

# **SOUTH WEST SOCCER ASSOCIATION**



## **BY-LAWS**

### **SOUTH WEST SOCCER ASSOCIATION BY-LAWS Amended JULY 2020**

Any matter not covered in the current SWSA Constitution or in these SWSA By-Laws will be dealt with in accordance with the rules of the State, National or International governing bodies as deemed necessary by the SWSA Executive Committee.

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## **DEFINITIONS**

*Note: The following definitions are subject to the rules and definitions where applicable of the South West Soccer Association Constitution and shall apply herein unless otherwise stated.*

### **Affiliate**

Shall mean any financial and registered football (soccer) club being a member of the SWSA

### **Association**

Shall mean the South West Soccer Association (SWSA)

### **Executive**

Shall mean the Executive Committee appointed at the Annual General Meeting of the SWSA consisting of; but not limited to; the positions of President, Vice President, Secretary, Financial Director and a maximum of three (3) other general members

### **FFA**

Shall mean Football Federation Australia - the recognised national governing body overseeing the sport of football (soccer) in Australia

### **FIFA**

Shall mean the Federation of International Football Associations – the recognised international governing body overseeing the sport of football (soccer) worldwide

### **FW**

Shall mean Football West - the recognised state governing body overseeing the sport of football (soccer) in Western Australia

### **Home Ground**

Shall be the ground as nominated by the affiliate at the time of registration

### **Parent Club**

Shall mean the affiliate club with whom a player is currently registered

### **PF**

Shall mean Play Football - the recognised player registration package

### **Player**

Shall mean any player registered with the SWSA

### **SWSA**

Shall mean the South West Soccer Association

### **Unregistered Player**

Shall mean a player that is not deemed as active under PF, meaning that if they are pending or waiting for payment they are unregistered

## **1. GENERAL**

1.1. This document must be read in conjunction with the following documents.

### **FIFA Documents**

- FIFA Laws of the Game
- FIFA Statutes
- FIFA Regulations on the Status and Transfer of Players
- FIFA Disciplinary Code

### **FFA Documents**

- National Registration Regulations
- National Disciplinary Regulations
- National Grievance Procedure By-Law
- National Judicial Bodies By-Law
- National Arbitration Tribunal Regulations
- National Club Identity Policy
- National Code of Conduct
- National Member Protection Policy
- National Privacy Policy
- National Anti-Doping Policy
- National Spectator Code of Behaviour

### **Football West Documents**

- Football West Competition Rules Annexures
- Football West Match Scheduling Policy
- Football West Disciplinary & Grievance Regulations
- Football West Competition Management Regulations
- Football West Code of Conduct
- Football West Spectator Code of Behaviour

1.2. The Association may alter, add to, clarify or delete any of these by-laws at its discretion. Any changes to these by-laws will be communicated to clubs.

1.3. The Association may investigate any alleged breach of these by-laws regardless of the source of the alleged breach. Whether a matter is investigated or not is entirely at the discretion of the Association.

1.4. An Affiliate breaching any of these by-laws is liable to a penalty. Whether a penalty is imposed or not, or whether a penalty is reduced or varied is at the sole discretion of the Executive. The Association reserves the right to issue a warning for any breach of a competition rule prior to the imposition of any penalties, but whether a warning is issued is at the sole discretion of the Executive.

1.5. Where a penalty is not specified in these rules, the Executive reserves the right to use its discretion to determine and impose a penalty.

- 1.6. In the case of a rule being interpreted in two or more different ways, the Executive reserves the right to determine which interpretation is valid. Any such determination is final.
- 1.7. In the case of a circumstance not being governed by these by-laws, the Executive reserves the right to make a ruling on that circumstance. Any such ruling is final.
- 1.8. An Affiliate may apply for an exemption to these rules where it can demonstrate that exceptional circumstances exist. The Association will consider any application and determine whether or not the circumstances are exceptional. Any such determination is final and not subject to any further challenge.

