

REGULATIONS

CONTENTS

1. WELFARE REGULATION
 - Policy on the recruitment of ex-offenders
 - Policy on the secure storage, handling, use, retention and disposal of disclosure information
 - Preamble to Policy statement
2. WELFARE POLICY
3. POLICY FOR PREVENTING ABUSE OF TRUST
4. FOOTBALL CODE OF CONDUCT
5. THE REGULATIONS GOVERNING THE FAW WELFARE CARD
6. REGULATIONS GOVERNING THE CLUB ACCREDITATION SCHEME
7. REGULATIONS FOR THE PYRAMID STRUCTURE
8. INTERNATIONAL TRANSFER CERTIFICATES
9. LONG SERVICE AWARD
10. PROGRAMME FOR EXCELLENCE
 - REGULATIONS
 - CRITERIA
 - FAW CENTRES FOOTBALL
11. GENERAL REGULATIONS
12. CODE OF ETHICS
13. MINI FOOTBALL
14. NON-DISCRIMINATION
15. FOOTBALL PLAYERS – WORK PERMIT CRITERIA
16. REGISTRATION OF PLAYERS

THE FOOTBALL ASSOCIATION OF WALES WELFARE REGULATIONS

- 1 The Football Association of Wales shall have a Welfare Policy and enforceable 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 Secretary General following consultation with the National Welfare Officer 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 Football Association of Wales 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.
- 4 Any individual who has contact with children, young persons or vulnerable adults through football will be deemed to be in a Position of Trust irrespective of their role within football.
- 5 Furthermore, any individual who has contact with women through football will be deemed to be in a Position of Trust, irrespective of the age of the woman concerned.
- 6 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 children, young persons and vulnerable adults in football. This includes, but is not limited to, a background check utilising an external agency of the FAW's choosing.
- 7 The FAW shall appoint a National Welfare Officer and any other Welfare Officers that are thought necessary.
- 8 The Secretary General or his nominees shall have powers:
 - (i) to impose an interim suspension on anyone in a Regulated Position, a Position of Trust or affiliated directly or indirectly to the FAW who is being investigated by the police or social services for any offence against children or vulnerable adults;
 - (ii) to impose an interim suspension on anyone in a Regulated Position, Position of Trust or affiliated directly or indirectly to the FAW and order an immediate investigation if it can be shown by other evidence that, in the reasonable belief of the Secretary General or his nominees, the individual or

- individuals concerned may be a risk or potential risk to children or any other vulnerable person;
- (iii) to 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.
 - (iv) to 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 against children, young persons, vulnerable adults or vulnerable persons.
 - (v) to 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.
- 9 Before using his powers under Regulation 8(v) the Secretary General or his nominees 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.
- 10 It shall be a condition of membership, affiliation or work that all Members of the Football Association of Wales, Subordinates or any other organisation or individual with involvement in association football to 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.
- 11 The FAW shall have procedures that are deemed necessary by the Secretary General following advice from the National Welfare Officer in order to be able to ensure that anyone who formally discloses any information regarding abuse, exploitation, harassment or harm is not discriminated against.
- 12 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 Secretary General following consultation with the National Welfare Officer.
- 13 The FAW shall have enforceable codes of conduct appropriate to anyone in a Position of Trust to anyone else within the FAW.

- 14 The FAW shall regularly monitor and review its Policy and Procedures and shall revise them as is found to be necessary to comply with the law or changing circumstances.
- 15 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 over-powered;
 - (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.
 - (ix) 'Subordinate' shall mean any director, member, representative, official, employee, referee or other playing official or player of a Member of the Football Association of Wales 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 Association 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 Football Association of Wales prior to any checks will be taken seriously.

The Football Association of Wales 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 Disciplinary & Welfare Department at the Football Association of Wales.

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:

.....

.....

.....

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:

.....

.....

.....

- 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,
Plymouth Chambers, 3 Westgate Street, Cardiff, CF10 1DP**

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 dependants, 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 Secretary General

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

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 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

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 Secretary General and the National Welfare Officer for a decision.

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

In accordance with its commitment to developing and raising standards within junior football in Wales, the Football Association of Wales, in conjunction with the Welsh Football Trust, will introduce and maintain a scheme of Club Accreditation. The following regulations govern the implementation of, authority over and requirements to comply with the Club Accreditation Scheme.

1 Nature of the Club Accreditation Scheme

- 1.1 The Club Accreditation Scheme will be operated and maintained on behalf of the Football Association of Wales by the Welsh Football Trust.
- 1.2 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.
- 1.3 The STANDARD Criteria will be the minimum acceptable level for junior football clubs in Wales.
- 1.4 All other Criteria will provide clear development guidance to clubs.
- 1.5 All criteria set for a particular level must be obtained before a junior club will be awarded the appropriate accreditation.
- 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.

2 Responsibilities of a Club

- 2.1 any new club must attain the STANDARD Award Criteria within the first 12 months of participating in junior football.
- 2.2 It is the responsibility of every junior club to maintain the criteria of accreditation awarded to the club.
- 2.3 It is the club's responsibility to develop their own resources to progress within the scheme.
- 2.4 Once a club has achieved the relevant criteria, the club will be entitled to display the FAW Club Accreditation mark/logo.

3 Operation of the Club Accreditation Scheme

- 3.1 All junior clubs must complete the prescribed Club Accreditation Registration Form, which will include a Self Assessment identifying the club's current criteria and assist in identifying future development

needs. The registration form must be submitted to the junior club's league secretary by the date stipulated. A copy will be sent by the league secretary to the Welsh Football Trust for registration to the Club Accreditation Scheme.

- 3.2 A Football Development Officer from the Welsh Football Trust will arrange to attend the club to confirm the level within the scheme to be awarded to the club.
- 3.3 A copy of the Football Development Officer's assessment of the club will be lodged with the Welsh Football Trust and the relevant Area Association for final approval. A copy of the assessment form will also be sent to the relevant league and club. If the Football Development Officer agrees with the club's Self Assessment, the Football Development Officer will provide all necessary assistance to enable the club to obtain the next level.
- 3.4 A club may dispute the assessment of the Football Development Officer in writing to the Welsh Football Trust. Any notice of a dispute must be lodged by the club no later than 21 days following receipt of the copy of the Football Development Officer's assessment.

REGULATIONS FOR THE PYRAMID STRUCTURE

1. Objectives

The objectives of the Pyramidal League System in Welsh football are:

- a) To provide clubs within the directly affiliated leagues with a level of competitive football appropriate to their playing standards, ground facilities and economic means.
- b) To permit the seasonal movements of clubs between directly affiliated leagues and/or the Area Associations, in accordance with (1a) and in an orderly manner.
- c) Below the directly affiliated leagues the responsibility for a Pyramidal League System is that of the Area Associations.

