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**QCSA CLUB MANAGERS HANDBOOK**

**Year 2011**

**QCSA MOTTO: For God Through Sport!**

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**QCSA**

## **QCSA 2011**

PO Box 153, Coopers Plains, 4108

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

Note: These are relevant for 2011 season only. Please check the QCSA website for the most current information. Some things such as email addresses and phone numbers will remain the same as they are passed from official to official.

### **QCSA EXECUTIVE**

Chair of SCM	Andrew Jackson	<a href="mailto:chair@qcsa.org.au">chair@qcsa.org.au</a>	0414 942 599
Secretary	Joanne Dovey	<a href="mailto:secretary@qcsa.org.au">secretary@qcsa.org.au</a>	0434 143 135
Treasurer	Tony Scarcella	<a href="mailto:treasurer@qcsa.org.au">treasurer@qcsa.org.au</a>	0423 826 246
Registrar	Shirley Thomson	<a href="mailto:registrar@qcsa.org.au">registrar@qcsa.org.au</a>	0431 625 990
SCM Delegate	Greg Olive		0431 466 018

### **QCSA COMMITTEE OFFICIALS**

President	Peter Smale	<a href="mailto:president@qcsa.org.au">president@qcsa.org.au</a>	0438 450 377
Fixture Officer	Sue Peacock	<a href="mailto:fixtures@qcsa.org.au">fixtures@qcsa.org.au</a>	0409 263 197
Match Card Officer	Peta Scarcella	<a href="mailto:matchcards@qcsa.org.au">matchcards@qcsa.org.au</a>	0402 141 000
Discipline/Councilor	Adam Biddles	<a href="mailto:discipline@qcsa.org.au">discipline@qcsa.org.au</a>	0400 227 985
Rep Soccer	Greg Olive	<a href="mailto:repsoccer@qcsa.org.au">repsoccer@qcsa.org.au</a>	0431 466 018
Developments	Leonie McAneney	<a href="mailto:development@qcsa.org.au">development@qcsa.org.au</a>	0411 417 786
Director of Coaching	Tibor Hagymas	<a href="mailto:doc@qcsa.org.au">doc@qcsa.org.au</a>	0414 433 420
Webmaster	Scott Forbes	<a href="mailto:webmaster@qcsa.org.au">webmaster@qcsa.org.au</a>	0403 522 070
Exec. Delegate	Greg Olive	<a href="mailto:repsoccer@qcsa.org.au">repsoccer@qcsa.org.au</a>	0431 466 018
Referee's Liaison	Frank McGreevy	<a href="mailto:refereesliaison@qcsa.org.au">refereesliaison@qcsa.org.au</a>	0408 885 089
White Referees	Graeme Gielis	<a href="mailto:gramar5051@hotmail.com">gramar5051@hotmail.com</a>	0417 193 100
Risk Assessment	Tony Scarcella Frank McGreevy		0423 826 246 0408 885 089
Kids at Play Co-Ord Councilor	Frank McGreevy	<a href="mailto:fjmccreevy@hotmail.com">fjmccreevy@hotmail.com</a>	0408 885 089
Appeals Chair	Cliff Phillips	<a href="mailto:cgphillips@westnet.com.au">cgphillips@westnet.com.au</a>	0418 726 796
SCM Councilor	Pam Phillips	<a href="mailto:cgphillips@westnet.com.au">cgphillips@westnet.com.au</a>	0439 837 189
SCM Councilor	James Colefax		0412 242 914

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

## DEFINITIONS & TERMINOLOGY

Listed below are some of the words, phrases and acronyms you will hear around the QCSA and what they mean and do.

<b>Champions</b>	The team winning the Grand Final played in their division.
<b>EL (Elite League)</b>	Elite League. The highest level of soccer available in the QCSA. Includes a Elite League Div 1 and Elite League Div 2.
<b>FIFA</b>	Federation Internationale de Football Association. The governing body of Soccer in the World. Sets the rules and guidelines for all competitions.
<b>Home Team</b>	The team listed first out of the two teams in a match. The home team takes all the associated responsibilities regardless of whether they are playing at their own field or not.
<b>Ineligible Player</b>	A player deemed ineligible to play in a match for a number of reasons.
<b>LOTG</b>	The Laws of the Game as set out by FIFA. Unless we state specifically, FIFA's rules apply.
<b>Manual</b>	This thing you are reading right now.
<b>Photo RPL</b>	Registered Player List, containing a photo of each registered player in that team.
<b>POY</b>	Player of the Year awarded in Senior Teams.
<b>Premiers</b>	The team with the most points at the conclusion of the regular season.
<b>QCSA</b>	Queensland Christian Soccer Association, Inc.
<b>QCSRA</b>	Queensland Churches Soccer Referees Association Inc. An affiliated association who provide the referees for all our matches.
<b>SCM</b>	The Standing Committee of Management appointed as per the rules of the Association and govern the day to day running of the Association.
<b>VO (Vested)</b>	Vested Official. The person wearing the vest (or arm band) at a fixture match.



## **QCSA CODES OF BEHAVIOUR**

QCSA adheres to the Codes of Behaviour. The full Codes of Behaviour are available to download from the QCSA website ([www.qcsa.org.au](http://www.qcsa.org.au)). Codes exist for:

- Players
- Parents
- Coaches
- Teachers
- Administrators
- Officials
- Media
- Spectators

QCSA expects respect of all individuals involved in the game, whether they are players, referees, coaches, managers, vested officials or spectators. This respect is to be provided by all those present.

QCSA expectations are also guided by the By-laws.

According to By-Law 25.2

(1) No intoxicating liquor, tobacco or illicit drugs shall be consumed on or near the field of play.



## **QCSA CHILD PROTECTION POLICY**

QCSA has a child protection policy in place that clubs are free to use (unless they have their own in place of course). If you would like a copy to use or read, you can download from the QCSA website or contact the QCSA Secretary at [secretary@qcsa.org.au](mailto:secretary@qcsa.org.au).



