



MWFRA Handbook 2020

Prepared by

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&

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Contacts

Executive Committee			
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President	Toby Williams	president@mwfra.org.au	0430 736 049
Vice President Seniors	Wayne Plant	vp_seniors@mwfra.org.au	0410 303 007
Vice President Juniors	Jack Morales	vp_juniors@mwfra.org.au	0478 580 184
Vice President Team Referees	Vacant	TBA	TBA
Secretary	Jonathon Taylor	secretary@mwfra.org.au	0419 607 028
Treasurer	Vacant	TBA	TBA
General Committee			
Position	Name	Email	Phone
Disciplinary Committee Liaison Officer	Craig McBurnie	reports@mwfra.org.au	0417 658 673
Branch Coach	Hayden Smith	branchcoach@mwfra.org.au	0406 533 147
Registrar	Jonathon Taylor	registrar@mwfra.org.au	0419 607 028
Course Coordinator	Robert Iacono	courses@mwfra.org.au	0423 500 580
Assessors Convener	Malcolm Olsen	convener@mwfra.org.au	
Floor Member	Joshua Courts	assistantsecretary@mwfra.org.au	
Office Bearers			
Position	Name	Email	Phone
Administrative Officer	Sigrid Mulherin	admin@mwfra.org.au	0420 660 362
Member Protection Information Officer	Mark Pryke	mpio@mwfra.org.au	0419 223 344
Reviews Panel Chair	Mark Pryke	reviewspanel@mwfra.org.au	0419 223 344
Website Administrator	Jack Morales	website@mwfra.org.au	0478 580 184
Historian	Kevin Martin OAM		

The details of the above committee table are current as at the publishing of this handbook, February 2020. Although this is a good source for committee contact details, it is recommended to check the MWFRA website for the latest information.

Key Contacts

Vice Presidents (Seniors, Team Referee & Juniors)

The Vice Presidents liaise with their respective segments. For junior referees, they can contact the Vice President Juniors (Jack Morales) for any matter relating to them, whether it be a request for mentoring, Laws of the Game question, discussion about a particular incident that they experienced, or help on any other matter. The same applies to senior/team referees for their respective Vice President.

Disciplinary Committee Liaison Officer (DCLO)

The DCLO (Craig McBurnie) is the committee member who attends the Disciplinary Committee (DC) meetings that deal with misconduct of players and team officials (i.e. send-off and citation reports) and provides clarity to the DC regarding the Laws of the Game. When a referee sends a player off, or expels a team official from the technical area, a report must be submitted. Referees can contact Craig for assistance with writing these reports if necessary.

Administrator Officer (Appointments Officer)

The Appointments Officer (Sigrid Mulherin) is responsible for all appointments to junior and senior matches. If a referee has any questions regarding appointments and availability, Sigrid is the best contact.

Member Protection Information Officer (MPIO)

The MPIO (Mark Pryke) provides information about the rights, responsibilities and options available to an individual making a complaint to the MWFRA.

Meetings

The MWFRA holds monthly General Meetings held at Cromer Park clubhouse. These meetings are held on the third Monday of every month commencing in March and running all the way through until the AGM in November. These meetings cover topics in thorough detail and involve group coaching, video analysis, guest speakers and general administrative functionality within the MWFRA. All referees are expected to attend meetings. It is the member's responsibility to sign-in at all meetings or advise via email in advance if they are unable to attend, stating reasons for the apology.

General Meeting Dates 2020	
Date	Time
Monday 23 th March	cancelled
Monday 20 th April	cancelled
Monday 18 th May	cancelled
Monday 15 th June	cancelled
Monday 20 th July	TBC
Monday 17 th August	TBC
Monday 21 st September	TBC
Monday 19 th October	TBC

Due to recent COVID-19 events these dates and times are subject to change. Members will be notified via email notification of upcoming meetings and any changes in time or location.

Appointments

The MWFRA uses [MatchRef](#) to assist with the task of appointing referees to matches.

MatchRef Appointment Principles

- Referees will be presumed to be available 24/7/365 unless otherwise indicated. This means that referees must set their **unavailability** into MatchRef (including for office hours during weekdays).
- Referees will not be able to decline an appointment in MatchRef. This means that referees who receive an appointment must fulfill their appointment.

Appointment Weekly Timeline

Appointments are made on Mondays and will be released on Tuesday afternoons for matches to be played the following weekend. This means that referees must review and update their **unavailability** for each weekend by Sunday evening of the preceding weekend.

Your unavailability is locked at 12am every Sunday night for the following week. Therefore, referees should endeavour to update their **unavailability** frequently and not leave it to the last minute.

Upon the release of appointments, referees who have been appointed will receive an email notification from MatchRef. Referees should log in to MatchRef to view their appointment.