2. League Structure

- a) The Pyramidal Structure 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 Football League of Wales at the head.
- b) No league shall be incorporated in the structure, except at the direction of the FAW.
- c) The FAW will control the Pyramid regulations down to, the lowest leagues of the directly affiliated leagues. Below this level the operation of the pyramid regulations will be the responsibility of the appropriate Area Association. No league under the direct control of the FAW shall change the number of its divisions without permission of the FAW.
- d) Divisions operating under the Pyramid regulations shall contain no more than 18 teams unless prior approval has been granted by the FAW. This approval shall be for one season only. . A club withdrawing from a league, shall not be permitted to re-enter at a higher level, than two divisions below its existing level, unless a league below does not have a maximum number of clubs.
- e) Every league in the Pyramid shall conform with the decisions of the FAW as laid down from time to time.
- f) No clubs have teams in adjacent levels of the FAW Pyramid structure for directly affiliated leagues. Clubs will be able to operate another team in the highest level of the leagues controlled by the Area Associations even when they operate in a directly affiliated league

3. Promotion/Relegation

- a) There shall be automatic promotion and relegation between the different levels of the Pyramid and between the lowest levels of the directly affiliated leagues and the Area Associations, where clubs concerned meet the necessary criteria, as approved by the FAW.
- b) The criteria for promotion to a directly affiliated league shall be approved

by the FAW. The criteria for promotion within Area Associations shall be the responsibility of the Area Associations. no directly affiliated league or Area Association will be allowed to operate a criteria which is more stringent than the tier of the Pyramid that they feed into.

- c) No additional reserve teams shall be admitted into the FAW Pyramid Structure without prior permission of the FAW.
- d) The number of clubs to be promoted and relegated within the FAW Pyramid Structure for directly affiliated leagues shall be approved by the FAW in liaison with the directly affiliated leagues.
- e) Where the number of contributory leagues at any level is greater than the league into which it feeds, the clubs promoted shall be determined according to the following process.
 - 1) Each club shall be the champion club of its league, or the runners up in the league, if the champion club declines, or is unable to be promoted.
 - 2) Where the number of clubs eligible under (3.e.1) is reduced to the exact number of promotion places, then promotion shall be automatic.
 - 3) The number of clubs promoted to a directly affiliated league should equate to the number of clubs relegated from the directly affiliated leagues unless this leads to a reduction in number of clubs in the directly affiliated league. In this instance a reduction in numbers of clubs being relegated may be considered to maintain the level of clubs in the directly affiliated league.
- f) No league shall promote a club which does not finish as champions, or runners up, except with the specific approval of the FAW.
- g) Directly affiliated leagues and Area Associations must inform both the FAW and each other by December 31st each year of clubs that are desirous for promotion at the end of the season irrespective of league positions at that date.
 - 1) All clubs who wish to be considered for promotion in the following season must meet the criteria of the superior league by April 30th to be considered
 - 2) Any club proposing ground sharing arrangements must provide written confirmation by April 1st through their League or Area Association. This agreement must satisfy the superior 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 that basis, will automatically be relegated after one season if they are unable to continue the agreement and are unable to confirm their facilities for the following season by April 1st.
 - 3) The inspection of clubs facilities is the responsibility of the league to which the club will be promoted. That body is solely responsible for ensuring that it complies with the criteria of the superior league. Any league which carries out their own inspections on clubs proposed for inspection does so at its own expense.

- 4) Leagues and area associations must advise the FAW and each other within 7 days of the conclusion of their fixtures, the name of the club that they are nominating for promotion. This club must be on the list of clubs forwarded by December 31st and must comply with Pyramid Regulation (3.f).
- 5) Leagues and Area Associations must advise the FAW and each other within 7 days of the notification of promotion that the club has been accepted for promotion and provide details of clubs (if any) that will be relegated as a result of this promotion.

4. Joint Liaison Committees

- a) The committee shall discuss matters of policy relating to ground criteria and promotion and relegation issues, common to the particular leagues.
- b) The committee shall consist of two representatives of each league, and one representative of the Area Associations involved where appropriate. The FAW will send an independent representative if requested. The chair at meeting shall be taken by a representative of the senior league..
- c) The senior league shall decide if a meeting is to be held and must provide 14 days notice of any meeting, together with the date and venue along with a copy of the agenda, specifying the business to be considered. All Joint Liaison Committee meetings deemed necessary will be held in February and/or May.
- d) The expense of holding meetings shall be shared by each league. The representatives expenses shall be met by their own league.
- e) The FAW shall be responsible for proposals to make boundary adjustments.

INTERNATIONAL TRANSFER CERTIFICATES

Article 9 of the FIFA Regulations for the Status & Transfer of Players

1. Players registered with one Association may only be registered with 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 limitation. Any provisions to the contrary shall be null and void. The Association issuing the ITC shall deposit a copy with FIFA. The administrative procedures for issuing the ITC are contained in annex 3 of these Regulations.
2. An ITC is not required for a player under the age of 12 years.

Annex 3 of the FIFA Regulations for the Status & Transfer of Players

ADMINISTRATIVE PROCEDURE GOVERNING THE TRANSFER OF PLAYERS BETWEEN ASSOCIATIONS

Article 1 - Principles

1. Any player who is registered for 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 annex. Special forms provided by FIFA for this purpose or forms with similar wording shall be used.
2. In the case of Professionals, the Association issuing the ITC shall also attach a copy of the player passport to it.

Article 2 - Issuance 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. 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 (the "ITC Request"). The last date on which the ITC Request can be made is the last day of the Registration Period of the New Association. An Association that receives an unsolicited ITC from another Association is not entitled to register the Professional concerned for 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 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 Art. 22. FIFA shall then decide on the issuance of the ITC and on sporting sanctions within 60 days. In any case, the decision on sporting sanctions shall be taken before the issuance of the ITC. The issuance of the ITC shall be without prejudice to compensation for breach of contract. FIFA may take provisional measures in case of exceptional circumstances.
 7. The New Association may grant a player temporary eligibility to play on the basis of an ITC sent by fax until the end of the Season that is underway. If the original ITC is not received by that time, the player's eligibility to play shall be considered definitive.
 8. Associations are forbidden from requesting the issuance of an ITC in order to allow a player to participate in trial matches.
 9. The foregoing rules and procedures also apply for Professionals who, upon moving to their New Club, acquire Amateur status.

Article 3 - Issuance 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 (the "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 thirty 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 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 4 – Loan of Players

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. On expiry of the period of loan, the ITC shall be returned, upon request, to the Association of the club that released the player on loan.

