appear to have, private or personal interests that detract from their ability to perform their duties with integrity in an independent and purposeful manner. Private and personal interests include gaining any possible advantage for the persons bound by this Code themselves, their family, relatives, friends and acquaintances.
- 7.3. Persons bound by this Code may not perform their duties in cases with an existing or potential conflict of interest. Any such conflict shall be immediately disclosed and notified to the organisation for which the person bound by this Code performs their duties.
- 7.4. If an objection is made concerning an existing or potential conflict of interest of a person bound by this Code, it shall be reported immediately to the organisation for which the person bound by this Code performs his duties for appropriate measures.

8. Offering and accepting gifts and other benefits

- 8.1. Persons bound by this Code may only offer or accept gifts or other benefits to and from persons in connection with the affairs of the FAW, Members or Subordinates which:-
 - 8.1.1. have symbolic or trivial value;
 - 8.1.2. exclude any influence for the execution or omission of an act that is related to their official activities or falls within their discretion;

- 8.1.3. are not contrary to their duties;
- 8.1.4. do not create any undue pecuniary or other advantage; and
- 8.1.5. do not create a conflict of interest.

Any gifts or other benefits not meeting all of these criteria are prohibited.

- 8.2. If in doubt, gifts shall not be offered or accepted. In all cases, persons bound by this Code shall not offer or accept from anyone in connection with the affairs of the FAW, Members or Subordinates, gifts of cash in any amount or form.
- 8.3. Persons bound by this Code may not be reimbursed by the FAW or any Member or Subordinate they represent for the costs associated with family members or associates accompanying them to official events, unless expressly permitted to do so by the appropriate organisation. Any such permission will be documented.
- 8.4. Persons bound by this Code must refrain from any such activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the foregoing sections, or any attempt thereof.

9. Bribery and corruption

- 9.1. Persons bound by this Code must not offer, promise, give or accept any personal or undue pecuniary or other advantage in order to obtain or retain business or any other improper advantage to or from anyone in connection with the affairs of the FAW or any Member or Subordinate. Such acts are prohibited, regardless of whether carried out directly or indirectly, through, or in conjunction with, intermediaries or related parties as defined in this Code. In particular, persons bound by this Code must not offer, promise, give or accept any undue pecuniary or other advantage for the execution or omission of an act this is related to their official activities and is contrary to their duties or falls within their discretion. Any such offer must be reported to the FAW and any failure to do so shall be a Disciplinary Offence under the FAW Rules.
- 9.2. Persons bound by this Code are prohibited from misappropriating the assets of the FAW or any member or Subordinate they represent, regardless of whether carried out directly or indirectly through, or in conjunction with, intermediaries or related parties.
- 9.3. Persons bound by this Code must refrain from any activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the foregoing sections, or any attempt thereof.

10. Commission

- 10.1. Persons bound by this Code are forbidden from accepting commission or promises of such commission for themselves or intermediaries and related parties for negotiating deals of any kind while performing their duties, unless expressly permitted to do so by the appropriate organisation. Any such permission will be documented.

11. Non-discrimination

11.1. Persons bound by this Code may not offend the dignity or integrity of a country, private person or group of people through contemptuous, discriminatory or denigratory words or actions on account of race, skin colour, ethnic, national or social origin, gender, language, religion, political opinion or any other opinion, wealth, birth or any other status, sexual orientation or any other reason.

12. Protection of physical and mental integrity

12.1. Persons bound by this Code shall respect the integrity of others involved. They shall ensure that the personal rights of every individual whom they contact and who is affected by their actions is protected, respected and safeguarded

12.2. Harassment is forbidden. Harassment is defined as systematic, hostile and repeated acts for a considerable duration, intended to isolate or ostracise a person and affect the dignity of the person.

12.3. Sexual harassment is forbidden. Sexual harassment is defined as unwelcome sexual advances that are not solicited or invited. The assessment is based on whether a reasonable person would regard the conduct as undesirable or offensive. Threats, the promise of advantages and coercion are particularly prohibited.

BREACH OF THIS CODE

Any breach of this Code will be a Disciplinary Offence under the FAW Rules and any charge or sanction against the person bound by this Code will be in accordance with the procedures set out in Section E of the Rules. Nothing in this Code will restrict or limit the scope of any Disciplinary Offence under Rule 38.1.

INTRODUCTION

The Football Association of Wales (“FAW”) recognises that children do not perform the same as adults in an 11-a-side game. Therefore a modified version is required to meet the developmental needs of young players while maintaining all the features and essence of the full game. Mini Football is recognised by the FAW as the only form of football in Wales for children Under 11 years of age.

WHAT IS MINI FOOTBALL

Mini Football is a modified version of the 11-a-side game. It gives children the chance to play real football, for a real team, whilst experiencing an enjoyable and fun introduction to football through small sided games.

MEETING THE NEEDS OF CHILDREN

All available research shows that children have more fun and learn more playing a game within smaller teams. Mini Football is therefore ideal for girls and boys under 11 years of age in terms of maximizing their enjoyment and technical/skill development.

IF CHILDREN ARE TO ENJOY AND TAKE PART IN FOOTBALL THEY NEED TO:

- Take an active part in the game and have fun without any pressure from parents, coaches or managers.
- Learn to play within a team.
- Understand and observe the rules of football.
- Develop the skills and techniques to play football.
- Be able to take part whatever their ability.
- Have plenty of contact with the ball.

KEY VALUES OF MINI FOOTBALL

Mini football is for girls and boys aged 5 to 11 of all abilities who are interested in football (all children of primary school age). The FAW believes that children should learn how to compete to win fairly, skillfully and within the rules of the game. At this age striving to win is more important than the outcome, winning is not everything, making the effort is.

Mini Football:

- Recognises that children do not perform and compete as adults and therefore its rules are adapted to meet the needs of children.
- Has all the features of real football for children.
- Recognises the value of competitiveness for children and provides an appropriate environment.
- Sets a standard and a framework of behaviour on and off the pitch.
- Is for boys and girls regardless of their ability.

SKILL DEVELOPMENT

- There is more contact with the ball in Mini Football leading to a better technique. In 11v11 the ratio of ball to outfield players is 1:20, because there are fewer players in Mini Football each player has more regular contact with the ball. More contact with the ball helps players practice technique and develop technique into a skill through 1v1 competition.
- Decision making is easier and occurs more often because of the small numbers involved. As a result, the players will gain a greater understanding of the game. The basic football situations are easier to see and simpler to solve.
- Because the ball is never far away from the player, the chance of developing concentration is greatly increased. Playing 11-a-side football, many children lose interest in the game because the ball goes out of their immediate vicinity and they quickly become bored spectators.
- Fewer players, more space and simpler decisions will encourage more movement of players whatever the situation.
- More contact leads to more participation and usually, more enjoyment, success is easier to achieve.

MINI FOOTBALL IS THE BASIS OF ALL FOOTBALL

Small sided games have been played for hundreds of years in the street, the playground, or on the beach and many professional teams use them as the basis for their coaching. They invariably lead to basic football situations, such as, 1v1, 2v2 and 3v3 so typical of the 11-a-side game. Mini-football, through its dynamic tempo, produces more vigorous exercise than 11-a-side football and so helps to improve children's core components of fitness – speed, agility, balance and coordination.

ORGANISATION OF MINI FOOTBALL

The general aim of Mini Football is to provide a safe, supervised environment for children to enjoy their introduction to the game.

1. Playing Surface

- 1.1 Mini football pitches **must** be specifically laid out on any suitable open spaces or conventional grass or Astroturf football pitches which can be converted for Mini-Football.
- 1.2 There **must** be no debris or dangerous hazards either on the field of play or in the immediate surrounding area.
- 1.3 Markings **must** be laid out with the use of conventional lines, marker discs or small cones.

2. Playing Equipment

- 2.1 Children **must** wear footwear suitable to the surface being played on.
- 2.2 All children **must** wear suitable shin guards.
- 2.3 All jewelry **must** be removed.

3. Organisation of Games, Festivals and Fun Days

- 3.1 The FAW believe that the game of Mini Football provides children with the necessary introduction to competition. The game itself is a sufficient skill development challenge for children.
- 3.2 As a consequence no league or knockout competition must be organised (or will be sanctioned) involving Mini Football, save for the exemption set out under clause 3.5 below.
- 3.3 Matches can be scheduled in a number of different ways to be determined by the Junior League:
 - 3.3.1 On a 'Home and Away' basis as determined by the organising junior league.
 - 3.3.2 On a round robin basis where 3 or 4 teams play at one venue against each other, teams can rotate on and off the pitch having rest breaks when not playing.
 - 3.3.3 On a festival basis where a number of teams play round robin games at a central venue. Each team plays against each of the other teams, until all of the teams have played against each other OR have played a suitable number of games in line with point 11.
- 3.4 Clubs affiliated to the FAW or its Area Associations may organise one or two day competitive tournaments with the approval of the relevant association and with the written consent of the players' parents or guardians (refer to Rule 69.3)
- 3.5 League and knockout competitions may be organised for the 9v9 Mini Football format where children from Academic Year seven (7) are involved

Coaches/Managers should ensure suitable breaks are provided between games.

4. 'Behind the Line, Behind the Team' Campaign

This is mandatory at all Mini Football age groups. As a consequence at all Mini Football games clubs must:

- 4.1 Create a 'Buffer zone' that runs parallel to pitch, ideally 2 metres from both touchlines, a smaller buffer zone can be used where space doesn't allow 2 metres.
- 4.2 Buffer zone should be marked by cones or additional marked line.
- 4.3 Only players, designated coaches and 1st Aider allowed within zone.
- 4.4 All other spectators must watch from behind the buffer zone lines.
- 4.5 NO spectators are allowed to stand on the goal line or behind the goal.

THE RULES OF MINI FOOTBALL

The rules are simple and as near to real football as possible. A game leader, who is urged to be flexible as possible with the players **must** supervise the game from the touchline.

Rules are explained as the game proceeds (for example hand ball). It may also be necessary to demonstrate in certain instances how to restart the game (e.g. throw in, corner kicks).

1. Players Eligible

- 1.1 The game is for boys and girls aged 5 to 11 (as of midnight 31st August the previous year).
- 1.2 An Area Association can extend in its are the scope and application of the Mini Football Regulations to cover Academic Year seven (7) (refere to FAW Rules 67 and 69.4). For the format and rules for Academic Year 7 refer to clause 18. (9v9 Mini Football) in these regulations
- 1.3 Mixed football (girls and boys playing together) is permitted for Academic Years one (1) to six (6).

2. Age Groups

- 2.1 Must be a minimum of a one academic year and a maximum of two academic years.
- 2.2 A mini player must participate in the age group relevant to their academic year as defined by these regulations and the structure of the league they play in.
- 2.3 For the purposes of age groupings, an academic year begin on the 1st September and ends on the 31st August of the following year. Academic year one is the year in which a player reaches his / her 6th birthday.

3. Team Size, Pitch Size and Ball Size

3.1 Must be implemented as below in the table:-

Age Group	Number of Players (Maximum number of players per team)	Size of Pitch (length x width)	Size of Ball
Under 7	4v4 No Goalkeepers	30x20 yards	3
Under 8	5v5 Goalkeeper introduced	30x20 yards	3
Under 9	6v6	40x30 yards	3
Under 10	7v7	60x40 yards	4
Under 11	8v8	60x40 yards	4

4. Goal Size

- 4.1 The maximum goal size for all age groups is 12ft x 6ft.
- 4.2 It is highly recommended that at Under 7 and 8 a smaller goal is utilized. This can be achieved through using cones, placing a 12ft x 6ft Mini Goal face down or using specific smaller goals (such as pop up goals).
- 4.3 For the Under 10 and 11 age groups, a 12ft x 6ft Mini Goal must be used

5. The Goal Area

- 5.1 Must be marked by conventional lines or cones on the touchline and a small number of marker discs on the playing area.
- 5.2 The goal area extends a set distance from the goal line and is also a specified width. See table below:

Age Group	Distance from Goal Line to Edge of Area (Length)	Width of Penalty Area
Under 7	NO Goal Area	NO Goal Area
Under 8	5 yards	10 yards
Under 9	8 yards	15 yards
Under 10	10 yards	20 yards
Under 11	10 yards	20 yards

6. Match Duration

- 6.1 A Mini Player must only play a maximum of 60 minutes sanctioned match time in one 24 hour period.
- 6.2 For under 7 and under 8 players this must be broken down into a maximum of either 15 minute individual periods of play or games.

7. Substitutes

- 7.1 Any number of substitutes may be used at any time (Rolling substitutes).
- 7.2 Players may re-enter the game and all substitutes must have a period of play.
- 7.3 As far as possible there should be equal playing time for each player.

8. Kick Off

- 8.1 Is taken in the centre of the playing area to start the game and after a goal has been scored.

