

### Abridged list of Regulations approved by the Council

- 1 **Advertising Matches.**– Second or Reserve teams must be so described.
- 2 **County Honours.**– Presentation to be arranged as and when players are reported by Team Selection Committee to have qualified.
- 3 **Gate Checkers.**– In Kent FA Cup-ties clubs concerned may send at their own expense not more than six gate checkers.
- 4 **Claims Against Clubs, Etc.**– Not to be entertained unless lodged in accordance with Rule within 28 days of date when amounts claimed fell due.
- 5 **Extra Medals.**– Not more 'than two will be granted in any Competition and all applications must be made through the Competition concerned.
- 6 **Divisional Procedures.**– Life Members, holders of Order of Merit and Vice-Presidents are ex-officio members of the Divisional Committees in whose area they reside. Members expenses may only be claimed within the area of the Division for which elected or, if less from their place of residence.
- 7 **Army Clubs.**– Leagues, etc., inviting the entry of Army Clubs must obtain from the Club a certificate that the sanction of the Army F.A. has been granted.
- 8 **Guarantee Fees Paid to Leagues, Etc.**– Shall be held against payment of a fine imposed for withdrawal and allowed for in this connection.
- 9 **League Trophies.**– In accordance with F.A. Regulations the Kent FA. is Trustee for all trophies, which must be handed to the Association if the League, etc. ceases to function, unless, at the time of donation, the donor stipulate otherwise.
- 10 **Benevolent, Sick or Accident Funds.**– No such fund may be run by a Club. Leagues, etc, will normally not be allowed to organise such funds. In special cases sanction will only be considered if a League has at least five years' standing.
- 11 **County Cup Competitions.**– Without prejudice to the wider powers contained in FA. Regulations, the winners and runners-up of all sanctioned Leagues and Competitions may be required to compete in a suitable County Cup Competition in the following season.
- 12 **Kent County League.**–These matches do not have precedence of other fixtures as is the case of County Cup-ties.
- 13 **Municipal Playing Pitches.**– Clubs and Referees must conform to regulations made by Municipal Authorities in regard to the use of or non-use of municipal pitches due to weather and like conditions.
- 14 **Referees.**– Leagues, etc., shall not ask referees for a subscription to their funds.
- 15 **Final Ties.**– Reservations shall be made, as necessary, for each Member of the Council to be supplied with two complimentary tickets.
- 16 **Referee Appointments to County Cup-Ties.**– Senior Competition has priority if appointed to two or more ties in different County Cup Competitions on the same date, but if the senior appointment occurs less than 7 days prior to the match, the office will arrange matters with the other appointing authority as may be necessary.
- 17 **Club's Balance Sheets.**–All Books and Vouchers for at least two seasons preceding the current season must be retained by the Club and be ready for production whenever required by KCFA. The Books of any Club may be called for by the Association at any time.
- 18 **For the purpose of definition of Status.** – Senior Status Clubs are all Clubs playing at Steps 1 - 7 in the National League System. Grassroots Clubs are all Clubs that are playing outside the National League System and includes Saturday, Sunday and Ladies Clubs. Youth Clubs are Clubs just with Youth teams (Under 18 and below).
- 19 **League Rules.**– In the event of conflict between a League or Competition rule and the rules, regulations and practice of the Association, the latter shall prevail.
- 20 **Honorary Vice-Presidents.**– If desired Honorary Vice-Presidents may receive notice of Council Meetings, but attendance carries neither the right of vote.