## **2. QUALIFICATIONS AND REGISTRATION OF PLAYERS**

- 2.1. Only players registered with the Association shall play in any match organized by or played under the jurisdiction of the Association.
- 2.2. No player shall be permitted to take part in any match until that player has through the PF process lodged their registration and his or her club has listed them as active by no later than an hour prior to the scheduled fixture starting time.
- 2.3. Failure to lodge a PF registration form for a player as required above shall result in the application of the prescribed penalty for playing an unregistered player as per by-law 2.5.
- 2.4. For knowingly furnishing incorrect particulars on a PF registration form there may be a fine of two hundred dollars (\$200).
- 2.5. For playing an unregistered player or a player under an assumed name, forfeiture of the match or matches in which the player took part on the basis of three goals to nil (3-0) may apply. A penalty of two hundred dollars (\$200) may apply for each offence and such other disciplinary action as the Executive may deem necessary. If the offending team loses with a greater margin than 3 – 0, the match score shall stand and the above financial penalties may apply.
- 2.6. Each team must produce proof of registration for any or each of its players on request from the opposition club prior to kick-off.
- 2.7. Players registered with one affiliate and wishing to transfer to another within the SWSA must de-register with the consent of the parent club and submit the same to the SWSA Administration Manager for consideration and action. The Executive shall have the power to investigate and grant/decline the player's transfer should the parent club refuse clearance for that player.
- 2.8. According to the terms set out by FFA and FW, a player playing in any SWSA fixtures may only be registered with one club at one time. This includes junior and senior teams not part of the same club.

- 2.9 All player transfers must be completed by 5pm (WST) 30 June each year. Players will not be permitted to transfer to another club after this time to play in the calendar year in question.
- 2.10 The Executive shall have the power to reject or cancel any application for registration or any registration as it may deem expedient but the person so affected may appeal to the Association against such cancellation or rejection.
- 2.11 A player that is not financial with their parent club at the end of a season (e.g. not paid fees) shall not be permitted to register with that club or any other Affiliate within the SWSA until that player becomes financial with their parent club. Any other Affiliate wishing to register any such player may do so only after they clear any outstanding debt to the parent club.
- 2.12 At the end of the SWSA season a list of any such players who are not financial as in by-law 2.11 must be submitted to the SWSA Administration Manager.
- 2.13 There shall be no refund of FW and FFA player's registration fees if a player is recorded on any match card or having only played a minimum of one game during the season. Affiliates are responsible for bringing this by-law to the attention of all players and club officials. Players who are listed on a match card and play a maximum of one game and then de-register will have their SWSA registration fee refunded minus FFSW Referees Academy fees.

### **3. PLAYER LEAGUE MOVEMENTS AND ELIGIBILITY**

- 3.1. A registered player can move within their registered club to any higher division although they can only move down to the club's next lowest graded team per round. This rule does not apply to any cup competition within the SWSA.
- 3.2. If the player is listed on a match card for their Premier team, they are only eligible to play for the club's next lowest graded team in the following week. If a player is returning from injury and has not been listed on any match card for at least two consecutive weeks, they are eligible to return through any division their club deems appropriate.
- 3.3. If a club is deemed to have breached by-laws 3.1 or 3.2 a fine of one hundred dollars (\$100) may be enforced and the team will be deducted 3 match points.
- 3.4. Clubs nominating more than one team in any one Division will for the purposes of fixtures and team allocations will be considered as a separate "club". Players must be registered/allocated separately within each "club" (team) and are not eligible to swap and play in other "club" sides without first using the mandatory FFA regulations in regard to the de-registration of players and having submitted documentation to the SWSA Administration Manager as per by-law 2.7.
- 3.5 Clubs are permitted to field female players in the following male competitions – Division 1 and Division 2. Should a club wish to field a female player in the Men's Premier League/Premier Reserve games then application should be made to the Executive through the SWSA Administration Manager.

## 4. GROUNDS

- 4.1. Affiliates shall be responsible for obtaining a ground considered suitable by the Association and for maintaining the ground in proper playing condition. The referee shall be the sole judge of the suitability of the ground for play except by order of the Police or the Local Authority. The Executive shall have the power to postpone, cancel or suspend any match due to be played at a ground considered unsuitable for play.
- 4.2. Home clubs shall be responsible for the marking of playing and technical areas and providing goal posts, nets, corner posts and flags in accordance with FIFA/SWSA regulations. The match referee shall be given any assistance by the home team to rectify any problems before the game commences. Penalty for failure to comply may be a fine of fifty dollars (\$50) for each matter of non-compliance.
- 4.3. Affiliates shall be responsible for the payment of all rents, rates, lighting and other charges levied by Local Authorities for the use of their ground.
- 4.4. For the SWSA Men's Premier League and Premier League Reserve matches only, the home team will ensure ropes are erected or a boundary line drawn to keep spectators 1.5metres from the interchange sideline only. Failure to comply may incur a fine of fifty dollars (\$50). Referees are to ensure that no person other than the 22 players, referee, assistant referees, substitutes and persons listed as 'Team Area Occupants' on the match card be allowed inside the designated area.
- 4.5. Clubs wishing to host night fixtures during the season must submit field lighting audits as requested and have approval for competition play by the Executive. Recommendations for football field lighting as detailed in the Australian Standard AS2560 Part 2.3 "Lighting for Football" includes a minimum service luminance lux (Average) of 100.
- 4.6. Medical

All clubs must make provision for player and spectator medical support during and after scheduled matches, including but not limited to a first aid kits and a supply of ice. Failure to comply may incur a fine of fifty dollars (\$50).

