



## RULES OF SSE SCOTTISH WOMEN'S CUP (SENIOR) | SEASON 2019

### INTRODUCTION

- (a) Unless the context otherwise requires, words or expressions contained in the Cup Competition Rules shall bear the same meaning as in the Articles of Scottish Women's Football.
- (b) Unless the context otherwise requires, words importing the singular only shall include the plural and vice versa.
- (c) The headings are inserted for convenience only and shall not affect the construction of the Rules.
- (d) All references to a ground shall mean a registered ground, unless otherwise specified, within the context of these Rules.
- (e) Disciplinary matters relating to field offences and club officials misconduct shall be dealt with in accordance with the relevant Disciplinary Procedures of the Scottish Football Association.

### 1. Name of Competition

The Cup shall be called the "SSE Scottish Women's Cup" unless title sponsorship is concluded/amended.

The draw will be an all-in draw with the exception of SWPL teams outlined in Rule 3 and ties shall be arranged in the manner approved by the Scottish Women's Football Board and shall be played on the dates advised by the SWF Board.

### 2. Control

The entire control and management of the above competition shall be vested in the Board. Their decision shall be deemed final. The SWF Cup shall be controlled by a Match Cup Administrator appointed by the Board.

### 3. Draw Procedure

The draw for all rounds shall be delegated by the Board to the Cup Administrator, and the clubs involved shall be advised thereafter. The SWPL teams will be admitted at round three for season 2019 only.

### 4. Playing Months

The months in which the cup competition shall run shall be determined by the Board. There shall be no other games played on Cup Final Day, and no domestic games played three days prior to a Cup date unless approval is granted by the SWF Board

### 5. Eligible Clubs

The Scottish Cup competition is compulsory for all senior clubs in full membership of Scottish Women's Football. A club which operates more than one team in the senior Leagues is not permitted to be represented by more than one team in Scottish Cup. It shall be open by invitation to Associate members who have paid their subscription for that season and have received permission from the Board.



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### **6. The Cup– Ownership and Presentation**

- (a) The cup, including any replica, is the property of Scottish Women's Football.
- (b) The Cup shall be presented to the club which wins the competition.
- (c) The Cup shall be returned to the Scottish Women's Football no later than the first day of October in the year following presentation, fully engraved and in good order and condition.

### **7. Awards to Players and Officials**

- (a) Scottish Women's Football shall present a medal, 20 in total, in such form as the Board may decide to the winners and the runners up of the Cup.
- (b) A medal/memento shall be presented to the Match Referee, Assistants and Fourth Official if appointed, for the Final tie only.

### **8. When Competed For**

- (a) All matches shall be played on or before the prescribed date, as agreed between both clubs and confirmed by the Cup Administrator. Should agreement not be met, the games will kick-off at 2pm on the date originally prescribed, or as otherwise arranged by the Board and on dates laid down by the Board within the specified time.
- (b) All rounds of the cup shall be decided in one match only. Should the score remain level after extra time is complete, then the result of the tie will be decided by the taking of kicks from the penalty mark in accordance with the rules laid down by the International Football Board. (Laws of the Game)
- (c) When a tie other than a semi-final or final tie is postponed for a period of time it will be the duty of the Cup Administrator to confirm to both clubs, the date of the re-arranged fixture.

### **9. Compliance with Articles, and Cup Competition Rules**

The clubs eligible to compete in the Competition shall be subject to the Articles of Scottish Women's Football, the Scottish Cup Rules and all SWF policies and procedures as amended from time to time.

### **10. Procedure**

- (a) The home club shall, at least five working days prior to a fixture date, confirm the venue (including travel directions), kick-off time and the colour(s) they are intending to play in, in writing to the opposing club, the Cup Administrator and the appointed match officials. The away club shall seek and acknowledge receipt of such notification.
- (b) If, for unforeseen reasons, the home club is forced to change ground, the club must notify the Cup Administrator, the visiting club and the appointed match officials immediately.
- (c) Where a club's ground (or standby ground) is unplayable or unavailable on the day set for the playing of the match, both clubs can agree to reverse the venue subject to the permission of the Cup Administrator.



