



THE WOMENS FLEX ULTRA FOOTBALL LEAGUE

CLUB PACK 2026-2027



FLEXIBLE
FOOTBALL



MORE WAYS
TO PLAY



COMPETITIVE
OR RECREATIONAL



YOUR GAME
YOUR WAY

THE WOMENS FLEX ULTRA
FOOTBALL LEAGUE

WOMEN'S FOOTBALL IS LIMITLESS



TOGETHER WE PLAY. **RESPECT.** ENJOY. **INSPIRE.** GROW.



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FIND YOUR PATH. **PLAY YOUR WAY.**

REGISTER TO THE RIGHT TEAM. PLAY IN THE RIGHT COMPETITIONS.



NOT CONFIDENT

New to football or need more experience and confidence



CONFIDENT

Comfortable playing and have a reasonable skill level



NON-REGISTERED PLAYER



5s LANCING FESTIVAL

Introductory 5-a-side festival, great for new players, beginners and fun



REGISTERED LEAGUE PLAYER



SUSSEX COUNTY WOMEN & GIRLS LEAGUE

Play in a County League in Sussex, or Neighbouring counties.



FLEXI LEAGUE

Flexi League Competitive



NON-REGISTERED PLAYER



RINGMER FESTIVAL

Fun, friendly festival football for all abilities



5s FOOTBALL LEAGUE

Fast-paced, 5-a-side league matches



FLEXI LEAGUE

Competitive and recreation is for you.



REGISTERED LEAGUE PLAYER



SUSSEX COUNTY WOMEN & GIRLS LEAGUE

Play in a County League in Sussex, or Neighbouring counties.



5s FOOTBALL LEAGUE

Fast-paced, 5-a-side league matches



FLEXI LEAGUE

Competitive is for you.

EXAMPLE PLAYER PATHWAYS



If you are 46 and a not confident player who is currently registered to an affiliated league but you are looking to change from league football to something more flexible due to work or family commitments.



If you choose Recreational due to lifestyle or injury... ensure your mindset matches the environment: Friendly and Supportive



If you are 38 and a confident player but managing injury and looking to reduce playing time and intensity then

WHAT DO THE PATHWAYS MEAN?



Not Confident
New or returning to football, building confidence



Confident
Comfortable with a reasonable level of ability



Registered League Player
A player who is currently registered to a Tier 1-7 League (Not a Flexi Registered League Player)



Non-Registered Player
Not currently playing in a league



Small Sided festival opportunities



Traditional weekly football league



5s Football League
Fast-paced small-sided matches



Flexi League
(Competitive 11v11 or Recreational 9v9)



ALL PLAYERS CAN TRAIN TOGETHER, BUT MUST BE REGISTERED TO THE RIGHT TEAM TO ACCESS THE RIGHT COMPETITIONS.

... MORE WOMEN, **PLAYING MORE FOOTBALL**, MORE OFTEN ...

COMPETITIVE

WHAT IT LOOKS LIKE NEXT SEASON

FAIR PLAY. COMPETE. ACHIEVE.



AFFILIATED LEAGUE PLAYERS

Affiliated League Players can play in Competitive division – only **one** on pitch at any one time.



U30s CAN PLAY

U30s can play – only **two** on pitch at any one time.

If a league player is on the pitch then only **one** U30 can be on the pitch at the same time.



MATCH LENGTH

Match length will be **40 minutes** each way standard.

If there is an external factor on that day that means 40 minutes will not be possible then the referee and both teams will agree to play a minimum of **35 minutes** each way.



LEAGUE DECIDING FACTORS

Removal of goal difference as deciding factor – instead it will come down to **head to head results** or if both teams are still equal a **one off play off game** to determine result.



MULTIPLE TEAMS IN SAME COMPETITION

It was agreed that you can enter two teams into the same competition but emphasis on players being registered to **one** of the teams only.



LEAGUE TABLE

There will be a league table and this will be **published**.



FAIR, COMPETITIVE & RESPECTFUL

We expect all players, officials and clubs to uphold the values of respect, teamwork and sportsmanship.

11v11 FOOTBALL GUIDE

FUN, DEVELOPMENT, TEAMWORK



EXAMPLE FORMATIONS

1-5-3-2



1-3-4-3



These are just examples. Be flexible and adapt to your players and the game.

EQUIPMENT FOR 11v11



Recommended pitch size: 100 x 64m.
Minimum pitch size: 91 x 46m.
Maximum pitch size: 118 x 91m.



Recommended goal size: 24 x 8ft.



Ball: Size Five.



Pitch sizes can vary depending on the venue available. Always mark the pitch clearly and ensure player and spectator safety.

BASIC RULES FOR 11v11



Match officials
needed:
Yes.



Substitutes:
Rolling
substitutes.



Goalkeepers:
Yes.



Retreat line:
No.



Powerplay:
No.



Heading:
Heading
allowed.



Sideline restarts:
Throw-ins.



Offside:
Yes.

HOW TO MANAGE 11v11 ON MATCHDAY



BE POSITIVE

Create the right environment. Focus on fun, development and helping players fall in love with the game.



ENCOURAGE FREEDOM

Give players freedom to express themselves. Offer plenty of encouragement. Let them learn and make decisions.



