

## SWF Notes for Club/ Applicant

Dispensation applications can only be submitted by the club secretary or Club Wellbeing officer.

A minimum of two individuals must supply evidence in line with the SWF dispensation policy. The evidence provided must be relevant to each section of the application.

All supporting evidence provided by either a medical professional or educational institution must be provided on letter headed paper and dated no earlier than 3 months from the date of the application. For any letters of support from charitable establishments, the charity details/registration information must also be noted on the letterhead paper. All evidence out with the web portal statements should be emailed to [swf@scotwomensfootball.com](mailto:swf@scotwomensfootball.com) using the application reference from the online submission.

Any applications submitted whereby no supporting evidence/information has been provided, will not be considered and automatically returned. Therefore, please ensure all the relevant information has been provided in line with the dispensation criteria as noted in the policy.

When a complete application has been received, it will be reviewed by the Strong Quality Growth committee in the next available review meeting.

Application Submitted	Reviewed and Outcome issued
November and December*	January
January and February	March
March and April	May
May and June	July
July and August	September

\*Last application date 16<sup>th</sup> December

No applications will be accepted in September and October. The Registration deadline is October and there is no player movement at this stage of the season.

Clubs have a right to appeal. The [SWF Appeals Process](#) must be followed to pursue an appeal.

## DISPENSATION CHECKLIST

In line with the dispensation policy, having reviewed the information before submission, the

following information has been provided;

### Part A

We are seeking dispensation on the following grounds

- I. The player has a long term medical condition and or disability affecting their ability to participate within their appropriate age group, or
- II. The player lives in a rural location, or
- III. The player has exceeded the technical, tactical skill level of their appropriate age group,
- IV. The player falls below the technical, tactical skill level of their appropriate age group,

### Part B

If seeking dispensation for I or , please ensure supporting information has been provided by a medical professional which;

- Identifies the player's long term medical condition or disability,
- Identifies the particular characteristics of the above which are relevant to seeking dispensation to play outwith the player's own age group.
- Explains why this would place the player at a significant disadvantage over peers
- Explains why playing the year group above ( play up) or below ( play down) would reduce the disadvantage caused by the medical condition or disability.
- Explains why playing an age group above or below would not endanger other children

### Part C

If seeking dispensation for II, please ensure the following supporting evidence has been provided;

- Current home address
- Name of the team, they are looking to join
- Name of the nearest age-appropriate team

Confirmation of the club training venue, address and postcode.

#### Part D

If seeking dispensation for III or IV, please ensure the following supporting evidence has been

provided;

An overview of the skill level of the player in comparison to the skill level of players within their age group.

Detail in relation to coaching strategy for the player to meet skill level of their age group in future.

#### Part E

The application form has been submitted by the club secretary or child wellbeing officer.