- 4.6.1. Clubs must ensure the availability of at least one stretcher suitable for first aid and emergency use at all scheduled matches.
- 4.6.2. Unrestricted access to the field of play must be provided for emergency services vehicles when required.

- 4.6.3. Clubs are required to have on hand the following relevant FFA and FW documents regarding player wellbeing: concussion guidelines and heatwave policy.

## **5. LEAGUE FIXTURES**

- 5.1 All Association League and Cup fixtures including kick-off times shall be arranged by the Executive who shall have authority to make alterations as they deem necessary.
- 5.2 Should a fixture be refereed by a club referee, that referee is not permitted to allow the fixture to exceed ninety (90) minutes. Should a fixture be refereed by an officially appointed referee, that referee is permitted to exceed the ninety (90) minute maximum subject to the laws of the game, with subsequent fixtures delayed accordingly. If for any reason it is necessary to reduce fixture duration, this may be reduced by mutual agreement of the two captains of the teams and agreed to by the referee, but in no instance shall the duration of any Association fixture be less than sixty (60) minutes.
- 5.3 Late Starts, Postponements and Forfeits
- 5.3.1. Any team not ready to kick off ten (10) minutes after the time appointed shall be reported and may be fined fifty dollars (\$50). Any team not ready to kick-off fifteen (15) minutes after the appointed time shall forfeit the game to their opponents three goals to nil (3 - 0) and may be fined two hundred dollars (\$200) to be credited to the account of the opposing team.
- 5.3.2 If a club requests the postponement of a match, SWSA reserves the right to require that an alternative date (within 30 days of the original date), time and venue are agreed to by both teams before any such request is granted.
- 5.3.3 If a match is postponed in accordance with 5.4.2, and the clubs involved are not able to reach an agreement as to when the match will be played, SWSA will determine the date, time and venue of the match and any such decision is final. If the rescheduled match incurs a cost, SWSA may pass on that cost to either one or both clubs depending on the circumstances which led to the postponement.
- 5.3.4 If a postponed match cannot be rescheduled in accordance with 5.3.3, or cannot be completed for any other reason, SWSA reserves the right to declare the match a 0-0 draw.
- 5.3.5 Kick-off time can only be altered by prior agreement with the SWSA Administration Manager. Both teams must agree on a new time and/or date which must be confirmed with the Referees Branch.



- 5.3.6 Clubs not fulfilling any fixtures after election to the Association may be fined up to five hundred (\$500) dollars.
- 5.3.7 Any club that notifies an opponent of a forfeit forty-eight hours (48hrs) or less before the appointed kick-off time shall forfeit the game to the opponent three goals to nil (3-0) and may be fined \$100. Any club that notifies an opponent of a forfeit twenty-four hours (24hrs) or less before the appointed kick-off time shall forfeit the game to the opponent three goals to nil (3-0) and may be fined \$200.
- 5.3.8 A club must always forfeit its lowest graded side before forfeiting a match involving a higher graded side.
- 5.3.9 In the case of a late kick-off referees must inform the offending club prior to the match commencing that a late kick-off is being reported.
- 5.3.10 Any team with three (3) or more players selected for a SWSA representative match may postpone their league fixture with the consent of the Executive.

#### 5.4 Abandoned Games

- 5.4.1. In the event of inclement weather, clubs are obliged to ensure that all reasonable steps are taken in order that the scheduled matches may proceed. It is the responsibility of the home club to enable the ground inspection to be carried out by the referee.
- 5.4.2 A match may not be postponed, delayed or abandoned except on the instructions of the referee; or by order of the Police or Local Authority exercising its statutory powers to that effect; or on the instructions of or with the prior written consent of SWSA.
- 5.4.3 Any team walking off the field of play during a match, irrespective of time played, without the consent of the referee shall be referred to the Protests & Disputes Sub-Committee who shall at their discretion confirm the outcome of the match by awarding points, ordering a replay and/or imposing a penalty.
- 5.4.4 Any team refusing to enter the field of play to commence a match for any reason at all except with the approval of the referee shall be referred to the Protests & Disputes Sub-Committee who shall at their discretion confirm the outcome of the match by awarding points, ordering a replay and/or imposing a penalty.
- 5.4.5 If a match is abandoned prior to half time, then the match will be replayed, unless, in the opinion of the referee, one of the participating teams caused the abandonment of the match or unless otherwise specified in these rules.

