



Tier 3,4 and 5 of Scottish Women's Football

Pyramid League Criteria



Background

Scottish Women's Football has long established the principle of entry criteria for its leagues. This began with the SWPL back in 2019 and was underpinned by ensuring that standards are set and clubs know how to prepare.

As the game has grown, so too has the need to evolve and adapt entry criteria across all our leagues which form tiers three, four and five of the pyramid for the women's game. SWF have worked hard to ensure that clubs know that when they start a new women's team that their entry point is the regional Scottish Women's Football League (SWFL) and to establish promotion from those leagues into our national competitions. That is a recent development, which reflects the ambition of our clubs to rise through the pyramid and aim for the top.

To ensure stability, clarity for clubs, and maintain high standards, criteria is put in place, so our competitions are played on an equal footing and to provide consistency. This is essential for good match day experiences for players, volunteers, referees and spectators.

Consistency of matchday experience is also essential to improve the perceptions of the game and its reputation. And by showing the game off in the best possible light, we have a product that is marketable and ripe for commercial attention and support. That's why, whether someone is a club official, player, or SWF staff, we each have a role to deliver the best possible product to entice new investment and to continue to grow our sport well.

From the base of the pyramid right to the very top, the criterion intensifies with each step. This helps clubs graduate and prepare accordingly in order that they can attain what they need for the league they are in. That means, that in a club's journey and if they manage to gain promotion and rise through our pyramid, they have clarity about what they need to do and are well equipped along the way. We are proud that this helps the wider growth of the game through the focus on encouraging clubs to have a youth pathway to help nurture future talent and provide sustainability for the club. SWF does not create criteria in isolation and works with our relevant committees to ensure that while standards are not only stretching to make competitions the best they can be they are also realisable and achievable.

1. Personnel

	Tier 3	Tier 4	Tier 5
Head Coach	B licence	C Licence	1.3 Licence
Assistant Coach	C Licence	1.3 Licence	1.2 Licence
Goalkeeping coach	B licence	Award	Certificate (1.1)
Physiotherapist	Mandatory	Recommended	NA
First Aider	Mandatory	Mandatory	Mandatory
Wellbeing Officer	Mandatory	Mandatory	Mandatory
Club Secretary	Mandatory	Mandatory	Mandatory
Media Officer	Mandatory	Mandatory	Recommended

Compliant official checklist

All officials must have up to date certificates in reference to the below on their Comet profile

Children's Wellbeing in Scottish Football E-Learning

Mental Health in Scottish Football E-learning

PVG scheme record/update through SWF or Grassroots PVG in the past three years (Regulated roles only)

Self-Declaration form

SWF's code of conduct

Wellbeing and Protection

Each club shall have an individual in place to fulfil the role of a Wellbeing and Protection Officer (WPO) and be prepared to support the wellbeing needs of adult players as well as recognising that the child wellbeing and protection policy and UNCR applies to players under 18.

Mental Health in Scottish Football E-learning

Children's Wellbeing in Scottish Football E-Learning

Managing Children's Wellbeing

PVG scheme record

Self-Declaration form

Two references approving their suitability to conduct regulated work

Good practice is that this postholder should not hold any other role in the club.

Committee

Each club shall have a committee, and within that committee, as a minimum, have the following

Minimum requirement	Tier 3	Tier 4	Tier 5
Chairperson	Mandatory	Mandatory	Mandatory
Secretary	Mandatory	Mandatory	Mandatory
Treasurer	Mandatory	Mandatory	Mandatory
Wellbeing and Protection Officer	Mandatory	Mandatory	Mandatory

Job Holder shall be in possession of a signed job description or contract outlining their duties at the club.
Multiple roles should not be held by one individual.

2. Club Statutes

All tiers

Club constitution

Minutes of Most recent AGM

Bank Account (matches Club Constitution)

Audited Accounts*

Memorandum of Understanding (Should any club have a different name from their pathway)

Public Liability insurance

Club Policy on Unacceptable Behaviour

Wellbeing Policy (must include- complaints process, Code of Conducts/Charter/ Inter team relationship/ reporting process for hate crimes)

* The club shall be required to provide a copy of its annual financial statements which have been approved by the club members at a General meeting. The financial statements shall consist of, as a minimum, Profit and Loss Account and Balance sheet. Approval shall be evidenced by the minutes of the General meeting.