- 8.2 The opposition must be 3 yards away from where the ball is placed.
- 9. Ball In and Out of Play and the Method of Scoring**
- 9.1 Laws 9 (Ball in and out of play) and 10 (The method of scoring) apply to Mini Football.
- 10. Off-Side**
- 10.1 There is no off-side (Law 11) in Mini Football.
- 11. Throw In**
- 11.1 Although Law 15 (The Throw In) applies and the throw in should be taken in the normal way, game leaders can show flexibility.
- 12. Corner Kicks**
- 12.1 Law 17 (The Corner Kick) applies to corner kicks except the opposition **must** be at least three yards away.
- 13. Free Kicks**
- 13.1 Law 12 (Fouls and Misconduct) applies to free kicks although they are all indirect and the opposition must be at least three yards away.
- 14. Goalkeepers**
- 14.1 Can handle the ball in their goal area and there are no restrictions on the number of steps they may take holding the ball.
- 14.2 The Goalkeeper can leave the goal area but cannot handle the ball outside the goal area.
- 14.3 When handling the ball in the goal area:
- 14.3.1 Under 8's and 9's can either throw or kick the ball out of their hands.
- 14.3.2 Under 10's and 11's can throw the ball out of their hands or kick the ball on the ground but can then be challenged by opponents.
- 15. Goal-Kicks**
- 15.1 **Under 7** - are taken anywhere on the goal line from the ground.
- 15.2 **Under 8, 9, 10 and 11** – are taken from the edge of the goal area.
- 15.3 **Under 8, 9, 10 and 11** – the ball must be kicked out of the goal area before another player touches it.
- 15.4 **Under 8 and 9** - Goalkeepers may take the goal-kick from their hands.
- 15.5 **In all age groups** the opposition players **must** be a minimum of 5 yards away from the point the goal-kick is taken.
- 16. Players in the Goal Area**
- 16.1 There are no restrictions regarding the number of players allowed in the goal area during open play.
- 17. Pass Back to Goalkeeper**
- 17.1. Players **can** pass the ball to their own goalkeeper, for the goalkeeper to handle the ball.

18. 9v9 Mini Football

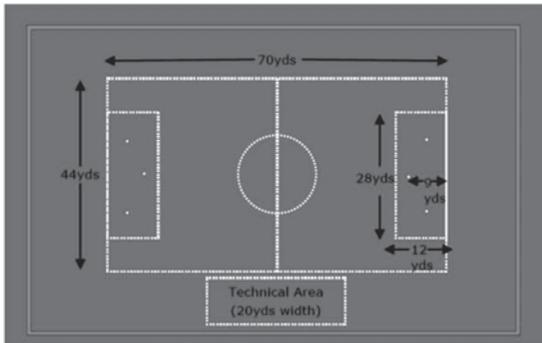
18.1 Team Size, Pitch Size and Ball Size

18.1.1 Must be implemented as below in the table:-

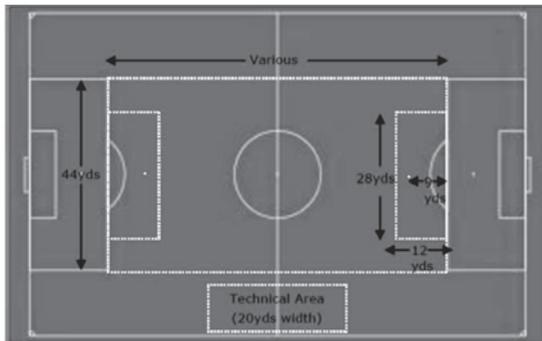
Age Group	Number of Players (Maximum number of players per team)	Size of Pitch	Size of Ball
Under 12	9v9	70x44 yards	4

18.1.2 An 11v11 pitch can be adapted for the 9v9 format, utilizing the width of the penalty area (44 yards) for the 9v9 pitch width and the distance from penalty box to penalty box for the 9v9 pitch length. See diagrams below for guidance:

Specific 9v9 pitch



9v9 pitch on a 11v11 pitch



- 18.2 Goal Size**
18.2.1 The goal size is 16 foot (width) x 7 feet (height).
- 18.3 Penalty and Goal Areas**
18.3.1 The Penalty area must be 28 yards wide and 12 yards from the goal line. A penalty spot should be marked 9 yards from the goal line.
18.3.2 A Goal Area is not necessary, but goal kicks are to be taken approximately 4 yards from the goal line. A painted marker 4 yards from each post is sufficient for guidance.
18.3.3 For dedicated 9v9 pitches a goal area can be marked out. This is to be 4 yards from the goal line and 4 yards from each goal post towards the corner.
- 18.4 Match Duration**
18.4.1 A game must be a maximum of 70 minutes, split into two halves of 35 minutes. The duration of half time should not exceed 15 minutes.
- 18.5 Substitutes**
18.5.1 Any number of substitutes may be used at appropriate breaks in play with the permission of the referee, a player who has been replaced may re-enter the game (rolling substitutes).
18.5.2 All players should have a period of play.
- 18.6 Kick off**
18.6.1 Is taken in the centre of the playing area to start the game and after a goal has been scored.
18.6.2 The opposition must be a minimum of 7 yards away from where the ball is placed.
- 18.7 Ball In and Out of Play and the Method of Scoring**
18.7.1 As per the 'FIFA Laws of the Game' - Law 9 (Ball in and out of play) and 10 (The method of scoring) apply to 9v9 Mini Football.
- 18.8 Off-Side**
18.8.1 As per the 'FIFA Laws of the Game' - Law 11 'Off-Side' applies to 9v9 Mini Football.
- 18.9 Throw In**
18.9.1 As per the 'FIFA Laws of the Game' - Law 15 'The Throw in' applies to 9v9 Mini Football.
- 18.10 Corner Kicks**
18.10.1 As per the 'FIFA Laws of the Game' - Law 17 'The Corner Kick' applies to 9v9 Mini Football.
- 18.11 Free Kicks**
18.11.1 As per the 'FIFA Laws of the Game' - Law 12 'Fouls and Misconduct' applies to 9v9 Mini Football.

18.12 Goalkeepers

- 18.12.1 Can handle the ball in their penalty area and there are no restrictions on the number of steps they may take holding the ball.
- 18.12.2 The Goalkeeper can leave the penalty area but cannot handle the ball outside the penalty area.
- 18.12.3 The Goalkeeper can throw or kick the ball out of their hands; the Goalkeeper can also kick the ball on the ground but can then be challenged by opponents.
- 18.12.4 **Pass Back to Goalkeeper** - Players cannot pass the ball to their own goalkeeper, for the goalkeeper to handle the ball.

18.13 Goal Kicks

- 18.13.1 All goal kicks must be taken from the ground (refer to 18.3.2 for location).
- 18.13.2 The ball must be kicked out of the penalty area before another player touches it.

18.14 Players in the Goal Area

- 18.14.1 There are no restrictions regarding the number of players allowed in the goal area during open play.

18.15 The Referee

- 18.15.1 Each match is controlled by a referee who has full authority to enforce the rules of 9v9 Mini Football and the FIFA 'Laws of the Game'.

For further info on the laws of the game please refer to the 'FIFA Laws of the Game document'.

Section N THE FOOTBALL ASSOCIATION OF WALES NON-DISCRIMINATION REGULATIONS

1. This Regulation is to address the growing culture of discriminating words and acts within the game of Association Football. It is the Association's intention to take vigorous action against this deplorable trend by imposing strict sanctions against players, officials, clubs and spectators who are found guilty of any of the offences detailed below. This Regulation is set out in accordance with Article 58 of the FIFA Disciplinary Code and Article 14 of the UEFA Disciplinary Regulations.
2. Where there is evidence of an offence as specified under this Regulation, the individual and/or the club concerned will be charged with a Disciplinary Offence as set out under FAW Rule 38 and the matter dealt with in accordance with the provisions set out in Section E of the Rules.
3. Where an individual and/or club is found guilty of a Disciplinary Offence as set out under FAW Rule 38 for any of the offences specified under this Regulation, the following shall apply:
 - 3.1 Any player or official who offends the dignity of a person or group of persons through contemptuous, discriminatory or denigratory words or actions concerning, but not limited to;
 - 3.1.1. age;
 - 3.1.2. disability;
 - 3.1.3. gender reassignment;
 - 3.1.4. race;
 - 3.1.5. religion or belief;
 - 3.1.6. sex;
 - 3.1.7. sexual orientation;
 - 3.1.8. language; or
 - 3.1.9. originshall be suspended for at least ten matches. If the perpetrator is a player, a fine of at least £500 shall be imposed. If the perpetrator is an official, the fine shall be at least £750.
 - 3.2. Where several persons (officials and/or players) from the same club or association simultaneously breach Clause 3.1, or there are other aggravating circumstances, the team concerned may be deducted three points for a first offence and six points for a second offence; a further offence may result in demotion to a lower division. In the case of matches in which no points are awarded, the team may be disqualified from the competition.
 - 3.3. Where supporters of a team breach Clause 3.1 at a match, a warning, a fine of at least £750 and/or a partial or full ground closure shall be imposed on the club concerned regardless of the question of culpable conduct or culpable oversight. Clubs that reoffend, or in the case of a serious offence, may be sanctioned with point deductions,

expulsion from a competition or demotion to a lower division.

Spectators who breach Regulation 3.1 hereabove shall receive a Ground Suspension of at least two years.

4. Referees shall have the power to stop, suspend or even abandon a match if an incident of a discriminatory nature occurs. For a first incident the referee may stop a match and a public warning given. For a second incident the referee may suspend the match for a period of time. If the discriminatory behaviour has not ceased, and after coordination with any security / safety officers present, the referee may abandon the match.

Section O FOOTBALL PLAYERS – WORK PERMIT CRITERIA POINTS BASED SYSTEM

SECTION 1 - overview of governing body endorsements for Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories of the Points Based System

Set out below is a brief explanation of the endorsement requirements sports governing bodies have agreed UK sponsors of Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) - Creative and Sporting categories of the Points Based System must show.

The Tier 2 (Sportsperson) category is for elite sportspeople and coaches who are internationally established at the highest level and whose employment will make a significant contribution to the development of their sport at the highest level in the UK, and who will base themselves in the UK.

The Tier 5 (Temporary Worker) - Creative and Sporting category is for sportspeople (and their entourage where appropriate) and coaches who are internationally established at the highest level in their sport, and/or will make a significant contribution to the development of their sport in the UK.

The Football Association of Wales (“FAW”) is a sport governing body recognised by Sport Wales and approved by the Home Office and is included in Appendix M of the Immigration Rules.

Application Process

Migrants applying to come to the UK under either of the sporting categories above need to be sponsored by an organisation that has a sponsor licence under Tier 2 (Sportsperson) or Tier 5 (Temporary Worker) - Creative and Sporting.

An organisation wishing to sponsor such migrants must have a sponsor licence. Before applying to the Home Office for a license an organisation must be endorsed by the FAW. This endorsement confirms to the Home Office that the application for a licence is from a genuine football club (or equivalent) that has a legitimate requirement to bring migrants to the UK as sportspeople. Once licensed, an organisation can assign certificates of sponsorship to a sportsperson or coach with a job offer that allows them to apply for leave to enter or remain in the UK. Each individual must also have a personal endorsement from the FAW before an organisation assign’s the certificate of sponsorship.

The tiers for which the FAW is currently approved by the Home Office is in Appendix M of the Immigration Rules.

The FAW will work within the Home Office code of practice for sports governing bodies and will comply with any immigration regulations, UK legislation and the principles of the Points Based System as detailed on the GOV.UK website.

Length of Endorsement

FAW endorsements should be issued for a period appropriate to the period of approval for sponsorship or the tier under which the migrant’s application is being made, that is:

Type	Tier	Length of endorsement
Sponsor	Tier 2 (Sportsperson) and/or Tier 5 (Creative and Sporting)	4 years from date of issue
Migrant	Tier 2 (Sportsperson)	For an initial maximum period of 3 years, with a further extension of a maximum period of 3 years. If the contract is for fewer than 3 years, it will be issued for the length of the contract.
	Tier 5 (Creative and Sporting)	For the length of the contract or up to a maximum of twelve months, whichever is the shorter period.

Change of Employment

If a migrant is intending to change employer, their new employer must request a new FAW endorsement. The endorsement can be issued for the length of the contract or to the maximum period permitted within the category, whichever is the shorter. The new employer must assign a new certificate of sponsorship to the migrant to allow them to apply to the Home Office for new leave to remain. Leave to remain must be granted before the migrant can start work with the new employer.

Salary

The salary should be agreed as part of the contract between the migrant and the sponsor. This and the other conditions of employment should be at least equal to those normally given to a resident worker for the type of work undertaken.

Supplementary Employment

Tier 2 & Tier 5 migrants are eligible to undertake Supplementary Employment under the Home Office Supplementary Employment Regulations (please refer to the Tier 2 & 5 Guidance for Sponsors – Supplementary Employment).

SECTION 2 - Requirements

Set out below are the FAW’s requirements under the Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories.

Consultation

The following requirements have been agreed by the Home Office following consultation with the FAW along with representations from The FA, The FA Premier League, The Football League, Professional Footballers’ Association, the League Managers’ Association and the other Home Associations of The Scottish FA and The Irish FA.

Review

The requirements will be reviewed annually in January of each year in order that revised criteria may be issued by the 1st May to operate for the following season.

Length of Season

The season for football runs from July to June.

Requirements

The below shows the endorsement requirements for sponsors and migrants.

Sponsor

Tier 2 (Sportsperson) and or Tier 5 (Temporary Worker) Creative and Sporting FAW endorsements will be issued to clubs in membership of either:

- The FA Premier League
- The Football League
- The Welsh Premier League

MIGRANT

Tier 2 (Sportsperson) and or Tier 5 (Temporary Worker) Creative and Sporting

Criteria for Players

These Regulations will apply to players registering for Clubs Affiliated to the Football Association of Wales (“FAW”) save that, subject to the proviso below these Regulations will not apply to a player registering for an FAW Affiliated Club participating in competitions under the jurisdiction of The Football Association (“The FA”). For the avoidance of doubt players registering for these clubs will be subject to the relevant Regulations of The FA which the FAW will apply.

Governing body endorsements will be available for migrants if they meet the following criteria:

- the applicant club must be in membership of the Premier League, Football League or Welsh Premier League. During the period of endorsement, the player may only play for clubs in membership of those leagues (i.e. the player may not be loaned to a club below the Football League or the Welsh Premier League);
- the player must have participated in at least 75% of his home country’s senior competitive international matches where he was available for selection during the two years preceding the date of the application; and
- the player’s National Association must be at or above 70th place in the official FIFA World Rankings when averaged over the two years preceding the date of the application.