- 5.4.6 If a match is abandoned at half time or after the commencement of the second half, then the score at the time of the abandonment of the match will be deemed to be the match result, unless, in the opinion of the referee, one of the participating teams caused the abandonment of the match.
- 5.4.7 If an abandoned match cannot be rescheduled through mutual agreement, SWSA will determine the date, time and venue of the match and any such decision will be final. If the rescheduled match incurs a cost, SWSA may pass on that cost to either one or both clubs depending on the circumstances that led to the abandonment.
- 5.4.8 If an abandoned match cannot be rescheduled in accordance with paragraph 5.4.7 SWSA reserves the right to declare the match a 0-0 draw. If the abandoned match is one in which the outcome must be that one of the teams must be declared a winner, SWSA reserves the right to determine the outcome of the match using any method it chooses.

## **6. MATCH CARDS**

- 6.1. Match cards must be completed in ink, clearly and legibly, by a properly appointed club official who shall be entirely responsible on behalf of the club for the contents and accuracy in respect of players etc. Failure to do so may incur a fine of fifty dollars (\$50) for the first offence and one hundred dollars (\$100) for each subsequent offence.
- 6.2. An appointed club official will sign the match card prior to the start of the match, certifying that all players shown on the card are properly registered players of the club. Should it be later proved that any such information so recorded is in any way incorrect, false or sanctioned by the club then that club will be liable to forfeiture of the match and may be penalised as laid down in by-law 2.5.
- 6.3. After commencement of the fixture, the match card must not be altered in any way. Penalty for doing so may be a fifty dollar (\$50) fine and possible forfeiture of the match which will be determined by the Executive.
- 6.4. A player whose name appears on a team list is deemed to have participated in the match as either a player or a named substitute.
- 6.5. A player whose name appears on a team list in accordance with 6.4, and who participates in a competition, in which interchangeable substitutes are permitted, is deemed to have played in the match.
- 6.6. A club wishing to challenge any player shown on the opponent's match card must submit this matter in writing to reach the SWSA Administration Manager not later than seventy-two hours (72hrs) after the conclusion of the match.
- 6.7 After each league fixture the referee of the game shall choose the three (3) fairest and best players of the game and shall complete the relevant section of the match card as provided.

- 6.8 The match card shall be finalised by the appointed match referee as required, then scanned and sent electronically to matchcards@swsa.net.au by 7pm on the respective match day or within twenty-four hour (24 hrs) of the conclusion of a mid-week game. All original match cards are to be posted to Simone Darnell PO Box 1935, Margaret River, WA 6285.
- 6.9 In games adjudicated by a club referee the match card shall be finalised (result, scorers, fairest & best points and red/yellow cards), then scanned and sent electronically to the SWSA Administration Manager swsa@ffsw.com.au by 7pm on the respective match day. All original match cards are to be posted to Simone Darnell PO Box 1935, Margaret River, WA 6285.
- 6.10 The home team shall text results of the day's fixtures by 7pm to the SWSA Administration Manager on 0488 045 514.

## **7. LEAGUE COMPETITIONS**

- 7.1. The league competitions shall be divided into divisions of such numbers as laid down by the Executive dependent upon the number of clubs and teams applying for affiliation at the start of the season.
- 7.2. The respective league competitions shall be decided by points and the club gaining the highest number of points shall be adjudged the winner. Three (3) points shall be awarded for a win, one (1) point for a draw and none (0) for matches lost. In the event of clubs being equal on points, goal difference shall decide the higher placing. If in the event two teams are equal on goal difference then the team with the higher number of goals shall be selected, or if these are equal then highest number of goals for wins shall be selected.
- 7.3. Mandatory promotion and relegation will apply for all leagues; (men's and ladies); provided that this does not result in one club having two teams in a league competition. The Executive reserve the right to make an exception to such decisions based on special circumstances.

### **7.4. Rules for Divisions**

#### **7.4.1. Men's Premier League**

FIFA Rules and Football West Amateur League Rules apply; maximum four (4) substitutes on a match card and all four (4) substitutes can be used; 45 minute halves: where a fixture has been scheduled for a Friday/Saturday night a maximum of three (3) players ONLY who took the field in that game can be included in the club's next lowest graded team fixture if played on the Saturday/Sunday (a breach will incur a fine of one hundred dollars (\$100) and the team will be deducted 3 match points).

