



SCOTTISH WOMEN'S
FOOTBALL

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PYRAMID LEAGUES COMPETITION RULES

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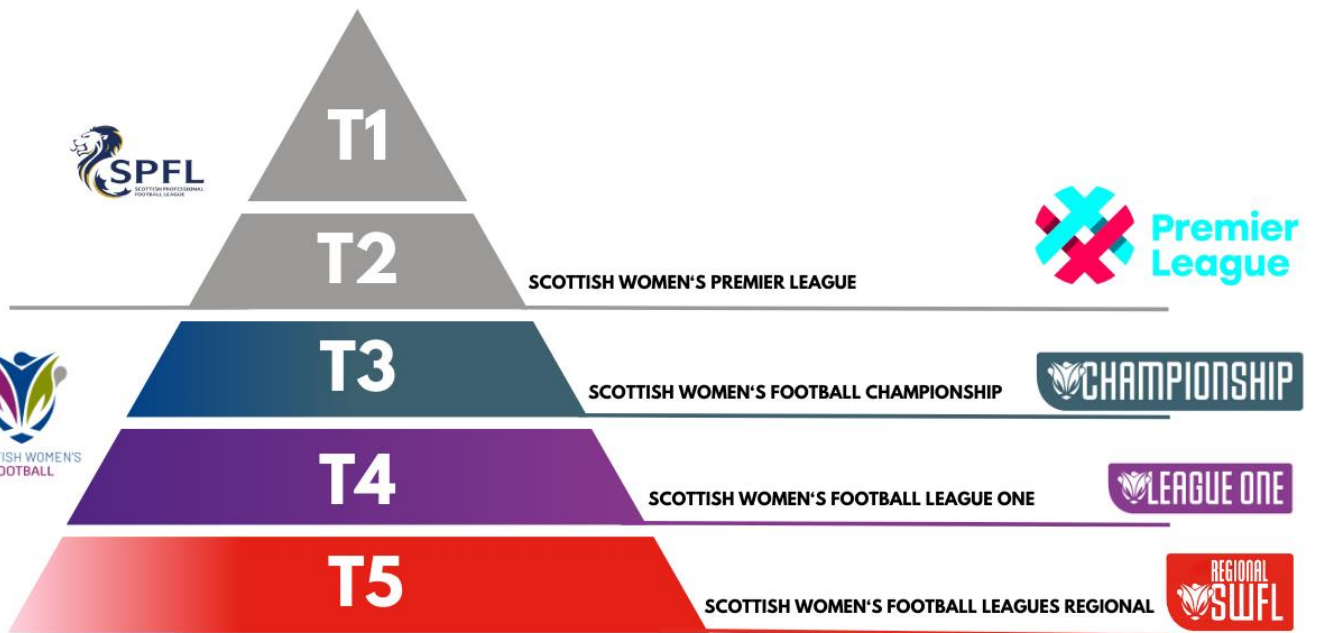




SCOTTISH WOMEN'S FOOTBALL

WOMEN'S FOOTBALL IN SCOTLAND

AND WHERE THE SCOTTISH WOMEN'S FOOTBALL LEAGUES SIT IN THE PYRAMID



SWF PYRAMID LEAGUE RULES 2024/25



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Season 2024 – 2025

The Rules of the Competitions – The Scottish Women's Football "Pyramid Leagues": Championship, League One and the Scottish Women's Football League and the respective "Cup and Plate Competitions."

The following Rules shall apply, except where specified, to both, the Scottish Women's Football Championship and League One Competition and the Scottish Women's Football Regional League Competitions.

DEFINITIONS

In these rules:

"AGM" means Annual General Meeting.

"Appeal" means to appeal a decision made by the LMC in accordance with the Scottish Women's Football Appeals Procedure and Guidelines.

"Appeals Committee" means the Committee that handles Appeals in accordance with the Scottish Women's Football Appeals Procedure and Guidelines.

"The Championship" means the highest division, or "Tier 3", of the Scottish Women's Football Pyramid Leagues. The division above League One and below the SWPL2.

"Club" means a for the time being in membership of the Competition and **"Team"** means a side from a Club especially where a Club provides more than one Team in accordance with the Rules.

"Competition" means either Tiers 3, 4 or 5 and the respective Cup and Plate Competitions.

"COMET" refers to the Football administration system that is used by the ScottishFA and affiliates to support the governance of the entire sport across Scotland. **"Development Team"** means the second Senior Team that belongs to a Club that plays in the SWFL.

"Entry Fee" means the fee a Club shall pay to participate in their respective League.

"Home Club", means the Club on and at whose ground the Match should be or should be played, or where ground sharing is in operation or the Clubs play at a neutral venue, the Club whose name is drawn first.

"Judicial Panel Protocol" or "Judicial Panel" means the disciplinary rules and procedures overseen by the SFA and may be referred to as the "JPP".

"League Administrator" means the individual employed by SWF to conduct the administration of the competitions.

"League Management Committee" or "LMC" means in the case of a Competition, the committee elected to manage the running of the competition.

"League One" means the second highest division, or "Tier 4", of the Scottish Women's Football Pyramid Leagues. The division is below the Championship and above the SWFL.

"Match Officials" means the referee, the assistant referees and any fourth Official appointed to a Competition Match.

"Player list" means a submitted list of the Players from Clubs with more than one Team within Scottish Women's Football Pyramid Leagues.

“Player Catalogue” means the list of players assigned to a Team.

“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“Perform and Win Committee” means the Committee that is made up of representatives from The Championship, League One and the SWFL alongside SWF representatives, and external representatives who oversee the overall governance of the Scottish Women’s Football Pyramid Leagues.

“Pyramid Leagues and or Cups” means SWF Senior Competitions in the pyramid (referring exclusively to The Championship, League One and the SWFL)

“Recognised Team” means the Team in which a Player features in the Teamlines most often.

“Registered Ground” means the ground that is the default Home ground for a Team.

“Sanction(s)” means a penalty imposed for infringement of the Rules.

“ScottishFA” refers to the governing body of football in Scotland.

“Senior Team” means the lead senior Team that belongs to a Club playing in the Pyramid Leagues.

“Slip date” means the next available Match date pencilled in the calendar.

“SWF” means Scottish Women’s Football.

“SWFL” means Scottish Women’s Football League, the lowest division, or *“Tier 5”*, of the Scottish Women’s Football Pyramid Leagues. These Leagues are Regional based Competitions.

“SWPL” means the Scottish Women’s Premier League

“Team” means Team affiliated to a Club, including where a Club provides more than one Team in the Pyramid.

“Teamline(s)” means a form provided by the Competition on which the names of the Players taking part in a Competition Match are listed.

