



CENTRAL COAST FOOTBALL

2022 FINALS SERIES SUPPORT DOCUMENT FOR PARTICIPATING TEAMS



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1. PRE-MATCH PROCEDURES

Team sheets will need to be completed by team Managers on their personal device

i. Team sheet:

- MyCompApp Team sheets are to be completed by the coach or manager at least forty-five (45) minutes prior to the scheduled kick off time and must be completed prior to the team presenting at the official table.
- No Players can be added to the team sheet after the match has commenced.
- A maximum of five (5) players from eligible grades are permitted to be listed on the Team Sheet and participate in the match, with the exception of BPL, WPL, & DIV1 who may use unlimited players from the grades below.
- When signing on, Managers or team representatives must ensure all those playing in the match are selected on the team sheet, with the correct shirt number assigned to them, including goalkeepers. All those not playing must be deselected.
- 2 Team Officials must be listed on the team sheet in the space provided. More information on Team Officials is provided below.
- Once the team sheet has been finalized, it must be PUBLISHED (**Green light**) prior to the match kicking off.
- The maximum numbers of players who may be listed on a team sheet for each division is as follows:

<i>DIVISION</i>	<i>MAXIMUM ON TEAM SHEET</i>
Juniors	Sixteen (16)
Seniors & Overage	Sixteen (16)

- After the match, the referee must return to the Official table and complete the team sheet entering the score and all yellow/red cards correctly.
- All Managers must become familiar with the MyCompApp team sheet and understand the process of signing teams on.

ii. Player Photos:

- All players' photos must be checked on the MyCompApp team sheet upon sign-on. At that time, all players must assemble at the official table in alphabetical order going by first name, with their appropriate playing strip on, to enable the checking of photos and shirt numbers by the Ground Official. Please ensure all teams have their playing strip only on to ensure an efficient process.
- The ground official will enlarge the photo to properly identify the player.
- Any player who does not have a valid (passport style) photo in the MyCompApp system will be unable to partake in that match that they are being identified for. **NO PHOTO NO PLAY.**
- Should (in unforeseen circumstances), the internet be unavailable, there will be laminated card sheets available to check whether or not the player has a photo registered on the system. This will be used as an emergency measure only.

iii. Playing Strips:

- As per rule 2.4.12 (j), in the case of a clash of colours in a Final Series match, the **HOME** team shall change to their alternate strips. The referee shall be the judge as to whether a clash of colours occurs.

iv. Kick Off Times:

- To allow time to be caught up, the referee has the right to start any fixture as much as ten (10) minutes prior to the scheduled kick off time. Thus, both teams must be ready to kick off at this earlier time.
- v. Match Balls:
 - As per rule, 2.4.22 (f), at least two (2) match balls are to be provided by each team.
- vi. General:
 - Where Finals matches are being played at Pluim Park, ALL warm-ups are to be completed in the allocated space as advised by CCF Ground Official. Players, coach, managers and physio are only allowed inside the fenced area.

2. PLAYER ELIGIBILITY:

- i. General:
 - Players who have played the majority of their competition games in a lower grade will automatically be eligible to play in a higher division or grade in the Final Series.

3. YELLOW CARD COUNTS AND SUSPENSIONS:

- i. Yellow Card Count:

6.2 Accumulation of Yellow Cards – Winter Season/Final Series

- a) A Player who accumulates five (5) Yellow Cards in the Season, including the final series, irrespective of the age-grade or competition (including cup) in which they are received, must serve a Mandatory Match Suspension of one (1) Fixture. That Mandatory Suspension must be served in the next competition match of the team the player is registered in or should the players registered team have finished its season then the match of the team in which the fifth (5th) Yellow Card was received.
- b) A Player who accumulates an additional three (3) Yellow Cards (in total eight (8) Yellow Cards) in the Season, including the final series, irrespective of the age-grade in which they are received, must serve a Mandatory Suspension of two (2) Fixtures. That Mandatory Suspension must be served in the next competition match of the team the player is registered in or should the players registered team have finished its season then the match of the team in which the fifth (5th) Yellow Card was received.
 - Players will be notified by CCF through their club should they be suspended for accumulating too many yellow cards as per the 2022 Grievance and disciplinary policy Players are not to sit out a match until their club has been notified by CCF.
- ii. Suspensions:
 - All suspensions continue to apply during the Final Series matches, unless specified differently in the suspension itself.
 - All suspensions received during the Final Series, if not fully served during that time, will carry over to the next season.
 - Should players receive a red card in the match, the player is to be removed from the field entirely and is not permitted to remain in the technical area.