#### **7.4.2. Ladies Premier League**

FIFA Rules and Football West Women's Premier League Competition Rules apply; maximum six (6) substitutes interchange on a match card and all six (6) substitutes can play; 45 minute halves; where a fixture has been scheduled for a Friday/Saturday night a maximum of three (3) players ONLY

who took the field in that game can be included in the club's next lowest graded team fixture if played on the Saturday/Sunday (a breach will incur a fine of one hundred dollars (\$100) and the team will be deducted 3 match points).

- 7.4.3. Men's Premier Reserve League  
FIFA rules and Football West Metropolitan League Rules apply; maximum six  
(6) substitutes interchange on a match card and all six (6) substitutes can play; 45 minute halves
  
- 7.4.4. Ladies Premier Reserve League  
FIFA Rules and Football West Women's Metropolitan League Rules apply, with the exception of Article 9(2) in the latter whereby SWSA amends the rule to allow a player born in 2006 or earlier to be eligible to play; 45 minute halves
  
- 7.4.5. Men's Division One and Two Leagues  
FIFA Rules and Football West Metropolitan League Rules apply; maximum six  
(6) interchange on a match card and all six (6) can play; 45 minute halves

## **8. CUP COMPETITIONS**

### **8.1. South West Soccer Association Cup**

- 8.1.1. The fixtures shall be drawn by ballot at either an Executive or an Affiliate meeting. In all SWSA Cup matches including the finals, the team drawn first in the ballot shall be deemed the home team.
  
- 8.1.2. All games shall kick off thirty (30) minutes earlier than normal league games, unless prior arrangement has been made between relevant clubs and referees.
  
- 8.1.3. All players must have registered and played with their club for a minimum of three playing dates, before being eligible to play in any SWSA Cup round.
  
- 8.1.4. Substitutes for all divisions will be the same as normal league games.
  
- 8.1.5. Clubs with suitable facilities may submit a proposal to the Executive to host the SWSA Cup Qualifying Rounds & Finals.
  
- 8.1.6. Clubs hosting the SWSA Cup Finals shall organise all matters relating to match day grounds, facilities and event management, including but not limited to grounds, change rooms, canteen, referee facilities, presentation areas, liquor licensing and Council event permits.

### **8.2. SWSA Cup Tie Rules and Referee Fees**

- 8.2.1. All players may move up a league within their club during the SWSA Cup competition but not move down.
- 8.2.2. A player can play for any other team within their club during the competition including if their team has been eliminated from the SWSA Cup only by moving up a league and not down. This means a Premier League player cannot move up or down a league during the SWSA Cup competition.
- 8.2.3. Apart from the Men's Premier SWSA Cup competition, a player is deemed to be cup-tied for the SWSA Cup competition once they are listed on the match card for that particular team, regardless whether they take the field or not. In the Men's Premier SWSA Cup competition the player must actually take the field to be cup-tied which will be recorded by the referee on the match card.

### 8.3. SWSA Cup Qualifying Rounds & Final

- 8.3.1. For Men's Premier League and Ladies Premier League SWSA Cup fixtures, if the game is drawn at full time then fifteen (15) minutes extra time for each way will be played. If the game is still drawn after extra time then the game will be decided on penalties.
- 8.3.2. All other divisions shall proceed directly to penalties if the game is drawn, with no extra time to be played including the SWSA Cup Final.
- 8.3.3. All referees fees for SWSA Cup games shall be paid by both clubs at 50% each for qualifying rounds.
- 8.3.4. All referees and assistant referees' fees for SWSA Cup Finals shall be paid by SWSA.

### 8.4. Pioneer & Legend Cup

- 8.4.1. The Pioneer & Legend Cup shall be composed of affiliated clubs in the Association who wish to enter the competition. Only players registered and financial with a SWSA club may participate in this competition.
- 8.4.2. Each affiliated club shall enter a maximum of 1 (one) senior men's team and 1 (one) senior women's team into the competition. Each team may nominate 6 substitutes and use rotational interchange.
- 8.4.3. The format of the Pioneer & Legend Cup will be played as decided at an Affiliates meeting prior to the commencement of each season.
- 8.4.4. The fixtures shall be drawn by ballot at either an Executive or an Affiliates meeting.