If there is a change to an appointment (except in cases of wet weather), referees will receive a further email notification from MatchRef advising that there has been a change.

Appointments in Cases of Wet Weather

In cases of prolonged wet weather, matches on the weekend may be postponed by the MWFRA as early as Friday afternoon. In these cases, referees will receive an email notification from MatchRef advising that there has been a change or a postponement.

In other cases of wet weather, matches may be postponed by the MWFRA on an ad-hoc basis according to council ground closures or the severity of wet weather on the day. In these cases, after Friday afternoon, there will not be any notification from MatchRef. Instead, please stay up to date with the website and, in particular, the [Grounds](#) page. However, the MWFRA often deals with wet weather by shifting games to other grounds that are still open. As such, referees should assume their games are on until they have been told otherwise.

Appointment Withdrawal

Referees who cannot fulfil an appointment must **immediately** contact MWFRA Administrative Officer Sigrid Mulherin via phone on 0420 660 362.

There is no other method by which to withdraw from an appointment.

Repeated appointment withdrawals will hinder the likelihood of further appointments.

Match Day Procedure

When you arrive

- Referee's should arrive a minimum of 30 minutes before the match
- Find the referee/s you are appointed with
- Introduce yourself to the coach/manager from both teams
- For Men's PL only: Check with both teams coach/manager for substitute numbers and record them in your notebook.
- Prepare for match: get changed into uniform, warm up, and deliver any pre-

- match instructions
- Go to the field: check the nets, the pitch surface, and the match balls before kick-off. Collect at least one match ball from each team
- Before the match, referees ensure that coaches/managers have completed the ID checks with the EMS.
- Conduct full equipment and jewellery check on all players

After a match

- Confirm the score and any sanctions with your assistant referee's/4th official (if appointed)
- Log into the EMS - www.icompman.com.au. Username = email address as entered in PlayFootball, Password = FFA number
- Click on imatchsheets (mobile version) or Competitions/iMatchsheets (electronic MatchSheets (desktop, laptop or Ipad)
- Select Club (teams involved), Location (ground), leave Competition and Age blank,
- Click on CONFIRM SELECTION
- Games at that field with the teams selected with appear. Click on the correct game – it should turn Yellow
- Click on Update result, match officials & other match statistics at the bottom of the page
- User account is not authorised . . . click don't show this message again
- Insert the result – score for each team
- Click on Match Status & Details – complete this section including if the Defibrillator is available.
- Click on Referees & Officials
- Use the drop down box to find your name
- Use the drop down box to find the name of your ARs
- If you name does not appear, either your registration has not been approved or you have not been loaded into the EMS. Enter your name in the text box next to Match Day Supervisor
- Click on Update cards, player statistics, submit Referee Reports at bottom of screen
- Photos of each player/manager/coach will appear for the first team. Select the player/manager/coach who received a yellow or red card. Use the drop down box to indicate the offence for the first, second offence etc
- DO NOT WRITE THE RED CARD REPORT ON THE EMS. Red card reports must be completed via the [MWFR website](http://www.mwfra.org.au) with in 24 hours of the game.
- Repeat for any other players, switching teams at the top of the screen, if necessary
- Once all information is entered, check with the managers that they have completed and agree with the entries, the click SAVE. This locks the Matchsheet.
- Log out using the symbol in the top right hand corner.
- EMS must be completed at the field

directly after the game. If it is not completed, payment will be delayed.

Reports

Send off Report

Referees who send off a player in a match must submit an accompanying electronic send off report. It is not sufficient to simply mark that a player was sent off in a match on the match card.

Referees who have marked that a player was sent off in a match on the match card will be followed up and requested to submit an accompanying electronic send off report.

Submission Procedure

To submit a send off report, referees should complete and submit the online [send off report form](#) within 24 hours of the completion of the match.

Referees who, after clicking the "Submit Send Off Report Form" button, see a blank report form have not successfully submitted the report form.

Referees who encounter an error in submitting the report form should immediately email reports@mwfra.org.au with details of the send off.

Report Writing Assistance

Referees who require assistance with writing a send off offence description should compose responses to the following 12 questions concerning the match and send off offence and email those responses to reports@mwfra.org.au.

Referees will then receive, via return email a draft send off offence description with which they can amend as required in completing and submitting the online [send off report form](#).

- In which match did the sending off offence occur? (the teams, competition, grade, division, ground, date and kick-off time)
- What occurred to result in the sending off offence? (include as much detail as possible about the lead up to the offence, the offence itself and the aftermath of the offence – this is the most important question and your answer should be at least two short paragraphs)
- When did the sending off offence occur? (the minute of the match)
- Where did the sending off offence occur? (the location on the field)
- Where was the ball when the sending off offence occurred? (this is applicable if the offence occurred off the ball)
- Which players were involved in the

sending off offence? (the name, team, shirt number and MWFA identification number of the expelled player and, also, the team and shirt number of any other player involved directly in the sending off offence)

7. Where was the referee when the sending off offence occurred? (the proximity of the referee to the offence and the quality of his or her view of it)
8. What action did the referee take? (for example, the referee showed the red card to the Belrose Terrey Hills number 11 for serious foul play)
9. What was the score when the sending off offence occurred? (for example, Belrose Terrey Hills 2 Wakehurst 1)
10. How did the referee restart play after the sending off offence? (for example, Wakehurst took a direct free kick)
11. Were any offensive, insulting or abusive language/gestures used and, if so, by whom? (the team and shirt number of any player involved)
12. Were there any incidents apart from the sending off offence that warrant a report? (for example, swearing directed at the referee from anyone – players, coaches, managers, spectators – following the offence)

Citations

Referees who witness any misconduct from a player who has already been sent off in a match must, in addition to submitting an electronic send off report, also submit an electronic citation report concerning that misconduct.

Furthermore, referees who dismiss a team official from the technical area for misconduct must submit an electronic citation report. Referees can also cite misconduct by any other individual, including spectators, in relation to a match in which they are officiating.

If a citation report concerns the actions of an individual, referees need not ascertain his or her name if they feel uncomfortable. In such an instance, referees should attempt to ascertain the identity of the individual from other people in the area or simply include a detailed description of the individual in their report.

It is not sufficient to simply mark that an individual was cited in a match on the match card. All citations must be accompanied by an electronic citation report.

Submission Procedure

To submit a citation report, referees should complete and submit the online [citation report form](#) within 24 hours of the completion of the match.

Referees who, after clicking the "Submit Citation Report Form" button, see a blank report form have not successfully submitted the report form.

Incidents

To report instances of misconduct by any person, please use the [citation report form](#). There may also be instances in which referees may need to report to the MWFA match related events that are not related to individual misconduct.

Referees must submit an incident report if a match is abandoned because of insufficient players, extreme weather, excessive delays or broken goal posts or crossbars that cannot be fixed.

Referees may also submit an incident report to report poor field markings, team forfeits, unmet team duties or any other incident related to the match but not related to individual misconduct (in relation to the Laws of the Game).

Submission Procedure

To submit an incident report, referees should complete and submit the online [incident report form](#) within 24 hours of the completion of the match.

Referees who, after clicking the "Submit Incident Report Form" button, see a blank report form have not successfully submitted the report form.

If you are having problems submitting any of these report forms, please contact the Website Administrator, Jack Morales, who's contact details are on the contacts page.

Sanction Codes

Caution Codes	
Y1	Unsporting behavior
Y2	Dissent by word or action
Y3	Persistent infringement of the laws of the game
Y4	Delaying the restart of play
Y5	Fails to respect required distance when play is restarted from a throw-in, corner or free kick
Y6	Entering or re-entering the field of play without the Referee's permission
Y7	Deliberately leaving the field of play without the Referee's permission
Send Off Codes	
R1	Serious Foul Play
R2	Violent Conduct
R3	Spitting
R4	Denying an obvious goal-scoring opportunity by deliberately handling the ball (except goalkeeper inside penalty area)
R5	Denying an obvious goal-scoring opportunity by an offence punishable by free kick or penalty kick
R6	Using offensive, abusive, or insulting language and/or gestures
R7	Receiving a second caution in a match

Injuries

If there is a serious injury in your match:

- Stop play immediately. Always make note of the time you stopped play in your notebook as the match may need to be replayed.
- Make an assessment quickly, but do not try to move or treat the player. Do not touch injured players in any circumstance.
- Call the player's coach/physio or other person responsible for assessing the situation) onto the field. If the player requests an ambulance, let the coach or manager organize it.
- When the paramedics arrive, they will be the decision makers.
- If the paramedics say the player can be moved or stretchered to the side of the field, then arrange allow them to it.
- If the player cannot be moved the game is stopped but not abandoned. All the other players must stay on the field as well as the referee and their ARs.
- If it is a junior match, allow a coach or manager to stay with the teams on the field
- If the injured player is a junior, allow only the parents to come onto the field while the ambulance is coming
- If the match does not allow for time added on, then call half or full time when it comes. You cannot restart the second half with a player still on the field.
- If the ambulance has not arrived, wait with the injured player until it does.
- If there is a serious injury the referee will need to submit an incident report (noting the time play was stopped/time left in the game).

Weather

Temperature

If the temperature exceeds 32 degrees, junior matches are abandoned.

If the temperature exceeds 37 degrees, senior matches are abandoned.

If the temperature is hot, allow the players to have drinks breaks as necessary.

Additional time for these breaks is only applied in Men's First Grade matches.

Lightning

If there is 30 seconds or less between a lightning flash and thunder, the game must be stopped.

Play may not resume until 30 minutes after the last thunder sound.

Hail

Play may not continue if there is hail.

Wet Weather

In cases of wet weather, whether the ground is wet from rain from previous days or from rain prior to or during the match, the following procedures apply.

Senior referees have the sole power to decide whether the playing field and weather conditions are suitable and safe for play and thus whether the match will be played or abandoned. However, it is advisable that this be decision be made in consultation with the team managers of the competing teams.

Junior referees must consult with the team managers of both teams, as well as with the grounds person at the field, and the decision to abandon the match must have unanimous agreement.

Match Abandonment

If a match is abandoned because of insufficient players, extreme weather, excessive delays (e.g. cases of serious injury where the player cannot be moved from the field of play), broken goal posts or crossbars that cannot be fixed or for any other reason, referees must briefly note the reasons for abandonment on the match card and additionally submit an incident report to the MWFA which includes the minute of the game when abandoned.

Ground Closures

In cases of prolonged wet weather, matches on the weekend may be postponed by the MWFA as early as Friday afternoon. In these cases, referees will receive an email notification from MatchRef advising that there has been a change or a postponement.

In other cases of wet weather, matches may be postponed (or switched to another field) by the MWFA on an ad-hoc basis according to council ground closures or the severity of wet weather on the day. In these cases, after Friday afternoon, there will not be any notification from MatchRef. Instead, please stay up to date with the website and, in particular, the [Grounds](#) page.

Uniforms

Referees must wear an MWFA approved uniform when officiating MWFA matches. The approved uniform is a black or yellow Umbro shirt, black shorts and socks, and boots that are mainly black. Adidas, Kanga and Rhino uniforms should no longer be used.

It is acceptable (though not preferred) for referees officiating on the same match to wear shirts of a different colour but only if

the assistant referees wear shirts of the same colour.

Your appearance at all matches from the moment you arrive at the ground is a reflection on not only yourself but also the entire MWFRA. All referees are required to have their shirts tucked in at all times whilst wearing the uniform. This includes when you arrive and leave the ground.

Wet weather jackets and other additional gear are available for purchase through the Admin Officer, Sigrid Mulherin. It is strongly encouraged that referee purchase a Wet weather jacket as hoodies and jackets with other club logos are not permitted. Plain black long-sleeve under shirts are permitted.

Communication

Email

It is important to maintain your contact details through PlayFootball as well as MatchRef as this is where the MWFRA will look if we need to get in contact with you, or your emergency contact.

Phone

This may be another method of contact particularly for last minute notifications such as field changes, match postponement etc.

Facebook

All members who use Facebook are highly encouraged to join our private Facebook Group-MWFRA FORUM:

<https://www.facebook.com/groups/MWFRA/>

This group will be used for facilitating group discussions, looking at educational material and some information distribution. In order to join the Facebook group, you must provide your FFA number and email address that you used to register. Parents of junior referees are also permitted to join the group by provided their child's details and stating they are a parent.

For those that do not use Facebook, you will still receive important information via email.

Match Fees

The Manly Warringah Football Referees Association adheres to the Football NSW referees fees schedule, albeit with a 10% deduction to cover operational costs.

The table below shows the **2020 net match fees** (i.e. with the 10% levy applied) that the MWFRA will pay to referees who

officialiate MWFA matches. Different match fees apply for FNSW competitions such as the State Cup or the Champions of Champions tournament.

The MWFRA aims to pay match fees into each referees' nominated bank account on the Wednesday after the round is complete.

Referees must ensure that the MWFRA has their current bank details (BSB number, account number) on file by advising the MWFRA Treasurer via email at treasurer@mwfra.org.au.

Please note that referee match fees will only be paid to referees registered with the MWFRA who hold a current accreditation. Please also note that assistant referees will only be paid for matches to which they have been appointed by the MWFRA.

Important: Referees will only be paid if they have successfully entered their details into the EMS. For Assistant Referees and Fourth Officials, please ensure the referee has entered your details. Failure to enter details will result in a significant delay to payment.

Grade	Referee	Assistant Referee
U/12	\$27.90	\$14.40
U/13	\$30.60	\$15.30
U/14	\$30.60	\$15.30
U/15	\$36.00	\$18.00
U/16	\$36.00	\$18.00
U/18	\$56.70	\$28.80
PL	\$65.70	\$32.40
PL/R	\$65.70	\$32.40
AL	\$56.70	\$28.80
O/35	\$56.70	\$28.80
WPL	\$56.70	\$28.80
WPL/R	\$56.70	\$28.80
WAL	\$56.70	\$28.80
WO/35	\$56.70	\$28.80



Modified Laws

U12-U16 MWFA matches operate under modified Laws of the Game:

Duration of Match/Ball Sizes:

- The duration of halves is 25 minutes in U12 matches, 30 minutes in U13 and U14 matches, and 35 minutes in U15 and U16 matches.
- There is no stoppage time played in junior MWFA matches.
- The size of the ball is Size 4 in U11, U12 and U13 matches.

