



Tournament Guidelines for Team Managers and Referees

A. Before the Tournament. Team Managers and Referees - please make sure you have read and fully understood the Tournament Guidelines as laid out below. This will ensure that the tournament progresses for everyone's enjoyment.

B. Turn up on time. Team Managers and Referees - **PLEASE** – make sure you are on time. Registration **MUST** be done within the times shown in your confirmation letter. Teams attempting to register late, i.e. within 15 minutes of Kick off, are likely to be excluded from the tournament

1. Rules for playing football. For all age groups Mini Soccer rules apply – i.e. there is no head-height restriction, and no restriction in players going into the goalkeepers semi-circle. SEE TOURNAMENT RULES ENCLOSED for more detail.

2. Match starts and stop. The matches will be started and stopped via the referees whistle, and the referees are instructed to blow for a match kick-off or full-time within 3 seconds of hearing the klaxon blown by Pitch Control. Team Managers must have their team ready and in place for their match 30 seconds before the sound to start the game. Referees will instruct Team Managers to be ready. Failure to be in place and ready for kick-off will mean your team forfeits the game 1 – 0. Referees have been instructed to blow immediately on hearing the klaxon – within 3 seconds maximum. If a goal is scored in between Klaxon and Whistle at the end of a game, the goal stands, as long as the referee has blown his whistle within the 3 seconds allowed. The only exception will be where a Referee has taken an agreed (with Pitch Control) comfort break, and the match starts after the Pitch Control klaxon. In this case, the match is allowed, by the Referee and Pitch Control, to slip into the normal 4 minutes time between matches. This exception will be communicated to Team Managers by Pitch Control before kick-off. The referee must start the next match with a shortened break to fall back on schedule.

3. Match duration. All matches will be 11 minutes long, with no break. There will be a four minute interval between each game, and teams need to be in place and ready to proceed. The teams who have just played must vacate the pitch immediately.

4. Results. Referees will complete a match results slip and give to the Pitch Controller. Pitch Control will show results for team managers and spectators to check on progress. Note – it is part of a Team Managers responsibility to ensure that the correct result is recorded by checking the result shown at the Pitch Control Tent, and immediately bring to the attention of Pitch Control if there is a problem.





5. Stoppages for injury. No time is being added for injuries. Team managers must look to perform an immediate substitution for an injured player, and do this within 30 seconds of the injury being noted. In the event of a serious injury, where a player cannot be moved, play will stop, and the score at the time of the injury will be used as the result. The referee has the discretion of awarding a match to the opposition 1 – 0 if he believes that an injury is being feigned to seek an advantage.

6. Match sequence. Matches will be played in the following order, depending on whether your team is in a group of five teams or group of four teams. Groups will not be decided until the final number of teams actually attending the tournament is known. The group your team is in will be displayed at the Control tent adjacent to the pitches. We will make every effort to keep teams from the same club in different groups

Match sequence for group of 5 teams	Match sequence for group of 4 teams
1v2	1v2
3v4	3v2
5v1	3v4
2v3	1v4
4v5	1v3
1v3	2v4
2v4	< break >
5v3	2v3
1v4	1v4
5v2	< break >

7. Knock-out stages. Quarter finals and Semi finals will be played on the same pitches as used for the Group matches where possible. Note – drawn matches at Quarter Final and Semi Final stage go to penalties, using the finishing 7 players – no extra time is played. Five penalties first followed by sudden death using the other two first before starting again. Finals will be played on the Finals Pitch.

8. Managers Briefing. There will be a briefing for all Team Managers and Referees at 09.20 for morning matches, and 14.20 for afternoon matches. This will be held at the Central Control platform. Please make sure you are at the Central Control platform at the correct time. Please make sure you have this document with you to refer to, as it is this document that forms the basis of the final briefing. The briefing will last no more than 5 – 10 minutes maximum, to allow Team Managers who are first to play to return to their teams.





9. Pitch cordoning. The pitches have a rope perimeter to ensure that spectators at any time and teams not in play, do not encroach into the playing area. Team Managers and substitutes must be inside the cordon on the side of the pitch they are playing on during a match, to free up viewing space outside the cordon. Team Managers and subs must vacate the pitch and the touchline inside the cordon immediately after their match has finished to allow the next teams onto the pitch and inside the cordon. A referee has the authority to stop play if there is encroachment during play from spectators. If spectators do encroach, and refuse to be moved back behind the rope, the match will be stopped, and three points taken off the team whose spectators have encroached and who will not move back.

10. Spectator behaviour. The tournament will proceed best with high levels of behaviour expected from teams, players and spectators. Kewford Eagles FC anticipates that all adults and players will conduct themselves properly, being sensitive to codes of conduct within youth football, and sensitive to issues of child protection, with particular attention paid towards match officials of all ages, and especially those young referees who themselves should be considered in terms of protocols surrounding child protection. It is the **Team Managers responsibility** to ensure that all spectators attached to his or her team are properly behaved and observe the Kewford Eagles FC code of conduct. If a referee reports any bad behaviour, towards the officials or towards others, then the Team Manager will be asked to come to the Central Control Tent, and expected to take charge of restoring proper order. If a team persistently breaks the code of conduct it will be removed from the tournament.