BE RESPECTFUL

Encourage respect from everyone – players, coaches, officials and spectators.



USE ROLLING SUBS

Use rolling substitutes effectively to give players equal game time. Best practice: each player gets to play at least 50% of the game.



FOCUS ON DEVELOPMENT

At this format, think more about styles of play, tactics, strategies and systems. Consider your players' strengths and how to help them develop further.



BALANCE GAME TIME

In the open-age game, use subs wisely and balance playing time across the season.



FOCUS ON **FUN**. **DEVELOP** PLAYERS. **BUILD** TEAMS. **RESPECT** EVERYONE.



Be flexible, adapt to your players and most importantly – enjoy the game!



TOGETHER, WE MAKE GRASSROOTS FOOTBALL GREAT

RECREATIONAL DIVISION

WHAT IT LOOKS LIKE NEXT SEASON

FOCUS ON FUN, FAIR PLAY & POSITIVE EXPERIENCES



NO PUBLISHED SCORES

Results are kept private.
We focus on enjoyment, development and respect.



NO LEAGUE TABLES

There are no league tables published at any point.



RESPECT SCORES

Respect scores are given after each match but only shown at the end of the season.



LEAGUE WINNERS

Winners will be the team with the highest respect score, not the most match points.



POSITIVE BEHAVIOUR RECOGNISED

Clubs can nominate another club for a positive match day experience or moment. The league may feature this in a news article.



PLAYER MOVEMENT RULE



Players cannot move up or down between the Recreational Division and the Competitive Division.



Caveat: A recreational player can transfer during the season to become a competitive player.



FLEXIBILITY ON MATCH DAYS



If a recreational team is short of players on the day, they can borrow players from their opposition or from other affiliated Flexi Rec teams.



This supports participation and keeps matches competitive and enjoyable.



9v9 MATCH LENGTH



70 minutes standard.

If something happens on the day, both teams can agree with the referee to play a minimum of 60 minutes.



BORROWED PLAYERS – IMPORTANT

- Players can be borrowed from Flexi Rec teams to help with numbers.



TO ENSURE INSURANCE IS VALID, CLUBS MUST:



Record the borrowed player BEFORE the match.



Include: Player name, DOB, original team, date of match.



Keep a record (e.g. spreadsheet, matchday form or notes).

COMPETITION FORMAT



9v9 FRIENDLY LEAGUE

A friendly league format designed for enjoyment, inclusivity and development.



END OF SEASON FESTIVAL

We will celebrate the season together with a fun, inclusive end of season festival.



ROUND ROBINS ENCOURAGED

- Round robins are encouraged.
- It is the clubs' responsibility to organise and host a couple of other clubs.
- We encourage all clubs to host one per season.

2x U30 PLAYERS CAN BE ON THE PITCH AT ANYONE TIME

To encourage player development and opportunity, up to two (2) players under the age of 30 can be on the pitch at any one time.

9v9

9v9 FOOTBALL GUIDE

FUN, DEVELOPMENT, TEAMWORK



TWO EXAMPLE FORMATIONS



These are just examples. Be flexible and adapt to your players and the game.

EQUIPMENT FOR 9v9



Recommended pitch size: **73 x 46m.**
Minimum pitch size: **64 x 37m.**
Maximum pitch size: **73 x 46m.**



Recommended goal size: **16 x 7ft.**



Ball: **Size Five.**



Ideally booking a 9v9 pitch is best but reality is that you will likely have an 11v11 pitch.

You can be on an 11v11 pitch and make the pitch size smaller.

You can use 9v9 goals or 11v11 goals, this is flexible due to the resources available at the venue.

BASIC RULES FOR 9v9



Match officials needed: **Yes.**



Substitutes: **Rolling substitutes.**



Goalkeepers: **Yes.**



Retreat line: **No.**



Powerplay: **No.**



Heading: **Heading allowed.**



Sideline restarts: **Throw-ins.**



Offside: **Yes.**



BORROWED PLAYERS – HELPING WITH NUMBERS

Players can be borrowed from Flexi Rec teams to help with numbers.

TO ENSURE INSURANCE IS VALID, CLUBS MUST:

- ✓ Record the borrowed player **BEFORE** or immediately **AFTER** the match.
- ✓ Include: Player name, DOB, original team, date of match, opposition and confirmation they played.
- ✓ Keep a record (e.g. spreadsheet, matchday form, Full-Time notes, email/WhatsApp record).



WHY?

Insurance is based on whether the player was participating for that club on that date and whether the club can prove it afterwards.



IMPORTANT:

If a player is borrowed and there is no record anywhere, and they're not on Club Portal for that team, it becomes harder to prove they were legitimately playing – which could cause issues with any insurance claim or payout.

LEAGUE RULE:

Any player participating as a guest/borrowed player must be recorded by the club prior to or immediately following the fixture, including name, date of birth and match details. Failure to do so may invalidate insurance cover.

HOW TO MANAGE MATCHDAY



BE POSITIVE

Create the right environment. Focus on fun, development and helping players fall in love with the game.



ENCOURAGE FREEDOM

Give players freedom to express themselves. Offer plenty of encouragement. Let them learn and make decisions.