Competitive Matches

The definition of a senior competitive international match is a:

- FIFA World Cup Finals match
- FIFA World Cup Qualifying group match
- FIFA Confederations Cup matches and
- Continental Cup Qualifiers and Finals matches, for example:

- UEFA European Championships and Qualifiers
- CAF African Cup of Nations and Qualifiers
- AFC Asia Nations Cup and Qualifiers
- CONCACAF Gold Cup
- CONCACAF Copa Caribe
- UNCAF Nations Cup
- CONMEBOL Copa America
- OFC Nations Cup

International Appearances

When submitting an application, clubs should provide written confirmation of the player's international appearance record over the preceding two years, highlighting those matches where the player took part, as well as those for which they were unavailable for selection due to injury or suspension. Confirmation of the player's appearances should be obtained from their National Association. If this is not possible, the information will be independently verified by the FAW through all available sources. A decision cannot be made until this process has been completed and any relevant supporting evidence is submitted.

Injury and Suspension

If a player was not available for selection for a match or series of matches due to injury or suspension and provided that written evidence is submitted to this effect, those games will be excluded from the total when calculating the player's appearance percentage. Ideally, evidence should be obtained from the player's National Association or club doctor, stipulating which games the player missed through injury.

Please note that, where a player does not take part in a match, they will not be considered as injured if they were listed as a substitute and therefore any such matches will be counted as non-appearances when calculating the player's appearance percentage.

FIFA Rankings

There are currently 209 international teams listed in the official FIFA World Rankings. Those countries which have regularly achieved a 70th placing or higher over a period of two years are regarded as nations who have competed regularly at a highly competitive international level and have players of the highest standard who have contributed consistently to the achievement of that ranking.

The FAW will produce the aggregated two-year rankings list on a monthly basis when the FIFA World Rankings are published. These will be made available at www.faw.org.uk and those countries ranked at 70th or above in the most recent list at the time of application will be considered to have met the criterion.

Tier 5 switching to Tier 2

Players may enter under Tier 5 without the need to demonstrate the competency in the English language required under Tier 2. Players may then apply to switch to Tier 2 once they have passed the English Language Test. For this, the club will need to submit a new application so that they may be issued with a new endorsement and subsequently issue a new Certificate of Sponsorship under Tier 2. The application will need to be supported by a notification of pass or pass

certificate at the agreed 'A1 Basic' level from an accredited English Language Test Centre. The application to switch into Tier 2 may be made in-country.

If, at the end of the 12-month period, the player has been unable to meet the English language requirement, he will need to return home and obtain entry clearance for a further 12-month period under Tier 5.

Where a player wishes to switch into Tier 2 for the remainder of their employment and they do not meet the criteria for initial applications, the application will be dealt with by consultation with the relevant football governing bodies in a similar way to extension applications. If approval is not given for the application to be progressed automatically, however, an appeal panel will be required.

Extension Applications

Where the player is extending his employment with the same club:-

If a club wishes to retain the services of a player, they should submit a new application before the work permit or Certificate of Sponsorship expires. If the criteria are satisfied, an endorsement will be issued for the period of their contract, up to a maximum of three years. Where the player does not satisfy the criteria, the FAW will consult with the other relevant football bodies by email, providing any details put forward by the club in favour of that individual. If it is their unanimous recommendation that the application does not need to be considered by a panel, then the case can be processed without.

If the football bodies do not unanimously agree to the renewal, then the club may request that it be considered by a panel.

CHANGES DURING THE PERIOD OF APPROVAL

Change of Employment

A club wishing to sign a player from another UK club must submit an application to the FAW. If the criteria are satisfied, a governing body endorsement will be issued for a maximum of three years in respect of their employment with the new club. If the criteria are not satisfied, the FAW will consult with the relevant football bodies by email, providing any details put forward by the club in favour of the player, such as their appearance record for that club and details of how far they meet the criteria. If it is their unanimous recommendation that the application does not need to be considered by a panel, then the case can be processed without. If any party expresses concern about the application, an appeal panel will be required.

Temporary Transfer of Registration (loans)

For the purpose of these requirements, loans are defined as temporary transfers which do not extend beyond the end of the season in which the registration is temporarily transferred. Loans are only permissible within the player's current period of approval and should not be used to avoid making extension or change of employment applications.

To another Club in the UK

If a player is moving to another club in the UK on a loan basis, their parent club must notify the Home Office of the fact that they have temporarily moved location. There is no requirement for the loanee club to submit an application to the FAW or for the player to meet any conditions such as the English Language Test. The loaning club retains overall responsibility for the player as their employer and

sponsor and they are granted permission to move temporarily under the provisions of their current leave, provided that the Certificate of Sponsorship issued by the loaning club is valid for the duration of the loan period. If the loan is later made permanent, the new club will, at this time, have to make a fresh application on behalf of the player. Clubs should note that the change of employment process must be fully completed before the player can play as a permanent employee of the new club.

To a Club outside the UK

Where a player is moving to a club outside the UK on a temporary transfer basis, their parent club must again inform the Home Office of the player's technical change of employment. When the player returns to their parent club after the loan period, they do not need to be tested again against the entry criteria and may simply resume their employment with their original club (providing their existing leave remains valid beyond the date of their return), on the basis that they have an existing Certificate of Sponsorship and have already met the entry requirements at the beginning of their employment with that club.

From a Club outside the UK

Any player joining a Welsh club on loan from an overseas club (outside the UK) must meet all the requirements of Tier 2 or Tier 5 and therefore an application must be submitted to the FAW. International loan players are also subject to appeal panels if they do not meet the criteria.

Contract changes or re-negotiation during the period of approval

Where a club wishes to make significant changes to the terms and conditions of the player's contract, for instance to improve their salary or length of contract part-way through the approved period, the club should notify the Home Office of this.

If a new application is required and the criteria are not met:

- where the player's initial contract was for 12 months or longer, the FAW will consult with the other relevant football bodies by email. They will ask whether the application needs to be considered at a panel. If the football bodies recommend unanimously they are satisfied that the changes do not need to be considered by a panel, then the case can be processed without one. If any of the governing bodies have concerns with the application, a panel will be arranged
- where the player's initial contract was for less than 12 months, a panel will be arranged.

Trials Arrangements

Governing body endorsements will not be issued to clubs for the purpose of having players to trial with them.

International Transfer Windows

Governing body endorsements may be applied for by clubs at any time and will be considered against the criteria as above. Clubs should take into consideration the fact that a governing body endorsement for a player, once issued, must be used within three months, unless that club has the express approval of the FAW.

MANAGERS AND FIRST TEAM COACHES

Governing body endorsements will be available for migrants if they meet the following criteria:

- managers and first team coaches must have overall responsibility for first team selection. Joint or partial responsibility for first team selection does not meet the criteria
- the manager or first team coach must:
 - o hold a UEFA professional licence or equivalent or
 - o have managed or coached in a professional league for at least two of the last five years or
 - o have managed or coached an international team with a FIFA ranking of 70th or higher within the last five years

FIFA Rankings

There are currently 209 international teams listed in the official FIFA World Rankings. Those countries which have regularly achieved a 70th placing or higher over a period of two years are regarded as nations who have competed regularly at a highly competitive international level and have players of the highest standard who have contributed consistently to the achievement of that ranking.

The FAW will produce the aggregated two-year rankings list on a monthly basis when the FIFA World Rankings are published. These will be made available at www.faw.org.uk and those countries ranked at 70th or above in the most recent list at the time of application will be considered to have met the criterion.

Extension Applications

If a club wishes to retain the services of a manager or first team coach, they should submit a new application for a governing body endorsement before their current leave expires. If the governing body endorsement criteria are satisfied, an endorsement will be issued for the period of their contract, up to a maximum period appropriate for the tier under which the application is being made.

Change of Employment

A club wishing to sign a manager or first team coach from another UK club must submit an application to the FAW. If the criteria are satisfied, a governing body endorsement will be issued for the period of their contract, up to a maximum period appropriate for the tier under which the application is being made.

Further Information

This information is available on the following websites:

The Football Association of Wales www.faw.org.uk

The Football Association www.thefa.com

Premier League www.premierleague.com

Football League www.football-league.co.uk

League Managers' Association www.leaguemanagers.com

For any queries relating to the requirements or the endorsement process please contact:

Player Registrations
Compliance Department
The Football Association of Wales
11-12 Neptune Court
Vanguard Way
Cardiff CF24 5PJ
Telephone: 02920 435830
Email: registrations@faw.co.uk

Information on visas and immigration is available on the GOV.UK website

Dispute Handling Procedures

Where an application does not meet the published criteria, a club may request a panel to consider the player's skills and experience. In these cases, the FAW will refer the club's evidence to an independent panel.

Where possible the club's supporting evidence will be sent to the FAW and other football bodies in advance for their consideration in order to allow an informed decision.

The panel will normally consist of representatives from the relevant football bodies together with up to three independent experts. The FAW will endeavour to ensure there are no conflicts of interest between the independent experts and the applicant club. If the applicant club wishes to object to the involvement of any of the independent experts it must do so in writing at least 24 hours before the panel hearing explaining their reasons for the objection.

The panel's terms of reference are:

- to consider whether the player, manager or first team coach is of the highest calibre
- to consider whether the player, manager or first team coach is able to contribute significantly to the development of the game at the top level in Wales

The panel will make a recommendation to the FAW whose decision will then be relayed to the club. The details of the voting will not be disclosed. Each member of the Panel will provide written reasons for their own decision to the Secretary of the Panel. A positive vote is required to approve an application (**e.g. 4-2, 5-1 or 6-0**)

Full terms of reference and roles of the panel members and the club are available to attendees.

Clubs should note that, in respect of any application, there will only be one panel available (i.e. a panel and recommendation, followed by a decision). A club should therefore ensure that all evidence it wishes to present in support of its application is presented to the panel.

SECTION 3 - Process for Applying for an Endorsement

How to apply for governing body endorsements for Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting sponsor applications

An administration fee of £100 will be charged for each application for a governing body endorsement issued.

The cost of an application that is referred to a Panel will be £1000 plus VAT to cover the fees and travel of the independent experts. The cost of the representatives of The FAW, relevant league and PFA will be met by their own organisations. Each party will meet its own costs of appeal.

Section P

**REGULATIONS FOR THE
REGISTRATION OF PLAYERS**

The following Regulations (1-4) specifically refer to FAW Registration Forms J3, J4, J5, J6, J7, J8, J9, J10 and J14

1. All players must complete the appropriate Registration Form as prescribed by the Association from time to time. The completed Registration Form must be sent to the League Registration Secretary of the Club's most senior League prior to being registered on the FAW Central Player Registration Database.
2. Players must be registered onto the FAW Central Player Registration Database by midnight on the last working day prior to the match in which they wish to participate.
3. If the Registration Form received by the League Registration Secretary is not the original (i.e. FAX or Email), the League Registration Secretary must receive the original Registration Form within 5 (five) Business Days from the initial Registration Form being received.
4. The relevant League Registration Secretary must receive the Registration Form within 5 (five) Business days from the date stated on the Registration Form when the Player and Club Secretary signed the Registration Form.
5. During the period of a contract of a Professional Player, the transfer of a Professional Player from one Club to another Club must be made on a form prescribed by the Association. Such form must be submitted to the Association accompanied with a written agreement which shall set out the full particulars of all financial and other arrangements agreed between both Clubs which shall be signed by a Recognised Signatory of each of the two Clubs concerned and forwarded to the Association for approval.

Section Q **FAW REGULATIONS GOVERNING
THE APPLICATION OF THE REDUCED
PENALTY PROCEDURES FOR DISCIPLINARY
OFFENCES UNDER THE RULES OF THE FOOTBALL
ASSOCIATION OF WALES (“ASSOCIATION”)**

1. INTRODUCTION

The purpose of these Regulations is to give effect to the principle that when dealing with the penalties imposed by the Association for Disciplinary Offences, credit, in the form of a reduction in the applicable penalty, should be given to the Party charged who admits to a charge of a Disciplinary Offence preferred by the Association and to the timely disposal of such matters. To achieve this, when a charge of a Disciplinary Offence is brought under the procedures in these Regulations, it will also incorporate an offer of a reduced penalty on the Association’s minimum standard penalty for the Disciplinary Offence as published from time to time. In the case of a financial penalty, the offer shall be a reduction of one-third (to the nearest whole pound). In the case of any other penalty, the offer shall be a reduction of one-third or the nearest whole number equivalent. Should the Party charged elect NOT to accept the reduced penalty offered, or fails to comply with the requirements set out under Clauses 3.2(c) and/or 3.2(d)(v) of these regulations, and the charge is subsequently found proved at a Disciplinary Panel hearing, a higher penalty will apply, which will not incorporate the reduction.

2. EXEMPTIONS

- (a) The procedures in these Regulations shall not apply to any Disciplinary Offence in relation to any of the following:–
- A Disciplinary Offence as set out under FAW Rule 38.1.4, or any other charge brought concerning betting activity related to any match;
 - A Disciplinary Offence as set out under FAW Rule 38.1.5, or any other charge brought relating to ‘match fixing’;
 - A Disciplinary Offence as set out under FAW Rule 38.1.7, or any other charge brought relating to ticket touting ;
 - A Disciplinary Offence as set out under FAW Rule 38.1.8, or any other charge brought relating to a match that has been played at a ground closed by the Association;
 - Disciplinary Offences as set out under FAW Rules 38.1.10 or 38.1.11, or any other charge brought relating to the ‘ANTI-DOPING REGULATIONS OF THE FOOTBALL ASSOCIATION OF WALES’;
 - A Disciplinary Offence as set out under FAW Rule 38.1.12, or any other charge brought relating to ‘THE FOOTBALL ASSOCIATION OF WALES WELFARE REGULATIONS’ or WELFARE POLICY’;
 - Disciplinary Offences as set out under FAW Rules 38.1.13, 38.1.14 or 38.1.15

relating to the conduct of a club's supporters and/or spectators and/or followers; or

- A Disciplinary Offence brought pursuant to 'THE FOOTBALL ASSOCIATION OF WALES' CODE OF ETHICS'.