- 8.4.5. In the case of an odd number of teams competing, a team/s not drawn in the first round shall proceed directly to the next round.
- 8.4.6. Should a club withdraw, not be able to play, or forfeit a match in a given round the next best losing side shall be selected to advance into that round. If seven (7) days prior notice cannot be given of the fixture by the Executive, an alternative fixture may be played at a date, venue and time so fixed by the Executive. When notified the next best losing side at its discretion may however elect to play the original fixture date.
- 8.4.7. A penalty of \$100 may be imposed on the club that withdraws or forfeits during the Pioneer & Legend Cup competition.
- 8.4.8. All drawn games will go straight to penalties in all qualifying rounds except for the Pioneer & Legend Cup Final only.
- 8.4.9. The Pioneer & Legend Cup Final shall have 15 minutes extra time each way played if the game is drawn at full time. If still drawn after extra time a penalty shootout will take place.
- 8.4.10 The payment of the referee's fee per match shall be based on the highest level of the two teams playing.
- 8.4.11 All referee and assistant referee fees to be paid by clubs 50% each for each of the qualifying rounds.
- 8.4.12 All referee fees to be paid by the Association for Pioneer & Legend Cup Finals only.

#### 8.5. Pioneer & Legend Cup Tie Rules

- 8.5.1. A player becomes cup tied when first recorded as having played for a club in a Pioneer & Legend Cup match until the completion of the competition.
- 8.5.2. A cup tied player shall not play in any Pioneer & Legend Cup match for any other club during that season.

#### 8.6. Grounds & Facilities

- 8.6.1. Clubs with suitable facilities may submit a proposal to the Executive to host Pioneer & Legend Cup Qualifying Rounds and Finals.
- 8.6.2. The club hosting the Pioneer & Legend Cup Finals shall organise all matters relating to match day grounds, facilities and event management, including but not limited to grounds, change rooms, canteen, referee facilities, presentation areas, liquor licensing and Council event permits.

## **9. REFEREES & ASSISTANT REFEREES**

### **9.1. Fees**

9.1.1. Referees fees shall be ratified annually by the Executive. Referees fees shall be paid by the home clubs prior to the commencement of the match apart from cup ties where the payment is 50% each club.

9.1.2. Fees for referees and assistant referees for cup finals and any sanctioned SWSA representative matches shall be paid by the Association unless the Executive makes other arrangements.

9.2 A referee arranged by the home club in the absence of an officially appointed referee assumes the same powers and responsibilities as an official referee for the duration of the match.

9.3 A club-based referee must be at least 18 years of age unless they are currently participating in the FFSW Referees Academy.

9.4 Should no referee be appointed or should the appointed referee fail to appear, the captains from both teams must mutually agree upon a substitute.

9.5 If a referee fails to appear for a match without adequate prior notice to the home team, a penalty equivalent to the relevant match payment may be imposed on the Referees Branch by the Association.

9.6 Fifteen (15) minutes prior to the appointed kick-off time, the team officials responsible for the compilation and completion of the match cards will hand such properly completed cards to the referee or official in charge of the match. The referee is responsible only for checking that the cards are completed in all respects. The responsibility for the accuracy of the contents is entirely that of the club officials.

9.7 The referee will retain both cards until the end of the match. He/she will then complete the part of both cards that are his/her responsibility, he/she will sign and forward it as per by-laws 6.8 & 6.9. Any necessary match reports should be scanned and sent to the SWSA Administration Manager by 9pm Monday following the match.

9.8 In the event of the match being postponed or abandoned for any reason the referee shall report same to the SWSA Administration Manager by 7pm on that match day.

### **9.9 Provision of Assistant Referees**

- 9.9.1 The referee's allocator shall appoint assistant referees to each match when available. The home team is responsible for the payment of the assistant referee/s.
- 9.9.2 Each team shall provide a competent club assistant referee when one has not been appointed by the referee allocator.
- 9.9.3 In the instance of only one official assistant referee being appointed to a match the home side and the visiting team shall provide an assistant referee for half a game each.
- 9.9.4 In the instance of the visiting team being unable to provide an assistant referee then the two teams may mutually agree to allow an official assistant referee, or a home team assistant referee, to run the line for the visiting team.
- 9.9.5 An unallocated official referee, if available, may be requested by either team to act as an assistant referee on that team's behalf in either an unpaid or paid capacity. In the instance of both teams requesting the same referee preference shall be given to the home team.

## **10. INFRINGEMENTS/APPEALS**

### **10.1. A Player who is Shown a Red Card**

- 10.1.1. Must leave the field of play and its surroundings and may not be present inside the perimeter fence or barrier where one is installed, or within 20 metres of the field of play where no perimeter fence or barrier is present, until the end of the match.
- 10.1.2 May not participate in any SWSA match on the same day as a club associate, a club referee, a club assistant referee, or in any other official capacity for the club.
- 10.1.2. Must serve a minimum Automatic Match Suspension of 1 match unless it is a case of mistaken identity. Any player receiving a red card and sent from the field of play must serve any suspension in the same league as the red card was issued. That same player shall not play in any other league or match until the suspension is served.
- 10.1.3. A player who accumulates a second red card in a competition season must serve an Automatic Match Suspension of 2 matches.
- 10.1.4. A player who accumulates a third red card in a competition season must serve an Automatic Match Suspension of 3 matches.
- 10.1.5. A player who accumulates a fourth red card in a competition season must serve an Automatic Match Suspension of 4 matches.



- 10.1.6. Referees must submit a written infringement report to the SWSA Administration Manager on any player sent off during a match. Such report to be lodged no later than 9pm Monday following the match. Referees should refer to the Football West document 'Table of Offences' in their report.
- 10.1.7. The Executive shall assess each infringement report and impose penalties in accordance with the Football West document 'Table of Offences'. The SWSA Administration Manager will then notify respective clubs of the details of the penalty and any other information pertaining to the penalty.
- 10.1.8. In addition to the Automatic Match Suspensions and any exclusion from participation in accordance with by-laws 10.1.1 – 10.1.5 a player may be required to serve an additional suspension in accordance with the Table of Offences and other sanctions imposed by the Executive and/or the Protests & Disputes Sub-Committee.
- 10.1.9. The imposition of an Automatic Match Suspension is immediate, and players are not permitted to play in any other team on that game day.
- 10.1.11. A red card issued during an abandoned match must be upheld regardless of whether or not the match is replayed.

## 10.2. A Player who is Shown a Yellow Card

- 10.2.1. In all competitions, cautions issued by the referee shall be reported to the Association. The SWSA Administration Manager shall keep a correct record of all such cautions issued.
  - 10.2.2. A player will automatically be suspended for one official playing date after the accumulation of four cautions issued in any one season. A player will automatically be suspended for a further two official playing dates after the accumulation of a further four cautions in any one season.
  - 10.2.3. No appeal can be lodged against a caution (yellow card) issued.
- 10.3. The SWSA Administration Manager will maintain an official record, compiled from the match cards, the Executive disciplinary decisions and Protests and Disputes Sub-Committee's reports. This will be regarded as the official Association record upon which all subsequent disciplinary action is taken by the Executive. Affiliates may check their records against the official record by contacting the SWSA Administration Manager.
- 10.4. Any club playing a suspended player in any fixture after being notified will lose the game three goals to nil (3-0) and will also lose three (3) points on the League table. The player will serve the original suspension imposed on him/her and a penalty of \$200 may be imposed on the club.
- 10.5. Any player sent off and convicted of any offence in any competition played under the SWSA jurisdiction is ineligible for the annual Fairest and Best award.

## 10.6. Appeals

- 10.6.1. A player not wishing to accept a disciplinary decision made by the Executive can only appeal through their club.
- 10.6.2. In the case of by-law 10.6.1, the appeal must be made in writing on club letterhead, for which e-mail will be acceptable, giving the reasons for the appeal, be accompanied by a \$100 fee (refundable in the event of a successful appeal), and lodged with SWSA Administration Manager within seventy two (72) hours of the player's club being advised of the decision.
- 10.6.3. Appeals shall be heard by the Protests & Disputes Sub-Committee who shall have the authority to increase, reduce, suspend, dismiss or otherwise deal with the respective penalty on such terms and in whatever manner as it considers appropriate.
- 10.6.4. The Protests & Disputes Sub-Committee will be appointed by the Executive, consist of no less than three (3) independent members who ideally have some knowledge of the game & the context. The Protests & Disputes Sub-Committee shall meet as required during a season to deliberate on all matters brought to its attention.
- 10.6.5. If a referee attends the Protests and Disputes Sub-Committee and the player is found guilty, the player's club must pay fifty (\$50) dollars or one (\$1) dollar per kilometre expenses, whichever is the greater to the referee. This will be paid by the club within seven (7) days of such notice.