BE RESPECTFUL

Encourage respect for everyone – players, coaches, officials and spectators.



USE ROLLING SUBS

Use rolling substitutes effectively to give players equal game time. Best practice: each player gets to play at least **50%** of the game.



DEVELOP PLAYERS

Help players develop their skills by letting them try different playing positions. This builds confidence and understanding of the game.



ENJOY THE GAME

It's important everyone enjoys the matchday experience. That's what grassroots football is all about!



FOCUS ON **FUN**. **DEVELOP** PLAYERS. **BUILD** TEAMS. **RESPECT** EVERYONE.



Be flexible, adapt to your players and most importantly – enjoy the game!



TOGETHER, WE MAKE
GRASSROOTS FOOTBALL GREAT

REGISTER PLAYERS TO THE RIGHT TEAM

CLUBS: REGISTER PLAYERS TO THE APPROPRIATE TEAM



Registering all players to one team limits their opportunities. **Players must be registered to the correct team** to take part in the competitions and festivals they are eligible for.

EXAMPLE: NEWHAVEN FC

REGISTERED PLAYERS: 48

Players can attend either a beginner training session and/or an experienced training session.



PLAYERS CAN ALL TRAIN TOGETHER BUT MUST BE REGISTERED TO THE APPROPRIATE TEAM FOR COMPETITION OR FESTIVAL ENTRY

FLEXI COMPETITIVE

Players can play in:

- ✓ Flexi Competitive
- ✓ 5s Football League
- ✓ Ringmer Festival



FLEXI RECREATIONAL

Players can play in:

- ✓ Flexi Recreational
- ✓ 5s Football League
- ✓ Ringmer Festival



FESTIVAL RECREATIONAL

Players can play in:

- ✓ Ringmer Festival
- ✓ 5s (Lancing Festival)



WALKING FOOTBALL

Players can play in:

Any walking football event depending on ability and age restrictions of that competition.



SUMMER TOURNAMENTS & ONE OFF EVENTS



All players can play in summer tournaments and one off events, depending on the individual requirements of the competition.

WHY THIS MATTERS



Ensures players are eligible for the competitions and festivals they want to take part in.



Helps clubs manage squads and competition entries effectively.



Provides the right playing environment for every player's ability and experience.



Creates more opportunities and a better experience for everyone.



DUAL SIGNING

In some instances, players may be eligible to dual sign for two teams (e.g. age group transitions, small squad support, or specific league rules). Please check the league rules or speak to your club or league administrator for eligibility criteria.



REGISTRATION CHECKLIST



Confirm player details are complete and accurate



Check the player is eligible to play



Identify the right team for the player



Register the player to the correct team



Check eligibility for competitions and festivals



Keep records and documentation up to date



Review and confirm registration is complete



REGISTER RIGHT. PLAY MORE. ENJOY FOOTBALL.



HOW TO GUIDE: REGISTERING A PLAYER

The FA Club Portal is used to manage player registrations, team officials, and club information.



You can access the system here:

clubs.thefa.com



Log in using your FA Account email and password.



BEFORE YOU START



Make sure you have access to your FA Account



Have the player's details ready (full name, date of birth, contact details if needed)



Allow enough time before your fixture for league approval

1 STEP 1: ADD A PLAYER TO YOUR CLUB



- Go to the Player Registration tab
- Click "Add Player"

2 CHOOSE AN OPTION

You will then have three options:

- Search for a player (recommended)
- Invite a player
- Create a new player

3 SEARCH FOR A PLAYER (RECOMMENDED)

We strongly encourage clubs to search for the player first.

- Many players will already have an FA record (e.g. playing, coaching, or purchasing tickets).
- Enter the player's name and date of birth.
- If they appear, select their profile and add them to your club.

4 IF THE PLAYER CANNOT BE FOUND



- Select "Create Player"
- Enter the required details to create a new FA record.

5 SUBMIT PLAYER REGISTRATION TO THE LEAGUE



- Go to the Pending Actions tab
- Find the player and click "Show More"
- Complete any required steps (e.g. consent – online or offline)
- Click "Submit to League"

6 WHAT HAPPENS NEXT?



- The league will review and approve registrations on a weekly basis.
- Once approved, the player will show as "Registered" (green status).
- Only players with this status are eligible to play.

3 SEARCH FOR A PLAYER – 2 WAYS TO SEARCH

A SEARCH BY NAME

Type in the player's first name, Surname and Date of birth and then click "Search".

First Name

Surname

Date of Birth

Search

B SEARCH BY FAN

Type in FAN and Date of birth and then click "Search".

FAN

Date of Birth

Search

3 IF YOUR PLAYER EXISTS WITHIN THE SYSTEM

If your player exists within the system, you will be able to add them to your club.

Example Player
FAN: 12345678
DOB: 01/01/1995

Add Player to Club

4 CREATE PLAYER – IF NOT FOUND

If the player cannot be found, select "Create Player" and enter the required details to create a new FA record.

First Name

Gender

Surname

Country

Date of Birth

Email (optional)

Create Player



HELPFUL TIPS



Register players as early as possible before fixtures.



Always check the player shows as Registered before matchday.



Keep your squad list up to date throughout the season.