(b) Any charge of a Disciplinary Offence preferred by the Association that is exempt from the procedures in these Regulations will be dealt with in accordance with the procedures as set out under FAW Rules 43.1 to 43.1.14 inclusive.

3. SCOPE OF PROCEDURES

3.1 Subject to the exemptions in 2 above, in all cases, it shall be at the absolute discretion of the Association whether a reduced penalty shall be offered under the procedures in these Regulations. In exercising that discretion, the Association shall not utilise these procedures where any one or more of the following exceptional circumstances applies:-

- Where the particular facts of the alleged Disciplinary Offence are of a serious and/or unusual nature, as determined by the Association;
- Where the Party charged has pleaded guilty or been found guilty with a similar matter, as determined by the Association, in the current season;
- Where the alleged Disciplinary Offence is allegedly aggravated by reference to any of the factors as set out under the 'FOOTBALL ASSOCIATION OF WALES NON-DISCRIMINATION REGULATIONS'; or
- Where the particular facts of the alleged Disciplinary Offence, as determined by the Association, necessitate a charge of misconduct to be brought against a participant pursuant to the 'REGULATIONS GOVERNING ASSAULTS ON MATCH OFFICIALS'.

3.2 Upon the Association deciding that facts or matters may give rise to a Disciplinary Offence and that a charge be brought which should include the offer of a reduced penalty under these Regulations, the following procedure will apply:-

THE CHARGE

(a) The Association will give written notice ("the Disciplinary Notice") to the Party charged, stipulating:-

- (i) The nature of the alleged Disciplinary Offence;
- (ii) Details of the reduced penalty offered; and
- (iii) Details of the options available to the Party charged.

(b) If an individual is charged, a copy of the Disciplinary Notice will be sent to his/her club. If a club is charged, a copy of the Disciplinary Notice will be sent to the club's relevant league.

THE RESPONSE

- (c) The Party charged shall have seven (7) Business Days after service of the Disciplinary Notice to respond in writing to the charge.
- (d) Should the Party charged elect to admit the charge and accept the reduced penalty offered, the following shall apply:-
 - (i) There shall be no Disciplinary Panel hearing and the matter shall be dealt with at an administrative level by the Association;
 - (ii) The Party charged shall not be entitled to provide evidence in mitigation;
 - (iii) The penalty imposed on the Party charged by the Association shall be the reduced penalty set out in the Disciplinary Notice;
 - (iv) Any suspension which forms part of the reduced penalty offered shall automatically come into effect fourteen (14) calendar days following the date of the Disciplinary Notice;
 - (v) Any fine which forms part of the reduced penalty offered shall be payable within seven (7) Business Days following the date of the Disciplinary Notice;
 - (vi) There shall be no costs payable by the Party charged; and
 - (vii) The Association shall write to the Party charged with confirmation of the outcome.
- (e) Should the Party charged elect NOT to accept the reduced penalty offered, the matter will proceed in accordance with FAW Rules 43.1.2 to 43.1.14 and the following shall apply:-
 - (i) The reduced penalty offered shall be withdrawn;
 - (ii) A Disciplinary Panel shall be convened;
 - (iii) The Party charged shall be entitled to provide evidence in mitigation;
 - (iv) If a charge is found proven, any penalty applied shall be based on the standard minimum penalty; and
 - (v) If a charge is found proven, the Disciplinary Panel shall be entitled to impose costs against the Party charged.
- (f) Should the Party charged either fail to respond in writing to the charge as per Clause 3.2(c) hereabove, or fail to pay any fine offered as part of the reduced penalty offered as per Clause 3.2(d)(v) hereabove, within the required seven (7) Business Days, the matter will proceed in accordance with FAW Rule 43.1.3 and the following shall apply:-

- (i) The reduced penalty offered shall be withdrawn;
- (ii) The Party charged will be deemed to have denied the charge and to have waived their right to a private hearing before the Disciplinary Panel;
- (iii) The Association will, without further notice to the Party charged, convene a Disciplinary Panel who will consider the alleged Disciplinary Offence in the absence of the Party charged.
- (iv) If a charge is found proven, the standard minimum penalty shall form the basis of any penalty applied; and
- (v) If a charge is found proven, the Disciplinary Panel shall be entitled to impose costs against the Party charged.

4. APPEALS

- (a) Should the Party charged elect to admit the charge and accept the reduced penalty offered, there shall be no right of appeal under the FAW Rules to the outcome set out in 3.2(d) above except where –
 - (i) It is necessary to allow an appeal in order to avoid real injustice;
 - (ii) The circumstances are exceptional and make it appropriate to allow an appeal; and
 - (iii) There is no alternative effective remedy.
- (b) A Party wishing to claim a right of appeal in the circumstances set out in 4(a) above shall make application in writing for leave to appeal to the Association within five (5) calendar days after service of the Association's written notification under 3.2(d)(vii) above. The Association shall place the application for leave before a person nominated by the Association from the pool of persons who sit as the chairmen of the Association's Appeals Panel from time to time. The said chairman shall consider the application in private and shall have absolute discretion whether or not to grant leave to appeal and, if so, whether to suspend the penalty imposed by the original procedure. There shall be no right of appeal against the chairman's decision, or any part of that decision. If leave to appeal is granted, the procedure for the hearing of the appeal shall be in accordance with FAW Rule 44.
- (c) Should the Party charged elect NOT to accept the reduced penalty offered and the charge is subsequently found proved at a Disciplinary Panel, the Party charged shall have a right of appeal in accordance with FAW Rule 44.

Section R

**REGULATIONS OF THE
FOOTBALL ASSOCIATION OF WALES
("ASSOCIATION") GOVERNING THE APPLICATION
OF THE ASSOCIATION'S CEDING OF CERTAIN
AREAS OF DISCIPLINARY AUTHORITY AND JURISDICTION
UNDER THE ASSOCIATION'S RULES TO THE ENGLISH
FOOTBALL ASSOCIATION ("ENGLISH FA")**

1. INTRODUCTION

- 1.1 The purpose of these Regulations is to give effect to the agreement reached between the Association and the English FA under which the Association has agreed to permit the English FA to exercise authority and jurisdiction, in respect of the disciplinary offences defined below, over those Member Clubs of the Association (and those individuals employed by or associated with such Member Clubs) defined below.
- 1.2 The Association will continue to exercise sole and exclusive authority and jurisdiction over the said Member Clubs (and those individuals employed by or associated with such Member Clubs) in all other matters arising under the Association's Rules (or Regulations, orders, bye-laws, codes or otherwise made under or arising out of the Rules) not expressly ceded to the English FA under these Regulations. For the avoidance of doubt, nothing in these Regulations shall cede authority or jurisdiction to the English FA in respect of any disciplinary offence arising out of a comment or other statement to the media about Association or any aspect of football in Wales made by or on behalf of a Member Club or those individuals employed by or associated with such Member Club. In the event of conflict between this clause and any other provision of these Regulations, the provisions of this clause will prevail.
- 1.3 Any Member Club affected by these Regulations will remain a member of the Association and nothing in these Regulations shall affect such membership. The Association will continue processing the registrations and transfers of the Member Clubs and their players in accordance with FIFA Statutes.
- 1.4 In these Regulations, save where the context otherwise requires, references to any capitalised word, term or phrase shall have the same meaning as set out in the Rules of the Association.

2. MEMBER CLUBS AND THEIR TEAMS

- 2.1 These Regulations apply only to any Member Club of the Association ("Ceded Club") playing from time to time in the English Premier League, Championship, Division 1 or Division 2 ("English Leagues").
- 2.2 These Regulations apply to all teams of a Ceded Club, whether the men's first team playing in the relevant English League or any other team of the Ceded Club (of any age group or category) playing in a league or competition organised by, or sanctioned by or under, the English FA.
- 2.3 These Regulations do not apply to any team of a Ceded Club playing in a league or competition organised by, or sanctioned by or under, the Association.

3. DISCIPLINARY OFFENCES

- 3.1 The Ceded Clubs (and those individuals employed by or associated with them) will submit to and accept the authority and jurisdiction of the English FA (in substitution for the authority and jurisdiction of the Association) in respect only of the following disciplinary matters set out or referred to in section E1 of the rules of the English FA (“Ceded Offences”). Solely for the purpose of the disciplinary matters listed below in this clause 3.1 (and not in any other part of these Regulations), references to any capitalised word, term or phrase shall have the same meaning as set out or referred to in section E1 of the Rules of the English FA. The Ceded Offences are:-
- 3.1.1 the Laws of the Game;
 - 3.1.2 the Rules and regulations of The Association and in particular Rules E3 to 26;
 - 3.1.3 the statutes and regulations of UEFA;
 - 3.1.4 the statutes and regulations of FIFA.
 - 3.1.5 the rules or regulations of an Affiliated Association or Competition; and
 - 3.1.6 an order, requirement, direction or instruction of The Association.
- 3.2 To the extent there is any difference or conflict between the wording or scope of a Ceded Offence and a Disciplinary Offence under the Association’s Rules, the wording and scope of the Ceded Offence will apply.

4. PROCEDURE

- 4.1 The procedures of the English FA will apply in substitution for those of the Association in respect of any Ceded Club (or any individual employed by or associated with the Ceded Club) charged with or accused of a Ceded Offence.
- 4.2 If as a consequence of the procedures of the English FA in respect of a Ceded Offence, the Ceded Club (or any individual employed by or associated with the Ceded Club) is ordered to pay any fine or other financial penalty, such payment shall be made to the English FA.

Aim

The aim of the *FAW Fair Play Code* is to encourage good behaviour and raise awareness of the 'Fair Play' message.

The *FAW Fair Play Code* is to inspire players, clubs and supporters to take an active role in promoting this message for the benefit of football at every level in Wales, as we all have a collective responsibility for the image of the game.

THE CODE**Play Fair**

There is no value to victory if it has been achieved unfairly or dishonestly. Playing fair is more satisfying and rewarding. Even when a game is lost, playing fair earns respect while dishonesty only brings shame.

Play to Win, Accept Defeat with Dignity

Winning is the object of any game. Never set out to lose but remember that nobody wins all the time and it is important to lose graciously. Do not seek excuses for defeat as reasons will always be self-evident. The winners should always be congratulated with good grace. No blame should be directed at the referee or anyone else and there should always be a determination to do better next time. Good losers always earn more respect than bad winners.

Observe the Laws of the Game

The rules of football are simple and easy to learn. In learning the rules a greater understanding of the game will be gained. Through a better understanding of the game, players, clubs and supporters will have a greater respect for the referee's decisions. It is equally important to understand the spirit of the rules. They are designed to make the game fun to play and fun to watch. By following the rules, the game will be more enjoyable for all.

Respect Opponents, Team-mates, Referees, Officials and Spectators

Respect is part of the game and is fundamental to the *FAW Fair Play Code*. Without opponents there can be no game. Everyone has the same rights, including the right to be respected. In a team all members are equal. Referees are there to maintain discipline and Fair Play. Always accept their decisions without arguing and help them to enable all participants to have a more enjoyable game. Officials are also part of the game and must be respected accordingly. Spectators provide a game with atmosphere. They want to see the game played fairly but they too must behave fairly and with respect themselves.

Promote the Interests of Football

Football is the world's greatest game. But it always needs everybody's help to maintain its greatness. Think of football's interests before your own. Think how your actions may affect the image of the game in Wales. Talk about the positive aspects of the game. Encourage other people to watch and play fairly. Help others to have as much fun from football as you do. Be an ambassador for the game in Wales.

Honour Those Who Defend Football's Good Reputation

The good name of football has survived because the vast majority of people who love the game are honest and fair. Sometimes somebody does something exceptional that deserves the recognition of the FAW. They should be honoured and their fine example publicised. This encourages others to act in the same way. Between the FAW and yourselves we can help to promote football's image by publicising its good deeds.

Reject Negative Outside Interests

Football's popularity sometimes makes it vulnerable to negative outside interests. Drugs have no place in football, in any other sport or in society as a whole. Say no to drugs. Help to kick racism and bigotry out of football. Treat everyone involved in the game with equal respect, regardless of their religion, race, sex or national origin. Show zero tolerance for gambling on games in which you participate. It negatively affects your ability to perform and creates the appearance of a conflict of interests. Show that football does not want violence, even from your own fans. Football is sport, and sport should be played peacefully in a safe environment.

Football Community

Football has an incredible power, which can be used to make your community a better place in which everyone can live. Use this powerful platform to promote peace, equality, health and education for everyone. Make the game better by taking it into your community.