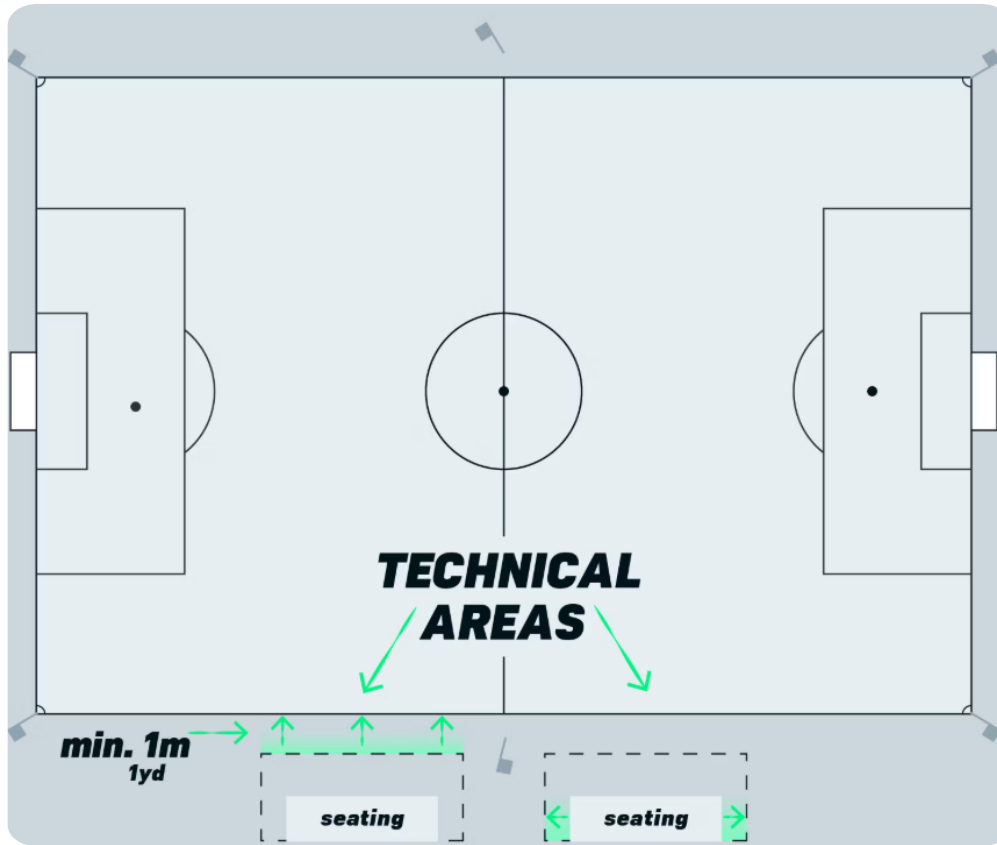
3. Ground

Clubs shall have a designated home ground for the duration of each season for all matches unless unforeseen circumstances occur

	Tier 3	Tier 4	Tier 5
Security of Ground Tenure	Clubs shall own suitable training facilities or have these available on lease or be contracted with suitable training facilities for a minimum period of one season. Formal Documentation of Lease at the designated home ground. Named alternative ground. At least one venue should be an artificial surface and be floodlit.	Clubs shall own suitable training facilities or have these available on lease or be contracted with suitable training facilities for a minimum period of one season. Formal Documentation of Lease at the designated home ground. Named alternative ground. At least one venue should be an artificial surface and be floodlit.	Designated Home Ground registered on Comet Named alternative ground. At least one venue should be an artificial surface and be floodlit.
Field of play	The field shall be in compliance with the Laws of the Game.	The field shall be in compliance with the Laws of the Game.	The field shall be in compliance with the Laws of the Game.

Ctd.	Tier 3	Tier 4	Tier 5
Surfaces	Most recent certification provided	Most recent certification provided	Most recent certification provided
Fifa Quality	Mandatory	Mandatory	Recommended
The area surrounding the field of play shall be in such condition as to not constitute a danger to the safety of players and / or match officials.	Mandatory	Mandatory	Mandatory
Pitch Markings: Must be consistent throughout and not more than 12cm wide. Permanent field markings must be for football only and must not include extra markings for small sided games.	Mandatory	Mandatory	Recommended

	Tier 3	Tier 4	Tier 5
Both clubs must have access to the match pitch (half pitch each) for a minimum of 30 minutes before kick-off.	Mandatory	Mandatory	Mandatory
Clubs shall provide a clearly marked technical area for up to 13 people next to the field, large enough for the technical team and substitutes.	Mandatory	Mandatory	Mandatory
A permanent perimeter pitch barrier shall surround the playing area.	Mandatory	Mandatory	Mandatory (Semi-permanent would be accepted)



Mandatory technical area

standards: The technical area helps to reduce conflicts with match officials and the opposition.