- 21 In all investigations or commissions of inquiry held by or on behalf of the Council, or by any affiliated League or Competition, no member of such committee of enquiry or commission shall be in any way connected with the Clubs or parties in the investigation or with the matters in dispute.
- 22 **Co-opted Members.**– Members co-opted to represent kindred bodies on the Council shall be invited to attend and take part in the business of the Divisional Committee within whose area they reside.
- 23 **Annual General Meetings.**– It is the responsibility of each Divisional Committee, in rotation, to make all the necessary arrangements for the staging of the Annual General Meeting.
- 24 **F.A. Tickets.**– Not more than two tickets shall be allotted by a League or Competition to its officials as distinct from its competing clubs.
- 25 **Competition Balance Sheets.**–All Competitions shall submit audited Balance Sheets for all the previous season to Kent FA not later than 1st August in any year. Any Competition failing to comply will be liable to a fine not exceeding £20.00 and sanction will not be granted until the documents are submitted.
- 26 **Lists of Referees.**– All Leagues sanctioned by the Kent FA shall submit a list of its referees (on the form provided) to the K.C.FA. prior to the commencement of the season for that League. Any League failing to comply with this Regulation shall be liable to a fine not exceeding £5 and sanction will not be granted until the list is submitted.
- 27 **County Handbook.**– Clubs must, each year, purchase a copy of the County Handbook at a charge to be decided by the Council. This payment shall be submitted with appropriate Affiliation Fee.
- 28 **Schoolboy Football.**– Whilst a boy remains on the roll of a recognised school priority must at all times be given to school organisations activities. All Clubs and Leagues shall include in their rules a rule which outlines the need to clear the availability of a boy with his headmaster. ALL LEAGUES AFFILIATED TO THE K.C.FA., EXCLUDING THOSE THAT PLAY ON A SUNDAY, MUST INCLUDE SUCH A RULE OTHERWISE SANCTION MAY NOT BE GRANTED. Boys who are under Ten years of age on 31st August in any playing season shall only be allowed to play in those small side competitions sanctioned by the Football Association or its constituent County Football Associations. No person under the statutory school leaving age will be permitted to play in more than the equivalent of one match at his or her particular age level on any single day.
- 29 **County Cup Competitions.**– No Club, whose Parent Association is the Kent County Football Association will be permitted to compete in other County Association Competitions without first obtaining permission from the Kent County Football Association.
- 30 **Players Under Written Contract.**–As soon as possible, after the registration has been completed, a Club shall notify the Chief Executive of any player registered under Written Contract with that particular Club.
- 31 **Players Leaving Field of Play.**– A player who leaves the field during a match, for any reason, may only participate in any other competition if the rules of that competition permit such.
- 32 **Annual General Meetings.**– A person representing any Club, Competition or Affiliated Body at the Annual General Meeting of The Kent County Football Association shall be entitled to one vote thereat.
- 33 **Addition to the Provisions of Kent FA Article 10.**– Any person appointed by the Association shall be entitled to be reimbursed reasonable expenses occasioned through the implementation of Kent FA business.
- 34 **Affiliation or Change of Club Name.**– When returning Club Affiliation Forms or requests for Change of Club Name; Clubs MUST submit the full name. Abbreviations or initials will not be accepted, except in the case of a Company or Organisation whose nomenclature consists only of letters which do not relate to any other title. Any Club

wishing to change its name must make application in writing to the Chief Executive of the Association. Requests for Change of Name will be considered by the appropriate Divisional Committee between the period 1st May to 1st July.

- 35 Ground Share.**– Senior Club with parented affiliation to this Association will not be permitted to move its headquarters to the facility of another Club as a 'ground share' arrangement unless it obtains the full approval of the Association prior to entering into any such agreement.
- 36 Passes** - In accordance with the provisions of FA Rule a (7) The Council shall have the power to issue the Officers and its Members a pass, which shall not be transferable, on production of which admission shall be granted to the grounds and stands of Clubs affiliated to the Association at all matches, including Cup ties.  
 Note: 7 days' notice should be given to Clubs of intention to be present at matches of importance, otherwise accommodation cannot be guaranteed.  
 Persons acting in an official capacity for KCFA on Referee Assessing or Mentoring, on production of written authority, must also be accorded admission to the ground of and affiliated Club.

### **CHARITY COMPETITIONS**

Proper Banking Account with responsible Trustees must be maintained. Balance Sheets must be sent to Kent FA. Offices by the middle of July each year. A subscription to Kent FA Benevolent Fund shall be a first call on the divisible balance each year and wherever possible a match or matches in aid of the fund should be arranged.

### **CHILD PROTECTION MATTERS POLICY STATEMENT**

The Kent County Football Association Supports the Football Association Child Protection Policy and the steps taken to establish good practice.

### **RATIONALE**

Every child who plays football should be able to participate in an enjoyable and safe environment and be protected from abuse. It is the responsibility of every adult involved in the Youth Football to ensure that this policy is upheld for the safety of the child. The Kent FA recognises that the game has a duty towards children, defined as those persons under 18 years of age, who enjoy being involved in football. It has an obligation to ensure that those clubs and organisations providing football opportunities for children do so to the highest possible standard of care.

### **STATEMENT**

This Association recognises its responsibility to safeguard the welfare of all children by protecting them from physical, sexual and emotional harm or neglect. In striving to attain this objective the Association will;

- 1 Require all affiliated organisations which provide the opportunity to work with children up to the age of eighteen to include a policy statement.
- 2 Ensure that all suspicions and allegations of abuse are taken seriously and responded to swiftly and appropriately.

For further information contact:  
 County Welfare Officer, KentFA Offices, 01622 792140