Section T

FAW DOMESTIC TRAINING COMPENSATION REGULATIONS

1. These Regulations apply only to players moving between clubs under the jurisdiction of the Football Association of Wales (“FAW”) save that, subject to the proviso below, these Regulations will not apply to a player who moves between clubs under the jurisdiction of the FAW participating in leagues under the jurisdiction of The Football association (“The FA”). For the avoidance of doubt movements between these clubs will be subject to the relevant compensation Rules for the league in which they participate PROVIDED THAT where a player moves between clubs under the jurisdiction of the FAW participating in leagues under the jurisdiction of The FA and the move is the players’ first registration as a professional, paragraph 3 of these Regulations will apply in respect of payment of training compensation by the signing club to each of the player’s former clubs under the jurisdiction of the FAW involved in his or her training.
2. Save as set out in paragraph 1 above, clubs under the jurisdiction of the FAW that have trained a player between the ages of 12 and 21 shall be entitled to training compensation:-
 - 2.1 when that player signs his or her first professional contract for another club under the jurisdiction of the FAW; and
 - 2.2 each time a professional with a club under the jurisdiction of the FAW is transferred to another club under the jurisdiction of the FAW until the end of the season of the player’s 23rd birthday.
3. The first time a player registers as a professional, the training compensation will be payable by the club signing the player as a professional to each of the player’s former clubs involved in his or her training. Such payment shall be the sole entitlement of such clubs to training compensation under these Regulations.
4. Where before the end of the season of the player’s 23rd birthday, the player subsequently transfers from one professional club to another, any applicable training compensation will be payable by the club signing the player but only to the player’s immediate former (transferring) club.
5. In the case of a subsequent transfer under paragraph 4 above, the former (transferring) club shall not be entitled to training compensation under these Regulations if:-
 - 5.1. the former club and player have agreed a mutual termination of his or her previous contract;
 - 5.2. the player is transferred to another club for a fee agreed between both clubs;
 - 5.3. the player acquires amateur status upon signing for the new club;
 - 5.4. the former club terminates the player’s contract without just cause; or
 - 5.5. the former club does not offer the player a contract at least thirty (30) days before the expiry of his or her current contract and such offer must be of at least an equivalent value to the player’s then current contract.

6. When a player registers as a professional for the first time, the club with which he or she is registered shall be responsible for paying training compensation within thirty (30) days of registration to every club at which the player has previously been registered (in accordance with the player's career history which shall be solely based upon the FAW's Central Registrations Database) and that has contributed to his or her training starting from the season of his or her 12th birthday.
7. In the case of a subsequent transfer under paragraph 4 above, the club with which the player is registered shall be responsible for paying training compensation to the former (transferring) club within thirty (30) days of registration provided the former club has contributed to his or her training before they reach the age of 21.
8. The training compensation payable under these Regulations shall be calculated as follows:-
 - 8.1. There shall be three (3) categories of clubs and payments:-
 - 8.1.1. **Category 1: £2,500 per season** (Cardiff City FC, Swansea City AFC) (25% of the set FIFA Training Compensation);
 - 8.1.2. **Category 2: £625 per season** (Wrexham AFC, Newport County AFC and all clubs with a FAW recognised academy at U12, U14 & U16 level) (25% of Category 1); and
 - 8.1.3. **Category 3: £156 per season** (all other clubs under the jurisdiction of the FAW except that no training compensation shall be payable in respect of a "Junior" player to a Category 3 club for any season in which the club did not hold "Standard Level" accreditation under the FAW's Club Accreditation Scheme) (25% of Category 2).
 - 8.2. The training compensation payable to the former club(s) shall be calculated by multiplying the number of whole seasons (commencing 1st August each year) the former club trained the player by the sum of the Category of the said two (2) clubs divided by two (2) (rounded up to the nearest pound, if applicable). In such calculation, the relevant Category of each club will be their Category at the time the player signs the contract. For example, a player is registered at a Category 2 club for five (5) full seasons between the ages of 12 and 16. The player signs a first professional contract for a Category 1 club. The training club is still a Category 2 club at the time the player signs.
 The sum will be:- (£2,500 + £625) divided by two (2) = £1,563.
 The Category 1 club must pay the Category 2 club compensation of: Five (5) complete seasons x £1,563 = £7,815.
 - 8.3. It shall be the responsibility of the former club (claiming compensation) to calculate the amount of training compensation due and to inform the paying (signing) club. The former club shall provide all information and evidence reasonably necessary to support its claim. Such claim must be lodged within eighteen (18) months of the player signing with the paying club. Time shall be of the essence in this respect.

9. In the case of a dispute over whether training compensation is payable under these Regulations, or the amount of training compensation payable to any club, the dispute shall be submitted to the FAW Disciplinary Panel for resolution in accordance with the FAW Rules.
10. These Regulations are subject to review on an annual basis, although such review need not result in any change to these Regulations.

Section U

Kit Regulations

1. Scope of Application

- 1.1 These regulations apply whenever expressly referred to by specific regulations governing a competition to be played under the auspices of the Football Association of Wales (“FAW”).
- 1.2 These regulations govern the authorisation of kit worn by the players and officials of a team, by a referee team, as well as other persons in and around the field of play and cover all references to the club, the sponsor, the manufacturer or any other third party appearing on any kit item.
- 1.3 Where no provision of these regulations is applicable, the corresponding competition regulations apply and the FAW may take the relevant Laws of the Game and the FIFA Equipment Regulations into account before taking a decision.

2. Kit (Sports Equipment)

- 2.1 Kit includes all garments and equipment worn by the following persons;
 - a. outfield players;
 - b. goalkeepers;
 - c. substitutes
 - d. coaching team
 - e. medical staff
 - f. other officials in the technical area
- 2.2 The aforementioned persons are subject to the provisions of these regulations at all times when they are on duty in matches sanctioned by the FAW.
- 2.3 The provisions of these regulations apply on a match day in and around the field of play.
- 2.4 Football boots are excluded from these regulations.

3. Principle

- 3.1 No item falling under the scope of these regulations may offend common decency or transmit political, religious or racial messages. Commercial messages are only allowed in the form of sponsor advertising.
- 3.2 As regards choice of colour, kit worn on the field of play is subject to the referee’s authority, as stipulated in the relevant Laws of the Game.

4. Approval

- 4.1 The club is responsible for the compliance of these regulations.
- 4.2 The club is solely responsible for the conduct of its players, coaches, officials, etc. as far as the correct implementation of these provisions in FAW sanctioned matches is concerned.

5. Kit Material

- 5.1 No item of the playing attire, numbers, players' names, badges or material used may be reflective or change its colour or appearance due to external influence.

6. Colours

- 6.1 No item of the playing attire worn by outfield players (shirts, shorts and socks) may consist of more than four colours. This provision does not apply to the colours used for lettering (number, player's name, sponsor, etc.). If three or more colours are used, one must be clearly dominant on the surface of the shirt, shorts and socks respectively, and the remaining colours must clearly be minor colours. For hooped, banded, stripes or checked socks, a further colour is considered as a decorative colour and may not be dominant or affect the distinctiveness of the socks.
- 6.2 Players may wear items such as underwear, T-Shirts, long sleeved T-shirts, and thermal shorts under their playing attire. Such items worn under the playing attire may be separate from, or permanently attached to, the shirts or shorts. Any such visible item worn under the playing attire must be of the same colour group as the corresponding part (e.g. sleeves or legs) of the playing attire.
- 6.3 Tape used to fix socks and/or shinguards must be of the same main colour as the socks.
- 6.4 In order to minimise colour clashes, a team's first choice and second choice kit must differ visibly and contrast with each other and with the colours of its goalkeeper's kits, so that they could be worn by opposite teams in a match. Teams may be requested to mix the first and second-choice kits (shirt, shorts, socks) in order to create a visible contrast with the other team.
- 6.5 If the referee decides on the spot that the colours of the two teams could lead to confusion, the home team must wear other colours for practical reasons.
- 6.6 For a final, both teams may wear the first-choice kits. However, if there is a colour clash, the designated 'away team' must wear its second-choice kit. If a colour clash still exists and the team officials are unable to agree on the colours to be worn by their teams, the competition administration will decide in consultation with the referee.
- 6.7 Only Welsh Premier League clubs are permitted to have black as the dominant colour on the shirt.

7. Numbers

- 7.1 A number must appear on the back of the shirt. It must be centred.
- 7.2 The number must be of a single colour with the required minimum contrast with the background colour.
- 7.3 When the shirt is striped, around the figure, there must be a zone comprising a single-coloured background.
- 7.4 The number must be clearly legible and 25-35cm high (20-35cm for women's competitions) with a stroke width of the figure being 2-5cm.
- 7.5 Numbers must be individual whole numbers from 1-99. The number 1 can only be used by a goalkeeper.



8. Shirt Names

- 8.1 Players may also be identified on their shirts by means of their surname and/or first name. A nickname may only be used if approved by the relevant competition.
- 8.2 The player's shirt name must correspond with the name submitted on the match teamsheet.
- 8.3 The competition regulations may stipulate the use of the player's name as mandatory.
- 8.4 If a player's name is used, it must be placed on the back of the shirt, above the number.
- 8.5 The letters must be in Latin alphabet and in one single colour.
- 8.6 The height of the letters must not exceed 7.5cm.
- 8.7 Players' names must be clearly distinguishable from the colours of the kit.

9. Club Identification

- 9.1 The club may use the following types of identification on playing attire;
- Club emblem;
 - Club name;
 - Competition emblem;
 - Competition name;
 - National flag;
 - Anniversary emblem or name;
 - Coat of arms or flag of town or region.

- 9.2 Emblems listed in 9.1 may only appear once on the shirt, shorts and each sock.
- 9.3 The maximum sizes are; shirt maximum of 100cm², shorts maximum of 50cm² and socks maximum of 50cm².

10. Sponsor Advertising

- 10.1 Sponsor advertising is permitted on the shirts, shorts and socks.
- 10.2 The advertising of tobacco, e-cigarettes, strong alcoholic beverages, as well as slogans of a political, religious or racial nature, or for other causes that offend common decency, are prohibited.

11. Number of Sponsors

- 11.1 One club sponsor is permitted on the front of the shirt, which must be centrally located and not exceed 200cm².
- 11.2 Two club sponsors are permitted on the back of the shirt. One sponsor may be located above the number if the player name is not used and it must not exceed 200cm². One sponsor may be located below the number and must not exceed 200cm².
- 11.3 One club sponsor may be used on the shorts and not exceed 100cm².
- 11.4 One club sponsor may be used on the socks and not exceed 50cm².

12. Manufacturer Identification

- 12.1 The manufacturer may use one registered trademark on the shirt, which must not exceed 20cm².
- 12.2 The manufacturer may use one registered trademark on the shorts, which must not exceed 20cm².
- 12.3 The manufacturer may use up to two registered trademarks on each sock, which must not exceed 20cm² for one single item or 10cm² for each of two items.

13. Domestic titles and stars

- 13.1 A current or former holder of a domestic title is entitled to wear the corresponding representation approved by the relevant competition administration(s). This is permitted at chest height on the shirt.
- 13.2 This representation must not exceed 10cm².
- 13.3 Stars for multiple winners of a domestic championship may be used immediately adjacent to the club emblem. The height of each star must not exceed 2cm².

14. Respect Badge

- 14.1 A Respect badge or any equivalent is permitted on the left sleeve of the shirt.

15. Competition Logo

- 15.1 The Competition logo, including competition sponsor, may be used on the right and/or left sleeve of the shirt. This must not exceed 50cm².

16 Measurement Procedure

- 16.1 The measurement procedure is in accordance with the UEFA Kit Regulations.

17. Closing Provisions

- 17.1 Any cases not provided for in the present regulations will be dealt with by the Chief Executive and such decisions are final.
- 17.2 These regulations were adopted by the FAW Council at its meeting on 29th April 2014. They come into force on 1st July 2014.

Table 1 – performance requirements for synthetic turf pitches to be used all competitions.

Category of competition	Type of test	Level of performance / certification required	Frequency of pitch certification	Notes
Welsh Premier League and Welsh Cup competition	Initial test	FIFA One Star / IATS	Prior to competitive matches taking place	1
	Re-test	IFA One Star / IATS	Annual test may be undertaken up to three months in advance of a current certificate expiring	2
All other competitions	Initial test	IFA One Star / IATS	Prior to competitive matches taking place	
	Re-test	FIFA One Star / IATS or Table 2 (Below)	Pitch to be recertified once every two years.	3
1	Clubs are advised to ensure the installation of a synthetic turf field makes adequate allowance for any bedding-in period recommended by the surface manufacturer prior to the pitch being tested			
2	If a field is consistently found to pass the relevant test criteria, demonstrating a programme of adequate maintenance is being undertaken the FAW may, at its discretion, decrease the frequency between tests to a maximum allowed by FIFA (once every four years)			
3	If a field is consistently found to fail the relevant test criteria, demonstrating a programme of inadequate maintenance is being undertaken the FAW may, at its discretion, increase the frequency between tests to annual testing to ensure player welfare is maintained			
Fields shall be tested in accordance with and in the positions defined in the FIFA Quality Concept for Football Turf (2012 edition)				
Independent test laboratories accredited for the testing of Football Turf by FIFA shall undertake the tests. Details of authorised laboratories may be obtained from the FAW or FIFA.				

Commentary

The FAW have adopted the FIFA One Star category of field certification as being most appropriate for their senior competitions and all new fields on which competitive matches will be played.

If any Club qualifies for a UEFA competition and wishes to use its synthetic turf pitch for home matches it will need to also satisfy UEFA's competition regulations, these currently require synthetic turf pitch used in UEFA competitions to hold FIFA Two Star certification.

Table 2 – Re-test requirements for lower level competition pitches

Characteristic	Test Method¹	Requirement
Vertical ball rebound	FIFA 01 / EN 12335	60cm - 120cm
Ball roll	FIFA 03 / EN 12334	4m – 14m
Shock Absorption	FIFA 04a	55% - 70%
Vertical deformation	FIFA 05a	4mm – 11mm
Rotational Resistance	FIFA / EN 15301	25Nm – 50Nm
Surface Regularity	FIFA 12	No undulation greater than 12mm
<p>The performance requirements detailed in Table 2 allow marginally greater ball rebounds and ball rolls than those specified for FIFA One Star re-tests. The modified requirements reflect the increased deterioration in performance that is commonly found on community fields subjected to higher levels of use. The player / surface requirements are the same as specified by FIFA.</p>		

CONDITION 2

The synthetic turf pitch, including run-offs, shall be one continuous playing surface. It shall be green in colour. All line markings shall be white and in accordance with the Laws of Association Football. Any other lines on the field used for Welsh Premier League or Welsh Cup matches shall be masked out prior to any competition match. For all other competitions, relevant Association and League approval shall be sought prior to a match taking place.