## 2011 QCSA CALENDAR OF EVENTS

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER												
SU					1								SU											
MO					2	Labour			1				MO											
TU		1	Form 2	1	Prov Div				2			1	TU											
WE		2	SCM	2	SCM				3	SCM		2	SCM	WE										
TH		3		3			2		4		1	3		1	TH									
FR		4		4	Form 8	1		6	3	1		5	2	4	FR									
SA	1	New Yrs	5	5	Ref shield	2	Rd 2 / 1	7	Rd 6 / 4	4	Rd 10 / 8	2	6	Rd 16 / 14	3	Finals 3	1	5		3	SA			
SU	2		6	6		3		8		5		3		7		4		2	6		4	SU		
MO	3		7	7		4		9		6	Form 11	4		8		5		3	7		5	MO		
TU	4		8	8		5		10		7		5		9		6		4	8		6	TU		
WE	5	SCM	9	9	Div Sett	6	SCM	11		8		6	SCM	10	COC	7	SCM	5	SCM	9	COC **	7	SCM	WE
TH	6		10	10	Form 9	7		12		9		7		11		8		6	10		8		TH	
FR	7		11	11		8		13		10	Form 12	8	Kath C.	12		9		7	11		9		FR	
SA	8		12	12	Ref shield	9	Rd 3 / 2	14	Rd 7 / 5	11	States/BCC	9	Kath C.	13	Rd 17 / 15	10	Finals 4	8	12		10		SA	
SU	9		13	13		10		15		12	Queens	10		13	U7/8 Cam	10		9	13		11		SU	
MO	10		14	13		11		16		13	States/BCC	11		15		12		10	14		12		MO	
TU	11		15	15		12		17		14		12		16		13	Snr Dinn	11	15		13		TU	
WE	12		16	16		13		18	COC	15		13		17	RNA Day	14		12	16		14		WE	
TH	13		17	17		14		19		16		14		18		15		13	17		15		TH	
FR	14		18	Form 3	18	Form 10	15	20		17		15		19		16	Payment 4	14	18		16		FR	
SA	15		19		19	Ref shield	16	Rd 4 / -	21	Rd 8 / 6	18	Rd 11 / 9	16	Rd 13 / 11	20	Rd 18 / F1	17	SRC	15	19		17		SA
SU	16		20	20		17		22		19		17		21		18		16	20		18		SU	
MO	17		21	20		18		23		20		18		22		19		17	21		19		MO	
TU	18		22	22		19		24		21		19		23		20		18	22		20		TU	
WE	19	Info Night	23	23		20		25		22		20		24		21		19	23		21		WE	
TH	20		24	Form 4	24		21	26		23		21		25		22		20	24		22		TH	
FR	21		25	Form 5/6/7	25		22	Good Fri	27		24		22	26		23		21	25		23		FR	
SA	22		26		26	Rd 1 / 0	23		28	Rd 9 / 7	25	Rd 12 / 10	23	Rd 14 / 12	27	Finals 2	24		22		24		SA	
SU	23		27	27	24	Easter	29	26		24		24		28		25		23	27		25	Xmas	SU	
MO	24		28	28	25	Easter	30	27		25		25		29		26		24	28		26	Boxing	MO	
TU	25			29	25	Anzac	31	28		26		26		30		27		25	29		27	Boxing	TU	
WE	26	Aus Day		30	27			29		27		27		31		28		26	30	AGM	28		WE	
TH	27			31	28			30	Payment 3	28		28				29		27			29		TH	
FR	28	Form 1			29	Payment 2				29		29				30		28			30		FR	
SA	29				30	Rd 5 / 3				30	Rd 15 / 13							29			31		SA	
SU	30									31														SU
MO	31																							MO

School Hols	SCM	QCSA Dates	Fixtures/Finals	Xtra Fixtures	Forms Due	Fixture Comm	** 9/11/2011 - COC meeting only if required					
Public Hols	COC Meetings	Seven-A-Side	Snrs / Jnrs	Finance Due	Rep Stuff	Scenic Rim Cup	O/30 Kath Chandler noms by 10 June (Form 14)					
Finals 1 = Juniors Semis;			Finals 2 = Juniors Prelims + Seniors Semis;			Finals 3 = Juniors Grand Finals + Seniors Prelims;			Finals 4 = Seniors Grand Finals			

## 2011 CLUBS, COLOURS and STRIPS

QCSA has had hundreds of clubs playing in the Association over the years. Listed below are those that either played in 2010 or have been approved for 2011. If you are a new club and haven't been approved as yet, once you are, your information will appear on the QCSA website.

For any new clubs that are joining, your club colours and strips need to be approved by QCSA and you need to ensure that your strip doesn't clash in any way with any existing club strips.

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


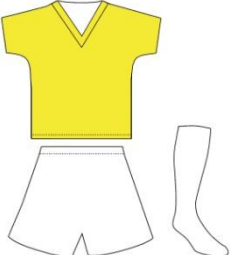

At the beginning of each season, all clubs receive notification of clashing strips. That list will include every time your teams will need to wear an alternate strip.

The HOME team must change to their alternate strip for all the clubs / teams listed in the middle column. If you are the away team it is advisable to take your alternate with you, just in case. Only a clubs main strip can be listed.

**The teams who wear strips that vary from the main club strip nominated above and also pictured on the website will need to change to their alternate strip if necessary, regardless of if they are home or away. The referee will make the final decision.**

Current club colours and strips are available for viewing on the QCSA website ([www.qcsa.org.au](http://www.qcsa.org.au)).

Current clubs are using the following colours:

<p>BARDON LATROBE</p> 	<p>BEAUDESERT RANGERS</p> 	<p>BIRKDALE BAPTIST</p> 	<p>BLACKSTONE WELSH</p> 
<p>BOONAH SOCCER</p> 	<p>BRISBANE UNITED</p> 	<p>BRISBANE VALLEY EAGLES</p> 	<p>BULIMBA EAGLES</p> 

<p>CABOOLTURE &amp; DISTRICTS</p> 	<p>CITY NORTH BAPTIST</p> 	<p>COLLEGES UNITED</p> 	<p>EL SALVADOR</p> 
<p>FASSIFERN COBRAS</p> 	<p>FIRESIDE UNITED</p> 	<p>IPSWICH CITY BULLS</p> 	<p>KENMORE KINGFISHERS</p> 
<p>KOLBE RAIDERS</p> 	<p>LIFE HOUSE</p> 	<p>LOGAN UNITING</p> 	<p>MANSFIELD EAGLES</p> 
<p>NORTH BRISBANE</p> 	<p>NORTH LAKES</p> 	<p>NORTH PINE BAPTIST</p> 	<p>NORTHSIDE CHRISTIAN</p> 
<p>NUNDAH WAVELL</p> 	<p>RACEVIEW CONGREGATIONAL</p> 	<p>RATHDOWNEY SOCCER</p> 	<p>RIVER CITY</p> 
<p>RIVERS BAPTIST</p> 	<p>ROSEWOOD UNITED</p> 	<p>SALISBURY BAPTIST</p> 	<p>SALVOS</p> 

<p>SCORPIONS</p> 	<p>SES UNITED FC</p> 	<p>SILKSTONE BAPTIST</p> 	<p>ST CATHERINES UNITED</p> 
<p>ST PAULS UNITING</p> 	<p>SUNNYBANK SAINTS</p> 	<p>TARRAGINDI TIGERS</p> 	<p>TEVIOT DOWNS</p> 
<p>WEST END</p> 	<p>WESTMINSTER WARRIORS</p> 	<p>WHITEHILL SOCCER</p> 	

## COLOUR CLASHES

The HOME team must change to their alternate strip for all the clubs / teams listed in the middle column. If you are the away team it is advisable to take your alternate with you, just in case. Only a clubs main strip can be listed.