4. FINAL SERIES MATCH FORMAT:

i. General:

- In Junior and Senior Finals Series matches, Normal Time shall be played as per a league match.
- If the scores are level at the conclusion of Normal Time, then ten (10) minutes each way of Extra Time shall be played. There shall be a straight turn around between the two halves of Extra Time.
- Extra Time will follow a maximum five (5) minute break after Normal Time. During such break, teams must remain in a group on the field and only the coach and/or manager may go to them.
- For all Junior and Senior Leagues except for BPL, DIV1 and WPL the match will be determined by the Golden Goal rule. The first team who scores a goal during the period of extra time is determined the winner. The game finishes when a goal is scored.
- BPL, WPL & DIV1 will play Fifteen (15) minutes each way of extra time. No Golden Goal, there shall be a straight turn around between the two halves of Extra Time.
- If the match is still drawn at the end of Extra Time the match shall be determined by a Penalty Shootout, as per FIFA's laws of the game. During the Penalty Shootout, only the players are allowed on the field of play. The Coach, Manager and Trainer must remain in the Technical Area.
- For BPL, DIV1 and WPL the golden goal rule does not apply; instead, the full duration of extra time will be played, the match will be determined by a Penalty Shootout should the result still be drawn at the end of extra time, as per FIFA's laws of the game.

5. TECHNICAL AREAS:

i. General:

- Only the team Coach, Manager, Physio and Substitute players (on the Team Sheet) are permitted in their team's Technical Area. All other persons are to be in the designated spectator area.
- Approved persons in the Technical Area are to remain in that area at all times during their match, unless directed otherwise by officials.
- Coaches and Managers must display their identification cards at all times.
- All teams are to leave the Technical Areas clean and tidy (including the removal of all rubbish and tape) for the next team.
- All Clubs hosting finals without field fencing need to line-mark a line for both sides of the field. This line must be at least one (1) metre back from the field of play. All spectators must remain behind this line at all times. Where two fields lay adjacent, Clubs should consider only allowing Officials in that area in the interest of safety.

6. TEAM OFFICIALS:

i. General:

- Each team is to provide two people, 18 years or older to be their Team Officials. Clubs must ensure they have an adequate number of vests available for Team Officials to use.
- Team Officials must wear an official vest for the duration of the match. These designated officials must have their name recorded on the team sheet in the space provided.
- Each Team Official needs to be clearly identifiable by the referees prior to kick off.
- Each Team Official is to realise their responsibility and understand the importance of their role. They are responsible to control the behaviour of their own team supporters, and to assist the Match Officials in any capacity requested. There may be times when they are required to escort personnel from the field of play and spectator area. The Ground Officials will be available to assist the Team Officials if so required. Each Team Official is expected to set the standard of behaviour during the match. Emotions are all part of a Finals Series match, but outbursts and abuse from any person is not to be tolerated.
- The team official can not be the coach or manager and must be situated with the spectators

7. GROUND OFFICIALS:

i. General:

- For Final Series matches being held at a club venue, the hosting club will be responsible to supply all necessary Ground and Table Officials for the day.

- These Ground Officials will be in addition to the team officials as per point 6.
- No alcohol is to be consumed while junior matches are taking place.

8. VACATING CHANGE ROOMS AND FIELD OF PLAY:

i. General:

- Please ensure you vacate the technical areas, field of play and change rooms in a timely manner.
- No teams are to leave any gear in the change rooms.
- All Change rooms are to be left in a clean and tidy state for the next team including swept out with the brooms provided.

9. POST-MATCH PRESENTATIONS:

i. General:

- There will be a presentation after each grand final.

GENERAL FAQ's:

Is it Golden Goal?

Yes – for all grades except BPL, DIV1, WPL.

Do I need a Team Official and do they need vests?

Yes - Each team is to provide two people (18yrs or older).

Yes - Team Officials must wear an official vest for the duration of the match.

Who is allowed in the Technical Area?

Coach, Manager, Physio and Players on the Team Sheet ONLY.

Coach and Manager must be identifiable by wearing their CCF Identification.

How long before the game do I have to sign on?

At LEAST forty-five (45) minutes before the game. This allows time for photo checks. The earlier – the better.

When do I line up to have our photos checked?

At least Thirty (30) minutes prior to kick off.