CONDITION 3

The home Club shall allow their opposition the opportunity to use the pitch and train on the surface two hours prior to the kick-off, for a period of 45 minutes, unless mutually agreed by both clubs. There must not be another game or event on the pitch following the training period. If it is intended to water the pitch before the match the pitch shall also be watered prior to the training period.

CONDITION 4

The Club using the synthetic turf pitch shall advise their opponents at least 10 days before the match of limitations or recommendations on the types of boot or stud that may be used on the surface.

CONDITION 5

The Club shall provide all necessary assistance and data relating to player assessments, injury records, maintenance etc. as requested by the FAW, FIFA or UEFA.

**Section W THE FOOTBALL ASSOCIATION OF WALES ('FAW')
AGENT REGULATIONS**

INTRODUCTION AND INTERPRETATION

These Regulations have been written in compliance with FIFA's requirement that National Associations have regulations governing the engagement of services provided by intermediaries and must be read in conjunction with the 'FIFA Regulations on Working with Intermediaries', which shall come into force on the 1st April 2015. In the event of any conflict these Regulations shall apply.

In accordance with FAW Rule 3, these Regulations will be binding on all Intermediaries.

These Regulations will supersede any previous FIFA Agent Regulations and FAW Regulations concerning Intermediaries.

1. SCOPE, GENERAL PRINCIPLES AND ELIGIBILITY

- 1.1 Only an Intermediary may be used and paid by a Player or Club in relation to any Intermediary Activity. Alternatively, a Player or Club may represent themselves in any matter to a Transaction.
- 1.2 A Player or Club must not use or pay any person for Intermediary Activity unless that person is registered as an Intermediary and is entitled to act under a valid Representation Contract. An Intermediary must not carry out any Intermediary Activity in place of, or on behalf of, or as an agent or representative of, any person other than the Player and/or the Club he is engaged to act for (unless in accordance with clause 2.6).
- 1.3 A Club, Player, Intermediary or other participant must not so arrange matters as to conceal or misrepresent the reality and/or substance of any matter in relation to the Transaction.
- 1.4 Any party to a Transaction is prohibited from:-
 - 1.4.1 proposing in any way, either directly or indirectly, to any other party to the Transaction that the Transaction is dependent upon a Player's agreement to contract with a specific Intermediary; or
 - 1.4.2 making the Transaction conditional on a Player's agreement to contract with a specific Intermediary.
- 1.5 A Club shall use reasonable endeavours to ensure that its Club Officials and Manager comply with the requirements of these Regulations.
- 1.6 An Intermediary, Club and Player must ensure that all relevant contracts and documents contain the name, signature and

registration number of each and every Intermediary carrying out any Intermediary Activity in relation to a Transaction (whether directly or indirectly), as well as any other information as may be required by the FAW from time to time. If a Player or Club has not used the services of an Intermediary at any time in a Transaction, this fact must be stated in all relevant documents in respect of such Transaction.

- 1.7 Any natural or legal person who wishes to act as an Intermediary shall register with the FAW on a form as may be prescribed by the FAW from time to time. The Registration will be valid for one (1) year.
- 1.8 A natural or legal person who wishes to register with the FAW to act as an Intermediary will be required to pay a fee of five hundred pounds (£500.00) or any other fee that may be prescribed by the FAW from time to time. A natural or legal person already registered with the FAW to act as an Intermediary will be required to pay a fee of two hundred and fifty pounds (£250.00) or any other fee prescribed by the FAW from time to time in order to renew that Registration.
- 1.9 Any natural or legal person who wishes to act as an Intermediary will be required to maintain during the course of their Registration a full and comprehensive insurance policy in respect of the provision of Intermediary Activity and as a requirement of Registration a copy of a valid Insurance Policy will be lodged with the FAW.
- 1.10 An Official (as defined by the FIFA Statutes or any successor hereto) or a Player cannot register as an Intermediary. In the event of an Intermediary becoming an Official or a Player he shall have his Registration suspended for as long as he remains an Official or a Player.
- 1.11 A natural person seeking to register as an Intermediary will be required to satisfy the FAW of his impeccable reputation before such Registration will be accepted, on terms stipulated from time to time. As such, Intermediaries are obliged to notify the FAW within ten (10) Business Days of any change in circumstances relating to an Intermediary's impeccable reputation.
- 1.12 Should the FAW become aware of any change in circumstances which affects or could affect the impeccable reputation of a natural person registered as an Intermediary the FAW can, in its absolute discretion, suspend the Registration of the Intermediary and will automatically refer the matter to the Disciplinary Panel. In these circumstances, the suspension of the Registration will remain in force until the Disciplinary Panel has completed its consideration of the suspension and made its own order in respect of the cancellation or continuation of the suspension. The relevant provisions of Section E of the FAW Rules shall apply to the Disciplinary Panel's consideration of the matter, including in respect of any hearing and any subsequent appeal.

- 1.13 Where, for any reason, the FAW is not prepared to approve the Intermediary's application for Registration, the FAW shall, upon receiving written notice from the applicant within 7 Business Days of the FAW issuing notification of its decision, refer the matter to the Disciplinary Panel who shall make a final decision on whether or not to grant the application (and, if granted, with or without conditions). The relevant provisions of Section E of the FAW Rules shall apply to the Disciplinary Panel's consideration of the matter, including in respect of any hearing and any subsequent appeal.
- 1.14 A natural or legal person may appeal against the decision of the Disciplinary Panel of the FAW Judicial Bodies to reject an application for Registration or to continue to suspend or to revoke a Registration to either the Appeals Panel or the Independent Arbitration Panel of the FAW Judicial Bodies in accordance with the procedures as set out under Section E of the FAW Rules.
- 1.15 If the appeal is upheld the FAW will approve the natural or legal person's Registration or revoke the suspension of the Registration but shall not accrue any liability of any nature whatsoever to the natural or legal person arising out of, or in connection with, any decision or action taken or omitted by the FAW in relation to the determination of, suspension or revocation of the natural or legal person's Registration.

Registration Conditions

- 1.16 As soon as the Intermediary has completed his Registration with the FAW, he will be entitled to use the following designation, and no variation thereof, after his name in business relations; "FAW Registered Intermediary." An Intermediary shall not be entitled to hold himself out as having any connection with the FAW other than this designation (for the avoidance of doubt usage of the FAW's crest by the Intermediary is prohibited).
- 1.17 An Intermediary must procure that the Organisation with which they are associated complies with any requirement of the FAW pursuant to its Rules and Regulations.
- 1.18 An Intermediary may only carry out Intermediary Activity once he has received written acknowledgment from the FAW.

Requirements Relating to Minors

- 1.19 Prior to entering into a Representation Contract with a Minor or with a Club in respect of a Minor, an Intermediary must obtain permission from the FAW to deal with Minors, which shall include the Intermediary undertaking an Enhanced DBS check for Regulated Activity to the satisfaction of the FAW. This authorisation can be applied for by an Intermediary when registering with the FAW or at any point after his Registration. This authorisation shall be valid for 3 years subject to the Intermediary being registered for 3 years.

- 1.20 Only a natural person registering as an Intermediary can register to work with Minors.
- 1.21 An Intermediary applying to deal with Minors shall be required to satisfy the FAW of his suitability, on the terms that shall be stipulated by the FAW from time to time.

Requirements of Legal Persons

- 1.22 A legal person can only be registered as an Intermediary by a natural person already registered as an Intermediary.
- 1.23 A legal person registered as an Intermediary shall be responsible for declaring those natural persons registered as Intermediaries who are authorized to conduct Intermediary Activity on behalf of the legal person.
- 1.24 Any Intermediary Activity carried out on behalf of a legal person registered as an Intermediary must be carried out by a natural person registered as an intermediary and authorised to represent the legal person pursuant to clause 1.7 of these Regulations.
- 1.25 When a legal person registered as an Intermediary carries out Intermediary Activity for or on behalf of a Player and/or a Club in a Transaction, the name, signature and registration number of the natural person representing said legal person pursuant to clause 1.23 of these Regulations, must appear on all relevant paperwork as is required by the FAW from time to time.
- 1.26 For the purpose of clause 4.2 of these regulations when a legal person registered as an Intermediary is involved in a Transaction, the FAW will publish the name of the natural person declared as representing the legal person in said Transaction.

2. REPRESENTATION CONTRACT

- 2.1 An Intermediary and a Player or Club (as applicable) must have entered into a validly executed written Representation Contract prior to the Intermediary carrying out any Intermediary Activity on its behalf.
- 2.2 The Representation Contract must contain the entire agreement between parties in relation to the Intermediary Activity and shall, as a minimum, contain all Obligatory Terms of the relevant Standard Representation Contract. The parties may add other terms so long as they are consistent with the Obligatory Terms of the Standard Representation Contract and the requirements of these Regulations and the FIFA 'Regulations on Working with Intermediaries'.
- 2.3 All parties to a Representation Contract must ensure that copies of any and all Representation Contracts that came into force after 1st April 2015 and to which they are a party are lodged with the FAW

in any manner as may be prescribed from time to time. Representation Contracts must be lodged within ten (10) Business Days of being executed and in any event no later than at the time of the registration of a Transaction by the FAW.

- 2.4 Any term of a Representation Contract that breaches the requirements of these Regulations or the FIFA ‘Regulations on Working with Intermediaries’, is not permitted. In such cases, the FAW shall have the power to notify the parties of any such breach whereupon the parties shall remedy the breach by making the necessary amendments as notified. Failure to remedy any breach shall constitute a breach of these Regulations, separate from and in addition to the initial breach.
- 2.5 All parties to a Representation Contract must inform the FAW in writing of any early termination, novation, variation or other events that affects the validity or status of a Representation Contract (except natural expiration) within ten (10) Business Days of such event.
- 2.6 Where an Intermediary assigns or subcontracts any Intermediary Activity duties or services or responsibilities in relation to a Player or a Club to another Intermediary, the Intermediary must:-
 - 2.6.1 lodge with the FAW a copy of the Representation Contract between the assigning or subcontracting Intermediary and the Player or Club in accordance with clause 2.3 of these Regulations;
 - 2.6.2 record the terms upon which those obligations are assigned or subcontracted and incorporate the written consent of the Player or Club in a single document; and
 - 2.6.3 complete and lodge with the FAW such document in the same way as a Representation Contract under clause 2.3 of these Regulations.
- 2.7 Where a Player has a non-exclusive Representation Contract with an Intermediary, a Club must deal with that Intermediary in relation to any Transaction concerning the Player, unless the Player provides a prior written request to the Club requesting it not to do so; such written request also to be provided by the player to the Intermediary as soon as reasonably practicable and in any event prior to the Transaction taking place.
- 2.8 An Intermediary must not either directly or indirectly, make any approach to, or enter into any agreement, with a Player in relation to any Intermediary Activity before 1st January of the year of the Player’s 16th birthday.
- 2.9 An Intermediary cannot enter into a Representation Contract with a Minor unless it is countersigned by the Minor’s parent or guardian

with parental responsibility and has the authorisation of the FAW to do so.

- 2.10 An Intermediary can only enter into a Representation Contract with a player for a maximum of 2 years.

3. PAYMENT TO INTERMEDIARIES

- 3.1 An Intermediary may be remunerated by the Club or the Player for whom he acts. Payments must be made in accordance with the terms of the Representation Contract between the parties or the relevant paperwork submitted to FAW to register the Transaction.

- 3.2 Where an Intermediary undertakes Intermediary Activity for the Player, the Player may discharge his obligations to pay the Intermediary as specified in the Representation Contract between the parties or the relevant paperwork submitted to the FAW to register the Transaction in one or more of the following ways only:-

3.2.1 the Player may pay the Intermediary Directly; or

3.2.2 where the Player makes a request in writing to the Club, the Club may:-

3.2.2.1 make an actual deduction in periodic instalment(s) from the Players net salary in favour of the Intermediary, so that the sums are deducted and paid in discharge of the Player's obligation to the Intermediary contained in the relevant Representation Contract or paperwork submitted to the FAW; and/or

3.2.2.2 discharge the Player's liability towards his Intermediary, as contained in the relevant Representation Contract or the relevant paperwork submitted to the FAW, on the Player's behalf as a taxable benefit.

- 3.3 Where the Intermediary and the Player agree in the Representation Contract that a commission (lump sum or instalments) is to be paid in respect of a Transaction it shall be calculated on the basis of the Player's Basic Gross Income as set out on the employment contract concluded by the Player in respect of which he was represented by the Intermediary.

- 3.4 Where the intermediary and the Player agree periodic instalments and the Player's employment contract in respect of which he is represented by the Intermediary lasts longer than the Representation Contract, the Intermediary is entitled to the agreed instalments after expiry of the Representation Contract, until the Player's employment contract expires or, if earlier, until the Player signs a new

employment contract without the involvement of that Intermediary.