Short Corner Kicks (Under 12s):

- The corner kick is taken from within an imaginary 1-yard (0.9 metres) arc drawn at a point 8 yards (7.2m) from the point at which the penalty area meets the goal line in U12 matches.

25 Metre Rule (Under 12s – Under 14s):

The MWFA has also introduced the 25 metre rule for U12-U14 MWFA matches:

- Opposition players will be required to retreat outside the Clearance Zone for both Goal Kicks and Free Kicks to the Defending Team in the Penalty Area.
- Goal Kicks must be taken by the Goalkeeper.
- An Opposition Player will not be able to encroach inside the Clearance Zone until a player from the team taking the kick has touched the ball and before the ball has come to a stop.
- The ball cannot be kicked directly beyond the Clearance Zone. If this occurs, the kick is to be retaken.
- If an Opposition Player enters the Clearance Zone prior to a player from the team taking the kick having his/her first touch then the kick will be retaken.
- If in the opinion of the Referee, the 25 metre rule is being utilised to waste time by either the attacking or defending Team, the Players guilty of the perceived time wasting will be cautioned.

In the application of the 25 metre rule, the referee must intervene when:

- The ball is kicked directly beyond the 25 metre area without having been played by a team mate of the goalkeeper. The goal kick or free kick is to be retaken.
- The ball becomes stationary in the 25 metre area before a team mate of the goalkeeper has touched the ball in the 25 metre area. The goal kick or free kick is to be retaken.
- An opposition player enters the 25 metre area before a team mate of the goalkeeper has touched the ball in the 25 metre area. The goal kick or free kick is to be retaken.
- If, in the opinion of the referee, either the defending or the attacking players are deliberately infringing upon the 25

metre rule in order to delay the restart of play, the referee shall caution the player/s involved for delaying the restart of play. Play shall be restarted according to the Laws of the Game.

Competition Rules

For all matches (including semi-finals and finals):

Unlimited player interchange operates in all grades and divisions except for Mens Premier League First Grade. In Mens Premier League First Grade matches, up to a maximum of five substitutes may be used by each team.

Stoppage time is played on all MWFA Senior matches (U/18 and above).

In addition, referees are required to award Fair Play Points to each team in all Mens Premier League First Grade and Reserve Grade, Mens Amateur League 1 First Grade and Reserve Grade, and Women's Premier League First Grade and Reserve Grade matches.

Referee Awards

Referees have the opportunity to receive a number of prestigious referee awards which are announced at the end of season. These awards are based on a number of criteria, including number of matches and assessment/mentoring scores. First year junior referees have the opportunity to earn two awards:

- Rookie of the Year and;
- Vice President Junior Achievement Award (VPJAA)

The Rookie of the Year award is awarded to the most outstanding first year junior referee of that season based on a number of criteria which includes the number of games officiated, average mentoring grade (see next section) and reliability (number of games declined or if they failed to turn up to an appointed match).

The VPJAA is available to all junior referees and is aimed at recognising a junior referee's progress, commitment and enthusiasm to improve over the season. This award is not based on any mentoring grades.

There are a number of other awards that juniors and seniors can receive which are generally based on assessments, commitment, and a number of other factors. For more information on these awards and who has won them in the past, refer to the [Honour Roll](#).

Mentoring Program

Each season, the MWFRA aims to provide junior referees (in particular, first year junior referees) with experienced mentors to provide support and feedback on the overall performance of a referee. This has been well received by first year junior referees and their parents who stated the mentoring program provided much needed support to those referee doing their first couple of games.

At the end of your match, the mentor will tell you some of your strengths, some areas you should aim to improve, as well as how to improve on them. You will also receive via email a post-match mentoring report showing how you performed in a number of different areas. Referees should note that this is purely constructive feedback and done to help referees improve their skills so they can be the best they can possibly be. Referees should also note that each mentoring report comes with a grade out of 10 which is not disclosed to the referees, and is used by the committee to determine appointments and awards at the end of the season. When determining awards such as the Rookie of the Year, the average grade is used where a referee was mentored on multiple occasions.