- There are some specific requirements for the technical area:
- it must be at least 1 m (1 yd) from the touchline
- it should not extend more than 1 m (1 yd) on either side of any designated seating area
- competition rules will state how many people are allowed in the technical area
- only one person from each team is allowed to stand and coach at any one time

	Tier 3	Tier 4	Tier 5
Changing Facilities- Team: Seating facilities for at least 18 persons. Shower facility. One fully functioning toilet.	Mandatory	Mandatory	Mandatory
Official: Must be separate from the team dressing rooms but close by and has facility to safely secure valuables. Access to a shower One toilet for the sole use of the match officials	Mandatory	Mandatory	Mandatory

4. Health and Safety

	Tier 3	Tier 4	Tier 5
A public address system must be provided which is clearly audible in all areas of the ground which can be occupied by spectators.	Mandatory	Recommended	Recommended
The ground must have clear signage to aid the general public. All exit gates and doors should be clearly identified. Specific attention should be paid to the needs of disabled spectators. Clear and frequent signage will be of particular benefit.	Mandatory	Mandatory	Mandatory

Ctd.	Tier 3	Tier 4	Tier 5
A permanent pitch perimeter shall be of sound construction and free from any sharp edges. This shall be a minimum of 1 metre away from the pitch edge.	Mandatory	Mandatory	Mandatory (semi-permanent perimeter)
The technical area extends 1m on either side of the designated seated area and extends toward up to a distance of 1m from the touch line.	Mandatory	Mandatory	Mandatory
Spectators will be accommodated in areas which are fit for purpose.	Mandatory	Mandatory	Mandatory

	Tier 3	Tier 4	Tier 5
The club should arrange to have its ground regulations fixed in suitable areas of the ground in such a way that the spectators can read them.	Mandatory	Mandatory	Mandatory
The club shall ensure that it has a system of recording entry numbers to the ground	Mandatory	Mandatory	Recommended

5. Medical

	Tier 3	Tier 4	Tier 5
Medical Plan and First Aid Risk Assessment	Mandatory	Mandatory	Mandatory
Medical Expertise Provision	Mandatory	Mandatory	Mandatory
Medical and First Aid Equipment	Mandatory	Mandatory	Mandatory

	Tier 3	Tier 4	Tier 5
As a minimum two team personnel should have an approved provider Sports First Aid or higher standard of qualification.	Mandatory	Mandatory	Mandatory
A team representative in possession of a Sports First Aid Certificate from an approved provider must be in attendance at each training session and all games.	Mandatory	Mandatory	Mandatory

	Tier 3	Tier 4	Tier 5
The club shall ensure that an appropriately stocked medical kit bag or first aid kit bag is available at all training sessions and games.	Mandatory	Mandatory	Mandatory
The club shall have a medical examination facility for the rehabilitation of injured players. This may either be within the club ground or at the senior team training facility or by arrangement with a suitable third-party provider (e.g. a private medical or physiotherapy practice).	Mandatory	Recommended	Recommended

6.Media

	Tier 3	Tier 4	Tier 5
Ability to film all of their home games.	Mandatory	Mandatory	Recommended
Team lines published on comet	Mandatory	Mandatory	Mandatory
Utilise live events on MyScottishFootball App.	Mandatory	Mandatory	Recommended
Clubs will provide match details on social media in advance of the match and the final score at the end of the match.	Mandatory	Mandatory	Mandatory
By participating in the league, players permit the use of their images by SWF which may be used but is not limited to advertising the league and promotional material for sponsors. Should any player wish to withdraw this consent, the club must inform SWF in writing.	Mandatory	Mandatory	Mandatory

7. Pathway

The sustainability of our clubs is at the heart of requiring a full pathway. Clubs should be applying the appropriate focus on the development of new and emerging talent and not solely on the senior game.

	Tier 3	Tier 4	Tier 5
Full Player Pathway: Minimum 12s, 14s, 16s	Mandatory	Recommended (Mandatory by 27/28)	Recommended (Mandatory by 30/31)

*Partnerships with another local club to help create a pathway will only be considered, subject to the agreement of the SWF Board.

8. Commercial

	Tier 3	Tier 4	Tier 5
Attending appropriate media/sponsor events	Mandatory	Mandatory	Mandatory
Fully participate and contribute to the activation of any league sponsorship agreement	Mandatory	Mandatory	Mandatory
Displaying relevant sponsors branding	Mandatory	Mandatory	Mandatory
Using specified equipment	Mandatory	Mandatory	Mandatory
Provide post-match interviews –Staff and players where requested	Mandatory	Mandatory	Mandatory

. Commercial

	Tier 3	Tier 4	Tier 5
Ensuring branding guidelines are adhered	Mandatory	Mandatory	Mandatory
Wearing appropriate branding	Mandatory	Mandatory	Mandatory
Ensuring the sponsored match ball brand is used	Mandatory	Mandatory	Mandatory
Participating in Team of the Month Awards	Mandatory	Mandatory	N/A
Participating in any additional awards as may be required through SWF partnerships	Mandatory	Mandatory	Mandatory

9.General

	Tier 3	Tier 4	Tier 5
Attendance at Kick off Meeting	Mandatory	Mandatory	Mandatory
Attendance at AGM	Mandatory	Mandatory	Mandatory
Attendance at League Meeting	Mandatory	Mandatory	Mandatory
Attendance at referee briefing(s)(coach and captain or player rep)	Mandatory	Mandatory	N/A
Period Dignity: No White Shorts, free period products available	Mandatory	Mandatory	Mandatory
Equality and Diversity Survey	Mandatory	Mandatory	Recommended