PLAN AHEAD. REGISTER EARLY. **PLAY ELIGIBLE.**

Need help? Contact your league administrator.



2026/27 SEASON

FIND YOUR PATH.
PLAY YOUR WAY.



FIXTURE WINDOWS, LEAGUE BREAKS & PROTECTED DATES



SEASON DATES:

1 September 2026 –
30 May 2027



ABOUT THE WINDOWS:

11 Full Week Windows
+ 1 Partial Window
(11 days)



LEAGUE BREAKS (NO FIXTURES):

- Christmas: 21 Dec 2026 – 3 Jan 2027 (14 days)
- Easter: 24 Mar – 13 Apr 2027 (21 days)



PROTECTED DATES (WITHIN WINDOWS):

- Mothering Weekend (6–7 March)
- May Bank Holiday (3 May)



WHAT DOES THAT MEAN?

One fixture per window
recommended

FIXTURE WINDOWS

#	WINDOW	DATES	LENGTH
1	WINDOW 1	1 Sept – 20 Sept	20 DAYS
2	WINDOW 2	21 Sept – 11 Oct	21 DAYS
3	WINDOW 3	12 Oct – 1 Nov	21 DAYS
4	WINDOW 4	2 Nov – 22 Nov	21 DAYS
5	WINDOW 5	23 Nov – 13 Dec	21 DAYS
6	WINDOW 6	14 Dec – 17 Jan <i>Operates either side of the league break.</i>	35 DAYS
	CHRISTMAS BREAK (NO FIXTURES) 21 Dec – 3 Jan		14 DAYS
7	WINDOW 7	18 Jan – 7 Feb	21 DAYS
8	WINDOW 8	8 Feb – 28 Feb	21 DAYS
9	WINDOW 9	1 Mar – 21 Mar	21 DAYS
10	WINDOW 10	22 Mar – 2 May <i>Operates either side of the league break.</i>	42 DAYS
	EASTER BREAK (NO FIXTURES) 24 Mar – 13 Apr		21 DAYS
11	WINDOW 11	3 May – 23 May	21 DAYS
12	PARTIAL WINDOW	24 May – 30 May	7 DAYS (PARTIAL)

LEAGUE BREAKS (NO FIXTURES)

BREAK	DATES	DURATION	NOTES
CHRISTMAS BREAK	21 Dec 2026 – 3 Jan 2027	14 DAYS	No league fixtures will be scheduled during this period. Windows either side provide natural buffers.
EASTER BREAK	24 Mar – 13 Apr 2027	21 DAYS	No league fixtures will be scheduled during this period. Windows either side provide natural buffers.
	These are the only league breaks in the 2026/27 season. No fixtures will be scheduled during the dates above.		

PROTECTED DATES (WITHIN A FIXTURE WINDOW)

PROTECTED DATE	DATES	APPLIES WITHIN	NOTES
MOTHERING WEEKEND (MARCH)	6 – 7 March 2027 (SATURDAY – SUNDAY)	WINDOW 9 (3-WEEK WINDOW)	Mother's Day weekend. Avoid scheduling fixtures on these dates.
MAY BANK HOLIDAY	3 May 2027 (MONDAY)	WINDOW 11 (3-WEEK WINDOW)	May Bank Holiday. Avoid scheduling fixtures on this date.
	Protected dates fall within a fixture window. Please avoid scheduling fixtures on these dates unless both teams agree in advance. Use the remaining days in the window for flexibility.		



HOW TO GUIDE: ARRANGING YOUR FIXTURES

This guide is designed to help clubs arrange fixtures smoothly, with clear communication and minimal disruption.



1 BEFORE THE SEASON STARTS



Be aware of the league's "rest days", which include key religious dates, Christmas, and Mothering Weekend



Provide your usual training day, which can be shared with opposition teams as a helpful guide for availability

2 HOME TEAM RESPONSIBILITIES

The home team is responsible for organising the fixture, including:



Securing the venue



Providing the required equipment (e.g. balls, nets)



Arranging a match referee



Providing a club assistant referee (if required)

3 OFFERING FIXTURE DATES



Offer up to 3 suitable dates to the opposition



Where possible, consider the opposition's training night as a potential option (this is a suggestion, not a requirement)



Ensure dates are sent at least **2 weeks** before the fixture window

IF A DATE CANNOT BE AGREED:



The opposition may be required to forfeit the fixture



The home team should email the league with the dates offered so a record can be kept

4 ARRANGING A REFEREE



- ✓ The home team is responsible for organising a referee
- ✓ This can be done directly or via the Centre Circle app
- ✓ A separate "how to" guide is available for support

5 AWAY TEAM RESPONSIBILITIES



- Away teams are expected to:
- ✓ Accept one of the dates offered (excluding agreed unavailable dates)
 - ✓ Provide a club assistant referee (if required)



If none of the offered dates are accepted, the fixture may be recorded as a forfeit.

6 CONFIRMING AND REPORTING FIXTURES

Both teams share responsibility for keeping the league informed:



Match Result (Competitive only) must be submitted by 10pm on the day of the match.



Match Returns (both Competitive and Recreational) must be submitted within **5 days** of the match.



Results submission via SMS or Full Time



Match Day returns via Full Time



Failure to submit results or returns on time may result in a fine.



KEY REMINDERS



Communicate early and clearly with opposition teams



Offer realistic and suitable fixture dates



Keep the league informed at all stages



Work collaboratively to avoid unnecessary forfeits



Need help? Contact your league administrator.



FINDING A REFEREE

ON CENTRE CIRCLE SO OFFICIALS
CAN APPOINT THEMSELVES TO
YOUR GAME



If you have already sourced your own referee then you do not need to do this.

1 GO TO FIXTURE LIST



Go to the Fixtures tab and click on Fixture List.

Click on the No Officials tab.

FIXTURE LIST

All Fixtures					
No Officials					With Officials
DATE	HOME TEAM	AWAY TEAM	COMPETITION	OFFICIALS	
01/06/2024	FC United	vs AFC Albion	Division 1	No Officials	
02/06/2024	Rovers FC	vs City FC	Division 1	No Officials	

2 ADVERTISE A FIXTURE INDIVIDUALLY

Click into the fixture.
Click the Add button and select the role you want to advertise for (Referee, AR1, AR2, Mentor or Observer).

+ ADD OFFICIAL

- Referee
- Assistant Referee 1
- Assistant Referee 2
- Mentor
- Observer

ADD REFEREE

Fee (£) 25.00

Appointment Type

- ☐ Manual Appointment
You approve all applicants
- ☒ Auto Assign (First Come, First Served)
The first applicant is automatically assigned

ADVERTISE



Repeat for AR1, AR2, Mentor or Observer if required.

3 ADVERTISE FIXTURES IN BULK

Tick the box in the top left to select fixtures.

Choose all, or select individually.

Click the Advertise button.

All			
DATE	HOME TEAM	AWAY TEAM	
☒ 01/06/2024	FC United	vs AFC Albion	
☒ 02/06/2024	Rovers FC	vs City FC	

ADVERTISE SELECTED FIXTURES

Roles	Fixtures		
Referee	25.00	☐ Manual	☒ Auto
Assistant Referee 1	20.00	☐ Manual	☒ Auto
Assistant Referee 2	20.00	☐ Manual	☒ Auto
Mentor	15.00	☐ Manual	☒ Auto
Observer	15.00	☐ Manual	☒ Auto

ADVERTISE



These games will be added to the Spare Games list and you'll be able to monitor applicants.



FIND REFEREES AND GET OFFICIALS
APPOINTING THEMSELVES QUICKLY AND EASILY
ON **CENTRE CIRCLE!**



Save time finding officials for your games



Get the right officials for every match



Support your games and your local referees



SQUAD LIST CHECKS: A SIMPLE PROCESS THAT PROTECTS EVERYONE

— This is now part of our league standards – and we're here to support your club every step of the way. —



PROPOSAL

All clubs must check each other's squad lists before every fixture.

This simple process helps us reduce the number of complaints and ensures all players are eligible to play.



RATIONALE

- ✓ Reduces complaints and disputes
- ✓ Prevents ineligible players from playing
- ✓ Ensures a fair competition for all
- ✓ Most importantly – protects players who may not be insured



WHY IT MATTERS

An ineligible player is someone who is playing without being registered to the competition. This can lead to an **unfair competition** and, most importantly, a player who is **not insured** – causing serious risks for them and the league if something should happen.

HOW TO: STEP BY STEP GUIDE

1



REGISTER PLAYERS BEFORE THE FIXTURE

Clubs must register all players at least **2 days** before the fixture.

This gives the league time to approve registrations.

2



LEAGUE APPROVAL EVERY FRIDAY

The league will review and approve all players every Friday.

Once approved, players' profiles will show a green **'Registered'**.

3



CHECK PLAYER STATUS

Log in to your club portal and check each player's profile.

If it does not show green **'Registered'**, the player is **not registered** and is **not eligible to play**.

4



DOWNLOAD YOUR SQUAD LIST

Log in to the club portal and download your squad list.

This is your official list of registered players.

5



PRINT, COMPLETE & GET AGREEMENT

Print the squad list. Write the date of the match and the name of your opposition.

Ask the opposition to sign next to it to confirm they are happy all players are registered and eligible.

6



TAKE A PHOTO FOR YOUR RECORDS

We encourage you to take a photo of the signed squad list.

This creates a record of agreement, should the paper copy be lost or misplaced.



NOTE:

- As a club you are **responsible** for ensuring your squad list is up to date.
- If you register new players throughout the season, you will need to redownload and print your squad list again.
- If this process has not been followed and a complaint then comes into the league, the league committee will discuss but may decide **not** to take any further action, case by case.



WORKING TOGETHER FOR A FAIRER GAME

If clubs follow the correct process, these safeguards will reduce any player eligibility complaints to the league and help protect the integrity of our competitions.

Thank you for doing your part – together we keep football safe, fair and enjoyable for all.



HOW TO GUIDE: ENTERING MATCH RESULTS AND MATCH RETURNS

A STEP-BY-STEP GUIDE TO ENTERING YOUR RESULTS AND STATISTICS



FINDING WHERE TO INPUT YOUR RESULTS

When you login, the first page you will see will be **"Admin Home"** from here you can either click the **"Results"** tab along the top or if you don't have access to this, the **"Enter Results"** box within the middle of the screen.