“Tier 1” means the Scottish Women’s Premier League 1

“Tier 2” means the Scottish Women’s Premier League 2

“Tier 3” means the Scottish Women’s Football Championship

“Tier 4” means the Scottish Women’s Football League One

“Tier 5” means the Scottish Women’s Football Leagues (Regional Leagues)

“Trialist” means an unregistered Player.¹

“Visiting Club”, means the Club which should play or should have played any Match on and at the ground of the Home Club and where ground sharing is in operation or the Match is to be played or is played at a neutral venue, the Club whose name is drawn second.

¹ On the COMET system a Trialist may be known as an “Unofficial Registration”.

1. INTRODUCTION

- A) Unless the context otherwise requires, words or expressions contained in the Competition Rules shall bear the same meaning as noted above or where failing 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 Rule.
- D) All references to a ground shall mean a registered ground, unless otherwise specified, within the context of these Rules.
- E) For Governance Rules and Information please refer to the Scottish Womens Football Pyramid League Constitution Document.

2. GOVERNANCE RULES

2.1 Competition Name and Structure

- A) The Competitions will be known as:
 - *Tier 3* – “The Championship”
 - *Tier 4* - “League One”
 - *Tier 5* - “The Scottish Women's Football League” or “SWFL” (followed by their designated region).

(or such other name as the Competitions may adopt via sponsorship)
- B) SWF organise and administer the Competitions in accordance with the Rules and the Laws of the Game, and as directed by the LMC in conjunction with the Perform and Win Committee.
- C) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition, to have accepted the Rules and to have agreed to abide by the decisions of the Perform and Win Committee, the LMC and the League Administrator in relation to them.

2.2 Confirmation of Eligible Clubs

- A) The Clubs competing in the SWF Pyramid Leagues and the League Cups Competitions must be in membership of SWF.
- B) All Clubs shall complete the annual affiliation process to SWF which includes:
 - i) payment of the Club Annual Affiliation Fee and any outstanding fines, fees, and monies from the previous season; and
 - ii) agreement to adhere to the Laws of the Game, these Rules, the Articles, the Code of Ethics, and all SWF Policies.

- C) A Club shall not participate in these Competitions until the Affiliation Fee has been paid. Failure to comply with this Rule will result in the Club being rejected from participation in any Competitions.
- D) Teams in Tier 3 and 4 will be confirmed by the preceding seasons promotion and relegation structure. Where Clubs do not meet the League criteria a Team may be rejected from the League.
- E) Teams in Tier 5 will be confirmed by the preceding seasons promotion and relegation structure alongside intake of new Clubs approved by the member vote at the General meeting following the AGM in each season. New Clubs must meet entry criteria.
- F) Clubs that withdraw a Team from a Competition during a playing season, will have their Membership suspended for the subsequent Season.

3. PLAYING SEASON, CONDITIONS OF PLAY, ARRANGEMENTS AND FIELD OF PLAY

3.1. Playing Season

- A) The Competitions shall run as directed by the Perform and Win committee with recommendation from the League Management committee. This will be a “Traditional Football Season” that runs from August to June.
- B) The fixture schedule of the Pyramid Leagues shall be determined by the respective LMC’s in conjunction with the Perform and Win Committee on confirmation of compliant Teams. The League Administrator shall issue the fixtures to the Clubs in Pyramid Leagues, a minimum of 4 weeks prior to the commencement of each season. Receipt of fixtures shall be acknowledged in writing by each Club.

3.2 Conditions of Play

- A) In accordance with the Laws of the Game, the minimum number of Players which will constitute a Team for a Competition Match is 7.
- B) The Home Club must allow their opposition access to the facilities a minimum of 60 minutes in advance to the kick-off. Facilities must meet the necessary league criteria. The Home Club must allow the opposition to have access to the main pitch (half pitch each) at least 30 minutes prior to the fixture. If half the pitch is not available for warm up, an alternative warm up area must be provided to the opposition at least 30 minutes before kick-off.
- C) 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 SWF shall be in attendance.

- D) Full size goals with goal nets and corner flags (unless conditions make this dangerous) shall be used at all Matches.
- E) *Tier 3 & 4* - spectators must be separated from the field of play by a wall, a rope, a railing, fence or by a significant distance separator.
- Tier 5* - where possible, spectators should be separated from the field of play by a wall, a rope, a railing, or a fence. If none of these are available cones to separate the spectators from the field of play by at least one meter is the minimum requirement.
- F) Technical areas as denoted in Field of Play rules must be used at all Matches. All named Team Staff must comply with the technical area boundaries as described in 3.5 D) iii). Failure to comply will result in a fine in accordance with the [Sanction Tariff](#). Breaches of non-compliance with technical area boundaries must be supported with photo or video evidence.
- G) Minimum of three footballs of first grade quality* shall be provided by the Home Club for each Match played. *Specified type and brand as per SWF partnership agreement.
- H) A Match will consist of two halves each of 45 minutes in duration.
- I) A Match which has started and which for any reason is abandoned, may not be continued as a “friendly” Match.
- J) The half time interval shall be of 15 minutes duration, or as otherwise determined by the referee.
- K) At the end of all Matches a fair play handshake should take place between both Teams, Players, Officials and Referee.

Failure to comply with the above points through 3.2 will result in a fine in accordance with the [Sanction Tariff](#).

3.3 Arrangements

- A) All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.
- i. All competition Matches shall be played on pitches that meet the required criteria standards set by SWF for each respective Tier. If through any fault of the Home Club a Match must be replayed, the LMC shall have power to order the venue to be changed.
 - ii. The final round of League fixtures in each season shall have all Matches scheduled with the same time of kick-off, unless otherwise agreed by the LMC.
 - iii. The LMC have powers to alter fixture dates and times from time to time to facilitate the smooth running of the Competition.
- B) The times of kick-off shall be between 12pm and 4pm unless otherwise agreed by mutual consent of the two competing Clubs and the League Administrator. Referees must order

Matches to commence at the appointed time and must report all late starts to the League Administrator.

- C) Any disputes between two or more Clubs will be referred to the League Administrator on the first instance. Where no resolution can be made cases will be referred to the LMC.
- D) Tier 3 & 4 – The Home Club shall, not later than 5pm on the Monday preceding the Match, 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 League Administrator and the appointed Match Official. The Visiting Club shall acknowledge receipt within 24 hours of receiving the notification.

For midweek Matches, the Home Club shall, not later than 5pm on the Wednesday during the week preceding the Match, 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 League Administrator and the appointed Match Officials. The Visiting Club shall acknowledge receipt of such notification within 24 hours of receiving the notification.

Failure to comply will result in a fine in accordance with the [Sanction Tariff](#).

Refer to [Appendix 8](#) for standardised format for how match arrangements should be issued in.

- E) Tier 5 - The Home Club shall, not later than 5pm on the Monday preceding the Match, confirm the venue (including travel directions), kick-off time and the colour(s) they are intending to play in to the opposing Club, the League Administrator and Local Referee Co-ordinator in writing. It is the responsibility of the Home Team Club to advise the Match Official(s) once appointed of the Match arrangements as outlined above. The Visiting Club shall acknowledge receipt of such notification within 24 hours of receiving the notification.