Annex 6 of the FIFA Regulations for the Status and Transfer of Players

Article 5 - International Futsal Transfer Certificate

1. Futsal players registered with one Association may only be registered with a futsal club of a New Association once the latter has received an International Futsal Transfer Certificate (hereinafter: IFTC) from the Former Association. The IFTC shall be issued free of charge without any conditions or time limitation. Any provision to the contrary shall be null and void. The Association issuing the IFTC shall deposit a copy with FIFA. The administrative procedures for issuing an International Transfer Certificate (ITC) for eleven-a-side football shall be likewise applicable to the issuing of an IFTC. These procedures are set out in annex 3 of the Regulations for the Status and Transfer of Players. The IFTC must be distinguishable from the ITC used in eleven-a-side football.
2. An IFTC is not required for a player under the age of 12 years.

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.

PROGRAMME FOR EXCELLENCE REGULATIONS

The Football Association of Wales Rule 50 applies to all players within the The Football Association of Wales Programme for Excellence with the exemptions granted within these Regulations.

Purpose

The purpose of The Football Association of Wales Programme for Excellence is to identify players of outstanding ability and place them in an educational programme for the development of footballing excellence. Centres of Excellence may coach young players on an unlimited number of occasions during the week and offer Football Association of Wales Centres Football within the regulations on a Sunday.

The Football Association of Wales Programme for Excellence will encompass all coaching and playing activities within licensed Centres of Excellence and the provision of the Associated Schoolboy Scheme.

Licence to operate a Centre of Excellence will be granted against agreed criteria (attached to these regulations).

1. The number of boys allowed to register per club at Centres of Excellence is as follows:

AGE GROUP	9-12	13-14	15-16
Registered	60	45	30
Players	But no		
Permitted	more than		
	20 per age group.		

In each of the year groups shown above, it is permissible for two extra players, who must be goalkeepers, to be registered, in addition to the limitation of numbers shown.

The number 30 will exclude:

- a) those boys remaining in full time education after the age of 16
- b) registered goalkeepers as indicated above
- c) those boys in the school year in which the boy may cease full time education who, after 1st March, have been offered a traineeship subject to The Football Association of Wales, The Football Association, F.A. Premier League and Football League rules and regulations.

All age groups are determined by the academic year in which the defined age is reached.

2. Players will be licensed in the categories as outlined below:

There will be three categories for all young players (See Chart following). Players registered in the Programme for Excellence will play in categories A and B only. Players

not registered in the Programme for Excellence will play in Categories B and C only.

Where insufficient football games are provided in Categories A and B a player may be released to play in Category C football. He may only do so with the permission of the Director of the Centre of Excellence, in consultation with the Monitors, with which he is registered.

It will be the responsibility of the Director of the Centre of Excellence to monitor, consult and control the type and number of games in which the player may take part.

Category	Type of Football
A	International Football Professional Football Clubs, Junior and Youth Teams Football Association of Wales Centres Football and Coaching.
B	All Schools Football
C	Local Youth Football Community Football Activities

- Priority List
3. 3.1 International Matches
 - 3.2 Preparation for International Matches
 - 3.3 Trials for selection of squads for International Matches
 - 3.4 Trials for Football Association of Wales Summer Selection Courses
 - 3.5 The total number of games which outstanding young players play, will be reduced to a maximum of 60 games, including International games and trials for these games.
The 60 games would be divided as follows:
35 games for schools, including International games.
25 games for Centres football

It is emphasised that the maximum number of games will be 60 but that, if local arrangements facilitate a deviation from the 35 games for Schools or the 25 games for Centres Football, this will be permissible provided the grand total does not exceed 60 games for any one boy. Included in this total are those games to which a player is released under these regulations in Category C.

- Avoidance of Conflict
4. It is hoped that conflict will be avoided between School's Football and Centres Football since Centres Football will take place, save with the consent of The Football Association of Wales and in accordance with these Regulations, on Sunday's and School's Football on Saturdays.

It is recognised that the prime objective in the Programme for Excellence is to give more time for coaching talented

young players and for those talented young players to play in coached games against other talented players. It is, however, recognised that in the early part of the season, September and early October, and the late part of the season, late February and March, priority will be given to School's Football should there be a clash between Centres of Excellence coaching and School's matches.

Players registered in the Football Association of Wales Programme for Excellence in the Under 16 age group should be released to participate in County Under 16 representative competitions. There will be no more than 6 matches per season, which will be extra to the F.A Centres Football and Schools Football allocation as shown above.

County Football Associations will inform, in writing, the Centre of Excellence with which the player is registered no less than 14 days prior to the match.

Representatives of the County Football Association will be advised of the dates on which no Centres of Excellence Football fixtures are to be arranged in each region and will be invited to a meeting of the Centres of Excellence within the County with the Centres' Directors.

Registration
of players

5. Centres of Excellence may register at a licensed Centre of Excellence players of school age for the following periods:
 - 5.1 annually in the age groups 9 to 12
 - 5.2 for two years at the commencement of the academic year in which the player reaches his thirteenth birthday.
 - 5.3 for a further two year period at the commencement of the academic year in which the player reached the age of 15 providing such a player is in full time education in accordance with the Education Acts. Centres holding the registration of a player may on or after his 14th birthday, if a Centre of Excellence attached to a professional Club, sign him for a further period ending seven days after the player ceases to receive full time education in accordance with the Education Acts. Independent Centres of Excellence holding the registration of a player may on or after his 14th birthday permit him to be registered on Associate Schoolboy Forms with a professional football club. Such a player must be allowed to remain in the register of the Centre of Excellence for the provisions of the Compensation Scheme to apply if he moves.
 - 5.4 Players who, after a period of four weeks assessment and of up to four matches held concurrently, continue to attend the Centre of Excellence of a professional Club, must be

registered at the Centre in accordance with the conditions laid down by The Football Association of Wales and The Football Association.

There is a limitation on the number of boys who may be registered by a Centre of Excellence. Players may be registered in the age groups 9-14 for a Centre of Excellence within one hour travel of his home and may not travel for longer than this period. At the commencement of the academic year in which a boy reached his fifteenth birthday, he may register for Centres of Excellence and professional Clubs at a distance. If he is to do so, then conditional upon that registration being accepted is the willingness of the registering club to ensure that registered players residing in Wales attend a local Centre of Excellence within Wales to ensure that their football education is continued. It will be permissible for players so registered to travel on Sundays to participate in F.A Centres Football with their parent Club.

The provisions of the Associated Schoolboy scheme in the Rules and Regulations of the F.A Premier League and Football League apply to those players signed from Wales.

Registration procedure

Parents and Centres of Excellence will be expected to complete the necessary documentation and return to The Football Association of Wales for the registration to be processed. All forms must be completed and signed by the individual player, parent or guardian and the representative of the Centre of Excellence. Copies will be retained by The Football Association of Wales and Centre of Excellence. All registration forms must be forwarded to The Football Association of Wales within fourteen days of the signature of the player being secured.

A registration fee of £5 plus vat will apply to the first year of a player's registration. Additional fees are applicable when a player registered for a new Centre of Excellence but only in the first year.

Schedule of registration and administration

For players in the 9-14 age group who will be registered through the Programme for Excellence, the following procedures will take place.