FULL-TIME

HOME

FIXTURES

RESULTS

STATS

EMAIL SUB

CONTACTS

HELP

Admin Home

Enter Results

Please select a fixture to input the result.

Enter Results



TIP:

You can then use the filters along the top to search for a specific match, or use the check boxes to look for only your fixtures that don't have a results sheet inputted.

ENTERING YOUR MATCH STATS/RESULTS

1



Firstly, enter your match result using the input boxes and then click "Update" to save this.

Home Team

2

:

Away Team

1

Update

2



Then click "statistics" after navigating to the FA Full-Time site results tab.

Statistics

PAGE ONE - FA MARKS



MATCH OFFICIAL MARKS

On the first page you will need to input your marks for your appointed Match Official and the RESPECT marks.



RESPECT MARKS

After completing referee marks, you will need to complete your RESPECT marks. These marks are compulsory to be filled in and help The FA and the league assess behavior within grassroots football.



PITCH MARKS

Finally, you will need to complete the pitch marks. These are important for future funding of facilities.

WARNING: Please remember to click "Update" to save your marks.

PAGE TWO - LEAGUE TEAM MARKS (MAY NOT BE AVAILABLE)



You may have a tab saying "League Team Marks" which will need to be completed. These are questions set by your specific league.

If you don't have this option please progress to the "Player Statistics" tab.



PAGE THREE - PLAYER STATISTICS



Finally you will need to complete your player statistics. From this page you will need to "check" your starters, substitutes and other match stats such as goals and assists.

Please note: If any players are missing from your team sheet and aren't available to complete stats for, please speak to your league.

There are also two options at the top, "Switch to Quick Stat Entry" and "Switch to Simple View".



QUICK STAT ENTRY

Selecting the quick stat entry allows you to enter the starting line-up, bench and unused bench players along with the captains, goal scorers, penalties, own goals, yellow and red cards, and sin bins.

*Please note that if a number is entered in the penalty box (for example 1) and the penalty is scored then a 1 will need to be entered in the goal box otherwise it will register to the penalty as missed.



SIMPLE VIEW

Switching to simple view allows you to enter the players name type of stat you would like to enter for them and the minute the statistic occurred.

If you would like to add assists you can do so by entering the players name in the assist box below the stat box.

ONCE YOU'VE CLICKED "UPDATE STATS FOR PLAYERS" THESE STATISTICS WILL BE SAVED AND AN OVERVIEW WILL BE PRODUCED AT THE BOTTOM OF THE PAGE OF THE STATISTICS YOU HAVE ENTERED.

VIEWING YOUR SUMMARY



You can view your match results summary by clicking "Results" and then "View Match Returns".

View Match Returns

PLEASE NOTE



After inputting your result it may **"LOCK"** the statistic meaning you cannot edit the statistics you have entered. If you need to make further changes and this has happened please contact your league.

SMS RESULT CONTACT IN FULL TIME



To be added in as a SMS result contact in Full Time, you will first need to have your mobile number listed within your My Account (myaccount.thefa.com).



You can check this by selecting the "my account" tab on the left. If you need to enter your mobile number click edit details under your photograph.



You will also need to be listed as a Team Official.



In Full Time, the league will then add you as an SMS contact for the correct team.



After your fixture you will then receive a text message to prompt you to respond to with your match result.



You can enter your match result through SMS or directly on full time.



**RESULTS MUST BE ENTERED
BY 10PM ON THE DAY OF THE MATCH**



**MATCH RETURNS MUST BE COMPLETED
WITHIN 5 DAYS POST MATCH**



PLAY FAIR. **RESPECT** THE GAME. ENJOY FOOTBALL.

TOGETHER WE MAKE WOMEN'S FOOTBALL STRONGER.





CLUB ROLES, SAFEGUARDING REQUIREMENTS & ACCREDITATION



All clubs must appoint a **Chairman, Secretary and Treasurer** – no one person can hold more than two of these positions.



Many teams operate their flex team independently, however you are still an affiliated club.
Communication regarding affiliations / complaints and qualifications will include your team lead and the official club secretary.

CLUB COMMITTEE



The Club Officials and other members of the club may form a Committee to oversee the running of the club on behalf of the members.



Committee members may be given specific titles or roles that best suit their skills so the club can utilise their knowledge and experience.



It's a useful exercise to find the skills and experience of club members or parents of players as the club could benefit greatly from these skills and possibly save finances.

KEY REMINDERS



Every adult club must have a **First Aid** qualification.



Introduction to Coaching Football is **recommended**.



Ensure all required qualifications are kept up to date and recorded on the FA Club Portal.



Keep your club safe, compliant and well organised.

SAFEGUARDING REQUIREMENTS FOR ADULT (16+) TEAMS

Role	FA DBS Check	Player Welfare Course*	Safeguarding Adults Course
 Club Secretary	—	Recommended	—
 Club Chairperson	—	Recommended	—
 Club Treasurer	—	Recommended	—
 Club Welfare Officer – Adult (Including Assistants)	Mandatory (If U18s in Open-Age teams)	Mandatory	Recommended
 Other Club Roles	—	Recommended	—
 Team Manager / Coach / First-Aider (Including Assistants)	Mandatory (If U18s in Open-Age teams)	Mandatory	—

* Disability Teams, NLS Step 1 – 4 and Professional teams are excluded.