## 11. RESPONSIBILITY OF AFFILIATES

- 11.1. Each Affiliate shall be furnished annually with a copy of the Constitution and By-Laws of the Association and such shall be regarded as proof that Affiliates are aware of all incurred responsibilities.
- 11.2. An Affiliate shall not be financial if its current account with the Association is unpaid at the time the Annual General Meeting is held or if it fails to comply with section 3.10 of the Constitution. Such an Affiliate shall not be allowed to take part in any Association fixtures or vote at any meeting, including the AGM, until all outstanding monies are paid.
- 11.3. Any Affiliate that is not financial under by-law 11.2 may have the outstanding account or part thereof subject to a ten per cent (10%) per annum interest charge, calculated monthly on outstanding debt.
- 11.4. Each Affiliate is responsible to the Executive for the actions of its officials, players, members and spectators. Affiliates are further required to take all precautions necessary to prevent spectators threatening, abusing or assaulting referees, assistant referees, players, officials or other persons during or at the conclusion of a match.

11.5 Any misconduct against referees, assistant referees, players or officials away from the field of play shall be dealt with in the same way as if the offence had taken place on the field of play.

#### 11.6 Ground Marshals

11.6.1 All home clubs are required to provide one (1) Ground Marshal for Men's Premier League and Men's Premier Reserves games and any other SWSA Executive nominated games.

11.6.2 Ground Marshals must be visible at all times, identify themselves to match officials prior to the game and be named in the home team match card.

11.6.3 Each season all clubs will be provided with a detailed duty statement for the Ground Marshal role.

11.7 Affiliates shall be required to attend or be represented by proxy at every Affiliate's Meeting, Special General Meeting and Annual General Meeting except with leave of absence. Failure to attend meetings or be represented by proxy may result in the club being fined an amount one hundred dollars (\$100).

11.8 Affiliates must register their playing colours with the SWSA Administration Manager. In the event of both clubs having the same or similar playing colours, the away team shall change. Penalty for failing to do so if reported on card by the referee may incur a one hundred (\$100) dollar fine.

11.9 Affiliates must ensure that players in all matches shall appear in numbered shirts with sleeves, shorts, socks, shin guards and footwear in accordance with the laws of the game. Goalkeepers shall appear in a different colour from those of the two teams competing unless the fixture referee approves otherwise.

## **12. SPECTATOR BEHAVIOUR**

12.1. At the commencement of each season all Affiliate officials should be made aware of their role and responsibilities as per the SWSA Spectator Code of Behaviour.

12.2. Any spectator(s) that abuses a referee / match official to the point where the official(s) feel threatened will result in the referee stopping the game and requesting to liaise with the Ground Marshal or a home club official.

12.3. If after the official match referee and/or the home team match official(s) has given a prior warning to the offender(s) and the abusive behaviour continues, the Ground Marshal or home club official shall call for the police to remove the offender 100 metres from the playing field / game being played at the time.

12.4. The Executive will make an assessment on situations detailed in by-laws 12.2 & 12.3. after receiving reports from the referee and/or Affiliates. The Executive will impose penalties in such situations that in accordance with relevant Football Federation Australia & Football West documents.

12.5. Any home team club found guilty by the Executive for failing to have an offending spectator removed away from the game / playing field(s) upon request from the match referee, shall be dealt with as the Executive deems necessary.

### **13. COMPLAINTS**

13.1. All matters pertaining to a dispute /complaint between Affiliates or between the Association and one or more Affiliates will be conducted as per Part 6 of the SWSA Constitution.

13.2. All complaints about an Affiliate member or player must be duly signed by the secretary of the club or designated substitute, made in writing and sent to the SWSA Administration Manager within seventy-two (72) hours of the incident. Complaints not lodged in accordance with this by- law shall be ruled invalid.

13.3. Any Affiliate member or player against whom a complaint has been made shall be notified in writing by the SWSA Administration Manager of such a complaint and the date, time and place where such a complaint shall be heard. This notification will be provided within seventy-two (72) hours of the complaint being received.

13.4. The Executive may call upon any person to attend a hearing held to inquire into a complaint and may require that person to answer any questions put to him or her by the Executive or their designated representatives. Should any person/s so summoned refuse to attend or refuse to answer any question of which the Executive approves, the Executive may deal with such person/s as it may deem necessary.

13.5. Any official of the club of which the person complained against or the person summoned to appear is a member, may assist such person at any inquiry.

13.6. In the event of the complaint being deemed frivolous and unwarranted by the Executive the club may be subject to further action by the Executive.

13.7. Any Affiliate who considers it has a complaint or report it wishes to lodge about referee or aspect of refereeing, may do so providing the complaint is sent on club letterhead to the Referee's Branch Secretary and a copy sent to the SWSA Administration Manager.

### **14. ASSOCIATION PUBLICATIONS**

14.1. All SWSA documents including Executive Meeting minutes will be available via the SWSA website.