- i) By 1st April, all Centres of Excellence to have written to registered players to inform them whether they have been (a) retained or (b) released for the following season. A Club may not approach directly or indirectly any player registered with another Centre of Excellence except after the second Saturday in April. After the second Saturday in April clubs must write officially to the player and to the Secretary of his club expressing an intent to invite the player to visit and trial for a Centre of Excellence with which he is not currently registered. This letter must be copied to The

Registration
procedure for
player in age
groups
15 and 16

- Football Association of Wales.
- ii) By the fourth Saturday in April, players who have been retained must inform the Centre of their intentions (a) to re-sign for that particular Centre (b) their wish to attend other Centres locally.
 - iii) During the month of May, it is permissible for players in this age group to view other Centres of Excellence on a local basis.
 - iv) By the second Saturday in June, all Centres of Excellence should have submitted registration documents to The Football Association of Wales. There must be a complete closedown of Centres of Excellence activities in June, after which activities concerning the new season may commence.

The provisions of the Associated Schoolboy Scheme will be found in the relevant League Handbooks.

Before the commencement of the academic year in which a player achieves his fifteenth birthday it is permissible for him to visit and trial for clubs at a distance from his home. The regulations concerning this age group are as follows:

- i) By 1st April, all Centres of Excellence to have written to registered players to inform them whether they have been (a) retained or (b) released for the following season. A Club may not approach directly or indirectly any player registered with another Centre of Excellence except after the second Saturday in April. After the second Saturday in April clubs must write officially to the player and the Secretary of his Club expressing an intent to invite the player to visit and trial for a Centre of Excellence with which he is not currently registered. This letter must be copied to The Football Association of Wales.
- ii) By the fourth Saturday in April, players who have been retained must inform the Club of their intentions (a) to re-sign for that particular club (b) their wish to view other clubs locally or at a distance.
- iii) For the months of May, June and August, it is permissible for boys to visit, view and trial for clubs at a distance, but all boys must be registered with the Centre of Excellence of their choice no later than 31st August and all registration documents returned to The Football Association of Wales within the 14 day period. There shall be no trialling of boys in any other period of the year other than that stipulated above except through Centres Football criteria.
- iv) For players in their 16th year after 1st February and when a club has informed the player in writing of a

decision not to offer traineeship for the following season, the player shall be free to view, visit and trial for other clubs, following due notification to The Football Association of Wales.

All Centres of Excellence are licensed on condition that Directors and Staff will prepare for The Football Association of Wales and process an annual report which shall be sent to the player, his Headteacher, the Club and a copy retained for The Football Association of Wales. It is important that Directors of Centres of Excellence maintain reasonable informal contact with the parents and players and good practice in this area will be encouraged.

- v) Players registered under the Registration Scheme will be subject to the conditions of the Compensation scheme as laid down for the movement of players between Centres of Excellence and Football League and F.A Premier League Clubs.

No player may sign for another F.A Premier League or Football League Club until his registration period under the Registration Scheme has been completed or with the agreement of his Club or Centre.

Registration shall be completed in the form as determined by The Football Association of Wales.

Coaching
programme

- 6. It is expected that individual Directors of Centres of Excellence will coach and expand their activities sympathetically with regard for the importance of the young player's academic education and that all concerned with his football education will have his best interests at heart. The syllabus for players within the Programme for Excellence, including the Associated Schoolboy Scheme, is issued through The Football Association of Wales and it is agreed that this syllabus applies to all work 9-16.

Trials

- 7. Players invited may attend a Centre of Excellence for four sessions and four matches held concurrently. The Centre Director will assess them and an invitation to continue may be offered or the player released. The player may decide to accept the invitation or cease to attend. The period may be extended to 8 sessions to players who achieve their ninth birthday during the academic year. At the end of the trial period the player must then register and is allowed to do so for one Centre of Excellence per year. Registrations shall remain in force until the date to be determined by The Football Association of Wales currently 31st May.

A player may trial and play as a trialist in the prescribed manner for a number of Clubs. In order to prevent players remaining unregistered, if a Club offers the player registration and he declines, this must be notified to The Football Association of Wales. It must be the case that the player can only refuse three Clubs in this manner before he becomes ineligible to be a trialist.

PROGRAMME FOR EXCELLENCE CRITERIA

- | | |
|------------------------|---|
| Licence applications | <p>1. On an annual basis clubs will be invited to re-activate their existing licences and will need to complete an application form and forward it to The Football Association of Wales. It will be the responsibility of the Centres of Excellence Management Committee to examine the validity of these applications and make their recommendations for licensing or rejection.</p> |
| Facilities | <p>2. A section of the application form will be dedicated to the explanation of the available facilities at a proposed Centre of Excellence and this will present an opportunity for the Management Committee to address those issues at Centres where facilities have been less than acceptable.</p> |
| Staffing | <p>3. It is anticipated that all Centres of Excellence will make adequate arrangements for Emergency First Aid, have access to a telephone and work towards having appropriately qualified staff for the treatment of injury.</p> <p>Through The Football Association of Wales, Emergency First Aid Courses will be organised through which staff working in both Centres of Excellence and Centres of Development should qualify. Each Centre should ensure that a member of staff qualified at the basic level is in attendance at all sessions.</p> <p>In order to gain a licence, Centres of Excellence will have to identify a Director who must be the holder of The Football Association of Wales Advanced Licence Award who will be present at the Centre on all occasions and members of staff who will be coaching the young players. Particular attention will be paid to any Director who is selected for more than one Centre and it is recommended that Directors be restricted to one Centre in view of the extension of time and the importance of the role. Directors will be expected to be in attendance at all sessions and coach the players.</p> <p>All staff who work in Centres of Excellence will be expected to complete the necessary documentation and be subject to the requirements of The Children Act 1989.</p> |
| Registration procedure | <p>4. All Centres will be asked to register boys in all age groups and procedures for this laid down. It is anticipated, certainly in the older age group that a form be produced to allow copies to be returned to the parents, the Club, the appropriate professional League and The Football Association of Wales. Once registration is complete then the player's school will be informed so that the Headteacher is aware of the consequences of registration.</p> <p>The granting of a licence to operate a Centre of Excellence is conditional upon each Centre complying</p> |

with the administrative demands of The Football Association of Wales. There will be a schedule of dates for administrative issues in the registration and reporting categories and the Management Committee supported by The Football Association of Wales are able to sanction those Centres who do not comply through the existing rules.