ACCREDITATION REQUIREMENTS FOR ADULT (16+) TEAMS



Every adult team must have:
One Manager/Coach (or Assistant) or First Aider with in-date:
— Introduction to First Aid



Introduction to Coaching Football is **recommended**.

— No additional accreditation is required



WORKING TOGETHER TO
KEEP FOOTBALL **SAFE**
FOR EVERYONE.



Stay compliant
Keep qualifications
up to date



Record on the
FA Club Portal



Protect your players,
volunteers and
your club



COMPLAINTS GUIDE



WHAT CLUBS CAN LEGITIMATELY COMPLAIN ABOUT (Within league rules)

These are rule breaches, eligibility issues, or procedural failures —
i.e. things the league can actually act on.



1. PLAYER ELIGIBILITY & REGISTRATION (RULE 18)

- Playing an unregistered player
- Playing an ineligible player (e.g. wrong division, too many league players)
- Incorrect or incomplete player registration
- Players playing for multiple clubs without transfer



These are
serious
can lead to
points deductions
or fines



2. FIXTURE & MATCH ISSUES (RULE 20)

- A team failing to fulfil a fixture
- Late cancellations without proper notice
- Incorrect match arrangements (time, location, kit not shared)
- Playing with less than the required number of players
- Failure to provide equipment (balls, nets, etc.)



3. ADMINISTRATION & COMMUNICATION FAILURES

- Clubs not responding through the correct club officials (Rule 5)
- Failure to follow league instructions (Rule 6)
- Not attending required meetings (AGM/SGM)



4. MATCHDAY RULE BREACHES

- Not submitting team sheets / incorrect squad info
- Not providing a club assistant referee (if required)
- Not paying match officials



5. RESULTS & REPORTING (RULE 21)

- Not submitting results on time
- Incorrect match reporting



6. FACILITIES / GROUND ISSUES (RULE 7)

- Pitch, goals, or facilities — ONLY if reported before kick-off to the referee



After the match =
too late (this is key)



7. INSURANCE & WELFARE (RULE 16)

- Clubs not having required insurance
- Safeguarding or equality breaches (escalated to County FA)



WHAT CLUBS CANNOT COMPLAIN ABOUT

These are opinions, frustrations, or subjective views —
not rule breaches.



1. REFEREE DECISIONS (ON-FIELD)

- "The ref was biased"
- "That wasn't a penalty"
- "They missed loads of fouls"



These are handled
through referee
marking, not
complaints



2. OPPOSITION STYLE / TACTICS

- "They were too physical"
- "They time-wasted" (unless extreme misconduct reported)
- "They parked the bus"



We encourage
everyone to
compete with
respect.
It's part of football.



3. TEAM STRENGTH / PLAYER QUALITY

- "They're too good for this league"
- "They've got better players"



Unless breaking
eligibility rules —
not valid



4. INTERNAL CLUB ISSUES

- Your own admin mistakes
- Forgetting registrations
- Poor organisation



League won't uphold
complaints caused
by your own
processes



Complaints must be submitted in writing by the Club Secretary
to the League Secretary within the timeframe stated in the League Rules.



ALWAYS CHECK THE LEAGUE RULES FIRST.
NOT SURE? ASK BEFORE YOU ACT.



FEES



TEAM ANNUAL SUBSCRIPTION

£100

Discount of 25% applied for any additions teams

£100



PLAYER REGISTRATION FEES

£5 per player

£5



PAYING REFEREES

£40

£40



PROTEST AND APPEALS

£35

£35



All fees are non-refundable unless stated otherwise by the league.



FINES



FAILIURE TO BE REPRESENTED AT THE AGM

£10



FAILIURE OT COMMENCE/ COMPLETE FIXTURE

£10



FAILURE TO CORECCTLY REGISTER A PLAYER

£10



PLAYING AN ENILIGIBLE PLAYER

£25



LATE RESULT ENTRY

£10



LATE MATCH RETURN

£10



A full list of fines can be found in the league rules.

LEAGUE POLICY STATEMENT (LPS)

SEASON: 2026-2027



INCLUSIVE
Everyone
Welcome



RESPECT
For Players,
Officials & Others



FAIR
Play by
the Rules



ENJOYMENT
Football for
All

1 PURPOSE OF THIS STATEMENT



This League Policy Statement (LPS) sets out the operational procedures and competition format adopted by the League to support its flexi football model.

This LPS operates alongside the Standard Code of Rules (SCOR) and Competition Rules. Where flexibility is permitted within SCOR, this LPS defines how the Competition will apply those provisions in practice.

2 COMPETITION STRUCTURE



COMPETITIVE DIVISION

Fixtures are played for points and league standings are applied.



RECREATIONAL DIVISION

Fixtures are played for participation and development. No league table or points system is applied.



The Management Committee reserves the right to manage divisional balance to ensure a positive playing experience across both divisions.