Although it is ideal that all junior referees are mentored at least once, it is currently not feasible due to the small pool of mentors (and the availability of those mentors) compared to the over 200 junior referees. However, the total mentoring coverage has

increased each season. In 2019, 80% of all junior referees were mentored at least once, up from around 60% in 2018. In 2019, there were occasions where referees were mentored up to 3-4 times, whereas some referees were not mentored at all. This was mostly due to the fact that these referees were always available and did a large number of matches. Those who did not get mentored did very few games, and when they did do games, mentors were not available or there was an issue with timing and location of matches. Therefore, those wishing to be mentored should ensure they make themselves available to be appointed as often as possible.

If there are any first year junior referees who are particularly nervous about their first match they can contact the Vice President Juniors, Jack Morales, who can arrange for a mentor to be specifically appointed. Jack's contact details can be found on the MWFRA website.

Advanced Courses

When a referee undertakes the entry level course and passes they are deemed to hold an FFA Level 4 Referee qualification. However, this isn't the only qualification available to referees.

Once a referee turns 16 years of age, they are eligible to undertake the FFA Level 3 Referee course which covers areas such as player management, advanced positioning tools and to further develop foul identification abilities.

The Level 3 Referee course is divided into two components; a theory component (the course) and a practical component (2x assessments).

The theory component is similar to the Level 4 Referee course, however there are 3x exams. In addition to this day course, referees are also required to be assessed as a referee and as an assistant referee on a match that is deemed appropriate by the Assessor Convenor.

A common misconception by those who undertake the Level 3 course is that when they do the theory component and pass the exams it is believed they are a Level 3 Theory referee. This is not correct. If you have not passed the practical component, you are still a Level 4 referee.

From here, you can also become an Assessor or Instructor or attempt the FFA Level 2 (Theory) Referee course which is the qualification that should be held at the state level if that is a pathway you may be interested in pursuing. This pathway is also very possible to achieve, with the right attitude and commitment.

Referees who wish to attend a Level 3 course but do not meet the age requirement can still attend if they are keen, however as they will likely be too young to undertake the practical component they would need to wait a couple of years before completing the practical component.

Temporary Dismissals (Sin Bin)

Overview:

In 2018, IFAB approved the use of temporary dismissals (sin bins) subject to the approval of the competition's national FA. The FFA Referees Committee has approved the use of temporary dismissals.

In Australia, any competition that wishes to use temporary dismissals must adhere to these basic guidelines:

Any player who is cautioned for dissent will be punished by a yellow card and a temporary dismissal period of:

- Ten (10) minutes, for matches greater than 60 minutes in duration; and
- Five (5) minutes, for matches of 60 minutes or less in duration.

All other cautionable offences are punished with a yellow card.

The referee will manage the timing of the dismissal period and/or may delegate this

responsibility to one of The Other Match Officials.

Temporary Dismissal Procedure:

A temporary dismissal (TD) incurs a caution – yellow card (YC) for the offence of 'dissent' by word or action, applicable to on-field players only (including goalkeepers).

The referee shows the offending player a YC for 'dissent' by word or action towards any Match Official and points with both arms to the technical area.

Time Keeping:

After the player has left the field of play, the temporary dismissal period begins from when play is restarted. The referee will manage the timing of the dismissal period by recording the commencement time of the TD and take note of the expected completion time. This responsibility may be delegated to one of The Other Match Officials.

Once the TD period has been completed, the same player may return from the halfway line, only after receiving the referee's permission, which may be given whilst the ball is in play. The Referee must wait for an appropriate time to call the player back on (similar to an injured player returning to the field). This may result in the dismissal period being slightly extended.

Substitutions/Interchange:

A TD player cannot be substituted/interchanged until the end of the TD period, provided play has been stopped and the team has not used all its permitted substitutes.

Where a player has already received a caution (YC) for any offence in a match and then commits dissent (YC), the TD cannot be used, as this player will be sent-off/Red Card for receiving a second caution in the same match and may not be replaced or substituted.

A player serving a TD may be cautioned (YC) a second time whilst on the sideline for dissent, thus sent-off/Red Card after showing a second caution (YC). A TD player will be subject to a second caution (YC) if entering the field without the referee's permission, equating to a send-off/Red Card.

If Play is Stopped:

If a TD period has not been completed at the end of the first half (or second half when extra time is to be played) the remaining part of the TD period is served from the start of the second half (or start of extra time). The player is permitted to take part in Kicks from the Penalty Mark (penalty shoot-out). Stoppage time added to the end of a half counts towards the temporary dismissal period, applicable only to 90-minute games.

If play is stopped to caution (YC) and TD a player, play is restarted by an indirect free kick to the opposing team from the place the ball was positioned when play was stopped. If the ball is out of play, play is restarted according to the previous decision (i.e. throw in, corner kick, free kick etc...)

Additional Clarification:

A TD player is permitted to 'warm-up' under the same conditions as a substitute (i.e. must be wearing a bib etc...)

It is possible to have more than one player from the same team TD. Thus, if a team is reduced to fewer than seven players at any given time, the game must be abandoned.

A team official or substitute guilty of dissent receives a caution (YC), though they do not serve the TD time ban. If the ball was in play, an indirect free kick is awarded to the opposing team.

When Are Matches Played?

Day	Matches/Times
Friday (Evening)	Men's 18/1s, Women's 18/1s, one division of AL2+, one division of O35/45s
Saturday	<ul style="list-style-type: none">• Morning - Junior boys/mixed matches at 8:30am, 10:00, 11:30am time slots• Afternoon - Men's PLs, AL1s, AL2s+, O35s and O45s at 1:00pm and 3:00pm time slots, with one PL match playing on Cromer Park 1 at 4:00pm and 6:00pm.
Sunday	<ul style="list-style-type: none">• Morning - Junior girls matches at 8:30am, 10:00, 11:30am time slots with W18/2s playing at 11:15am.• Afternoon - Women's PLs, AL1s, AL2s+, O30s and O40s (all divisions) at 1:00pm and 3:00pm time slots, with one PL match playing on Cromer Park 1 at 4:00pm and 6:00pm.
Other Weeknights	Typically make-up matches due to wet weather. Can typically be played at 6:00pm, 6:30pm, 7:00pm or 7:15pm.

Frequently Asked Questions

What happens when a dog or other outside agent runs onto the field during play?

The Laws state that if play is stopped due to interference and the interference is by an outside agent then play is restarted with a dropped ball.

An outside agent includes any animal, object, structure or any person who is not a match official, player or team official.

Determine whether or not the dog is interfering (or is going to) interfere with play. If you don't think it is then you can let the game continue. If the dog has interfered with play then you must stop play by blowing your whistle.

Before you stop play it will be important that you remember which team last touched the ball when you stopped play and where the ball was located on the field.

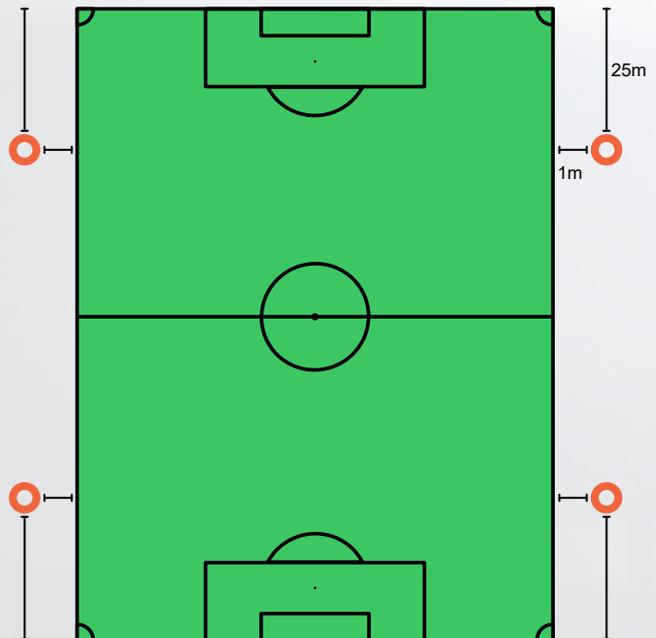
Once the dog has been removed from the field of play, you may restart play with a dropped ball. If the ball was in the penalty area or last touched in the penalty area, then you must drop the ball to the defending team goalkeeper in their penalty area. In all other cases, you must drop the ball for one player from the team who last touched it at the position where the ball was last touched by that team. All other players from both teams must remain at least 4 metres from the ball until it is in play. The ball is in play once it has been dropped and touches the ground.

For more information, refer to Law 8 (The Start and Restart of Play), page 88 for the IFAB PDF laws and page 45 for the FFA physical law book.

There are no cones/poles on the field marking out the 25m Clearance Zone. What do I do?

If you are officiating an U12, U13 or U14 match then the 25 metre rule applies.

These games should have 4 cones (or poles) placed 25 metres from the goal line on each side and 1 metre from the touch line. Refer to the following diagram:



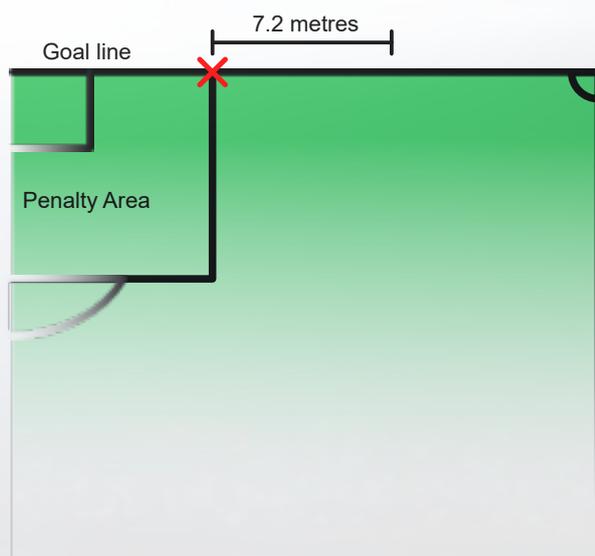
About 80% of the time you will find the cones/poles placed ON the touchline. However, this is incorrect and should be moved back 1 metre from the touchline. You may also find that no cones/poles have been set up.

All referees are supposed to perform a field inspection when they first arrive at their match. Referees should inspect the 25m rule cones (the Clearance Zone) and ensure that they are placed in the correct position. If they are not there, speak to the coach/manager of the home team and request that they find cones to mark out the Clearance Zone.

The most important thing is that if you find an issue with the Clearance Zone markings, then you must make an effort to have them corrected.

How do I measure out the short corner kicks for U12?

As mentioned above on page 7, all U12s matches have short corner kicks. Referees should measure 7.2 metres (8 yards) from the location where the Penalty Area line meets with the Goal Line. It is encouraged that referees practice how many of their own steps this is so you don't have to worry about the accuracy during a match.



I am a little overwhelmed with all the Laws. What are the key tools I need to survive my first few matches?

The first few matches will no doubt be very nerve-wracking. For junior matches, particularly U12s and U13s, you will find that you only need to know some key Laws to be able to get through the game comfortably. The following are some tips & tricks to help you get through those matches, however don't focus on just these tips & tricks; learning and understanding all the Laws is important.

Junior Referees/Junior Matches

The most common decisions you will be making as a referee on these types of matches are throw-ins, goal kicks, corner kicks and enforcing the 25m rule (mentioned previously). What you will need to focus on here is who it came off last before it went out. It is ideal that you remain close to play,

especially for these matches where they will usually be bunched up, and not kicking the ball very far. When the ball goes out of play, it is important to show the correct signal (you were taught this at the referee course and there are diagrams in the IFAB Law Book) and signal firmly with confidence.

It is very uncommon for fouls to occur at this level, but you should always be prepared.

When the ball goes out for goal kick, it is recommended that you stand in line with the 25m cones/poles and ask all players who are not from the team taking the goal kick to come outside of the Clearance Zone and in line with you. It is important that you use your voice on these occasions so that all players can hear you.

Substitutions are also a very common occurrence in junior matches. The biggest trend we have seen is that many coaches/managers are not aware that they have to have the Referee's permission to make a substitution and substitute their players without your knowledge and while the ball is in play. As you would have learned at the referee course, substitutions at all levels can only occur once the ball is out of play and with the referee's permission. The player coming off must also completely leave the field of play before the substitute enters the field. The MWFRA encourages referees to introduce themselves to coaches when they arrive to build relationships and also let them know anything you think may be important to tell them. This is a great opportunity to inform the teams about the correct substitution procedures and remind them to only make substitutions when the ball is out of play and with your permission. This way, if the coaches are not doing it properly during the match, you can enforce it more easily.

You will also see quite a lot of foul throws. This is understandable, especially in the U12 where they have just come up from U11 where the Laws are quite different and not so strictly enforced. However, in U12s and up, foul throws must be enforced. If a foul throw occurs, the referee's need to pull up the foul throw and award a throw-in to the opposing team. Referees should not allow re-takes.

Senior & Team Referees/Senior Matches

Fouls and offside will be more prevalent at this level. Apart from what was learnt at the referee course, a senior/team referee's best friend is experience playing the game and most of the time you will have a good idea what is a foul and what is not.

The best advice that can be given for these types of matches is to look interested in the match, appear confident and have a strong/loud whistle tone. If you can pull these off, players are much more likely to accept your decisions, even if they are wrong.

To appear interested it's important to come prepared with your gear. A referee who wears their uniform properly (entire uniform, shirt tucked in and socks up) always looks like they take their job seriously and will be respected more compared to someone who turns up like they just woke up after a long night out. When there is a bad foul or potentially serious injury, it's crucial to show urgency and run to the situation. This shows players that you recognise the severity/urgency of the situation and players will appreciate you for taking an interest in their safety and welfare.

In order to look confident your signals should be strong with straight arm. Bent arms illustrate a lack of confidence and uncertainty with the decision you have made. When making decisions you should also hold your head level and not look at the ground (which many referees do) which also makes you seem unsure of your decisions.

For the senior/team referees, the emphasis is all about impressions and using body language to sell decisions and gain the respect of the players.