5. Clubs accepting a Football Association of Wales licence to operate a Centre of Excellence must undertake to ensure that their staff, over an agreed time scale, will qualify for the NVQ validated award as laid down. This will require staff to take short courses in a variety of elements that will enhance their qualifications and ability to coach and teach young people.
- In service education 6. Acceptance of a licence to operate a Centre of Excellence is conditional upon the attendance of the Director and his staff at the appropriate in-service training sessions. These will be issued in good time and the Centres of Excellence fixtures adjusted accordingly to free these dates.
- Registration scheme 7. For Clubs with an active Centres of Excellence licence to register boys from outside of their existing catchment area, it will be necessary for them to accept that if they sign a player, then conditional upon signing is the need to scholarship that boy to an independent Centre of Excellence in the boy's local area. Included in these conditions will be the payment of an annual fee.
- Centres football 8. Centres of Excellence will have the facility to participate in Centres of Excellence football in the relative age groups 9-16. It is anticipated that at the commencement of the scheme, clubs will not necessarily embark on a full provision of a small-sided and 11 v 11 matches in this category, however, Centres of Excellence football is an integral part of the Programme for Excellence. Centres are encouraged to participate under the agreed criteria.
- Monitoring and supervision 9. The issue of a licence to operate a Centre of Excellence will be conditional upon co-operation with the appointed monitors who will be responsible for a number of Centres of Excellence in a given area, and who will be charged with a number of administrative and organisational requirements, reporting to the Football Association of Wales National Development Officer.
10. The granting of a licence is conditional on the Programme of Player Development as laid down by The Football Association of Wales forming a basis of the technical work conducted with young players. This Programme will be subject to continuous review and evaluation and Centres of Excellence Directors are encouraged to make their contribution to this process through the staff of the National Development Officer.
11. The rules and regulations under which the Programme for

Excellence is to be conducted will be issued to all Centres of Excellence and Club Secretaries where appropriate. Any Breach of rule or regulation will be dealt with through the existing procedures of The Football Association of Wales.

REGULATIONS FAW CENTRES FOOTBALL

1. Matches to be played between
 - F.A. Premier League Clubs
 - Football League Clubs
 - FAW Centres of Excellence and F.A. Centres of Excellence
 - W.S.F.S. Schools Association

Centres of Excellence may play up to twenty five matches per season.
During term time such matches shall be played on Sundays, save in exceptional circumstances with the consent of The Football Association of Wales.
Matches are not permitted against teams comprised of Category C players.
2. Players must be registered in the respective age groups within the Registration Scheme under The Football Association of Wales Programme for Excellence or be trialists under the regulations set out in the FAW and FA Regulations.
3.
 - i) Clubs must not include players who are registered with any other Centre of Excellence. Clubs wishing to include 'trialists' may only do so by:
giving seven clear days notice of approach in writing to the registered Youth team with which the trialist plays.
This procedure will require clubs to 'clear' the player seven days in advance.
 - ii) Players must only play one match in one day. Clubs may include no more than two players from one junior team and no more than four in total on a trial basis in each match. The normal trial period shall be regarded as four matches after which the players should either become signed to the Club or released. It will be in order for players to be combined in consecutive age groups to play against teams of a similar nature.
A fixture list will be compiled by The Football Association of Wales and forwarded to all other Centres of Excellence within The Football Association of Wales.
Any match subsequently re-arranged should be similarly notified.
Breaches of regulations will be reported to The Football Association of Wales in the agreed manner.
4. Directors of Centres of Excellence are allowed and encouraged to develop games in the 9-12 age groups under these criteria. The games should meet the ruling of The Football Association of Wales regarding small-sided

games.

It is expected that in the 13-16 age groups games will be 11 v 11.

5. Members of staff responsible for the work at the Centres of Excellence should in the main be those who are conducting Centres football with the players. It is expected that those conducting FAW Centres football on behalf of their professional clubs and the independent Centres will qualify either as Full Licence or Preliminary Award holders.

Matches

6. a) to be organised as coached games. It is recommended to play in three periods of twenty five minutes
b) the host club to be responsible for appointing qualified match officials
c) a qualified First Aider to be in attendance
d) to have unlimited substitutions
e) to allow players to return to the pitch after having been substituted
f) to have footballs and pitches of the appropriate size
g) to have no results published
h) to be played on a 'friendly' basis, i.e. no competitions.
7. Information kept by each Club through a scheme to be introduced by the F.A.W.
 - details of each match played
 - date
 - venue
 - names of all participating players – indicating those who are Associated Schoolboys.
 - such details shall be retained and be available to The Football Association of Wales for inspection at any time. Directors of Centres of Excellence will be required to report to The Football Association of Wales the details of matches in which individual players took part. A Scheme for reporting this information will be introduced.
8. It will be permissible for Centres of Excellence to play against each other

Under 9/10/11/12 (small-sided games)

Under 13/14/15/16 (11 v 11 games)

All games to be conducted under the criteria as outlined above and within the Rules and Regulations for the Programme of Excellence.

In the development of small-sided games the following details are included as guidance as to the appropriate number of players, pitch dimensions, substitution and duration.

Where matches are organised with three periods of play, the duration for each period should be such that the total

Age	No. of players	Size of Ball	Size of pitch	No. of subs	Duration
9	6 v 6	4	40x30yd	cont.	2x25
10	6 v 6	4	40x30yd	cont.	2x25
11	8 v 8	4	60x40yd	5	2x25
12	9 v 9	4	80x60yd	5	2x30
13	11v11	4	full	4	2x30
14	11v11	5	full	4	2x35
15	11v11	5	full	5(2)+	2x35
16	11v11	5	full	5(2)+	2x40

time played does not exceed the recommendations above.

9. Players registered through the FAW Programme for Excellence will be registered with the Football Association of Wales and individual Directors of Centres of Excellence will be expected to control the amount of matches played by an individual player throughout the season particularly with the release of a licensed player to Category 'C' football. The Centres of Excellence Director is responsible for this release and monitoring the number of games played by released players.
10. Fixtures for FAW Centres Football will be designed by Centre Directors and will include certain dates which will be left free to allow members of staff to attend in-service training and meetings concerned with Centres of Excellence developments.
11. Players who are cautioned or dismissed from the field of play will be reported to their Area Associations who will be responsible for advising The Football Association of Wales National Development Officer. The agreed disciplinary procedures will be enacted.

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.

THE FOOTBALL ASSOCIATION OF WALES

CODE OF ETHICS

PREAMBLE

The purpose of this Code of Ethics is to safeguard the Football Association of Wales (FAW) image and pursuit of objectives against the unethical actions of members, Area Associations, Leagues, Clubs and Officials and to ensure Officials' integrity in the discharge of their duties.

REGULATIONS GOVERNING CONDUCT

1. Ethical obligations and non-discrimination

All Persons bound by this Code shall adhere to the principles and objectives of the FAW in all actions within or outside of the FAW, Area Associations, Leagues and clubs, and refrain from any undertaking injurious to the FAW or its principles and objectives. These persons shall respect these ethical obligations in the performance of their duties as an Official of the FAW, Area Associations or clubs.