- 3.5 Any and all remuneration or payments of whatever nature, and however arising, and whether direct or indirect, made to any natural or legal person in relation to any Intermediary Activity for or on behalf of a Club, must be paid by the Club only, and must be fully recorded in the accounting records of the Club. This does not prevent an Intermediary acting for a Club from paying another Intermediary with whom he has assigned or sub-contracted any Intermediary Activity duties or services or responsibilities in accordance with clause 2.6 of these Regulations.
- 3.6 Where the Intermediary and the Club agree that such commission is to be paid, they shall also agree in the Representation Contract what the commission shall be and whether the Club shall remunerate the Intermediary with a lump sum payment at the start of the employment contract of the Player who was subject to the Transaction or whether the Club will pay by periodic instalments and/or whether such commission (or any instalment or part thereof) shall be conditional in any way.
- 3.7 Save when acting further to clause 2.6 of these Regulations, an Intermediary, or an Intermediary's Organisation, must not pass any remuneration directly relating to Intermediary Activity to any other person. This does not affect the ability of the Organisation to pay its employees or contractors pursuant to their employment or other contracts or any other parties for purposes unrelated to any Intermediary Activity.
- 3.8 A Club which pays to a club a compensation payment and/or any Solidarity Payment and/or any Domestic or International Training Compensation, or other sum properly payable as consideration for, or in connection with, a Transaction must ensure that it pays such amount(s) only to the club and/or any other clubs and/or persons to whom the same is payable in accordance with any applicable competition rules and/or the Rules and/or the Regulations of the FAW. A Club must not pay any amount to any other third party (including but not limited to any Intermediary involved with the Transaction) save with the express consent of the appropriate governing body in respect of the Transaction in question.
- 3.9 Players and/or Clubs that engage the services of an Intermediary when negotiating an employment contract and/or a transfer agreement are prohibited from making any payment to such Intermediary if the Player concerned is a Minor.
- 3.10 As a recommendation, Players, Clubs and Intermediaries may adopt the following benchmarks:-
 - 3.10.1 the total amount of remuneration per Transaction due to Intermediaries who have been engaged to act on a Player's behalf should not exceed three percent (3%) of the Player's

Basic Gross Income for the entire duration of the relevant employment contract.

3.10.2 the total amount of remuneration per Transaction due to Intermediaries who have been engaged to act on a Club's behalf in order to conclude an employment contract with a Player should not exceed three percent (3%) of the Player's eventual Basic Gross Income for the entire duration of the relevant employment contract.

3.10.3 subject to clause 6.3 of these Regulations, the total amount of remuneration per Transaction due to Intermediaries who have been engaged to act on a Club's behalf in order to conclude a transfer agreement should not exceed three percent (3%) of the eventual transfer compensation paid in connection with the relevant transfer of the Player.

4. DISCLOSURE & PUBLICATION

4.1 The FAW shall be entitled to publish the name and registration number of every Intermediary, as well as, where applicable, the name of the Organisation (or legal person registered as an Intermediary) he is connected with.

4.2 The FAW shall be entitled to publish in any manner at any time it considers appropriate, the list of every Transaction in which any Intermediary has been involved.

4.3 The FAW shall be entitled to publish, in any manner it considers appropriate, the total consolidated amount of all payments paid by all Players to intermediaries and the total consolidated amount of all payments made by each Club to Intermediaries.

4.4 The FAW shall be entitled to publish the findings of disciplinary proceedings against an Intermediary who has breached these Regulations.

4.5 The FAW shall be entitled to publish, in any manner it considers appropriate, the suspension or revocation of the Registration of an Intermediary.

5. CONFLICT OF INTERESTS

5.1 An Intermediary may only act for one party to a Transaction save where the Intermediary and other relevant parties comply in full with the requirements regarding consent for dual/multiple representation set out in clauses 5.2 and 5.3 below. The content of clauses 5.2 and 5.3 must also be complied with prior to any situation where two or more Connected Intermediaries are proposing to act for more than one party to a Transaction. In that case, the Connected Intermediaries will collectively be required to comply with the requirements of clauses 5.2 and 5.3.

- 5.2 An Intermediary may undertake Intermediary Activity for more than one party in relation to a Transaction, only where the following requirements are met in full:-
- 5.2.1 the Intermediary has a pre-existing Representation Contract with one party to the Transaction (“the first party”) and the Representation Contract has been lodged with the FAW in accordance with the requirements of clause 2 of these Regulations. Alternatively the Intermediary has entered into a sub-contract agreement in relation to the first party in accordance with the requirements of clause 2.6; and
 - 5.2.2 the Intermediary obtains all parties prior written consent to him providing services to any other party to the Transaction (the other parties) in a form prescribed by the FAW from time to time; and
 - 5.2.3 once the Intermediary and the other parties have agreed terms, (but prior to them entering into a Representation Contract), the Intermediary must inform all parties in the form prescribed by the FAW from time to time of the full particulars of the proposed arrangements including, without limitation, the proposed fee (if any) to be paid by all the parties to the Intermediary; and
 - 5.2.4 all parties are given the reasonable opportunity to take independent legal advice and/or in the case of a Player, to take advice from the Professional Footballers Association prior to providing written consent in the form prescribed by the FAW from time to time; and
 - 5.2.5 having been given such opportunity, all parties provide their express written consent for the Intermediary to enter into a Representation Contract with the other party(ies) on the proposed terms in the form prescribed by the FAW from time to time.
- 5.3 Where any party does not provide its express consent in accordance with the above requirements, the Intermediary is not permitted to proceed with the provision of services to the other party(ies), or receive any remuneration from the other party(ies) in respect of the Transaction, and the other parties are not permitted to receive any services from the Intermediary or make any payment to the Intermediary in respect of the relevant Transaction. The Intermediary may continue to represent the first party (only) in respect of the relevant Transaction and be paid for such services in accordance with clause 3 of these Regulations and the terms of the relevant Representation Contract.

6. RESTRICTION ON CONFLICT OF INTEREST

- 6.1 An Intermediary or an Intermediary Organisation shall not have an interest in a Club. Similarly, a Player, Club, Club Official or Manager shall not have any interest in the business or affairs of an Intermediary or Intermediary's Organisations.

Such interest shall be defined as:-

- 6.1.1 beneficial ownership of more than 5% of any entity, firm or company through which the activities of the Club or Intermediary (as applicable) are conducted; and/or
- 6.1.2 being in a position or having any association that may enable the exercise of a material, financial, commercial, administrative, managerial or any other influence over the affairs of the Club or Intermediary (as applicable) whether direct or indirectly and whether formally or informally.
- 6.2 An interest for the purpose of clauses 6.1.1 and 6.1.2 above includes an interest of:-
- 6.2.1 a spouse, child, stepchild, parent or sibling of the Intermediary, Player, Club Official or Manager (as applicable); and/or
- 6.2.2 a company in which any legal or beneficial interest or any proportion or share is held by the Intermediary, Player, Club Official or Manager or any spouse, child, stepchild, parent or sibling of the intermediary, Player, Club Official or Manager (as applicable); and/or
- 6.2.3 a company over whose financial, commercial, administrative, managerial affairs any other control or influence can be exercised by the spouse, child, stepchild, parent or sibling of the Intermediary, Player, Club Official or Manager (as applicable).
- 6.3 An Intermediary must not have, either directly or indirectly, any interest of any nature whatsoever in relation to a registration right or an economic right. This includes, but is not limited to, owning any interest in any transfer compensation or any future transfer value of a player. This does not prevent an Intermediary acting solely for a Club in a Transaction being remunerated by reference to the total amount of the transfer compensation generated by the Transaction.
- 6.4 An Intermediary must not give, offer or seek to offer, any consideration of any kind, either directly or indirectly, to any Club, Club Official, Manager or Player as a result of, or in connection with, a Transaction or in return for any benefit, service, favour or any kind of preferential treatment in respect of the Club's Players, access to those Players or the promotion of the Intermediary's services with those Players. Clubs, Club Officials, Managers and Players are

prohibited from accepting such offers or receiving such consideration.

- 6.5 An Intermediary must not give, offer or seek to offer, any consideration of any kind, either directly or indirectly, to a Player (or any family member of that Player) in relation to entering into a Representation Contract with that Intermediary. Players are prohibited from accepting such offers or receiving such consideration.

7. DUTY TO DISCLOSE

- 7.1 A Player, Club, Club Official or Manager must disclose to the FAW any agreement or contractual or other arrangement whether formal or informal that exists between any Player, Club, Club Official or Manager and any Intermediary (or any Intermediary's Organisation) whereby any money is paid by or on behalf of such Intermediary (or such Intermediary's Organisation) to such Player, Club, Club Official or Manager. Such disclosure must be made within ten (10) Business Days of the Intermediary entering into such a contractual or customary arrangement with the Player, Club, Club Official or Manager.

- 7.2 An Intermediary must disclose to the FAW any agreement or contractual or other arrangement whether formal or informal that exist between that Intermediary and any Club Official, Manager or Club in respect of a Club Official or Manager whereby such Intermediary represents the interests of any such Club Official, Manager or Club in respect of a Club Official or Manager. Such disclosure must be made within Ten (10) Business Days of:-

7.2.1 the Intermediary entering into such an agreement or contractual or other arrangement with a Club Official, Manager or Club in respect of a Club Official or Manager; or

7.2.2 an individual becoming a Club Official or Manager and having pre-existing agreement or contractual or other arrangement with an Intermediary; or

7.2.3 a natural or legal person registering as an Intermediary and having a pre-existing agreement or contractual or other arrangement with a Club Official, Manager, or Club in respect of a Club Official or Manager.

- 7.3 Intermediaries, Players, Clubs, Club Officials and Managers shall disclose in writing any actual or potential conflict of interest they might have in relation to a Transaction and shall obtain the express written consent of the other parties involved in the matter (in a form prescribed by the FAW from time to time) in order for their activity in the Transaction to continue. A copy of this form shall be disclosed to the FAW within 10 Business Days of being completed and in any event no later than at the time of the Registration of a Transaction by

the FAW.

8. BREACH OF THESE REGULATIONS

8.1 Any breach or allegation of breach of these Regulations shall be dealt with by the Judicial Bodies of the FAW in accordance with Section E of the FAW Rules.

9. MISCELLANEOUS

9.1 To the extent that any provision of these Regulations or its performance contravenes any applicable law or regulation, it shall be deemed to be null and void; provided, however, that such determination shall not affect the validity and enforceability of any other provision of these Regulations, which shall remain in full force and effect.

10. TRANSITIONAL MEASURES

10.1 An Intermediary can conduct Intermediary Activity pursuant to a Representation Contract lodged with the FAW before 1st April 2015 if this Representation Contract is re-submitted to the FAW with ten (10) Business Days of the Intermediary registering with the FAW in accordance with clause 1 of these Regulations.

10.2 A Representation Contract between an Intermediary and a Minor lodged with the FAW before 1st April 2015 will only be enforceable if the Intermediary is authorised to deal with Minors.

DEFINITIONS

The following terms shall have the following meanings:-

“Basic Gross Income” means a Player’s basic gross salary or wage, excluding any bonus that is conditional upon the Player and/or his Club’s performance. For the avoidance of doubt, benefits and privileges are also excluded from the Basic Gross Income.

“Business Days” means any day of the week except a Saturday or Sunday or public bank holiday in Wales.

“Club” means any football club which is affiliated to the Football Association of Wales, or directly affiliated Area Association other than those clubs referred to in the FAW Ceding Regulations 2011.

“club” means any football club that plays the game of football in any country in a competition sanctioned and recognised by the relevant National Association.

“Club Official” in these regulations shall mean any official, director, secretary, servant or representative of a Club

“Connected Intermediary” means an intermediary who is connected to another

intermediary as a result of:-

- i) them being employed or retained by, shareholder in or director or co-owner of the same Organisation or legal person registered as an intermediary; or
- ii) being representative of a legal person registered as an intermediary pursuant to clause 1 of these regulations;
- iii) them being married to, sibling of, or parent, child or stepchild of the other Intermediary; or
- iv) them having made any contractual or other arrangement whether formal or informal to co-operate in the provision of any Intermediary Activity or to share the revenue or profits of any part of their Intermediary Activity.

“Disciplinary Panel” means the first instance panel of the Association constituted and empowered to hear disciplinary matters and disputes pursuant to Section E of the FAW Rules.

“Insurance Policy” means commercial general liability insurance cover to provide cover for all liability arising out of or connected to Intermediary Activity.

“Intermediary” means any natural or legal person who carries out Intermediary Activity and has registered with the FAW in accordance with Clause 1.

“Intermediary Activity” means acting in any way and at any time either, directly or indirectly, for or on behalf of a Player or a Club in relation to any matter relating to a Transaction. This includes, but is not limited to, entering into a Representation Contract with a Player or a Club.

For the avoidance of doubt, a Club Official is not acting as an Intermediary when he carries out any Intermediary Activity in relation to any matter relating to a Transaction for or on behalf of that Club. Similarly, a lawyer is not acting as an Intermediary when he solely and exclusively undertakes or provides Permitted Legal Advice in relation to any matter relating to a Transaction.

“Lawyer” means an individual who is duly authorised by the appropriate professional or regulatory body to act in the capacity of solicitor or barrister in the United Kingdom, or the equivalent profession in a jurisdiction outside of the United Kingdom.

“Minor” means a Player who has yet not yet reached the age of 18.

“Obligatory Term” means clauses set out in a Standard Representation Contract, and marked in bold (bold or italics) therein, that parties are required under clause 2 of these regulations to include unaltered in a Representation Contract.

“Organisation” means an agency, person, firm or company retaining, comprising, employing, or otherwise acting as a vehicle for one or more Intermediaries and not

registered as an Intermediary itself pursuant to clause 2 of these regulations.

“Manager” means the Official of a Club responsible for selecting a Club team.

“Permitted Legal Advice” means advice or assistance provided by a Lawyer to a Club or Player, either directly or indirectly, in relation to any Transaction where:-

- i) the Lawyer has entered into terms of engagement with the Club in a form required by the Lawyer’s professional regulator and solely operates under those terms; and
- ii) the lawyer is providing the advice or assistance as part of a practise which is regulated by the Lawyer’s profession; and
- iii) the advice or assistance either related to:-
 - a) the legal form of the documents that arise out of the Transaction, or the legal implications of that Transaction, as opposed to the negotiation of the substantive terms of the Transaction and, in particular, the remuneration terms of the Transactions; or
 - b) a dispute arising out of a transaction; and
 - c) the Lawyer is remunerated in a manner which is consistent with the manner in which Lawyers are ordinarily remunerated for carrying out such services or assistance.

