



SOUTH WALES ALLIANCE FOOTBALL LEAGUE

www.southwalesallianceleague.co.uk

ADVICE TO CLUBS 2021-2022 PRE-SEASON REPORT

The end of season 2019-20 & 2020-21 has been unprecedented in football.

In addition the FAW introduced its new pyramid system alongside its updated electronic technology - Comet - which will run all aspects of football from initial registrations of Leagues, clubs, players, fixtures, referee appointments and misconduct.

For the SWAL and the vast majority of SWAL clubs this is a completely new system and there will be a period of familiarity to get used to the system. The SWAL are fortunate in that many of the Referees would have had some experience of the COMET system, albeit some, like the rest of us, have not. But for many it has been a steep learning curve.

However it is important that clubs COMET personnel get familiar with the system as soon as possible

We, the SWAL League Management Board (LMB), would much prefer prevention above having to take action and, for this season, we will maintain the 2 systems in that:

- Monthly fixtures and referee appointments will still be issued (as in previous seasons) alongside the COMET system
- Home clubs will still be required to confirm matches with both opponents and match referees. This is via a proforma issued to clubs and will include some information not available on Comet

This will be our “safety net” until we are all fully conversant with COMET.

Please note the following points as it is important that the standards of the League:

- Please ensure your clubs is up to speed with the COVID requirements.
- Ensure your pitch and playing area is safe and free from items that could cause injury to players, team officials, referees and spectators. A basic pre-match check is all it takes.
- Clubs must have a technical area that is marked out correctly with sufficient seating.
- In addition the **ONLY** personnel allowed inside the technical area are those listed on the team sheets.
- **If you are unable to register your First Aider as that role on Comet, we suggest you register them as a club coach, in that way they will be eligible to be placed on the team sheet**
- We also have had reports of spectators (of all ages) inside the barriers and we remind clubs of their responsibilities regarding spectators
- Please ensure spectators refrain from drinking alcohol on the touchline.
- Please make certain everyone is aware of their responsibilities.
- Clubs failing to adhere to these issues could end up having action taken in accordance with either the FAW, SWFA or SWAL Rules.

Following this update there is advice to Club Secretaries as a reminder

ADVICE TO CLUB SECRETARIES

This advice is to assist club secretaries in the day-to-day running of their club within the South Wales Alliance League (SWAL). There are 2 main components to football within the SWAL, one is playing football the other is administration - neither can function well without the other.

Below is a summary of the SWAL Rules. It is important for club secretaries to take on the information to ensure their season is problem free. Some of the guidance (*in italics*) is there to explain why these Rules are in place and what the League Management Board (LMB) try to do to prevent any discretion re-occurring.

PRE-MATCH

All games for 2021-22 season will be on Comet however **5**

Business Days before the Match –

The Home Team must confirm match arrangements with the opposing team and match official(s). this must include confirmation of , team colours, kick-off time, directions to the ground, and any other details appertaining to the game **For the 2021-22 season this will be via a set SWAL performa and via email. (SWAL Rule 7 Pre-Match Communication)**



The method of match confirmation is by email. Must be **retained this for 40 days. (SWAL Rule 7 Pre-Match Communication)**

Should you not receive confirmation **3 days prior to the match** then you **must inform the League Secretary. (SWAL Rule 7 Pre-Match Communication)**

The SWAL are retaining this pre-match confirmation for this season as a “safety-net” until everyone is fully conversant with the COMET system.

With COVID restrictions in place there will be no post match hospitality until authorised by the Welsh Government.

In the event of a match official not confirming the game it is important that clubs follow the SWAL's Rules by contacting the League Secretary so postponements can be avoided. Clubs who fail to adhere to this rule may themselves be fined / deducted points.

MATCH DAY

All matches will be of 90 minutes duration **(SWAL Rule 5.7.2)**

Fitness of the ground – pre-match inspections for ground fitness **must be a referee registered with the League.**

Please check the handbook or website. If in doubt check with the League Secretary **(SWAL Rule 5.5.4).**

No match can take place without secured goal nets and correct corner posts & flags

Team Colours - Please fully ensure there is no colour clash before the game – this includes goalkeepers **(SWAL Rule 6.14)**

Goalkeepers are not allowed to colour clash with any player or referee, therefore they cannot wear black!

Team Sheets - Fully completed team sheets must be given to the Referee - via COMET - by both Clubs a minimum of **15 mins** before the scheduled kick off time **(SWAL Rule 7.4 Match Administration)**

Should the COMET system not be available then clubs are to complete a SWAL Temporary Team Sheet and provide this to the Match Referee.

These SWAL Temporary Team Sheets are available via download from the SWAL website under Downloads / SWAL Match Day & Guidance. Link is:

http://files.pitchero.com/leagues/9920_1625247652.pdf

It is strongly recommended club download spare copies in the event of COMET not being available



Substitutes – A total of **5 substitutes** can be made during the match ([SWAL Rule 7.4.1.1](#))

Assistant Referee - Clubs must allocate a Club Assistant Referee who **cannot be a player or named substitute** ([SWAL Rules 5.4.5. Match Officials & 7.4.1.2 Match Administration](#))

*Should a named substitute also act as an Assistant Referee then he will **not** be allowed to take part in the match as a player.*

Please note the SWAL Rule change for 2021-2022 - Club Officials, players or spectators must not approach the Match Officials during the half-time interval or for 15 minutes following the final whistle unless invited to do so by the Match Official. ([SWAL Rule 5.4.7](#))

Assistant Flags - Home clubs are to provide Assistant Flags ([SWAL Rule 5.4.4 Match Officials](#))

Where the technical areas are on the same side of the pitch then the **Home Club Assistant Referee** is to go to the opposite side of the field – unless mutually agreed before the game. ([SWAL Guidance](#))

Technical areas – are to be used at all times. Clubs cannot set up their own unofficial technical areas.

Only **adult personnel named on the Comet team sheets** can be allocated in the technical area up to a maximum of 9 – **5 substitutes and 4 club officials** ([SWAL Rule 3.2. Personnel Inside Barriers](#))

Remember the technical area is a designated sitting area ([Laws of the Game - Law 1/9](#)). **All other personnel must stand behind the barriers.**

If requested by the Match Referee the clubs' **Senior Official** in the technical area must make themselves known. .

Where an offence is committed and the offender cannot be identified, the **Senior Official** present in the technical area will receive the sanction. ([Laws of the Game - Law 12](#))

Misconduct - Any player or technical area person sent from the field of play must fully leave the vicinity of the field of play and the technical area.– they cannot stand behind the barrier or in the stand ([Laws of the Game - Laws 5.3 & 12](#))

As stated within the Laws of the Game the Team Captain has no right to question the referee however he has a responsibility for the behaviour of the team. ([Laws of the Game - Law 3/10](#))

FINAL WHISTLE

Club Officials, players or spectators **must not** approach the Match Officials for **15 minutes** following the final whistle. ([SWAL Rule 5.4.7 Match Officials](#))



Match Officials Expenses - The home club shall pay the fee and the expenses of the appointed Match Officials on the day of the match.. ([SWAL Rule 5.4 Match Officials](#))

Match Officials fees for 2019-2020 season are **£30 & 45p per mile**.

In the event that the match official attends a match which subsequently is postponed prior to kick off, the home club will pay half the match fee . ([SWAL Rule 5.4.2.3 Match Officials](#))

POST-MATCH

Team Responsibilities - **Under the COMET guidelines the HOME CLUB will be responsible to update the Match Events for both teams.**

The day-to-day Match Admin can be completed on the User COMET phone app.

Should there have been difficulty with the COMET process, for example a SWAL Temporary Team Sheet is used, then the HOME CLUB are to update the COMET system as soon as practicably possible after the final whistle.

It is expected all matches are to be confirmed on Comet no later than 4 hours after the kick-off time

Once the process is updated the HOME CLUB are responsible to inform the Match Referee to enable them to complete the COMET match administration process.