For midweek Matches, the Home Club shall, not later than 5pm on the Wednesday during the week preceding the Match, 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 League Administrator and the and Local Referee Co-ordinator. The Visiting Club shall acknowledge receipt of such notification within 24 hours.

Failure to comply will result in a fine in accordance with the [Sanction Tariff](#).

Refer to [Appendix 8](#) for standardised format for how match arrangements should be issued in.

- F) It is the responsibility of the Home Club to notify the Match result, attendance, and opposition 'Player of the Match' to the League Administrator within 24 hours of the Match. Failure to comply with this Rule may result in a fine in accordance with the [Sanction Tariff](#).

Table 1: Duration of time of League Matches and Cup Matches

League Matches	Duration of Match	90 minutes (2x 45-minute halves)
	Duration of half time	15 minutes (or otherwise determined by the referee or mutually consented by both Clubs)
Cup Matches	Duration of Match	90 minutes (2x 45-minute halves)
	Duration of half time	15 minutes (or otherwise determined by the referee or mutually consented by both Clubs)
	Duration of extra time (if required)	30 minutes (2x 15-minute halves). Followed by penalties if required.

G) Fulfilment of Fixtures

- i. Clubs failing to fulfil fixture obligations, League, or League Cup, may face sanctions determined by the LMC, including but not limited to point deductions, fines and/or expulsion.
- ii. 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. Applications for reimbursement shall be lodged in writing with the League Administrator not later than five days following the Match.

3.4 Appointment of Match Officials

- A) In Tier 3 and Tier 4 - Match Officials shall be appointed by the Scottish FA. The appointment of assistant referees may be made on behalf of the Scottish FA by a Referees' Association as deemed appropriate. Appointments shall take precedence over all other appointments, except with the permission and consent of the Scottish FA.

In Tier 5 Match Officials shall be appointed by Referee Co-ordinators acting on behalf of the Scottish FA Referees' Association.

For Cup Final Competition Matches - Referees and Assistant Referees will be appointed by the SWF through the Scottish FA.

- B) A Club may not refuse the services of any Match Official.
- C) The appointed referee shall have power to decide the fitness of the Ground in all Competition Matches and that decision shall be final subject to the determination of the Local Authority or the owners of a ground, which must be accepted.
- D) The Home Club is responsible for the payment of the Match Officials' fees for League Matches and for all League Cup ties up to, and including, the Semi Final Round. The Home Club shall pay the Officials their fees immediately after the Match, except for the League Cup Finals which will be paid by SWF. Payment may be by cash or electronic transfer. Cash payments paid on the day, and electronic payments must be completed within 48 hours. Failure to do so can result in sanctions as per the [Sanction Tariff](#) table.
- E) Should a Match Official not be notified of the postponement of a Match before travelling, they shall be entitled to payment of one half of the Match fee from the Home Club.

- F) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half the Match fee.
- G) Should a Match Official conduct a pitch inspection, they shall be entitled to payment of one half of the Match fee from the Home Club.
- H) Where a Match is not played due to one Club being at fault, that Club shall be ordered to pay the Officials, if they attend the ground, their full Match fee. Failure to comply with this Rule will result in a fine in accordance with the [Sanction Tariff](#).
- I) A Match fee is deemed to be inclusive of expenses.

Table 2: Match Officials Match Fees

Match Official Fee League*	Total (£)	Match Official Fee Cup	Total (£)
Tier 3	60	Tier 3	60
Tier 4	55	Tier 4	60
Tier 5	50	Tier 5	50

* Match fees are set by SWF in collaboration with the SFA Referees Department before the start of each season.

3.5 Field of Play

- A) All League and League 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. The Home Club is also responsible for advising participants of footwear requirements when confirming Match arrangements in accordance with Rule 3.3.

For Tier 3 and 4 – Home Clubs with artificial turf surfaces will be required to provide confirmation of ground compliance with Health and Safety regulations, as part of the Club Registration Form and League Criteria.

For Tier 5 - Home Clubs with artificial turf surfaces will be required to provide confirmation of ground compliance with Health and Safety regulations. All Clubs in the Leagues shall have a registered ground, the specific details of which will be provided to the League Administrator, prior to the commencement of the season.

- B) Dimensions of the Field of Play
- i. The field of play shall be compliant with the IFAB Laws of the Game.
 - ii. Technical areas, on the same side of the field of play as each other, marked by lines/markers etc., shall be provided at each ground.

Failure to comply will result in a fine in accordance with the [Sanction Tariff](#).

4. QUALIFICATION OF PLAYERS

All players across each tier of SWF's competitions are required to register as set out below. These requirements are aligned to the SFA's Football Administration System- COMET.

4.1 Player eligibility

- A) A Player is one who, being in all other aspects eligible, has:
- i. signed a fully and correctly completed Scottish Football Association Player Registration Form, have the status confirmed on their COMET Player Profile and has subsequently been added to a team's Player Catalogue. A Player must be added to a team Catalogue by no later than 4pm on the Friday before a Sunday Competition Match, or no later than 4pm on the day of a midweek Competition Match, and the Catalogue has been confirmed by SWF prior to that Player playing in a Competition Match.
Guide: [First time Registration \(new to Admin system\)](#)
Guide: [Player Registration \(exists on Admin system\)](#)
Guide: [Add player to Catalogue](#)
 - ii. If a Player is under 16 years of age, the registration form must be signed (in pen or electronically) by the Player's guardian.

Any registration that is not fully and correctly completed will be returned to the Club unprocessed and the Player classed as unregistered. If a Club attempts to register a Player via the Player Registration System but does not fully and correctly complete the necessary information via the Player Registration System, the registration will not be processed.

Failure to comply with this Rule will result in a fine in accordance with the [Sanction Tariff](#).

- B) When a Club wishes to register a Player who is already registered with another Club it may approach the Player in question in the manner described by the SWF Player Approach Policy.
If a Club is found to be in breach of this Policy, they will be liable to Sanctions as per [SWF's Illegal Player Approach Policy](#).
- C) It is the responsibility of each Club to ensure that its Players are eligible to play in Competition Matches. Failure to comply with this Rule will result in a fine in accordance with the [Sanction Tariff](#), where the team won the Match, the result shall be reversed to a 3-0 win to the opponent.
- D) To be eligible to participate in senior Competition Matches, Players must be 15 years of age². [Sanction Tariff](#).
- E) Tier 3 and 4 Teams may freely field Players from their Club's Tier 5 or Highlands & Islands Team in League Matches. Players' movement is restricted in League Cup fixtures where Cup tied rules apply. In any one match SWFL Clubs may field a maximum of 2 Players, at any given time, and may list a maximum of 4 players in their Match Day squad, whose Recognised

² A Player must be 15 years of age to participate in the SFA Women's Scottish Cup.