“Player” means a player of Association Football registered with the Association, an Area Association, Qualifying Club or any other league or club.

“player” means any football player who plays the game of football in any country and is recognised as such by their National Association.

“Registration” means completion of the process defined from time to time by the FAW whereby a natural or legal person registers with the FAW as an Intermediary.

“Representation Contract” means any agreement between an Intermediary (on the one hand), and a player and/or Club (on the other hand), the purpose or effect which is to cover the provision of Intermediary Activity. A Representation Contract must comply with the Obligatory Terms of a Standard Representation Contract.

“Solidarity Payment” means any payment pursuant to the requirements of the FIFA Regulations on the Status and Transfer of Players in relation to the Solidarity Mechanism as defined within those regulations or any successor or replacement thereof.

“Standard Representation Contract” is a Representation Contract in the form prescribed by the FAW from time to time.

“Training Compensation Payment” means any payment pursuant to the requirements of the FIFA Regulations on the Status and Transfer of Players and the FAW Regulations in relation to the Training Compensation Payment as defined within those regulations or any successor or replacement thereof.

“Transaction” means any negotiation or related activity, including any communication relating or preparatory to the same, the intention or effect of which is to create, terminate or vary the terms of a player’s contract of employment with a Club to facilitate or effect the registration of a player with a Club, or the transfer of the registration of a player from a club to a Club (whether temporary or permanent basis). A completed Transaction is one that has so achieved the creation, termination or variation of the terms of the Player’s contract or employment with a Club, the registration of the player with a Club or the transfer of the registration from a club to a Club.

**Section X THE FOOTBALL ASSOCIATION OF WALES
POLICY ON TRANSGENDER AND TRANSEXUAL PEOPLE
IN WELSH FOOTBALL**

INTRODUCTION

Football is, and should be an accessible sport for all. The benefits that can derive from it have a physical, mental and social impact and as such equal opportunities to play football should be afforded to everybody.

The Football Association of Wales (FAW) has a commitment to equality and diversity, and gender should not be a barrier for those who wish to participate in football.

Under the Equality Act 2010, gender reassignment is a protected characteristic and as such transgender and transsexual people are protected against discrimination.

INFORMATION

This policy governs participation in domestic football within Wales and those competitions managed by the Football Association of Wales.

It does not govern:-

- Participation in any football not under the jurisdiction of the FAW
- Participation in international football
- Participation in competitions governed by FIFA, UEFA or the International Olympic Committee

DEFINITIONS

‘Gender’-	The state of being male or female (typically used with reference to social and cultural differences, rather than biological ones.) ¹
‘Transsexual’-	A person who emotionally and psychologically feels that they belong to the opposite sex. ² Most transsexual people actively desire and complete gender reassignment surgery. ³
‘Transgender’-	A person who, like a transsexual person, transitions – sometimes with the help of hormone therapy and / or cosmetic surgery – to live in the gender role of choice, but has not undergone, and generally does not intend to undergo genital surgery. ⁴
‘Gender Reassignment’-	when a person is proposing to undergo, is undergoing, or has undergone a process (or part thereof) for the purpose of reassigning that persons’ sex by changing physiological or other attributes of sex. ⁵

¹ Oxford English Dictionary 2014

⁴ The Gender Trust

² Oxford English Dictionary 2014

⁵ Equality Act 2010

³ The Gender Trust

POLICY

Football is classified as a gender affected sport in which the physical strength, stamina, or physique of average persons of one gender, would put them at a disadvantage to average persons of the other gender as competitors in events involving the sport.⁶

Consequently, the FAW's policy on transgender and transsexual people wishing to participate in football in their affirmed gender is as follows:-

1. Enquiries and applications to play football in an acquired gender to be directed to the FAW Safeguarding Manager, who will notify Head of Compliance and Chief Executive Officer.
2. Enquiries and applications to be handled sensitively and with absolute confidentiality in line with the Data Protection Act 1998, the Gender Recognition Act 2004, and the Equality Act 2010.
3. Applications to be considered on a case by case basis and directed to a Case Management Panel consisting of: FAW Safeguarding Manager, an appointed medical expert and an appointed legal expert.
4. All transsexual individuals who underwent sex reassignment prior to puberty will be recognised and eligible to partake in football in their assigned gender immediately.
5. When considering an application for a post pubescent transsexual or transgender individual, the following requirements must be satisfied:-
 - (a) Female \leftrightarrow Male Transsexual (Male): the hormone level of blood testosterone is within the natal male range for an appropriate length of time. The individual must provide medical records, undergo annual hormone treatment verification and be in possession of a gender recognition certificate.
 - (b) Male \leftrightarrow Female Transsexual (Female): the hormone level or gonadectomy results of blood testosterone are within the natal female range for an appropriate length of time. The individual must provide medical records, undergo annual hormone treatment verification and be in possession of a gender recognition certificate.
6. In all cases due regard must be given to:-
 - (a) The safety of and welfare of the applicant and their fellow players.
 - (b) The need to ensure a fair and level playing field.

⁶Gender Recognition Act 2004, Section 19(4)

7. If an applicant has not undergone hormone therapy or reassignment surgery, the FAW Case Management panel must consider the safety and welfare of the applicant and fellow players, and the need to ensure a fair and level playing field.
8. When making an application, the applicant must provide consent for their GP to provide relevant medical records to the FAW Safeguarding Manager.
9. The FAW Safeguarding manager will keep a confidential record of those players cleared to play football in their affirmed gender which may be subject to review.
10. Individuals will be unable to partake in football in their assigned gender until the panel has provided clearance.

Right of Appeal

11. An applicant may appeal against the decision of the FAW Case Management panel in line with the FAW Appeals Policy.

Section Y Regulations for Disability Football in Wales

1. Scope

These Regulations govern the playing of Disability Football in Wales.

2. Structure

The Football Association of Wales recognises the following categories of disability:

2.1 Learning Disability

Players must have an intellectual disability, as defined by the World Health Organisation (WHO). To meet this standard, the player's IQ score must be below 75. Their intellectual disability must have been evident during the developmental period (0-18 years). Players must be in receipt of at least two of the following: special education; special accommodation; special employment; special protection; respite care; financial support. Written proof is required.

2.2 Blind

People who take part in blind football are classified, according to their level of sight, as B1, B2 or B3. Players in the B1 classification are considered blind (while those rated B2 and B3 are classified as visually impaired or partially sighted).

2.2.1 B1 - From no light perception in either eye to light perception, but inability to recognise the shape of a hand at any distance or in any direction.

2.2.2 B2 - From ability to recognise the shape of a hand to a visual acuity of 2/60 and/or visual field of less than 5 degrees.

2.2.3 B3 - From visual acuity above 2/60 to visual acuity of 6/60 and/or visual field of more than 5 degrees and less than 20 degrees.

2.3 Partially Sighted

Players whose eyesight is classified B2 or B3 qualify as partially sighted.

2.4 Deaf/Hearing Impaired

Players must have an average hearing loss of 55 decibels in their better ear.

2.5 Amputee

Outfield players are either above or below knee single-leg amputees. They must play without prostheses on aluminium wrist-crutches. The goalkeepers must be single-arm amputees.

2.6 Cerebral Palsy

Players must be ambulant. Eligible participants must have a diagnosis of non-progressive brain damage with motor control dysfunction such as cerebral palsy, traumatic brain injury, stroke or similar conditions.

3. Age Grouping

3.1 Players must be over the age of 8 years on the 1st September in any

playing season in order to be eligible for Disability Football in Wales.

3.2 Disability Football will consist of the following age groupings:

- Under 12;
- Under 16; and
- Post 16.

3.3 A player must be within the relevant age grouping as of the 1st September, this being the beginning of the playing season, in order to qualify for that age grouping.

3.4 Under 12 and Under 16 age grouping will be considered as Junior Football.

3.5 Post 16 age grouping will be considered as Senior Football.

4. Mixed Gender

4.1 Mixed gender matches are permitted at all ages in accordance with FAW Rule 137.

5. Junior Football

5.1 A player aged Under 16 can only register for one club.

5.2 A junior player under the age of 16 years old shall only play within their own domestic area; any exception to be approved by the Area Association concerned.

6. Senior Football

6.1 Senior Football will be considered as Recreational Level.

6.2 A player not holding a written contract with their club will only be registered for one disability club at a time in accordance with FAW Rule 59.

6.3 A player not holding a written contract may transfer freely using the prescribed form up until the last Thursday in March inclusive.

6.4 Players with a written contract may only transfer during the registration periods imposed by the Football Association of Wales in accordance with FAW Rule 61.

6.5 These Regulations do not prevent a player with a disability being registered with a Club to play in a league for Players with a disability at the same time as being registered with the same (or a different) Club to play in a league which is not a league for Players with a disability.

7. Clubs

7.1 All clubs must affiliate to the relevant Area Association.

7.2 All players must be registered with the relevant league catering for players with a disability and Area Association.

7.3 All players must complete a standard registration form detailing the category of disability to ensure they meet the minimum eligibility criteria.

- 7.4 Upon completion of the registration form, the player must submit this to the relevant league secretary. The league will process the registration form in line with the Football Association of Wales' registration requirements that they may, from time to time, impose.
- 7.5 All clubs must participate in the FAW Club Accreditation Scheme and its requirements.

8. Competitions

- 8.1 Competitions will be based on a festival structure. A festival structure is defined as a competition which clubs are invited to attend over a period of one or two days.
- 8.2 All leagues and competitions must, in the first instance, be sanctioned by the Football Association of Wales in accordance with FAW Rule 92. Such applications shall be made direct to the Football Association of Wales.
- 8.3 In the case of annual leagues or competitions, the sanction must be renewed annually and such applications shall be lodged with the Area Association in which the league or competition is situated in accordance with FAW Rule 96.
- 8.4 The Area Association shall forward the application to the Football Association of Wales for their acceptance or rejection. The Football Association of Wales shall have absolute discretion to accept or reject an application for sanctioning of a league or competition.
- 8.5 Upon being sanctioned, the league or competition must provide the relevant Area Association with the proposed dates of the fixtures. The details of the participants in the competition must be forwarded to the relevant Area Association in advance of the fixture date.
- 8.6 Competitions will be organised on a North, West or South basis. North is defined as Clubs within the North Wales Coast FA and the North East Wales FA. South is defined as the South Wales FA and the Gwent County FA. West is defined as the West Wales FA. Clubs who affiliate to the Central Wales FA will be permitted to participate in either North, South or West based festivals.

9. Competition Rules

- 9.1 All games will be small sided and must be a maximum of 8v8.
- 9.2 The format of the game must be that of Under 11 Mini Football as outlined in the Mini Football Regulations.
- 9.3 The Under 12 age group must be non-competitive.
- 9.4 The Under 16 and Post 16 age groups are permitted to use a size 5 football.

Section Z Regulations on the Use of Social Media

1. Introduction

- 1.1. The Association recognises that the use of Social Media can have a positive impact on the promotion and accessibility of Football in Wales. The Association promotes within these Regulations the FAW Fair Play Code and encourages, players, clubs, club officials and match officials to exercise respect, responsibility and integrity when using Social Media.
- 1.2. These Regulations are designed to ensure the responsible use of Social Media Platforms by all those involved in Association Football. This Regulation aims to prevent the use of Social Media in any way which may be harmful to the interests of Association Football. It is the Association’s intention to take vigorous action against individuals and/or clubs who act in any way in contravention of this Regulation.
- 1.3. All players, clubs, club officials and match officials should refer to the guidance on the use of Social Media Platforms contained within the Football Association of Wales’ “Off The Pitch” policy.

2. Social Media Platforms

- 2.1. Social Media is defined as “websites and applications that enable users to create and share content or to participate in social networking”.
- 2.2. For the purpose of these Regulations, Social Media Platforms will include (without limitation) the following:
 - 2.2.1. Twitter;
 - 2.2.2. Facebook;
 - 2.2.3. MySpace;
 - 2.2.4. LinkedIn; and
 - 2.2.5. Instagram.

The Association recognises that there are numerous Social Media Platforms available and the above list is not intended to be exhaustive.

3. Scope

- 3.1. Where there is sufficient evidence of an offence as specified under this Regulation, the individual and/or club concerned will be charged with a Disciplinary Offence as set out under FAW Rule 38 and the matter dealt with in accordance with the provisions set out in Section E of the Rules.

4. Offence

- 4.1. Any player, club, club official or match official must not post, on any Social Media Platform, a comment which:

- 4.1.1. Implies bias of any player, club, club official or match official;
 - 4.1.2. Questions the integrity of any player, club, club official or match official;
 - 4.1.3. Is abusive, threatening, derogatory or of a personal nature which is likely to cause offence at any time; or
 - 4.1.4. Brings the Association or the game of Association Football into disrepute.
- 4.2. Any player, club, club official or match official who posts, on any Social Media Platform, a post which is deemed to be of a discriminatory nature, as defined by section 3.1 of the Non-Discrimination Regulations, shall be charged pursuant to the Non Discrimination Regulations.
 - 4.3. Upon receipt of a report that any player, club, club official or match official may have used a Social Media Platform in any way which may contravene this Regulation, the Association will investigate and decide on the appropriate action to be taken.
 - 4.4. Any player, club, club official or match official who is deemed to be in breach of this Regulation may be charged with a disciplinary offence under the FAW Rules and sanctioned in accordance with Section E.