**The teams who wear strips that vary from the main club strip nominated above and also pictured on the website will need to change to their alternate strip if necessary, regardless of if they are home or away. The referee will make the final decision.**

CLUB	HOME TEAM MUST CHANGE WHEN PLAYING THESE TEAMS	POSSIBLE FURTHER ISSUES
Bardon Latrobe	Referees decision against red & white teams	St Catherines, Blackstone, Rathdowney, Nth Brisbane
Beaudesert	Westminster.	Kenmore, Kolbe Raiders, Logan, North Pine, SES.
Birkdale	River City	Rosewood, Ipswich
Blackstone Welsh	Rathdowney	Northside, St Catherines. Tigers. North Brisbane,
Boonah United	Rivers,	Sunnybank, Silkstone, St Pauls, Caboolture
Brisbane United	NIL	Caboolture, Fassifern, Boonah
Brisbane Valley	NIL	Salvos .
Bulimba Eagles	NIL	Mansfield, Whitehill, Northern United
Caboolture	Fassifern	Brisbane United, Boonah
City North	NIL	Bulimba, Mansfield, Whitehill, Northern United
Colleges United	NIL	NIL
Fassifern Cobras	Caboolture	Brisbane United, Boonah
Fireside United	NIL	NIL
Ipswich City	New Farm, Rosewood, Birkdale.	City North
Kenmore	SES	Kolbe Raiders, Westminster
Kolbe Raiders	Blue – NIL.	
Kolbe Raiders	Green – Kenmore, Westminster, SES	Beaudesert, Logan.
Lifhouse	Beaudesert	Westminster
Logan Uniting	NIL	NIL
Mansfield Eagles	El Salvador, Whitehill, Scorpions (EM)	Brisbane Valley, City North, Northern United.
North Brisbane	Blackstone,	Rathdowney, St Catherines
North Lakes	Tigers.	NIL
North Pine Baptist	NIL	Beaudesert, Westminster, Kenmore.
Northern United	NIL	City North
Northside	NIL	Blackstone, Rathdowney, St Catherines, Bardon
Nundah Wavell	NIL	NIL
Raceview Congregation	NIL	NIL

Rathdowney	Blackstone	Northside, St Catherines, North Brisbane
River City	Birkdale	Ipswich City, Rosewood.
Rivers Baptist	Boonah, Silkstone, St Pauls.	Sunnybank.
Rosewood United	Ipswich City, River City, Birkdale	NIL
Salisbury Baptist	NIL	Salvos
Salvos	NIL	Salisbury Baptist, Brisbane Valley
Scorpions	Mansfield (EM)	NIL
SES United	Kenmore	Westminster, Beaudesert
Silkstone Baptist	Rivers, St Pauls.	Boonah, Sunnybank.
St Catherines	North Brisbane	Blackstone, Rathdowney, Bardon, Northside.
St Pauls	Rivers, Silkstone.	Boonah, Sunnybank.
Sunnybank Saints	Stripes – NIL	Boonah, Rivers, Silkstone, St Pauls.
Tarragindi Tigers	North Lakes.	Red team to allow for colour blindness
Teviot Downs	NIL	NIL
West End Partisans	NIL	NIL
Westminster Warriors	Beaudesert, Kenmore.	Kolbe Raiders, Logan, North Pine, SES
Whitehill	El Salvador, Mansfield.	City North.



## **AGE & COMPETITION GUIDELINES**

All ages are as at 31<sup>st</sup> December, 2010. (E.g., If a player was 12 on 31/12/2010 – that player is an U13.

### **Under 5 & Under 6**

These comps are played in-house by those clubs with enough players to sustain a comp. If you have a team or two, we can put you in touch and join in with others.

### **Under 7 & Under 8**

These play Modified Soccer (Six-a-Side) and can register up to 9 Players per team. There are 2 or 3 categories in each zone (A, B, C). A is for experienced, returning and stronger teams. B is for those teams where the majority of players are new. C is for U7 where the majority of players are U5s or U6s. The categories are not strictly enforced, but are guidelines to assist with where to put them. Putting them in the wrong group only hurts the kids in all teams. Note there are no records / results kept in these age groups and there are no finals. There are carnival days at the end of the season though.

### **Under 9 to Under 14**

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

### **Multi-Age Groups**

Under 15/16 Girls can register up to 20 players (but only 15 are permitted to be named on the match card or play in each game). Three players no older than 17 years of age as at 31 December the previous year shall be allowed to register in an Under 15/16 girls competition.

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

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

### **Senior Age Groups**

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

### **Overage Allowances**

In Overage comps there are allowances for underage players to be registered or fill in. See bottom of next page for full details.

### **Registration in Lower Age Group**

Two players per age group (not per team) may be registered in a team one (1) year below their correct age group. To play lower or have a third player – club's can make a submission to SCM on physical or intellectual disability grounds.

## 2011 AGE GROUPS

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

JUNIORS	BORN IN:
Under 7	2006, 2005, 2004.
Under 8	2003.
Under 9	2002.
Under 10	2001.
Under 11	2000.

JUNIORS	BORN IN:
Under 12	1999.
Under 13	1998.
Under 14	1997.
Under 15/16 Girls	1998, 1997, 1996, 1995 (*1994, 1993)
Under 15/16 Boys	1998, 1997, 1996, 1995 (**1994).