While discharging their duties, Officials shall under no circumstances act in a discriminatory manner, especially in terms of ethnic background, race, cultural values, politics, religion, gender or language. They shall also pledge to behave in a dignified manner.

2. Representational and conduct obligations

Persons bound by this Code shall represent the FAW, Area Associations, Leagues and clubs in an ethical manner.

In all dealings with state bodies, national and international organisations, associations and groups, the persons bound by this Code shall act in a apolitical manner and in accordance with the objectives of the FAW, Area Associations, Leagues and clubs. Under no circumstances may they abuse their position to obtain personal benefits.

3. Eligibility for and removal from office

Only persons with the highest ethical principles who are willing to be bound by this Code without reservation may serve as an Official or a member of a body. Anyone who does not fulfil or ceases to fulfil these conditions shall be deemed ineligible to serve as an Official or a member of a body and, if already in office, shall be relieved of that position. The same applies to persons convicted of an offence that calls into question their ability to discharge their duties.

Prior to being elected or appointed as an Official or a member of a body, all persons must automatically declare any interests they have that may interfere with their duties.

4 Integrity and protection of personal rights

Persons bound by this Code shall act with complete integrity

While discharging their duties, the persons bound by this Code shall ensure that the rights of those persons with whom they come into contact and of the persons affected by their actions are respected and protected at all times.

5. Loyalty and confidentiality

Officials and members of bodies shall discharge their duties – especially with regard to FAW, Area Associations, Leagues and clubs – with absolute loyalty and preserve the confidentiality of any information to which they are exposed as a result of their position.

6. Accepting gifts and benefits

Gifts, particularly gifts in kind and any other benefits, may be accepted only if they are of token value in accordance with the relevant local and cultural customs. Any gifts or benefits that are not of token value shall be submitted to the FAW for approval. Any gifts not approved shall be handed over to and retained by the relevant organisation.

it is forbidden to accept any gifts of money

Persons bound by this Code shall not be accompanied to official events by family members or any other persons at the expense of the FAW, Area Associations, Leagues and clubs or any other organisation, unless the relevant organisation has approved such an arrangement in advance.

7. Bribery

Persons bound by this Code shall not accept bribes through the offer, promise or acceptance of a gift or any other benefit in return for violating their duties in the interest of third parties. All persons bound by this Code shall neither bribe third parties nor encourage or incite third parties to attempt to bribe others to further their own interests or those of third parties.

8. Payment for mediation

Accepting payment for mediation of any kind in connection with activities as an Official or a member of a body is strictly forbidden unless approved in advance by the Council of the FAW.

9 Impartiality and voting

Persons bound by this Code shall not discharge their duties when unable to guarantee impartiality, particularly where a conflict of interests exists. The existence of any such circumstances must be reported immediately.

Unless the law or Statutes dictate otherwise, all persons bound by this Code shall have a free vote without prescription during deliberations in FAW, Area Associations, League and clubs.

10 Duty of disclosure and reporting

Persons bound by this Code shall report any unethical incidents involving others who are also bound by this Code to the President and Secretary General if an investigation has not otherwise been initiated.

In accordance with paragraph 7, when required to do so, all implicated persons shall declare details of their income to FAW and provide the relevant documents for inspection.

SANCTIONS

Any person found to be in breach of this Code shall be subject to sanctions.

In the event of this Code being breached, the Officers of the FAW shall submit a report to the FAW Council together with a recommendation that sanctions be imposed.

The FAW Council have the right to provisionally suspend the person from his duties. The relevant case files shall then be submitted to the FAW Disciplinary Committee for additional disciplinary measures to be imposed.

All sanctions shall comply with those specified in the applicable regulations.

Sanctions shall not be imposed before an investigation has been initiated and the person in question has had the opportunity to issue a written or oral statement. He shall take an active part in establishing the evidence.

SCOPE AND APPLICATION

This Code shall apply to all Officials in conjunction with the provisions of the FAW Rules & Regulations and to all members of FAW bodies in conjunction with the provisions of the FAW Rules & Regulations.

Any person accepting a position on a FAW body or as an Official shall automatically be bound by this Code without the need for any additional agreement.

FINAL PROVISION

This Code of Ethics was approved by the FAW Council on 15th December 2004 and comes into force with immediate effect.

MINI FOOTBALL

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 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 old

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.

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

1. Take an active part in the game and have fun without any pressure from parents, coaches or managers.
2. Learn to play within a team.
3. Understand and observe the rules.
4. Develop the skills to play football
5. Be able to take part whatever their ability.
6. 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, skilfully, 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.

1. It recognises that children do not perform as adults and therefore its rules meet the needs of the children.
2. It has all the features of real football for children.
3. It recognises the value of competition but because the Football Association of Wales does not wish to place undue emphasis on the result, it will not sanction competitive leagues in mini football.

4. It sets a standard and a framework of behaviour on and off the pitch.
5. It is for boys and girls regardless of their ability.

SKILL DEVELOPMENT

1. There is more contact with the ball in Mini Football leading to a better technique. In 11 v 11 the ratio of ball to outfield players is 1:20. Because there are fewer players in Mini Football each player has more contact with the ball which helps technical development.
2. More contact leads to more participation and usually, more enjoyment. success is easier to achieve.
3. 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.
4. Decision making is easier 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.
5. Fewer players, more space and simpler decisions will encourage more movement of players whatever the situation.

For teachers and coaches Mini-Football is

1. Easy to organise.
2. Can be mixed gender activity and for young players with disabilities.
3. A game played anywhere, anytime.
4. A more appropriate class activity than 11-a-side football.

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, 3 v 3, 4 v 4 and 5 v 5 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 childrens' fitness levels.

CONDITIONED MINI FOOTBALL GAMES

Why use conditioned games?

The use of conditions within a small sided game is an additional learning tool junior coaches/managers may use. They assist players that have not quite grasped the application of various skills, and can increase/decrease problems they have to solve within a game.

For conditions to be successful it is advised that:

They are specific to the session theme. Conditions should also be introduced through observations made from initial free play.

Some examples of conditions placed upon a small sided game;

All players have a maximum number of touches: one, two or three touch.

Your team must make a minimum number of passes (three, four or five).

All players must dribble past an opposing player before passing or scoring.

A team must win the ball back in no more than a maximum number of passes (high press defending).

If your team loses possession the team must retreat to a certain point on the pitch (retreating defence).

WHAT YOU WILL NEED TO PLAY MINI FOOTBALL

Any level surface on which it is suitable to play football.

A ball, no larger than Size 4. Size 3 is recommended for under 6's and 7's.

Two goals, 12ft x 6ft. If you don't have a set of goals, use cones or marker discs, 12 ft apart.

Children should wear training shoes or football boots if the surface is wet.

Markings laid out with the use of lines, marker discs or cones.

There should be no debris or dangerous hazards either on the field of play or in the immediate surrounding area.