The Recreational Division is designed to prioritise:

- ✓ Player enjoyment
- ✓ Development opportunities
- ✓ Inclusive participation

3 MATCH DURATION



COMPETITIVE DIVISION

- Standard duration: 80 minutes (two equal halves)
- May be reduced to 70 minutes where agreed by both Teams and the Referee prior to kick-off due to exceptional circumstances

RECREATIONAL DIVISION

- Standard duration: 70 minutes (two equal halves)
- May be reduced to 60 minutes where agreed by both Teams and the Referee prior to kick-off



All matches must be played in two equal halves.

4 FIXTURE SCHEDULING (FLEXI FORMAT)



HOME TEAM RESPONSIBILITIES

- Must offer a minimum of three suitable dates to the opposition
- Dates must be provided at least 14 days prior to the start of the fixture window
- Must ensure pitch and match arrangements are secured

AWAY TEAM RESPONSIBILITIES

- Must respond and accept one of the proposed dates within a reasonable timeframe

FAILURE TO AGREE A FIXTURE

- If the Away Team fails to select a date, the Management Committee may award the fixture to the Home Team
- If the Home Team fails to offer suitable dates, the fixture may be awarded to the Away Team



The Management Committee retains discretion in all cases.

5 UNFULFILLED FIXTURES



- Any Team unable to complete a fixture within the allocated 3-week window may forfeit the match
- A forfeit may result in points being awarded to the opposition (where applicable)
- Each case will be reviewed by the Management Committee, taking into account mitigating circumstances



The Management Committee retains discretion in all cases.

6 MATCH OFFICIALS



HOME TEAM RESPONSIBILITY

Responsible for providing a Referee and one Assistant Referee.

AWAY TEAM RESPONSIBILITY

Responsible for providing one Assistant Referee.

7 PLAYING SURFACES



- Matches should be played on 3G Artificial Turf Pitches, in line with Competition Rules.
- Matches may be played on grass where both Teams agree.
- The League Secretary must be notified in advance.
- The Home Team must communicate surface type and footwear requirements when confirming fixtures.

8 DIVISION ALLOCATION AND MOVEMENT



- The Competition does not operate automatic promotion and relegation.
- Teams may express a preference for their division for the following season.
- The Management Committee will allocate Teams based on:
 - ✓ Previous performance
 - ✓ Competitive balance
 - ✓ Player experience and development needs



The Committee's decision is final and aims to maintain fairness and appropriate challenge across both divisions.

9 COMPETITION ETHOS



- The League is committed to providing a safe, inclusive, and enjoyable environment.
- The Recreational Division is non-competitive in nature.
- Teams are expected to respect the spirit of the Competition.
- The Management Committee may intervene where results or conduct are deemed contrary to the ethos of the League.

10 ADDITIONAL FORMATS



Where appropriate, the Management Committee may approve:

- Adjusted match formats
- Double-header fixtures
- Alternative scheduling arrangements



This will be communicated to Clubs in advance.

11 GOVERNANCE AND REVIEW



- This LPS will be presented for approval at the Annual General Meeting (AGM).
- The LPS may be updated annually to reflect the needs of the Competition.
- Any amendments must be approved by Member Clubs.

12 MANAGEMENT COMMITTEE DISCRETION



- The Management Committee reserves the right to make decisions on any matter not covered within this LPS, in the best interests of the Competition.



Decisions will be made fairly, consistently and in line with the spirit of the Competition.

ONE LEAGUE. TWO DIVISIONS. ONE GOAL: BETTER FOOTBALL FOR EVERY PLAYER.

PLAY FAIR. RESPECT ALL. ENJOY THE GAME.



SUPPORTING LINKS

Quick access to key information and support for your club.



**Advertising fixture
on Centre Circle**



[Click Here](#)



League website



[Click Here](#)



Player Registrations



[Click Here](#)



**League Secretary
email address**



[Click Here](#)



Squad list



[Click Here](#)



**Fixtures and results
secretary email address**



[Click Here](#)



Reporting Results



[Click Here](#)



Complaints form



[Click Here](#)



TOP TIP

Keep this page updated and
share with all club officials.



Use these links to get the
information and support
you need, quickly.



These resources are here
to help your club run
smoothly and successfully.

THANK YOU

**FOR BEING PART OF THE
WOMEN'S FLEX ULTRA LEAGUE**

WOMEN'S FLEXIBLE ULTRA LEAGUE

WOMEN'S FOOTBALL IS LIMITLESS



**Thank you for your continued support and commitment
to women's football.**

Together, we can create a positive, inclusive and enjoyable environment
where players, officials and volunteers can thrive.

Your efforts make a real difference.



WORK TOGETHER

Collaboration and respect help
us build stronger teams and
better experiences for everyone.



PLAY YOUR PART

From the pitch to behind
the scenes, every role is vital
in keeping our league
successful.



KEEP IT POSITIVE

Let's promote fair play,
good sportsmanship and
a supportive atmosphere
at every fixture.



GROW THE GAME

By working together,
we can continue to inspire
more women to get
involved in football.



STAY CONNECTED

For the latest news, fixtures, results and information, visit the league website:

www.womensflexultraleague.uk

*Thank you for helping to make our league
a positive place to play, compete and enjoy football.*