Team is their Tiers 3 or 4 Team. These players must have applied to the LMC via the form found in [Appendix 6](#) and subsequently received approval before being eligible to participate in Tier 5. The Form should be submitted 5 days before the competition match to the League Administrator. Failure to comply with this Rule will result in a fine in accordance with the [Sanction Tariff](#). Player must be added and approved to Catalogue to be eligible to participate.

Exceptional circumstances may be considered by the LMC relating to injured Players, Players coming back from pregnancy and/or other circumstances

- F) Team List Submission:
- i) Clubs with more than one Team within SWF Pyramid Leagues must submit Team lists at the beginning of the season, confirming the Players allocated to each Team.
 - ii) Player Movement Upward:
 - a. Players may move from the Development Team to the Senior Team without restrictions, subject to Rule 4(E) above.
 - b. Players must not participate in more than one Match in a single day.
 - iii) Player Movement Downward:
 - a. Player movement downward is applicable only via the Player Movement Application form detailed in [Appendix 6](#).
 - iv) Competition Matches:
 - a. The Player lists will apply to League and League Cup competitions under the authority of SWF.

Cup tied rules apply ([see rule 9.2](#)).
- G) Any Team fielding an ineligible Player in a Match or Matches may have any points gained from that Match or Matches deducted from its record in the League, up to a maximum of 12 points, and/or the result being awarded 3-0 in favour of the opposing Team, and/or be liable to other such penalties as the LMC may decide. The LMC reserves the right to apply additional sanctions that may result in a fine in accordance with the [Sanction Tariff](#).
- H) If a Player participates in a League fixture or a League Cup tie whilst being ineligible to play in the Match as a result of a suspension imposed by the SFA, SWPL or SWF, the Team for which the Player has participated may have the following sanctions applied:
- i. If the Match is won or drawn, the result will be awarded 3-0 in favour of the opposing Team.
 - ii. If the Match is lost, the Team may be deducted points from its points total in the League (or Cup Group if applicable)
 - iii. And/or be liable to other such penalties as the LMC may decide.
- I) Suspensions imposed by the Referee, or any other relevant Committees can only be served by registered Players. Suspensions must be served for a Player's Recognised Team.
- J) A Player who has an outstanding Suspension is not eligible to participate in any competitive football Match until this suspension is served. For the avoidance of doubt this does not include friendlies or international Matches.

- K) A Player may only sign for a maximum of three Clubs in one Season. For the avoidance of doubt, the Player can play competitively at all three Clubs.
- L) No more than three unregistered Players (“Trialists”) may be allowed to play or be listed as a substitute for a Club in any League Match.
- M) Trialists are not permitted to play in League Cup Matches (including Group Stage Cup Matches).
- N) Each Trialist may be allowed to play in, or be listed as a substitute for, a maximum of three games (including any Match not completed) for any one Club, provided she is otherwise eligible to do so. Clubs playing a Player in these circumstances must indicate the fact by adding the letter “T” or “X” after the Player’s name and date of birth on the Official Team Line. To enable a Trialist to take to the Field of play or be a named substitute on a Team line, the player must have a player ID generated by the registration system.
- O) For Tier 3&4 - Trialists may not be used after the second Saturday in April.

For Tier 5 - There are no date restrictions to playing Trialists.

Table 3: Final date to play Trialists and Register Players

Tier 3 & 4	The Second Saturday of April except by special permission of the LMC.
Tier 5	No end date.

5. TEMPORARY TRANSFERS

Loan agreements are to be made between Clubs and must meet the minimum standards of registrations.

If Loans are between SWF and SWPL Clubs, refer to the SWPL Loan Policy.

6. TEAMLINES, CLUB COLOURS, POSTPONEMENTS AND SUBSTITUTIONS

6. 1 Teamlines

- A) For Tier 3 and 4 not later than 45 minutes, and for Tier 5, not later than 30 minutes before the start of a League Match, each Club shall submit the Team Line on COMET. Handwritten Team lines are not permissible. 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.
 - 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.

- iv. The referee shall complete the match report on Comet on completion of the match. On which they shall intimate the result, the goal scorers, time of goal scorers, time of goals and which substitute or substitutes played in the Match. The referee shall also submit a misconduct report.

Failure to comply will result in a fine in accordance with the [Sanction Tariff](#).

- B) Only Team Officials named on the Team List are allowed on the benches/in the technical area.

The Team Officials must remain on the benches or in the technical area unless permitted to come onto the pitch by the referee, e.g. to assess or treat an injured player.

Only one person at a time is allowed to stand and coach.

6.2 Club Colours

- A) Every Team must register via Comet, the colour of its shirts, shorts, and socks with the League Administrator by 1st July who shall decide as to their suitability.
- B) The nominated Away/Second kit of a Team must be materially different in colour to the Home/First kit. Failure to comply will result in a fine in accordance with the [Sanction Tariff](#).
- C) Goalkeepers must wear colours which distinguish them from other Players and the Match Officials.
- D) Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents of the colours in which they will play (including the colour of the goalkeeper's shirt) at least 4 days before the Match.
- E) If, in the opinion of the referee, two Teams have the same or similar colours, the Visiting Team shall make the change.
- F) Shirts must all be numbered and correspond to the numbers appearing on any Team sheet, and no two shirts shall have the same number. Failure to comply will result in a fine in accordance with the [Sanction Tariff](#).

6.3 Postponements

- A) Except by permission of the LMC all Competition Matches must be played on the dates originally agreed, which may include on a day other than Sunday. Priority shall be given to SWF Cup Competitions and the SFA Women's Scottish Cup. All other Matches must be considered secondary.

Tier 3 & 4 – If a Team wishes to move a Match, Teams must inform the League Administrator, the opposition and, the details of any fixtures in writing within 10 working days of the fixture being scheduled. All postponement request to play a Match on a later date than the originally scheduled fixture, must be approved by the LMC. Clubs may mutually agree to play a

Competition Match on an earlier date than the originally scheduled fixture with the consent of the League Administrator.

Tier 5 - If a Team wishes to move a Match, Teams must inform the League Administrator, the opposition and the referee coordinator, the details of any fixtures in within 5 days of the fixture being scheduled. All postponement request to play a Match on a later date than the originally scheduled fixture, must be approved by the LMC. Clubs may mutually agree to play a Competition Match on an earlier date than the originally scheduled fixture with the consent of the League Administrator.

Failure to comply with this Rule will result in a fine in accordance with the [Sanction Tariff](#).