SENIORS	PLAYER BORN IN:
Under 17/18 Men	1996, 1995, 1994, 1993 (** 1992, 1991, 1990).
Women	1997, 1996, 1995, 1994, 1993, 1992, etc.....
Over 30's Women	1996, 1995, 1994, 1993, 1992, 1991, etc..... ****
Men	1996, 1995, 1994, 1993, 1992, 1991, etc.....
Over 30's Men	1980, 1979, 1978, 1977, 1976, 1975, etc.....
Over 40's	1970, 1969, 1968, 1967, 1966, 1965, etc..... *****

- Players may be registered in teams up to 2 years over their legitimate age group. (By Law 4.3.4).
- A maximum of 2 players may be registered in an age group 1 year below their official age group in **single age competitions** only. (By Law 4.4.1).
- Mixed male / female teams are allowed up to and including Under 14. (By Law 4.7.1).
- **Under 7** – Players must be 4 at 31<sup>st</sup> December, 2010. (By Law 4.3.3).
- **Under 8** – Players must be 5 at 31<sup>st</sup> December, 2010. (By Law 4.3.3).
- **Under 15/16 Girls** - Players must be 12 at 31<sup>st</sup> December, 2010. \* 3 players no older than 17 years of age as at 31<sup>st</sup> December 2010 shall be allowed to register. (By-Law 4.4.5).
- **Under 15/16 Boys** - Players must be 12 at 31<sup>st</sup> December, 2010. \*\* 2 players no older than 16 years of age as at 31<sup>st</sup> December 2010 shall be allowed to register. (By-Law 4.4.4).
- **Under 17/18 Men** - Players must be 14 at 31<sup>st</sup> December, 2010. \*\*\* 2 players no older than 20 years of age as at 31<sup>st</sup> December 2010 shall be allowed to register. (By-Law 4.4.3).
- **Senior Women** – Players must have turned 13 by 31<sup>st</sup> December, 2010. (By Law 4.5.7).
- **Over 30s Women** – Players must have turned 30 by 31<sup>st</sup> December 2010. \*\*\*\* 4 Underage Players that must have turned 25 by 31<sup>st</sup> December 2010 are allowed to be registered. (By Law 4.3.5).
- **Senior Men** – Players must have turned 14 by 31<sup>st</sup> December, 2010. (By Law 4.5.6).
- **Over 30s Men** – Players must have turned 30 by 31<sup>st</sup> December 2010. No Underage Players are allowed to be registered. (By Law 4.3.6).
- **Over 40s Men** – Players must have turned 40 by 31<sup>st</sup> December 2010. \*\*\*\*\* 4 Underage players that are born no later than 31 December 1973 are allowed to be registered. (By Law 4.3.7).

## **MATCH PROCESS GUIDELINES**

You don't have to follow the exact guidelines listed here but they are one way of assuring the match kicks off on time without any problems.

1. The Home Team needs to have all their bits of the match card filled in **15 mins** before scheduled kick off. Obviously, the earlier, the better and being the home team, you can have it filled out before leaving home. It is given to the manager of away team at least 15 min before kickoff mark.
2. Away Team fills in their bits on the match card and takes it back to Home Team **10 mins** before scheduled KO. 5 minutes is long enough to write the names, provided you are ready to go as soon as you get it. Alternatively, you might want to pre-print out the list before you leave home and glue, sticky tape it to the card – this is acceptable.
3. The 2 Managers match the names on the match card with their RPL and the faces of the player taking the field with that number. It is helpful to have 2 people per team doing it.
4. Both Managers then sign their bit down the bottom to say they are satisfied or not and then hand the match card to the referee at least **5 mins** before kickoff.

A few other things to note.

### **Late Players**

Should a player be arriving late, the opposition is entitled to check the oppositions RPL. If you are aware warn them, so they know. When the player arrives (whether you knew they were coming or not), take the player and the RPL to the opposition manager and let them know they're there – **BEFORE TAKING THE FIELD**. Note, that they must have been put on the match card prior to kick off – if not, and they take the field, they will be deemed an unqualified player. It's smart to put all your players on (for juniors) even if you know they probably aren't coming. What if they turn up for the second half??

### **Concerns**

If the opposition has any concerns about players, such as no RPL provided, a borrowed player, etc., they have the right to request a signature on the match card. This is not an accusation of cheating! It's merely a way for QCSA to check, what they are unable to. The game proceeds ahead as normal. Any player asked to sign a match card that does not – is automatically deemed unqualified and the points stripped, regardless of whether that person is eligible or not.



## **MATCH CARD PROCESS**

This is basically a step by step guide to getting matches underway and being able to check the Registered Players List (RPL), Match Cards etc., and still kick off on time.

### **Home Team**

If you are the designated Home Team (*i.e.*, listed first) and even if you are not on your home ground, you need to fill out the Match Card as highlighted in **yellow** on the following pages.

- On the front, you must fill out the Date, Age & Division. You must also write in your team and the away team in the score box.
- On the inside, you must fill in across the top: Date, Location, Age, Division and Kick Off Time. Also, both team names must be written by the Home Team.
- You must fill out the Official and Vested Official names and signatures for the Home Team. They can both be the same person.
- Then you need to fill in the player's names for the game. Write the person's FULL name (*i.e.*, Alex Sweeper, not A. Sweeper). Use block letters, not running writing, as this could prove costly for Player of the Year points, if the name cannot be identified easily and also discipline & fixture when checking player's eligibility etc. For Under 17/18 teams and Senior Teams, they also need to write the player's ID/Rego number in the appropriate column. Under 17/18 and Senior's only must do this to assist QCSA in checking player's eligibility.
- The last bit for the home team is at the bottom of the Away Page, where you state whether you are satisfied with the eligibility or not. You do this after you have given the card to the Away Team and received it back. A match will proceed if you mark no (and put on the back of the card – No RPL provided, for example). But a match will not start unless both teams have signed at the bottom of the opposition team list.

### **Away Team**

The designated Away Team needs to fill in the match card as highlighted in **green** on the following pages.

- There is nothing on the front to fill out.
- On the inside there are only 3 bits to fill out.
- Firstly, the Official and Vested Official and their signatures.
- Secondly, the player's names. Once again, they must be FULL names and in block letters. See the information above. For Under 17/18 teams and Senior Teams, they also need to write the player's ID/Rego number in the appropriate column. Under 17/18 and Senior's only must do this to assist QCSA in checking player's eligibility.
- Thirdly, the bottom of the Home Team player list, where the Away Team Official must write their name and sign that you are satisfied with the eligibility of the Home Team player's listed above.

## **Notes for Both Teams**

- Both Official and Vested Official and signatures must be filled in, it can, however, be the same person.
- Make sure you put the correct jersey numbers next to the substitute players.
- Clearly note when a player is borrowed in the box next to the name (U17/18 & Seniors are next to the ID/Rego number column) noting the age group and division.
- If you do not have the player on your RPL, they will also need to sign the name in the box if the opposition team has any queries.
- If all the bits mentioned above are not filled in correctly, the applicable team **will be fined**, with the fines increasing each time a breach is committed.

**If you have no referee at a game, please refer to “QCSA Referees & Assistants”, page 15.**

### ***What if a ref doesn't turn up.***

The bits required to be filled in by whoever takes the referees position, is highlighted in **blue** in the following pages.