A conventional football field can easily be converted to Mini-Football. This can also minimise wear of the central areas of the playing field. Corner flags may be used as goals but must be at least five feet high and have a non-pointed top.

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

There should be no knock-out competitions or leagues involving Mini Football: the game itself will be a sufficient challenge for the children.

Matches should be organised along the lines of carnivals or fun days involving a number of teams.

Mini fun days may be organised as follows:

Groups of 4, 6 or 8 teams play each other in a round-robin, ie each team plays against each of the other teams.

On completion of the first round of matches, one team will remain on each pitch while their previous opponents move on to the next pitch.

This format is followed until all of the teams have played against each other, or in the case of 8 teams present after 3 games.

Mini football pitches may be specifically laid out on suitable open spaces or conventional football pitches may be converted for Mini-Football.

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 as flexible as possible with the youngest children, supervises the matches.

Rules are explained as the game proceeds (for example, hand ball, and then in/out play). it may also be necessary to demonstrate in certain instances how to restart the game (eg throw in, corner kicks).

1. The game is for boys and girls aged 5 to 11 (as of midnight 31st August the previous year) and mixed football is allowed in all age ranges.
2. Laws 9 and 10 apply to mini football but there is no off-side. (Refer to FAW Handbook).
3. Team size should be no greater than 8 v 8. The playing area should be no greater than 55 yds x 35 yds and no smaller than 30 yds x 20 yds.
team and playing area sizes are recommended as follows:

Under 10-11	8 v 8	55 yds x 35 yds
Under 8-9	6 v 6	50 yds x 30 yds
Under 6-7	4 v 4	40 yds x 30 yds
4. Any number of substitutes may be used at any time with the permission of the game leader. Players may re-enter the game and all substitutes must have a period of play. As far as possible there should be equal playing time for each player.
5. The ball should be no larger than size 4. Size 3 is recommended for under 6's and 7's. Players are required to wear shin guards.
6. The recommended goal size for all age groups is 12ft x 6ft.
7. The goal area extends 10 yards from the goal line across the full width of the playing area regardless of its size. The goal area can either be marked by cones on the touchline or one or two marker discs across the playing area.
8. Each game should last for a maximum of 20 minutes. Half time need not be taken. Games of 10 minutes in total are recommended for the younger players.
9. The kick off is taken in the centre of the playing area to start the game and after a goal has been scored.
10. Although Law 15 applies and the throw in should be taken in the normal way, game leaders can show flexibility.
11. Law 17 applies to corner kicks except the opposition should be at least three yards away.
12. Law 12 applies to free kicks although they are all indirect and the opposition should be at least three yards away.

13. Goalkeepers:

Can handle the ball in their penalty area and there are no restrictions on the number of steps they may take holding the ball.

Cannot handle the ball outside the penalty area.

Under 6's, 7's 8's and 9's may kick the ball out of their hands and under 10's and 11's are only allowed to throw the ball.

Can kick the ball on the ground but may then be challenged by opponents.

14. Goal-kicks:

Are taken anywhere on the edge of the penalty area – the opposition should be at least 3 yards away.

Must be kicked out of 10 yard penalty area.

By under 6's, 7's 8's and 9's may be taken from their hands from within the goal area.

15. There are no restrictions regarding the number of players allowed in the goal area.

16. Players can pass the ball to their own goalkeeper, for the goalkeeper to handle the ball.

THE FOOTBALL ASSOCIATION OF WALES NON-DISCRIMINATION

- 1 In order to address the growing culture of discriminating acts at football matches, the Football Association of Wales has introduced this Regulation. It is the Association's intention to take vigorous action against this deplorable trend by imposing strict sanctions against spectators, players, officials and clubs 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.
2. Where there is evidence of an offence as specified under Section 3.1 and/or 3.2 of this Regulation, the individual and/or club concerned will be charged with a Disciplinary Offence as set out under FAW Rule 24 and the matter dealt with in accordance with the provisions as 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 24 for any of the offences specified under Section 3.1 and/or 3.2 of this Regulation, the following sanctions will apply:-
 - 3.1 Anyone who publicly disparages, discriminates against or denigrates someone in a defamatory manner on account of race, colour, language, religion or ethnic origin, or perpetrates any other racist and/or contemptuous deed, will be subject to a match suspension for at least five matches at every level. Furthermore, a ban from all football grounds under the jurisdiction of the Football Association of Wales and a fine of at least £8,800 will be imposed on the perpetrator. If the perpetrator is an official, the fine will be at least £13,200.
 - 3.2 If spectators display banners bearing racist slogans, or are guilty of any other racist and/or contemptuous behaviour at a match, the Football Association of Wales will impose a fine of at least £13,200 on the club that the spectators concerned support and force it to play its next official match without spectators. If the spectators cannot be identified as supporters of one or the other club, the host club will be sanctioned accordingly.
 - 3.3 Any spectator who is guilty of any of the offences specified under Section 3.1 and/or 3.2 of this Regulation will be banned from entering any football ground under the jurisdiction of the Football Association of Wales for at least two years.
 - 3.4 If any player, club official or spectator perpetrates any kind of racist or contemptuous deed as described by Section 3.1 and/or 3.2 of this Regulation, three points will automatically be deducted from the team concerned, if identifiable, after the first offence. In the case of a second offence, six points will automatically be deducted, and for a further offence, the team will be relegated. In the case of matches without points, the team concerned, if identifiable, will be disqualified.

- 3.5 Sanctions imposed on the basis of this Regulation may be reduced or even disregarded if the player, team or club concerned proves that it was not or was only minimally at fault for the offences in question or if other major reasons justify it, particularly if the offences were provoked intentionally to cause a player, team or club to be sanctioned in accordance with this Regulation.

The procedure for assessing mitigating circumstances shall be governed by this code or, in cases where this code is not applicable, by the disciplinary rules and regulations of the Football Association of Wales.

Football Players - Work Permit Criteria for the 2007/2008 season

Background

The work permit criteria for football players for the 2007/2008 season are set out below. These criteria were agreed following consultation with the football governing bodies and the Border and Immigration Agency of the Home Office. This criteria sheet is supplementary guidance to the published employer guidance notes and both sets of guidance should be referred to when making an application.

Length of season

The playing season for this sport is from August to May. This may vary slightly from season to season depending on the arrangement of the first and last matches in the different leagues.

There are two transfer windows during the year. One is during the close season and the other is the mid-season window which opens at 12.01am on the 1st of January and closes at midnight 31st January (see International Transfer Windows below for more details).

Criteria

Work permits will be issued to international players of the highest calibre who are able to make a significant contribution in footballing terms to the development of the UK game at the highest level (i.e. clubs competing in the Premier Leagues and Football Leagues in England and Scotland, the Welsh Premier League and The Irish Premier League in Northern Ireland).