Table 4: Postponement requirements

Postponement requirements	Tier 3 and 4	Tier 5
Timescale	10 working days prior	5 days prior
Postponement form	Required	Required
Agreement of opponent	Required	Required
Max number of Postponements per Team	3	3

- B) The postponement of any Match due to unplayable ground or other causes over which neither Club has control, or abandonment of League fixtures requires to be immediately reported in writing to the League Administrator by the Club(s) concerned. Any Club failing to comply with instructions in this regard shall be referred to the LMC.
- C) Any Match not completed, except as provided for in [“Infringement of Rules”](#), may be ordered to stand as a played Match or may be replayed in its entirety as the LMC may determine.
- D) If, for unforeseen reasons, the Home Club is forced to change ground, the Club must notify the League Administrator, the visiting Club, and the appointed Match Officials immediately.
- E) Where a Club’s ground (or alternative ground) is unplayable or unavailable on the day set for the playing of the Match, both Clubs can agree to reverse the venue. The clubs are responsible for notifying any appointed official and the League Administrator.
- F) The abandonment of League fixtures requires to be immediately reported in writing to the League Administrator by the Club(s) concerned.
- G) Postponed Matches due to an unplayable ground, or other causes over which neither Club has control, shall be automatically scheduled on the next slip date, with a minimum of 7 days’ notice provided to the opposition, or on an earlier date mutually agreed by both Clubs. Failing such agreement and confirmation notification to the League Administrator, the LMC shall have power to confirm the re-scheduled fixture date.
- H) In extenuating circumstances, the LMC shall have the power to re-schedule Matches, other than those prescribed in this Rule, to facilitate the smooth running of the Competition.

6.4 Substitutes

- A) Tier 3 & 4 – a substitution can only be made when play is stopped for any reason and the Referee has given permission. For the avoidance of doubt, each Club can make five substitutions per Competition Match. A Club has no more than three substitution opportunities in each Competition Match. When both Teams make a substitution at the same time, this will count as a used substitution opportunity for each Team.

For the avoidance of doubt, half time does not count as one of the three substitution opportunities.

Tier 5 - Rolling substitutes may be used in any Match.

- B) For Tier 3 & 4 - Concussion Substitutes are permitted (in accordance with [IFAB regulations](#)).

A Substitution made due to concussion does not count as one of the five permitted substitutes or one of the three substitute opportunities.

Table 5: Information on maximum number of substitutes who can take part. Maximum number of Officials, number of footballs required, and minimum number of Players a game can go ahead with.

League	Max No. of Subs on bench	Max. No of Subs that can take part	Max No. of Officials on Official Teamline.
Tier 3 & 4	7	5	6
Tier 5	7	No maximum.	6

7. DISCIPLINARY PROCEDURES-Match Conduct

- A) The Judicial Panel shall carry out the Disciplinary Procedures for Players and Club Officials Misconduct for the Clubs in accordance with the [Scottish FA's Disciplinary Procedures](#) within Tier 3 and Tier 4.
- B) In Tier 5, SWF shall carry out the Disciplinary Procedures for Players and Club Officials misconduct in accordance with the Scottish Women's Football Disciplinary Procedures.

8. DETERMINING LEAGUE CHAMPIONSHIP

- A) Team rankings within the Competition will be decided by:
- Three points to the winner.
 - One point to each Team in the event of a draw.
 - No points to the loser.
- B) If there remains equality among two or more Teams, then these Teams will be ranked according to Table 6.

Table 6: Rankings shall be determined by the following in this order:

	Determination of Team ranking if Teams finished on equal points
1	Goal Difference
2	Most goals scored
3	Head-to-head
4	Goals scored Away from Home
5	Still equal – Play off (conditions determined by the LMC)

- C) If, following the application of the criteria previously mentioned, the Teams are still level, the determination of a League Championship, relegation from a League, or qualification for other competitions shall be determined by the Teams playing a deciding game, or games, in such manner and under such conditions as the LMC may decide.

When the winning Club is ascertained, the League shall deliver the Cup to the Club. The Club shall be responsible for its return to the League as per details in [Section 9](#).

- D) Should one or more Teams withdraw from any one division after the Playing Season has commenced, and this withdrawal has an impact on the relegation and promotion between two Leagues, the case shall be referred to the Perform and Win Committee.
- E) The structure of each League will be determined by the Perform and Win Committee before the commencement of each season. This shall include promotion and relegation structure.
- F) There will be promotion and relegation between Tier 3 and 4. There will be promotion and relegation between Tier 4 and 5.
- G) A Club which operates more than one Senior Team in Women's Football in Scotland, can only have a second Senior Team competing in Tier 5.
- H) A second Senior Team registered to a Club in Tier 5 may not gain promotion.
- I) If a Team does not meet the necessary criteria for the League, they have won promotion to, the Perform and Win Committee may refuse promotion to said Team. For Tier 4 and 5, no Team below 2nd place will take up promotion.
- J) If any Team(s) in the Leagues is expelled, resigns, or retires for any reason before the commencement of the playing season, the Team Club may also be liable to a sanction imposed by the appropriate LMC and as per the [Sanction Tariff](#).
- K) In the event of a Club withdrawing during the playing season, all points gained by Clubs winning or drawing against the Club withdrawing from a League shall be deducted. Similarly, goals for and against shall be declared null and void. The Club may also be liable to a sanction imposed by the appropriate LMC and as per the [Sanction Tariff](#).
- L) All circumstances not covered in the paragraphs above, will be referred to the Perform and Win Committee.

9. LEAGUE CUP RULES

- A) For Tier 3 and 4 – The Cup shall be called the Championship and League One Cup. Competition name may change only to reflect a title sponsor. All Tier 3 and 4 Member Clubs shall compete in the League Cup.

For Tier 5 – The Cup shall be called the Scottish Women’s Football League Cup. On occasion where implemented the Cup shall have a Plate competition and this shall be called the Scottish Women’s Football League Plate. Competition name may change only to reflect a title sponsor. All Tier 5 Member Clubs shall compete in the League Cup.

9.1 League Cup Competition Format

- A) The format of the Tier 3 and Tier 4 Cup Competition will be a knockout Cup competition.
- B) The *Tier 5* League Cup competition shall be determined by the LMC at the start of each season. This may either be a knockout competition or compromise of group stages. Where the SWFL League Plate takes place, this competition will follow on from the group stages of the Cup and run as a knockout competition.
- C) Where the Competition is played on a knock-out basis. The ties shall be drawn as soon as possible after each round. In each tie the game shall be played on the ground of the Club first drawn, unless otherwise mutually arranged, with the consent of the LMC.

In all rounds in a knock-out basis, including the Final, 90 minutes must be played in all Matches. If the Teams are level after 90 minutes, two periods of 15 minutes extra time will be decided by the taking of kicks from the penalty mark, in accordance with the [Laws of the Game](#).

- D) League rules apply to the Cup Competitions unless a specific rule is listed in this section.
- E) For Tier 5 - In the Cup and Plate Competition following any deciding preliminary or determining round, the Competition will be considered as one Competition for the interpretation of Cup and League Rules especially pertaining to matters of eligibility of Players. Except where specified otherwise League Rules shall apply.
- F) If a Competition contains Group Stages, Team rankings within the Competition will be decided by:
- Three points to the winner.
 - One point to each Team in the event of a draw.
 - No points to the loser.