The correct filling in of match card follows. Home team fills in all the **Yellow bits**. Away team the **green** and the referee the **blue**.

**REFEREE'S FIELD REPORT**

NETS                       CORNER FLAGS  
 LINE MARKING               STATE OF GROUND

**COMMENTS / REPORT**

We agree for John Howard (Toowoomba Kangaroos) to referee the match in the absence of a QCSRA Official

R. Williams      Robbie Williams (Toowoomba Kangaroos)

Mike Brady      Mike Brady (Moreton Bay Bugs)

\* Please indicate Yellow & Red Cards in the Ref Box on inside of Card.

REFEREE: John Howard                      SIGN: John Howard  
(PLEASE PRINT)  
ASSISTANT: \_\_\_\_\_                      SIGN: \_\_\_\_\_  
(PLEASE PRINT)  
ASSISTANT: \_\_\_\_\_                      SIGN: \_\_\_\_\_  
(PLEASE PRINT)

**PLAYER OF THE YEAR AWARD**

**SENIOR MEN, SENIOR WOMEN, OVER 35,45 & 30 ONLY!**

(Maximum of 3 players and a maximum of 3 points to any player, with total points not exceeding 6 for the game.)

POINTS	PLAYER'S NAME	NUMBER	CLUB
3	Steven Striker	5	Kangaroos
2	Oscar Official	6	Moreton Bay Bugs
1	Harry Hero	9	Moreton Bay Bugs

For GOD



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**QUEENSLAND CHRISTIAN  
SOCCER ASSOCIATION INC.**

**MATCH CARD**

DATE: 20/3/2010

AGE: SM      DIVISION: 4

HOME: Toowoomba Kangaroos      SCORE: 2

AWAY: Moreton Bay Bugs      SCORE: 3

H	REFEREE'S CHECK LIST	A
<input type="checkbox"/> Y	OFFICIALS WORE VESTS	<input type="checkbox"/> N
<input type="checkbox"/> Y	CAPTAIN WORE ARMBAND (SENIORS ONLY)	<input type="checkbox"/> N
<input type="checkbox"/> Y	ID CARDS CHECKED PRIOR TO MATCH	<input type="checkbox"/> Y
<input type="checkbox"/> Y	ASSISTANT REFEREE PROVIDED BY CLUB	<input type="checkbox"/> Y
<input type="checkbox"/> Y	OFFICIALS PERFORMED RESPONSIBILITES	<input type="checkbox"/> Y
<input type="checkbox"/> Y	CLUB ASSISTANT REFEREE PERFORMED DUTIES	<input type="checkbox"/> Y
<input type="checkbox"/> NA	COACH STAYED WITHIN 1M OF INTERCHANGE BOX <small>(Under 12 &amp; Above only)</small>	<input type="checkbox"/> NA

DATE: 20 / 03 / 2010 LOCATION: Brittain Park

CLUB: **TOOWOOMBA KANGAROOS**

I declare all players listed are eligible to play in this game!

OFFICIAL (NAME): Brett Lee SIGN: Brett Lee  
(PLEASE PRINT)

VESTED OFFICIAL: Robbie Williams SIGN: R. Williams  
(PLEASE PRINT)

NO	FULL NAME (PLEASE PRINT)	REGO NO	BORROWED	REF
1	Andrew Goalkeeper	101001		
2	Stuart Centre	101003	<i>Stuart Centre</i>	
3	William Wing	101589		
4	Bert Back	101234		
5	Steven Striker	101009		
6	Freddie Forward	101345		
7	Ian Injured	101678	S/Men Division 5	
8	Brad Back	101323		
9	Wally Wing	101989	<i>Wally Wing</i>	
10	Sean Sweeper	101010		
11	Chris Centre	101020	S/Men Division 5	

**SUBSTITUTES**

12	Richard Reserve	101444	<i>R. Reserve</i>	
13	Harry Kewell	101555		
14-17	Robert Reserve	101666		
18-19	Drinks Man	101777		

Borrowed Players Must have Age & Division Listed. Use Borrowed Box for Signature if required.

I am satisfied of the eligibility of all players above?  YES  NO

Away Team Official: Mike Brady Sign: Mike Brady  
(PLEASE PRINT)

If you circled no, you must provide details on the back of the card!

DATE: 20 / 03 / 2010 LOCATION: Brittain Park

CLUB: **MORETON BAY BUGS**

I declare all players listed are eligible to play in this game!

OFFICIAL (NAME): Mike Brady SIGN: Mike Brady  
(PLEASE PRINT)

VESTED OFFICIAL: Mike Brady SIGN: Mike Brady  
(PLEASE PRINT)

NO	FULL NAME (PLEASE PRINT)	REGO NO	BORROWED	REF
1	Garry Goalie			
2				
3	Murray Manager			
4	Nigel Nearly		<i>N. Nearly</i>	
5	Stuart Speedy			
6	Oscar Official			
7	Samuel Silly			
8	Peter Perfect			
9	Harry Hero		S/Men Division 7	
10-18	Mark Bosnich			
11	Billy Boxer			

**SUBSTITUTES**

12	Frankie Fighter			
13				
14	Terry Terrific		<i>Terry Terrific</i>	
15				

Borrowed Players Must have Age & Division Listed. Use Borrowed Box for Signature if required.

I am satisfied of the eligibility of all players above?  YES  NO

Home Team Official: Brett Lee Sign: Brett Lee  
(PLEASE PRINT)

If you circled no, you must provide details on the back of the card!

## QCSRA - REFEREES & ASSISTANTS

QCSA uses the affiliate association Queensland Churches Soccer Referees Association (QCSRA) as their officials provider. They are requested to provide a referee and 2 assistants for every match played by QCSA.

QCSRA keep track of how many refs & assistants provided to your club and bill you monthly. If you do not pay them, they let the QCSA know and we take points off the teams in your club until monies are paid in full.

### What if a ref doesn't turn up?

While in an ideal world a ref at every game would be great, it doesn't happen. If a match is unlikely to have a referee, an email will be sent to the club on Thursday evening informing them. That gives them a chance to make alternate arrangements. Sometimes, through injury, car trouble, etc even though a ref is supposed to be there, they aren't.

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

Both teams need to agree with the choice of referee and sign on the match card to indicate their agreement (see the section on match cards for an example).

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

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

The card is then given to the manager of the winning team (or home team in a draw) who gets it posted to the QCSA Match Card Officer on the Sunday (QCSA Match Card Officer, PO Box 246, Goodna QLD 4300).