Initial Applications

To be eligible for a work permit:

- A player must have played for his country in at least 75% of its competitive 'A' team matches he was available for selection, during the two years preceding the date of the application; and,
- The player's country 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 competitive 'A' team international match is a:

- World Cup Finals game
- World Cup Qualifying group game
- Football Association confederation tournament game, for example:
 - The FIFA Confederations Cup;
 - The UEFA European Championships and Qualifiers;
 - The African Cup of Nations and Qualifiers;
 - The Asia Nations Cup and Qualifiers;
 - The CONCACAF Gold Cup;
 - The CONCACAF The Copa Caribe;
 - The CONMEBOL Copa America;
 - The OFC Nations Cup and
 - The UNCAF Nations Cup

International Appearances

Prior to submitting an application, clubs should provide written confirmation of the player's international appearance record over the preceding two years highlighting the competitive 'A' matches. This should be obtained from the player's home association. The sports and entertainments team, Border and Immigration Agency, will be unable to make a decision on the application until written evidence is provided. If any evidence submitted needs verifying, the sports and entertainments team, Border and Immigration Agency, will liaise with other parties and verify all information through all available sources, if necessary.

Injuries

Exclusion from selection for international matches due to injury or suspension will be taken into consideration when applying the criteria. Clubs should submit supporting evidence in such cases stipulating the games the player has missed.

It should be noted that where a player is listed as on the substitutes' bench, he will not be considered as injured when reaching a decision on a work permit application.

FIFA Rankings

There are currently 204 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 world ranking.

The sports and entertainments team, Border and Immigration Agency, will produce the aggregated two-year rankings list on a monthly basis when the official FIFA world rankings are published and those countries ranked 70th or above meet the criterion. The aggregated rankings are available on the Border and Immigration Agency website www.workingintheuk.gov.uk. If clubs have any queries about the rankings they should contact the sports and entertainments team, Border and Immigration Agency.

Length of issue

Work permits will be issued for the period of the player's contract, up to a maximum of five years.

Extension Applications

- Where the permit approval is about to expire and the player meets the criteria outlined above for initial applications

If a club wishes to retain the services of a player, they should submit a new application before the work permit expires. If the work permit criteria are satisfied, a permit will be issued for the period of a player's contract, up to a maximum of five years.

- Where the permit approval is about to expire and the player does not meet the criteria for initial applications

Where an application does not meet the criteria, then a 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 sports and entertainments team, Border and Immigration Agency. If the work permit criteria are satisfied, a permit will be issued for the period of a player's contract, up to a maximum of five years.

Loans

If a player is moving to another club on loan then the new club must make a fresh application before the player can play for them. If the player does not meet the criteria and the club have requested a panel, the panel will be arranged.

Contract changes or re-negotiation during the period of approval

- Where a club wishes to re-negotiate a player's contract to improve his conditions and/or salary or length of contract part-way through their approval period, the club should submit a change of employment application (or extension application if the contract period changes).

If the criteria are met, the application will be processed.

If the criteria are not met:

- Where the player's initial contract was for 12 months or longer and the club have requested a panel, the Border and Immigration Agency's sports and entertainments team will consult with the governing bodies by email. They will ask whether the application needs to be considered at a panel. If the governing 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 a particular application, a panel will be arranged. See section below on Panels.
- Where a player's initial contract was for less than 12 months and the club have requested a panel, it will be arranged as normal.

Salary

Clubs do not need to include details of a player's salary in the work permit application.

Trials Arrangements

Work permits will not be issued to clubs for the purpose of having players to trial them. Clubs may wish to approach the Home Office Enquiry Bureau for further information should they wish to consider taking a non-EEA player on trial.

International Transfer Windows

Work permits 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 work permit, once issued, must be used within 6 months otherwise it becomes invalid.

Consultation

The sports and entertainments team, Border and Immigration Agency, will not

normally consult with the football governing bodies on individual applications unless a panel is required.

Panels

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 sports and entertainments team, Border and Immigration Agency, will refer the club's evidence to an independent panel.

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

The panel will normally consist of representatives from the relevant football governing bodies together with up to three independent experts.

The panel's terms of reference are:

- To consider whether the player is of the highest calibre
- To consider whether the player is able to contribute significantly to the development of the game at the top level in UK.

The panel will make a recommendation to the Border and Immigration Agency whose decision will then be relayed to the club.

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.

If the club has previously made an application that was unsuccessful at panel a further panel cannot be requested for the same player during the season. For these purposes a season is deemed to run from 01 June until 31 May.

Further information

This criteria sheet should be used in conjunction with the Sports and Entertainments Guidance for Employers when making a work permit application.

The above general criteria for work permit applications under the Sports and Entertainment criteria are available in the booklet 'Applying for a Sports and Entertainment Work Permit - Guidance for Employers'. These can be viewed on the website www.workingintheuk.gov.uk or are available in paper form from the distribution centre telephone 0117 344 1471 between 9am and 5pm Monday to Friday.

For more information please contact the:

Border and Immigration Agency
Sports and Entertainments Team
PO Box 3468
Sheffield
S3 8WA

Tel: 0114 274 3303

Fax: 0114 274 3003

Email: ents.workpermits@ind.homeoffice.gsi.gov.uk

FAW Regulations for the Registration of Players

Sunday Football

- 1) Sunday Football relates to Leagues specifically designated as Sunday Leagues only, whereby all matches must be played on a Sunday only.

The following Regulations (2-4) specifically refer to FAW Registration Forms J3, J4, J5, J6 and J7:-

- 2) Registration Forms must be with the relevant League Registrations Secretary by 5.00pm on the last working day prior to the match in which the player wishes to participate.
- 3) If the Registration Form received by the League Registration Secretary is not the original, (i.e. FAX) the League Registration Secretary must receive the original Registration Form within 5 (five) working days from the initial Registration Form being received.
- 4) The relevant League Registration Secretary must receive the Registration Form within 5 (five) working days from the date stated on the Registration Form when the Player and Club Secretary signed the Registration Form.

Regulations Governing the Registration of Futsal Players

(Article 4, Annex 6 of the FIFA Regulations for the Status & Transfer of Players)

- 5) A futsal player must be registered with an Association to play for a club as either a Professional or an Amateur in accordance with the provisions of Article 2 of the FIFA Regulations for the Status and Transfer of Players. Only registered players are eligible to participate in Organised Football. By the act of registering, a player agrees to abide by the Statutes and regulations of FIFA, the Confederations and the Associations.
- 6) A player may only be registered for one futsal club at a time. A player may, however, also be registered for one eleven-a-side club during this time. It is not necessary for the futsal and the eleven-a-side club to belong to the same Association.
- 7) Players may be registered for a maximum of three futsal clubs during the period from 1 July until 30 June of the following year. During this period, the player is only eligible to play in Official Matches for two clubs. The number of eleven-a-side clubs with which the same player may also be registered during the period from 1 July until 30 June of the following year is specified in FAW Rule 51.4.2.