The respective LMC will determine the progression format for the respective competition. If two or more Teams are equal on points upon completion of the League Cup Group Stages, the following criteria are applied to final Group position:

Table 7: Determination of Team ranking if Teams finished on equal points in Groups.

	Determination of Team ranking if Teams finished on equal points
--	------------------------------------------------------------------------

1	Goal Difference
2	Most goals scored
3	Head-to-head
4	Still equal – Play off (conditions determined by LMC)

- G) The Finals of all League Cup Competitions will be played at a neutral venue.
- H) A Club which is drawn to play in a Match in a Round is ejected from the Competition in accordance to a sanction imposed by the LMC before the Match takes place, such Club shall be replaced in the said Match by the Club which it played in the immediately preceding Round or, if any Club which is so ejected from the Competition has not already played a Match in the Competition in the relevant Season, the Club which it has been drawn to play will receive a bye into the next Round.
- I) If a Club which is drawn in a Group in a Competition, is ejected from the Competition pursuant to a sanction imposed by the LMC during which that Competition is taking place, all results in relation to that Team will be declared null and void.

9.2 League Cup Player Eligibility

- A) Only Players registered for a SWF Club in accordance with [Qualification of Player Rule 4](#) shall be eligible to play for that Club in any one season.
- B) To be eligible to participate in the final of a League Cup Competition, a Player must have been registered to play on the date the Semi-Final³ tie was played. Goalkeepers may gain exemption from this rule, only on the written agreement of the respective Tier's LMC.
- A goalkeeper who gains exemption may not for any reason whatsoever play in any other position.
- C) In Pyramid League Cup fixtures, 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 League Cup within the Pyramid.
- D) A Player who has completed a change of Club and has previously competed in the Scottish Women's Premier League Cup, cannot then compete in any SWF Pyramid League Cup competitions.
- E) A Player who is registered with a Club's Development Team, may move up to play with a Club's Senior Team in their respective Cup Competition to participate in a maximum of 1 Match without being considered Cup tied.

³ In the scenario where there are no semi-finals a Player must be registered by the final Group Stage Match.

- F) A Player shall not play for more than one Club in the Competition (either as a Starting Player or a Fielded Substitute) in the same Season, save that where a Player has played in the Preliminary Round(s) for one Club in a Season (either as a Starting Player or a Fielded Substitute) and such Club ceases to exist during such Season, such Player may subsequently play for one other Club in the Competition.
- G) The LMC will consider specific factors as to why a Game was abandoned such as but not limited to; duration of Match played, reason for abandonment, time of season and calendar constraints.

Where a Match is abandoned due to misconduct or behaviour of Players, Officials and Spectators, the LMC will apply sanctions as per the [Sanction Tariff](#).

- H) A Player(s) shall not be deemed to have played (as one of the 11 Starting Players or as a Fielded Substitute) in a Match where such Match has been abandoned or is declared void, except where such Match was abandoned or declared void because of the conduct of such Player(s) acting in breach of the Disciplinary Rules.
- I) Any Team found to have played an ineligible Player in a Match or Matches may be removed from the Competition, have points deducted, or have the tie awarded to the opposition. Failure to comply with this Rule will result in a fine in accordance with the [Sanction Tariff](#).
- J) A Player that has played the Highlands and Islands League Cup would not be eligible to play in any of the Pyramid League Cup or Plate Competitions.
- K) Players who have played in Youth Regional League Cup or Plate or the Youth Performance League Cup(s) competitions, would be eligible to play in any Senior Cup competition providing they are age eligible.

See [Section 4](#) for Qualification of Players

10. TROPHY AND AWARDS

- A) The trophies, including any replicas, are the property of Scottish Women's Football.
- B) The League trophies shall be presented to the Team which is determined the winner of the Leagues in the Scottish Women's Football Pyramid.
- C) The League Cup trophies shall be presented to the Team which is determined the winner of the Cup in the Scottish Women's Football Pyramid League Cup Competitions. Where a Plate competition takes place the League plate shall be presented to the Team which wins the Plate Competition.
- D) All trophies and plates shall be returned, with the appropriate engraving, at the League Administrators request on or before 1st April in the ensuing year in good order and condition. Failure to comply will result in the Club being invoiced for the repairs or replacement of the trophy the Team or Club may also be liable to a sanction imposed by the appropriate LMC and as per the [Sanction Tariff](#).

- E) *Tier 3 & 4* - Will be presented with a medal, 30 in total, to the winners of each League. The runners up of each of the Leagues will be presented with a commemorative souvenir.

Tier 5 - SWF shall present a medal, 25 in total, to the winners of each League. The runners up of each of the Leagues will be presented with a commemorative souvenir.

- F) *For the Tier 3 and 4 League Cup* - SWF shall present a medal, 30 in total, to the winners and the runners up.

For the Tier 5 League Cup and Plate - SWF shall present a medal, 25 in total, to the winners and the runners up of each of the League Cup Competitions.

11. DISORDERLY CONDUCT

11.1 Spectator 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 Competition 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. The LMC 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 LMC, a ground is the subject of damage by that Club's representatives or those associated with it.

11.2 Fireworks and dangerous objects

The following articles must not be brought into a ground: prohibited weapons, knives, fireworks, smoke canisters, air-horns, flares, weapons, dangerous or hazardous items, laser devices, bottles, glass vessels, cans, poles and any article that might be used as a weapon and/or compromise public safety. It is an offence punishable by law and Unacceptable Conduct for any person to enter or attempt to enter the Ground whilst in possession of any article which is a firework or any article or substance whose purpose or any part of its purpose is the emission of a flare for purposes of illuminating or signalling or the emission of smoke and/or gas and any person in possession of such articles will be refused entry to the Ground and if having entered, to expulsion from the ground and such other sanction as may be determined by SWF.

11.3 Alcohol

A person who has alcohol in their possession at any time during, while entering or while trying to enter a ground will be prohibited from entering or will be removed from the ground.

A person who is drunk at any time during the match or is drunk while entering or trying to enter will be prohibited from entering the ground or will be removed from the ground.

12. INFRINGEMENT OF RULES

- A) 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. The LMC has the power to investigate, consider and determine any allegations relative to the infringement of these Rules and to impose such sanction(s), as specified within these Rules, as it considers appropriate to deal justly with the case in question.
- B) A Club which is found to have infringed these Rules, may be liable to replay a specific Match in question, at a time, venue, and other conditions as deemed appropriate by the LMC in its absolute discretion.
- C) If the Management Committee decides to impose a replay or suspension on a Club which is found to have infringed these Rules, an appeal from the Club against such decision must be dispatched in writing to Scottish Women's Football within three days.

13. PROTESTS

- A) All questions of eligibility, qualifications of Players or interpretations of the Rules shall be referred to the League Administrator in the first instance. These may be escalated to the LM.
- B) Any determinations of the LMC shall be binding subject to the right of appeal in accordance with the Scottish Women's Football Appeals Procedure and Guidelines.

Determinations of the LMC must be notified in writing to those concerned within seven working days.