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- (d) No alterations of fixtures, dates, kick-off times, grounds can be made without the prior confirmation of the Cup Administrator.
- (e) Notice of the postponement of any match due to an unplayable ground, or other cause over which neither club has control, must be given immediately by the home club to the visiting club, the appointed match officials and the Cup Administrator. Any club failing to comply with instructions in this regard shall be referred to Scottish Women's Football.
- (f) The home club should, upon request, be able to provide the Cup Administrator with written confirmation of a decision to postpone a match due to an unplayable ground signed by the ground owner.
- (g) The postponement or abandonment of the Cup fixture requires to be immediately reported in writing to the Cup Administrator by the club(s) concerned.
- (h) Any match not completed, except as provided for in Rule 28 "Infringements of Rules", may be ordered to stand as a played match, or may be replayed in its entirety as the Scottish Women's Football Board may determine.
- (i) In extenuating circumstances, Scottish Women's Football Board shall have the power to re-schedule matches, other than those prescribed in this Rule, to facilitate the smooth running of the Competition.
- (j) Any club without just cause failing to fulfil its fixture obligations in respect of any such match in the Cup on the appointed date or dates shall be liable to such sanctions as the Scottish Women's Football Board may determine, but not limited to including a fine or expulsion from the competition.
- (k) Any club failing to fulfil its fixture obligations shall be liable to pay compensation for any actual expenses incurred as a direct result of its failure. The amount of compensation payable in these circumstances will be determined by the Board.
- (l) Applications for reimbursement shall be lodged in writing with the Cup Administrator not later than five working days following the match.
- (m) In the event of a club withdrawing during the course of the Cup, the opposing Team from the previous round shall automatically qualify for the next round of the Cup, unless otherwise determined by the Board.
- (n) It is the responsibility of the home club to notify the match result and related information to the Cup Administrator no later than 60 minutes following the conclusion of the match.
- (o) The home club must ensure that the visiting club and the match officials have access to the changing facilities a minimum of 60 minutes prior to a Cup match and 90 minutes prior to the semi-final and final round.
- (p) Any dispute between two or more clubs as to the arrangement of Cup ties shall be referred to, and decided by, the Scottish Women's Football Board.



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(q) In each round of the Cup Competitions, with the exception of the Semi-final and Final, ties will be played on the ground of the club first drawn in the ballot.

(r) The Semi-Final and Final ties of the Cup Competition will be played at neutral venues, unless otherwise decided by the Scottish Women's Football Board.

(s) If a Cup tie is drawn after 90 minutes, an extra thirty minutes shall be played. Thereafter, if the tie is still undecided the winner shall be determined by the taking of kicks from the penalty mark in accordance with the rules laid down by the IFAB.

### **11. Grounds for Cup Ties**

All ties shall be played at the registered ground of the home team, the specific details of which will be provided to the League Administrator, on the Club Admin system, prior to the commencement of the season.

Choice of ground for the semi-final and final shall be made by the Scottish Women's Football.

### **12. Number of Players, Substitutes and Club Officials**

A team shall consist of eleven players and is permitted to list up to 7 substitutes of whom not more than 5 may take part in the match. Up to a maximum of 6 officials may be listed on the official Team Line.

The players in a team may be changed from match to match, but a club or team, may not play or list as a named substitute any player who in the same season has already played (as one of the starting 11 or as a fielded substitute) for another club or team in any other Scottish Cup Competition, irrespective of age group, including the Youth Scottish Cup.

### **13. Dimensions of the Field of Play**

(a) The length and breadth of the field of play shall be compliant with the IFAB Laws of the Game.

(b) Where possible spectators must be separated from the field of play by a wall, a rope, a railing or a fence.

(c) Technical areas, on the same side of the field of play, marked by lines/markers etc., shall be provided at each ground.

### **14. Playing Field**

All Cup Competition matches shall be played on a natural grass surface or on an artificial turf surface. Artificial turf surfaces must comply with quality standards set for football by FIFA.

Home clubs with artificial turf surfaces must have lodged a letter with the League Administrator (as per league rules), from the ground owner/local authority confirming the standard of the surface.



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### **15. Goals, Goal Nets, Corner Flags**

Full size goals with goal nets and corner flags shall be used at all matches.

### **16. Provision of Footballs**

Match balls of first grade quality shall be provided by the home club for each match played in the Cup. Scottish Women's Football shall provide the match balls for the semi-final and final.

### **17. First Aid Provisions**

It is the responsibility of the home club to ensure that first aid cover is available at matches played at its registered and standby grounds.

It is best practice that an appointed club medical officer and club physiotherapist are in attendance. Failing this, a club representative in possession of a current Sports First Aid Certificate or equivalent qualification recognised by the Association shall be in attendance.

### **18. Player Registration and Eligibility**

(a) To be eligible to participate in the Scottish Cup, players must be registered with Scottish Women's Football, in accordance with the terms of the Scottish Women's Football Registration Procedures.

For all rounds and the semi-final of the competition, a player must have been a recognised playing member of her club at least twenty-four hours prior to the original date fixed for the match as per SWF Registrations procedure.

Without the special authority of the Board, no player shall be allowed to play in the Cup Final unless she was eligible to participate in the semi-final. This rule however is not relevant to goalkeepers who may gain exemption at any time, should her club contact the Board and their request be accepted. Should a goalkeeper gain exemption, she may not under any circumstances whatsoever, play in any other position.

To be eligible to participate in the Cup Competitions, players must be born on or before 31st December 2004.

In Scottish Cup ties, the players in a team may be changed from match to match, but a club or a team, may not play, or list as a named substitute, any player who, in the same season, has already played, (as one of the eleven first named players or as a fielded substitute) for another club or team, in any other Scottish Cup Competition including youth competitions

(b) It is the responsibility of each club to ensure that its players are eligible to play in the Scottish Cup.

(c) Any club fielding an ineligible player in the Cup will be liable to penalties as the SWF Board may decide.

### **19. Playing of Players without Registration (Trialists)**

Trialists are not allowed to play, or be listed as a substitute for a team in the Scottish Cup.



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### **20. Team Lines**

(a) Not later than 45 minutes before the start of a match, each team shall hand to the referee, a list, and to its opponent, a duplicate, both of which shall be signed by the Secretary or other accredited club official, of the proper names of the players in its team, of such substitutes as are permitted, and of the club officials on the prescribed forms.

Should any nominated player or substitute sustain an injury or due to extenuating circumstances be unable to participate after the submission of the list of players to the referee and prior to kick-off, the following provisions shall apply:-

(i) If any of the first 11 players listed on the Team Line is not able to start the match for any reason, they may be replaced by any of the 7 substitutes. Such replacements will reduce the quota of substitute players accordingly. During the match, five players may still be substituted.

(ii) If any of the 7 substitutes listed on the Team Line is not able to be fielded for any reason, they may not be replaced, which means that the quota of substitute players will be reduced accordingly.

(iii) If a goalkeeper listed on the Team Line cannot be fielded for any reason, she may be replaced by another goalkeeper not previously listed on the Team Line.

(b) Within three working days thereafter the referee shall send to the Cup Administrator, the lists which were handed to him/her, which he/she shall also sign, and on which he/she shall intimate the result, the goal scorers, time of goals and which substitute or substitutes played in the match.

(c) The Cup Administrator shall keep a register of the names of all of the players who take part in the Scottish Cup. The register shall be open for inspection.

### **21. Registered Colours**

(a) Through the SWF Club Affiliation process each year, a club shall register the colour of shirts, shorts and stockings comprising its first and second choice playing kits. Subject to the terms of the paragraphs (b) (c) and (d) below, a club shall play in its registered colours, failing which it shall be liable to disciplinary action. Exceptionally, a club may, with the approval of the Board, play in colours which are modified from those which have been registered.

(b) When the first choice colours of two competing teams are the same, or similar, the away club shall change and play in distinctive colours.

(c) A team may play in its second colours provided that this does not prevent its opponent from observing the terms of paragraph (b) or from playing in its first choice registered colours if it chooses to do so.

(d) If there is any dispute as to whether the colours of the teams are the same, or similar, the referee shall decide the issue.



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(e) Goalkeepers shall wear colours which distinguish them from the other players and from the match officials.

(f) Every player and substitute of each team shall wear a distinguishing number on her shirt or shorts. Such number shall be clearly distinct from the colours of the shirt and shorts in order that it is clearly visible. Numbers on shirts shall be a minimum of 25 cm and maximum of 35 cm in height, and those on shorts a minimum of 10 cm and a maximum of 15 cm.

### 22. Duration of the Match

(a) A match will consist of two halves each of 45 minutes in duration.

(b) A match which has started and which for any reason is abandoned may not be continued as a "friendly" match.

(c) The half time interval shall be of 15 minutes duration, or as otherwise determined by the referee.

### 23. Appointment of Match Officials

(a) Match Officials shall be appointed by the Scottish Football Association. The appointment of assistant referees may be made on behalf of the Association by a Referees' Association as deemed appropriate. Appointments shall take precedence over all other appointments, except with the permission and consent of the Association.

(b) A team may not refuse the services of any match official appointed by, or on behalf of, the Association.

(c) The home club is responsible for the payment of the match officials' fees for all Scottish Cup ties up to, and including, the Quarter Final Round. Fees for all rounds of the Cup except the final will be advised by the Cup Administrator prior to the cup commencing

(d) Should a match official not be notified of the postponement of a match before travelling, he/she shall be entitled to payment of one half of the match fee from the home club.

(e) A match fee is deemed to be inclusive of expenses.

### 24. Request for Postponement

(a) Request for the postponement of a scheduled match due to non-availability of players shall be *considered* by the Board providing that the request is not of a frivolous nature and is submitted at least 7 working days prior to the date of the original tie. Late requests made within 7 days of the tie will be *referred* to the Board.

(b) Any request to postpone a match due to players on International Duty, will only be accepted when player's selection is confirmed by the Scottish F.A. The Board will make the final decision

### 25. Protests

Any protest which may interrupt the playing of the Cup shall not be entertained.



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(a) When a club intends to lodge a protest in connection with events during a match, the Secretary of the club or other accredited official shall inform a match official and a team official of the opposing team within 30 minutes of the end of the match, and shall, at the same time, inform them of the grounds of protest.

(i) The Secretary or other accredited club official shall be required to confirm the protest in writing by recorded delivery letter, to the Cup Administrator by the end of the third day, following completion of the match.

(ii) The Cup Administrator will confirm receipt of the protest to both clubs and the match officials and the nature of the protest(s). A deposit of £50 will be lodged at the same time.

(b) The Board shall determine the outcome of a protest, properly constituted in accordance with the terms of paragraph (a) above, and shall have the power to retain the deposit, to order either club to pay such sum towards defraying the expenses incurred as may be considered desirable and to take such action as it deems fit.

(c) Any objection to the ground, goal posts, crossbars, or other appurtenances of the game shall be intimated to the referee before the start of the match. The club on whose ground the match is played shall be responsible for ensuring compliance with Rule 13, and Law I of the Laws of the Game - The Field of Play.

(d) Any club, on discovering an ineligible player has been listed on a team line should bring this to the immediate attention of the Cup Administrator, who shall advise Scottish Women's Football and the Board shall conduct an investigation, and take any required action.

### **26. Protest – Interested Party**

If a member of the Board is connected with a club which is involved in a protest or in any disciplinary hearing where a penalty may be imposed on the club or an official or a player of the club, then he/she shall not participate in the decision.

### **27. Disorderly Conduct**

Clubs are responsible for the behaviour of their players, officials, members, supporters and any person carrying out a function at a match on their behalf. In the event of damage being sustained to a ground where a Scottish Cup match is played as a consequence of misbehaviour by a player, official, member, supporters, or any other person acting on behalf of or associated with a club, then that club shall be responsible for any costs arising in the reparation of same. Scottish Women's Football shall have the power to request such reports as may be necessary in determining responsibility for restitution and may additionally impose upon any club a censure, fine, expulsion from the competition or suspension if, in the opinion of the Scottish Women's Football Board, a ground is the subject of damage by that club's representatives or those associated with it.

### **28. Infringement of Rules**

Any club, official, player, or other person, who infringes any of these Rules, shall be liable to a fine or suspension, or both or such other sanction(s) as specified within these Rules. Scottish Women's Football has the power to investigate, consider and determine any allegations relative to the infringement of these Rules and to impose such sanction(s), as



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specified within these Rules, as it considers appropriate in order to deal justly with the case in question, not limited to expulsion from the Cup competition.

### **29. Gate Money**

In Cup games money to be shared with the away team after officials, pitch hire and any other reasonable expenses i.e. After-match reception have been paid for, except in the semi-final and final, where it shall go to the SWF to help defray the costs in running cup competitions

### **30. Alterations and Additions to Rules**

(a) Alterations or additions may only be made at the Annual General Meeting of Scottish Women's Football.

(b) Notice of any proposed alteration or addition for consideration at the ensuing Annual General Meetings shall be submitted to Scottish Women's Football in writing on form provided to the Cup Administrator not later than 31st August.

(c) The above rules and regulations may be changed at any time by the S.W.F. Board with the proviso that all clubs are informed timeously.

31. Anything not covered in these Rules that is required to determine the outcome of a Cup Match, shall be agreed by the Board.