## GUIDELINES FOR OFFICIALS

For QCSA purposes there are 4 match officials (some clubs have more) and in some cases the same person can be 2 different officials. Each of the 4 have very distinct and different duties in ensuring matches run properly without conflict. We'll look at each one individually, but the 4 concerned are:

1. Coach.
2. Vested (or Armband) Official.
3. Signature (or team) Official.
4. Team Captain (for Senior's only).

### 1. Coach

- The coach is the person that runs the team and for these purposes we are only really concerned with junior teams.
- The coach can also be the Signature Official, but can never be the Vested Official.
- The coach's job (apart from any club duties) is purely concerned with the welfare, actions and behaviour of the players on the field and interchange bench. Keeping the players under control and ensuring they follow the correct behaviour and attitudes at all times.
- They are never to enter the field of play without the referee's permission.



### 2. Vested (or Armband) Official

- For U9 to Senior Teams, a Vested Official is required. U7 & U8 can have an armband instead (they can have a vest if they wish, but it is not a requirement).
- **The Vested Official must walk onto the field with your team, at the start of the game, so the referee knows who you are.**
- QCSA prefers orange, but other fluoro colours are acceptable.
- The Vested Official is the person who controls the crowd / spectators. Often it is the manager of the team.
- This person can also be the Signature Official, but can never be the coach.
- They cannot be involved in any running of the team, *i.e.*, interchanges or positional changes.
- They are required to add their name and sign the match card to indicate who they are to the QCSA so QCSA can contact as required.
- They are to observe the game from where the majority of the spectators are. Not on their own on the other side of the field, and definitely not from the coaches / interchange boxes.
- If the referee has an off field problem, this is the person they will speak to, to sort it out.
- When off field problems, such as referee abuse, smoking in wrong areas, alcohol, or other issues are present, it is this person's responsibility to stop it.

- A Vested Official is required to control all spectators (not just their own). It is helpful though, if any problems need to be dealt with, for the Vested Officials to deal with it together.
- As you can see from above, it is a very important position and the person / people chosen to fulfill this task must be appropriate. It is as important (if not more so) as the person chosen to coach each team.
- Clubs must ensure managers / coaches are very careful about the people they ask to do this position.
- Vested Officials must be at least 18 years old, since obviously a 12 year old can hardly be expected to do the above. Likewise a 95 year old would be unable to fulfill the duties.
- QCSA suggests that teams have a parent / person that is prepared to do it most weeks, so they are aware of the responsibility (and perhaps a back up for when the original person is way).
- EVERY GAME MUST HAVE A VESTED OFFICIAL PRESENT FROM BOTH TEAMS.
- Teams can be fined and have a loss of points for non-compliance.
- In certain cases, SCM can rule that teams have to have multiple Vested Officials.
- The Vested Official must never enter the field of play without the referee's consent and ensure that no spectators do either.
- For Senior Teams, we do recognise that a lot of teams have just the players and no spectators. In these cases, the Vested Official may be one of the players. That person must still sign the match card and do all the duties as outlined above. If there are any spectators with your team, then this is not allowed.



### 3. Signature (or Team) Official

- Signature Official is a very simple task.
- They need to sign the top of the Match Card to indicate to QCSA who they are and to declare that all the players listed below are the correct name and eligible to play in this game – please don't sign unless you are sure they are eligible as it could constitute signing a false document if you are aware that a player is not eligible and punishment could be severe.
- They also need to sign the bottom of the card under the opposition to indicate whether they are satisfied or not with the eligibility of the opposition players. If you are not sure, please sign, but ensure you circle the word **NO**, and if need be, write a summation of why you are not satisfied on the back of the Match Card.
- The Signature Official can also be the Coach, or the Vested Official, or the Captain.



#### **4. Captain (Senior Teams Only)**

- While Junior Teams will have also have a captain, these duties are concerned with Senior Teams only (Senior Men, Over 30's/40's & Senior Women).
- Every Senior Team (SM, >30's/40's, SW) must have a Captain's Armband worn by the Captain on the field.
- Junior Men are not required to have one, but QCSA suggests they do, for the experience before entering Senior Competition.
- The person wearing the Armband needs to be responsible and have the ability to keep the team under control. People fronting discipline and being sent off while wearing the Armband, will be dealt with more harshly as they are to be held to higher standards.
- The Armband can be worn by anyone on the field, provided it remains on the field at all times. If the wearer leaves the field through interchange or injury, it is to be given to another player who is on the field.
- Should any problems arise on the field, this is the person the referee will speak to, who must then put the referee's request into action and inform the rest of the team.
- Note that the armband does not give the wearer any right to question or dispute referee or assistant decisions. In most circumstances, if the captain asks a question in the appropriate manner and appropriate time, they will receive an answer.



## **PLAYER TRANSFERS OR DEREGISTRATIONS**

What happens if you need to transfer a player either between teams or clubs or need to deregister a player?

### **De-registrations**

Every player you register will stay registered with your team / club until the QCSA Registrar receives in writing (email) a request to transfer / deregister. This notification will only be accepted from the Registrar or Secretary of your club – not coach, manager, etc.

Unless you need the place in the squad for another player or allowing them to play with another club, you don't have to deregister the player. You can, but it does create some issues if the player wants to come back. They will need SCM approval, and since they meet monthly, it might mean they have to wait 4 weeks before they are allowed to play again.

### **Team Transfers**

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

If QCSA transfers the player, you will be notified and new RPLs for both teams (the team left and the team joined) will need to be downloaded by the club. Remember that this player cannot then play for any other team.

If the club chooses to transfer a player – to cover injuries, sickness or as simple as doesn't enjoy the team and wants to try somewhere else, written (email) request must be received by the QCSA Registrar. This will need to come in by the Thursday of each week if you want them in their new team for the weekend. Until you receive notice from the QCSA Registrar – the player is NOT transferred.

When a player transfers, they keep the amount of borrowed games. They are based on playing for another team where their registration is at the time. e.g., a SM 6 player at the start of the season plays 3 games for SM 7. Club chooses to transfer that player into div 7. Those 3 games remain – he is only allowed to be borrowed 4 times by any other team, then he has to stay with the team that borrowed him the 7<sup>th</sup> time.

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



## FIXTURE DRAW

QCSA provides the fixture draw for the entire season (excluding finals of course).

As you can imagine preparing and putting together a draw for 600 teams playing each week over the course of the season is a very big job and can't be done overnight. It is also impossible to have a draft draw that teams can be placed into. It will all depend upon what teams each club enters. These are not finalised until Division Setting Night (generally around 3 weeks before the first fixture). This means that the draw can't even be started until this point. And then it has to be checked, re-checked, re-checked again, and then re-checked a few more times. Club's unavailable fields and draw requests also need to be added in where possible.

It is always our aim to have the draw out around a week before the season, but it doesn't always work out that way. Note that while it is a home / away season, only 1 team per division will actually be H A H A. All others may have 3 or so in a row away or home.

Once it's released, there is a week of changes where clubs find all the mistakes we missed. Then we start the rescheduling process, when fields get pulled, clubs agree to move games between them etc (see below for more info on that). Over 200 games get rescheduled through the year, so keep an eye on them, they are sent by email as soon as the QCSA Fixture Officer has confirmation from both teams or the QCSA Fixture Officer makes the decision to change for one reason or another. Unless you have the confirmation email from the QCSA Fixture Officer – the game has **NOT** been rescheduled (the original stands).



## **PRE-SEASON TRAINING, PRACTICES & FRIENDLY GAMES**

If you would like to organise some practice games before the season with another club feel free to contact and arrange. However, you must email both the QCSA Secretary on [secretary@qcsa.org.au](mailto:secretary@qcsa.org.au) **and** the QCSRA on [secretary@qcsra.org.au](mailto:secretary@qcsra.org.au) before the game is due to be played, when, where, who, etc. This ensures that you are fully qualified under the insurance policy and claims can be lodged if necessary. If you do notify the QCSA Secretary and the QCSRA, then the game is not considered to be sanctioned – **YOU ARE NOT COVERED AND CANNOT LODGE A CLAIM FORM.** This then opens your club up to litigation! This applies whether the opposition team is a QCSA team or not. If you can't get the QCSA Secretary, then try the QCSA Fixtures Officer or QCSA Registrar, but only if you have tried to contact the QCSA Secretary first.

If you would like an official referee to attend the match if possible, you need to advise this in your email to both the QCSA Secretary and the QCSRA. Don't leave this till a couple of days before the game; at least a week's notice is required. Note, usually there is no charge for these referees. These games are preferably used as training sessions and the referee will be under training and/or supervision.

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

**NOTE:** and it's a big note: For **EVERY** training session, friendly match, Referee's Shield matches or inter club activity – **EVERY** player partaking **MUST** have filled in a Registration Form. It is not necessary that the form be lodged with QCSA, but the club must hold it. If one player has not filled in the rego form, every player in that session / match will **NOT** be covered under the policy. It is also not a QCSA requirement that payment be received as well, but most clubs make it club policy to at least have paid a deposit to cover an insurance levy.



## **FIELD MARKING AND PREPARATION**

Clubs who provide fields or are allocated care of fields by SCM shall be responsible for such. Clubs must ensure that fields are clearly marked (including a 2 metre spectator line), corner flags are provided and standing up, nets are secured to the referee's satisfaction and the field has been searched for miscellaneous items such as glass, needles, pens, sticks and holes before the game.

If both teams are playing on another club's (neutral) field, it is the responsibility of those teams to contact the hosting club and discover what the host requires of them, such as putting up nets.

If a field becomes unplayable prior to the game for any number of reasons you need to contact the QCSA Fixture Officer as soon as you can (see below for unplayable on fixture day).

Obviously if it looks like below, you should be able to give the QCSA Fixture Officer a few days' notice!



## WET WEATHER & WITHDRAWING FIELDS

If prior notice can be given of unplayable fields that is great, but if you suddenly turn up to mark the field on a Saturday morning and find it under water or some idiots have trashed it then you have to let the QCSA Fixture Officer know immediately. The By Laws state that 6:30 am on the day of the game is the latest a field can be withdrawn from competition by the club. Obviously, commonsense kicks in, if you have a look at the field at 3:00 pm on Friday before the >30s/40s games and it's no good then we can make alternate arrangements.

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

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

**IF YOU DON'T HEAR FROM THE QCSA FIXTURE OFFICER – DON'T RING –  
GO TO YOUR GAME!**



## FORFEITS

Any team needing to forfeit must let their club know, who in turn, must let the QCSA Fixture Officer and QCSA Secretary know by **7:30 pm Wednesday**, on the week of the game.

An email is the way to go as it must be in writing before QCSA Fixture Officer will start the process. If you don't get a response from the email, you can follow it up with a phone call if you like as the email may have gone missing.

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

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

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

## RESCHEDULING OF MATCHES

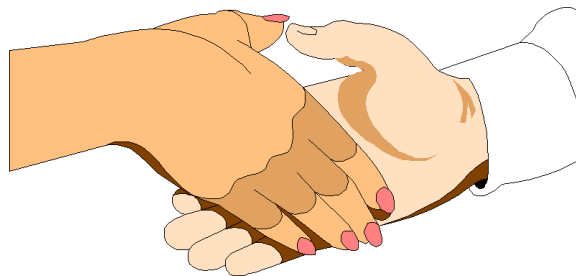
If a team needs to reschedule due to unavailability of players etc, there is a process and time line that must be followed to allow this to happen.

You must first contact the QCSA Fixture Officer to let the QCSA Fixture Officer know that you have a problem. That allows the QCSA Fixture Officer to point you in the right direction of who to talk to. After that you need to contact the opposition and ask them to agree to a new date, time and venue. The QCSA Fixture Officer then needs to get confirmation in writing (email) from **BOTH** teams that they have agreed to it.

**All this must be completed by 7:30 pm Monday on the week of the game.**

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

Generally, you will be given the chance to come to suitable a agreeance between both teams within a few weeks. If this doesn't happen, then the Fixture Officer will set the new time and place for the game to be rescheduled and that is when it will be...no ifs or buts.



## PLAYER INTERCHANGE

All matches in the QCSA are played under unlimited interchange. Teams from U9 to >40's can have 4 interchange players and can make as many changes as they want. Note that referees will disallow interchanges if they are deemed to disadvantage the other team by slowing down the game (with a change every minute) or when the opposition team is on the attack.

## BORROWING OF PLAYERS

The borrowing option is available to you should you find yourself short of players one week. Seniors & Juniors can borrow under different circumstances so remember the differences. Some things remain the same.

In juniors (Under 9 - Under 15/16), you cannot play more than 4 games for teams other than your own. This is not 4 per team, but 4 across all other teams. When they play a fifth game, they are automatically transferred into that team. They can then not play for any other team for the remainder of the season. In seniors (Under 17/18 and upwards), you can play 6 games and move on the 7<sup>th</sup>.

All borrowed players must be noted on the match card as where they are borrowed from. If they are not, first offence will be a warning and a fine. Any subsequent offences will be deemed an ineligible player and the points stripped as per By Law 4.8 (Playing an Unqualified Player).

In juniors you can only borrow from **LOWER** divisions and age groups. *i.e.*, U12 division 4 can borrow a player from U11 div 1. U11 div 1 can borrow from U11 div 2. U11 div 2 cannot borrow from U11 div 1 or U12 div 4.

Seniors can borrow from higher divisions, but with restrictions and still only the 6 times per player. You cannot borrow down more than 3 players for any 1 game. *i.e.*, div 3 Mens could borrow 2 players from div 1 and 1 from div 2. 2 from 1 and 2 from 2 would be 4 players and points would be stripped. You also cannot borrow from higher divisions in the last 5 weeks of the regular season or in the finals. You can still borrow from lower divisions right through and including the grand final. For these purposes Over 30's Men div 1 is deemed to be lower than the lowest Men's division. Over 40s men after that.

Your club will receive email notification when a player has reached 4 or 6 borrowed games. You need to ensure that the manager of the team, or in fact the players themselves, need to keep a track of how many games they have been borrowed.

Also note that when a player transfers teams by club choice before reaching the limit, they still keep the amount of borrowed games. They are based on playing for another team where their registration is at the time. *e.g.*, a SM 6 player at the start of the season plays 5 games for SM 7. Club chooses to transfer that player into div 7. 3 games remain – he is only allowed to be borrowed once by any other team.



## DURATIONS, BALL SIZES, CORNERS

Taken from the By-Laws, Appendix C.

AGE GROUP	MATCH	EXTRA	HALF-TIME	BALL	CORNERS
Premier League	45 + 45	15 + 15	10 mins	5	Corner Flag
Senior Men	45 + 45	15 + 15	10 mins	5	Corner Flag
Overage Men	45 + 45	15 + 15	10 mins	5	Corner Flag
Elite Women (Div 1) /Senior Women Div 2	40 + 40	15 + 15	10 mins	5	Corner Flag
Senior Women Div 3 and below	35 + 35	10 + 10	10 mins	5	Corner Flag
>30s Women	30 + 30	10 + 10	10 mins	5	Corner Flag
Under 17/18 Men	40 + 40	15 + 15	10 mins	5	Corner Flag
Under 15/16 Girls	35 + 35	10 + 10	10 mins	5	Corner Flag
Under 15/16 Boys	35 + 35	10 + 10	10 mins	5	Corner Flag
Under 14	30 + 30	10 + 10	10 mins	5	Corner Flag
Under 13	30 + 30	10 + 10	10 mins	4	Corner Flag
Under 12	25 + 25	10 + 10	5 mins	4	Corner Flag
Under 11	25 + 25	10 + 10	5 mins	4	5 yards *
Under 10	20 + 20	5 + 5	5 mins	4	5 yards *
Under 9	20 + 20	5 + 5	5 mins	4	5 yards *
Under 8	20 + 20	5 + 5	5 mins	3	5 yards *
Under 7	15 + 15	5 + 5	5 mins	3	5 yards *
* 5 yards indicates 5 Yards from the Penalty Corner Spot.					

## UNQUALIFIED PLAYERS

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

**Remember if unclear ask the QCSA Registrar. You can ask others, such as SCM, but they can only give you their interpretation or understanding. You can still be penalised if you follow their advice. There is only 1 person that can tell you to do something regarding players, registrations or teams and if it is wrong, you will not be penalised and that is the QCSA Registrar.**

#	OFFENCE
1	Player too Young to Play
2	Failure to provide RPL at request
3	Ineligible Borrowed Player (U9)
4	More than max players on MC (didn't play)
5	Not listed on MC as borrowed player
6	Ineligible Borrowed Player (except U9)
7	Playing Down in Junior Teams
8	4 or more Playing Down in Senior Teams
9	Playing Down in Seniors Last 5 Weeks
10	Using more than maximum allowed players
11	Player Not Listed on the Match Card
12	Player Not Registered
13	Playing while suspended
14	Playing Under an Assumed Name

### By Law 4.8 in simple terms.

**If you Win:** you lose 3 points and your for goals. Opposition gets 3 points.

**If you Draw:** you lose 3 points and your for goals. Opposition gets 2 points.

**If you Lose:** you lose 3 points and your for goals. Opposition gets 0 points.



## **FINALS**

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

### **Qualification**

The top 4 teams go into the Finals (Championship Competition). Where two or more teams tie for a position, positions shall be determined in the following order.

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

### **Procedure**

Matches will be played in the following manner.

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

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

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

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

### **Drawn Matches**

In any and all drawn matches, extra time shall be played of the amounts listed in the "Durations, Ball Sizes & Corners" after a break of the same length as half-time. All extra time amounts are "**FULL EXTRA TIME**". There is no Golden or Silver Goal. The full amount will be played. Note that there is no half-time in extra time, teams will just change ends and play continues. If the teams are still level after extra time in semi finals and preliminary finals then the following will happen.

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

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

If it is a Grand Final (for juniors) – teams are declared Joint Champions. In seniors (Men, Women & >30's/40's) a penalty shootout will decide the Champions for the year.

### **Finals Venues**

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

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

## OTHER FINALS COMPETITIONS

### U9 Pennant Race

All teams in U9s are invited to participate in the U9 Pennant Race should they not make the Championship Finals. It is held in Zones with the final taking place as part of Grand Final day in your zone. Although it is not compulsory, teams are encouraged to participate, but can decline if they wish. What format the PR will take in each zone is different and won't be determined until the number of teams competing is confirmed., but basically there is a minimum of 3 extra games (for no extra cost except ref fees) and trophies / medallions for the winners and runners up.

### U10 Pennant Race

Once again, teams are not required to participate, but are strongly encouraged too. The U10's is held across all zones, but we do our best not to send teams miles and miles away and works like all other finals on neutral fields and minimal traveling. The purpose of this comp is three-fold; it allows Fixture Committee to get an idea about the difference in the U10 comps as we try and put them into divisions for U11s; it allows parents and players a little taste and experience of traveling; and thirdly teams get to play different teams they have never met before. The actual format is determined once team numbers are known, but basically it is 4 games culminating in the top 4 teams going to Grand Final.

### U9 & U10 QCSA Champions

The 4 teams that win the Zone Grand Finals in U9s play off the next week for U9 Champions. Similarly, the 3 teams that win the Division 1 Zone Grand Finals play off, plus a Premiership Wildcard. (At the conclusion of the Premiership rounds, Fixture Committee will rank the top 6 or so teams in U10 – the highest team on that list that does not win their grand final – will also get to compete). Opposition for the first match is decided by being drawn from a hat. Winners play off for 1<sup>st</sup> v 2<sup>nd</sup>. Losers also get a 3<sup>rd</sup> v 4<sup>th</sup> Play Off.