The decision against which any appeal is made will only be set aside when the appeal is received by Scottish Women's Football and agreed to be in order, and confirmation is received in writing by the parties concerned in accordance with Article 44 of the Scottish Women's Football Articles: Appeals Procedure and Guidelines.

Any decision taken by Scottish Women's Football is subject to appeal to the Judicial Panel of the Scottish FA in accordance with the Scottish FA Articles of Association and Judicial Panel Protocol.

- C) If a member of the LMC relates to 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 sit in the Management Committee while the matter is being determined.

14. CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

- A) **On conclusion of Playing Season** - A Club intending, or having a provisional intention, to withdraw a Team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the League Administrator in writing by 31st May each season.

- B) **Following fixtures being issued** - A Club intending, or having a provisional intention, to withdraw a Team from the Competition once the fixtures have been made and sent to Clubs or during the Playing Season, will not be entitled to the reimbursement of their League entry fee.
- C) **During a Playing Season** - Where a Team wishes to resign from the Pyramid League at any time it should do so in writing to the League Administrator at least five working days prior to the Official date of the dissolution of the Club and or Team.
- D) The Perform and Win Committee shall have the discretion to limit a Team entering the League, or otherwise sanction and monitor the Team, if the Team withdraws from the Competition during the Playing Season.
- E) Where any Team or Club withdraws, resigns, or is expelled from any of the Leagues and/or the League Cup Competitions at any time following the AGM each year they will be excluded from re-entering any League and /or League Cup competition for a period of one years from the start of the season following the season in which they withdrew. For Clarity, the start of the season is deemed to be the first scheduled competitive Match in each season.
- F) Any Club failing to fulfil its fixture obligations in respect of any such Match in the League or League Cup on the appointed date or dates shall be liable to such sanctions as the Perform and Win Committee may determine, but not limited to including the deduction of points, fine or expulsion. If a Team forfeits three or more Matches over the course of a Season, the LMC, in consultation with the Perform and Win Committee may eject said Team from the League. A Team may be prevented from entering Tier 5 the following season should they be removed from a League.

15. ALTERATIONS TO THE RULES

- A) Alterations shall be made to these Rules only at the Annual General Meeting or at an Emergency General Meeting of the Scottish Women's Pyramid Leagues.

Notice of proposed alterations to be considered at the AGM shall be submitted to the Perform and Win Committee via the League Administrator by the 30th of April each year.

The Perform and Win Committee will determine the competency of rule proposals submitted. The Committee will then review and note any competent rules to be put forward to Clubs for vote at the AGM. Amendments can be submitted throughout a season on the form in Appendix 8. A proposal to change a Rule shall be carried if a majority of those present, entitled to vote and voting are in favour.

- B) The rules may be changed at any time by the SWF Board with the proviso that all Clubs are informed timeously and there has been consultation with the Perform and Win Committee.

16. NATIONAL MINIMUM WAGE REQUIREMENTS

All Clubs participating in SWF Leagues and where appropriate must seek to adhere to any regulations relating to the National Minimum Wage (NMW) as mandated by employment law.

17. SANCTION TARIFF

Table below outlines the minimum fee and maximum fee a Club or Team can be sanctioned should they be found to be in breach of the Competition Rules outlines above.

DOCUMENT	DESCRPTION	MINIMUM FEE		MAXIMUM FEE	
		Tier 5	Tier 3&4	Tier 5	Tier 3&4
Constitution	Failure to be represented at AGM.	£50.00	£50.00	£100.00	£100.00
Constitution	Failure to be represented at EGM (Extraordinary General Meeting).	£50.00	£50.00	£100.00	£100.00
3.2	Failure to comply with the appropriate conditions of play.	£50.00	£50.00	£100.00	£100.00
	Failure to provide appropriate first aid cover at Matches.	£50.00	£50.00	£75.00	£100.00
3.3D	Failure to provide notice/confirmation of Match details in allotted timescale.	£25.00	£25.00	£50.00	£50.00
3.3E	Failure to provide notice/confirmation of Match details in allotted timescale.	£25.00	£25.00	£50.00	£50.00
3.3F	Failure to report Match result and related information to League Administrator.	£15.00	£15.00	£25.00	£25.00
3.3G	Failure to fulfil a fixture.	£100.00	£100.00	£200.00	£300.00
3.4D	Failure to make payment of Official fee.	£25.00	£50.00		
3.4H	Failure to make payment of Official fee if Team is at fault of a Match not being played.	£25.00	£50.00		
3.5B	Pitch failing to meet the appropriate dimensions and requirements.	£100.00	£100.00		
4.1A	Failure to complete player registration fully and appropriately.	£50.00	£50.00		
4.1B	Breach of SWF's Illegal Player Approach Policy .	£150	Tier 4 - £200 Tier 3 - £250		
4.1C	Playing an ineligible Player.	£100.00	£100.00	£300.00	£400.00
4.1D	Playing an ineligible Player (underage).	£100.00	£100.00	£300.00	£400.00
6.1A	Failure to complete Teamlines online.	£50.00	£50.00	£100	£100
6.1A	Failure to exchange Teamlines.	£25.00	£50.00		
6.2B	Failure to have different colour Away kit.	£50.00	£50.00		
6.2F	Shirt numbers to not correspond with Teamlines.	£25.00	£25.00		
6.3A	Failure to postpone Match through appropriate channels.	£50.00	£50.0		
8.2G	Match abandoned due to spectator, official or player misconduct.	£100	£100	£300	£300
8.2H	Play an ineligible player in a cup Match.	£100.00	£100.00		
9K	Expulsion, resignation, or retirement from a competition before commencement of season.	£100.00	£100.00	£300.00	£400.00
	Expulsion, resignation or retirement from a competition during the playing season.	£150.00	£150.00	£300.00	£400.00
10D	Failure to return the trophy in good order and condition.	Invoiced the cost of a new trophy or cost of repairs.	Invoiced the cost of a new trophy or cost of repairs.	Invoiced the cost of a new trophy or cost of repairs.	Invoiced the cost of a new trophy or cost of repairs.

APPENDIX

APPENDIX 1 – Table to determine Player Eligibility

APPENDIX 2 – SWF Appeals Process

APPENDIX 3 - Match Conduct and Disciplinary Procedures

APPENDIX 4 – Player Approach Policy

APPENDIX 5 – Codes of Conduct

APPENDIX 6 - Player Movement Application Form Season 2024 & 24/25

APPENDIX 7 - Rule Alteration Form

APPENDIX 8 - Standardised format of Match Arrangements

APPENDIX 1 – Table to determine the eligibility of a Player.

STEP 1										
Step 1: Follow the table along the rows then down through the columns to determine player eligibility.										
If a Player has played in the below competition with Team A, and want to play in the competition on the right for Team B.										
	Tier 3 & 4 Cup	Tier 5 Cup (Group Stage)	Tier 5 Cup (knockout round)	Tier 5 Plate (knockout round)	SWPL League Cup	Highland and Island Cup	SFA Women's Scottish Cup	Youth Challenge Cup	Youth League Cup	
Tier 3 & 4 Cup	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Eligible	Eligible*	Eligible*	
Tier 5 Cup (Group Stage)	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Eligible	Eligible*	Eligible*	
Tier 5 Cup (knockout round)	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Eligible	Eligible*	Eligible*	
Tier 5 Plate (knockout round)	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible	Eligible	Eligible*	Eligible*	
SWPL League Cup	Eligible	Eligible	Eligible	Eligible	Ineligible	Eligible	Eligible	Eligible*	Eligible*	
Highland and Island Cup	Ineligible	Ineligible	Ineligible	Ineligible	Eligible	Ineligible	Eligible	Eligible*	Eligible*	
SFA Women's Scottish Cup	Eligible	Eligible	Eligible	Eligible	Eligible	Eligible	Ineligible	Eligible*	Eligible*	
Youth Challenge Cup	Eligible*	Eligible*	Eligible*	Eligible*	Eligible*	Eligible*	Eligible	Ineligible	Eligible	
Youth League Cup	Eligible*	Eligible*	Eligible*	Eligible*	Eligible*	Eligible*	Eligible	Eligible	Ineligible	

Guide to following below table: Use the left column as reference of the competition the Player in question has played in, then follow the column along the top and right to check if the Player is Cup tied.*A Youth Player can play in one Senior Cup Competition without being considered Cup Tied (not including the Scottish Cup)

APPENDIX 2 - SWF APPEALS PROCESS

As per Scottish Women's Football's (SWF) Appeals Procedure and Guidelines, any determination made by a recognised football body of a judiciary nature is appealable to the SWF Appeals Committee. The SWF Appeals Committee comprises of members who shall make a determination which shall be final and binding on the parties concerned unless the decision is appealed by the unsuccessful appellant to the Scottish FA subject to grounds for appeal.

The Appeals committee deal with various appeals including Dispensation, Rule breach, player Approach. Please note this is not the process for appealing Red Cards. Please see the senior competitions page for details of this.

The Appeals Committee should consider the appeal based on the appellant's grounds for appeal, with reference to the submissions made by all parties and not on the original decision.

The Appeals Committee do not have to give reasons for their determination; however, the appellant may request for further information.

The SWF Articles detail further appeal information:

[SWF Appeals Procedures and Guidelines](#)

[SWFA APPEALS PROCEDURE AND GUIDELINES](#)

[SWF Appeals Form](#)

[SWF Appeals Form](#)

APPENDIX 3 - Match Conduct and Disciplinary Procedures

Disciplinary Procedures Governance

Tier	Governed by
Tier 3 & 4	SFA
Tier 5	SWF

TIER 3&4 – JUDICIAL PANEL DISCIPLINARY PROCEDURE

[Notice of Claim Form Season](#) – Appealing a red card. Red card appeals must be submitted by 1pm the next working day.

[Claims Process Map](#) – Claims Process Map

TIER 5- SWF REGIONAL FOOTBALL DISCIPLINARY PROCESS

[Disciplinary Procedures for Senior Regional Football](#)

For the avoidance of doubt, Tier 5 teams cannot appeal red cards.

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APPENDIX 4 - PLAYER APPROACH POLICY

There is only one acceptable method to make an enquiry to a club about a player registered with them and that is in writing from a club official. The club that holds the registration then must inform the player and their parents to see whether there is any desire to take the enquiry further. It is good practice to copy swf@scotwomensfootball.com into initial player approach emails between club secretaries.

Where a Club wishes to report an Illegal Approach to one of their players, they should formally communicate this to SWF and evidence their complaint using the SWF Breach of Policy form. Evidence including photographs and/or statements from relevant personnel are strongly advised to support the complaint. The complaint shall follow SWF's Complaint Handling Process.

Note: Approaches made over 4 weeks prior to lodging the complaint shall not be investigated.

Full details can be found: [SWF Board Policy Over Player Approach](#)

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APPENDIX 5 - CODES OF CONDUCT

Adult Players	SWF Adult Player Code of Conduct
Coaches/Officials	Coaches Code of Conduct
Parent and Carers	Parent Code of Conduct
Young Players	Young Player Code of Conduct

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APPENDIX 6 - Player Movement Application Form Season 2024 & 24/25

This form should be completed only by Team or Club/Registration Secretaries. This form is to be completed if a Club wishes to request permission for a Player who is on the Team List of a Club's Tier 3 or 4 Team and wishes to be moved to the Team List of their *Tier 5* Team.

	For Club to Complete
Club Name:	
Player's Name & Player ID:	
Date of Birth:	
Current Team: (Tiers 3 or 4 Team)	
Proposed Team: (Tier 5 Team)	
Reason for Requested Movement: [Please provide a brief explanation for the requested movement, including any relevant circumstances or considerations.]	
Submitted by:	
Signed:	
Position/Role:	
Date:	

A player must be added to a team Catalogue by no later than 4pm on the Friday before a Sunday Competition Match, or no later than 4pm on the day of a midweek Competition Match, an addition to a Catalogue must be confirmed by SWF prior to the Player playing in a Competition Match.

	For SWF Official to complete
Application Approved/Rejected	
Reason for rejection if applicable.	

APPENDIX 7 - Rule Alteration Form

Scottish Women's Football

Rule Alteration

To: Scottish Womens Football League Administrator

For Tier 3, 4 and 5	
Date of submission	30 th April

Current Rule Number (if applicable)	
-------------------------------------	--

Current rule

New/Amended Rule proposal

Rational

Submitted by:

Position at Club:

Signed:

Date:

Notes for Clubs:

- All requests to change rules should be submitted to Kim@scotwomensfootball.com by the date prescribed for the relevant competition.
- The Perform and Win Committee will determine the competency of rule proposals submitted. The Committee will then review and note any competent rules to be put forward to clubs for vote at the AGM.
- For avoidance of doubt, supported amendments submitted timeously on the appropriate form will be circulated to clubs 21 days in advance of end of season meetings.

- All supported and voted for suggestions will then be presented at SWF's Annual General Meeting and voted upon as per SWF's Articles of Association.
- For rules to be passed at SWF's AGM, a majority of 75% of the votes of the appointed representatives is required as per SWF's Articles of Association (Article 11).
- All rules passed will then be reviewed within the SFA governance structure.

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APPENDIX 8 – Standardised format of Match Arrangements

In advance to matches, the home club should share the following information with their opposition, the referee and the League Administrator in the format set out below.

Match: Home team v Away team

Venue:

Pitch surface:

Warm up access time:

Warm up surface type (if different to match pitch surface):

Team changing facility information:

Kick off time:

Colours:

Spectator arrangements:

Hospitality arrangements if hosting:

Match being recorded: Yes/No (highlight appropriate)

Additional required information

Nearest hospital:

Nearest defibrillator arrangements: