

Scottish Borders Junior FA



Leagues Handbook
17's

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SCOTTISH BORDERS JUNIOR FOOTBALL ASSOCIATION

INTRODUCTION

The Scottish Borders Junior Football Association are committed towards providing opportunities towards for children and youths to participate in football in an environment that fosters fair play, participation and player coach development.

The aim of the youth programme will be to: -

- Change youth football.
- Prevent the loss of players and coaches to the game.
- Establish challenging sustainable leagues.
- Create an environment that facilitates continued development.

This booklet is produced as part of the Scottish Borders Football Development (Youth Section) strategy to ensure that you have an awareness and knowledge of the league's aims, ethos, code of conduct and match rules.

AIMS

The aim of the association is as follows:

- To encourage the participation in and enjoyment of youth football for all, irrespective of race, colour or religion.
- To promote the ethos of co-operation, respect of others, loyalty, self-discipline and the need for teamwork.
- To develop the skills and fitness of youths playing football, irrespective of ability, through a modified game.
- To provide a positive developmental environment for youths to play football.
- To promote sportsmanship and fair play in youth footballers.
- To foster personal responsibility by all players, coaches and parents.

The Scottish Borders Junior Football Association shall endeavour to promote these values and will work closely with any other organisations that have similar aims.

THE SEASON

The Season commences on Sunday 6th September 2009 running through to November 2009 and from the March 2010 finishing at the end of June 2010, therefore, making allowance for a break in the winter months.

The format of the season for both age groups will be as follows:

17's Age Group (players born on or after 01.01.93)

1st half of season

11 –a-side League – 6th September 2009 to November 2009
(Excluding: no fixtures October Weekend)

2nd half of season

11-a-side League – March 2010 to June 2010 - TBC
(Excluding: no fixtures Easter Weekend)

Scottish Borders Junior FA Finals

– Sunday 6th June 2010

Further information can be obtained by going to www.footballdevscotborders.co.uk

COACH EDUCATION AND DEVELOPMENT

Coach Education and Development will be an integral part of the yearly programme of activities. In conjunction with the SFA Football Development Officer a comprehensive programme will be on offer. Further information on course can be found at

www.footballdevscotborders.co.uk or www.scottishfa.co.uk

LEVEL	Children (Under 12's)	Youth (12 – 18 years)
LEVEL 5	WORKING WITH CHILDREN LICENCE DIPLOMA	UEFA YOUTH LICENCE DIPLOMA
LEVEL 4	CHILDRENS AWARD	YOUTH AWARD
LEVEL 3	COACHING IN THE GAME CERTIFICATE	COACHING IN THE GAME CERTIFICATE
LEVEL 2	COACHING YOUNG FOOTBALLERS CERTIFICATE	COACHING YOUTH FOOTBALLERS CERTIFICATE
LEVEL 1	EARLY TOUCHES CERTIFICATE	DEVELOPMENT ACTIVITIES CERTIFICATE

Please note that certificate courses are not qualifications in their own right and that certificates are given for attendance only. Each certificate is an integral component of a full licence diploma award.

It is recommended that would-be coaches follow the coaching pathway best suited to their needs, e.g. a coach working with primary age children would begin with an Early Touches Certificate Course, followed by the Coaching Young Footballers Certificate. Whereas those coaching secondary children would begin with Development Activities Certificate, moving onto Level 2 of the Youth Pathway thereafter.

The following courses and in-services will be made available:

There will also be additional courses run such as the St Andrews Ambulance, Sports Injuries and First Aid Course, in order to allow teams to have one coach qualified at each level. For further course details please go to www.sportborders.org.uk

Clubs will also be kept up to date with any other relevant courses that may be taking place in the area.

Coaches interested in attending any of the above courses should contact the local Football Development Officer for more detailed information. Other courses may also be available on request.

SFA FOOTBALL DEVELOPMENT CONTACTS

SFA Senior Football

Development Officer Dougie Anderson 01896 756274 / 07721433847

SFA Football

Development Officer Drew Kelly 01896 756274 / 07776471878

CODE OF CONDUCT

One of the key elements crucial to the success of the Scottish Borders Junior Football Association's leagues and festivals is the conduct of players, coaches, adults and others associated with the teams. Players are accustomed to playing in a non-threatening environment so therefore it is essential that there is no complacency. Clubs are instructed to ensure that all individuals associated with their teams are aware of the high expectations of association in terms of personal conduct. This league is about the education of all players, coaches and adults in football development. Please be patient.

ADULT CODE OF CONDUCT

DO:

- Be patient and supportive.
- Highlight good play from both teams.
- Emphasise good behaviour.
- Exercise self-control when a goal is scored or lost.

DO NOT:

- Emphasise results.
- Criticise mistakes.
- Complain about the referee.
- Use technical terms when using instructions.

PLAYER CODE OF CONDUCT

DO:

- Have fun.
- Shake hands after the game.
- Use your skills
- Play fairly and encourage your team mates.
- Behave well at all times.
- Accept the decisions of the supervisor / referee.

DO NOT:

- Make fun of your opponents.
- Argue with the supervisor / referee.
- Criticise other players when they make a mistake.
- Use bad language on team mates or opponents.
- Be unsporting when you celebrate goals.

AGE GROUPS – 17's

The Scottish Borders Junior Football Association recommends that all youths play at an age group appropriate to their physical development and activity. The safety of players and their opponents however, must be the over-riding consideration when deciding which age-group is most appropriate for players to play in. The Association strongly recommends that clubs ensure all children are playing at an appropriate level. The following guidance is given by the Scottish Borders Junior Football Association age groups:

- Teams will be formed according to the player's year of birth and school stage.
 - **17's Age Group (players born on or after 01.01.93)**

Any abuse of the above guidelines for the sole purpose of gaining an advantage will be viewed very seriously by the Committee and may result in the expulsion of the team and the coach from the league.

THE RULES – 17's LEAGUE

- Each game shall consist of 3 x 25-minute periods. In the event of weather or pitch conditions providing an advantage, the players can turn around half way through third period. Agreement should be reached, where possible, before the start of the match. The supervisors / referee decision is final.
- In the event of a significant deterioration of conditions during a match the supervisor / referee will make a decision on how many periods should be played. His or her decision is final.
- All team squad members must be involved at some stage for at least one period. Each player should receive equal playing time over the course of a season.
- The matches will be played on a Sunday, and must start at the times given on the fixture list. Only in exceptional circumstances and with the agreement of both coaches will matches take place at any other time.
- Teams who miss more than two matches can be deducted points – this will be decided by executive committee
- A size 5 ball will be used at 17's.
- The only adult permitted on the field will be the match supervisor / referee.
- Goalkeepers may kick the ball out.
- Offside rule – At 17's, normal offside rules shall apply.
- In the event of the ball going out of play, a throw in is awarded. Match supervisors / referees should not be too harsh on throw in errors.
- Team coaches will substitute players demonstrating unacceptable behaviour.
- A player who has been sent from the field of play by an official shall not play any further part in the game. The Association will deal with any serious incidents of foul play. Match bans may be handed out.
- Both teams and coaches will line up in the centre of the pitch and shake hands with all opposition players and coaches.
- Coaches, players and parents of both teams will stand on the same side of the pitch.
- The code of conduct issued by the association must be adhered to at all times.
- Please note that the match supervisor / referee can deduct points from teams who display inappropriate behaviour (see weekly monitoring form).
- During competition phases the points awarded will be as follows:
 - WIN - 3 points
 - DRAW - 1 point
 - LOSS – 0 points

(However please note possible deductions for behaviour – see Touchline behaviour section)

REGISTRATION OF PLAYERS

- All players at youth level must be individually registered with the SYFA by Sunday 6th September.
- Teams must provide team lines for both the match official and the opposing team. This should detail the players name, DOB and current registration situation. If playing a trialist this must be indicated inserting the word 'trialist' next to the players details.
- Clubs can play up to a maximum of 3 trialists in any one-league game. Trialists can play up to a maximum of 4 games for any one club. After this the player must register with the SYFA .
- Clubs shall not play trialists in the end of season Regional Finals.
- The deadline for signing players during the season will be Sunday 30th April 2010. Players not registered by this date will not be eligible to play in the Regional Finals.

If you require further details on registrations please contact SYFA 0141 620 4590
or <http://www.scottishyouthfa.co.uk>

MATCH DAY ROUTINES

Team coaches are asked to ensure that the following procedures are followed at all Scottish Borders Junior Football Association League games:

- Contact your opponents and supervisor / referee as a matter of course at the beginning of the week to arrange necessary details and in plenty of time if you cannot fulfil a fixture. Make sure you confirm ALL NECESSARY MATCH DETAILS INCLUDING VENUE, KICK OFF TIME AND TEAM COLOURS.
- ***The home team is responsible for identifying and providing the match supervisor / referee.***
- After the match the home team should contact Match Supervisor with the result (if applicable). The match supervisor / referee will be responsible for collecting team sheets and completing a full match report of the game.
- The opposing team should arrive in good time for the fixture and if necessary help the home team with the setting out of cones, erection of goalposts etc.
- All portable goals should be firmly anchored using the pins supplied for this purpose.
- Inspect pitch and remove hazardous objects.
- Games are played with the recognised ball size and type for that age group.
- Ensure all equipment is properly dismantled and stored, and that changing facilities are cleared.
- Match in doubt. Check pitch availability as soon as possible.
- Remember to advise the match supervisor / referee if the match is off.
- Coaches should carry out early match day inspection if the weather has deteriorated overnight.
- Common sense should be applied if after starting a game the weather becomes inclement (game abandoned or shortened).
- Match supervisors / referees who are unable to make a match will re-arrange the supervisor / referee themselves and inform the home team.

- Teams using Local Authority pitches should be aware of their local booking procedures for pitches. In all areas the local authority operate a home team status policy.
- Teams using Local Authority pitches should be aware of their local booking procedures for pitches. In all areas the local authority operate a home team status policy.

FIXTURES

All fixtures provided should be fulfilled. In the event of cancellation for whatever reason the home team will be responsible for re-arranging the game for an agreed date and time. This information should be passed on to the fixtures secretary of the relevant age group sbifa@btinternet.co.uk . Fixtures for the first half of the season can be obtained at www.footballdevscotborders.co.uk

TOUCHLINE BEHAVIOUR

TOUCHLINE BEHAVIOUR (i.e. team coaches, parents and supporters)

- Never address opposing teams players or management in a negative or aggressive manner.
- Never criticise match supervisor / referees or speak to him / her in a negative or aggressive manner.
- Never berate your own players.
- If a coach or associated adult from any club breaches either of the above conditions it will result in the loss of one point.
- If the behaviour is repeated throughout the match it will result in the loss of three points.

PLAYERS BEHAVIOUR

Criteria for disciplinary action against players during competition games will be as follows:

- Responsibility is, in the first instance, on the team coaches to automatically substitute players displaying unacceptable behaviour.
- If any player repeatedly commits what would be classed as a bookable offence, the match supervisor will ask for the player to be replaced.
- Any player who commits an offence serious enough to warrant a sending off should be immediately removed from the field of play and not replaced.

At the end of the game the match supervisor / referee should complete in full the revised monitoring form and details of any points deducted should be provided in the available space. Match supervisors / referees should not be challenged under any circumstances over deducted points. Any queries should be addressed to the Youth Representative in writing.

DEALING WITH PROBLEMS

Most Scottish Borders Junior Football Association events will pass without any incidents. However, it is inevitable that there can be problems. The Scottish Borders Junior Football Association offers the following guidelines to deal with situations that may arise:

PROBLEMS WITH COUNCIL FACILITIES AND STAFF

- Keep calm, stick to the facts and do not become involved in heated arguments with council staff.
- Advise the relevant Fixture Secretary or Youth Representative if it is urgent and they will contact the council by letter and / or telephone.

PROBLEMS WITH OPPOSING COACHES

- Remember that your first duty is to the children.
- Keep calm and make a polite request for moderation of behaviour. If this is not successful, calmly end the game and take the children away from the pitch. The match supervisor / referee will inform the Youth Representative.
- Do not become involved in any form of abusive behaviour.

PROBLEMS WITH PARENTS FROM YOUR OWN CLUB

- Remember your first duty is to the children.
- Keep calm and make a polite request for moderation of behaviour.
- If this is not successful ask the parent to leave the playing fields.
- If this is not successful, calmly end the game and take the children away from the pitch. Take action from within your own club. The match supervisor / referee will report the matter back to the Association Representative.
- Do not become involved in any form of abusive behaviour.

PROBLEMS WITH PARENTS FROM YOUR OPPONENTS CLUB

- Remember that your first duty is to the children.
- Keep calm and make a polite request for moderation of behaviour.
- If this is not successful, calmly end the game and take the children away from the pitch. The match supervisor / referee will report the matter to the Youth Representative.
- Do not become involved in any form of abusive behaviour.

PROBLEMS WITH YOUR PLAYERS

- Remember that your first duty is to the children.
- Issue a firm but controlled warning to the offending player.
- If the player persists then he / she should be immediately substituted and take no further part in the match / session depending on the severity of the offence. Take action from within your own club.
- Do not become involved in any form of abusive behaviour.

PROBLEMS WITH PLAYERS FROM OPPOSING TEAMS

- Remember that your first duty is to the children.
- Issue a firm but controlled warning to the offending player. Advise the opposing coach / match supervisor of the problem.
- If this is not successful, calmly end the game and take the children away from the pitch. The match supervisor / referee will report the matter to the Youth Representative.
- Do not become involved in any form of abusive behaviour. The Scottish Football Development Association acknowledges its responsibility towards all youngsters attracted to the game of football.

THE POLICE SHOULD BE CALLED IF ANY PERSON PERSISTS WITH ABUSIVE OR THREATENING BEHAVIOUR IN SPITE OF APPEALS FROM OTHERS PRESENT

SFA POLICY IN DEALING WITH YOUNGSTERS

THE SCOTTISH FOOTBALL ASSOCIATION ACKNOWLEDGES ITS RESPONSIBILITY TOWARDS THE YOUNGSTERS ATTRACTED TO THE GAME OF FOOTBALL

If you are a coach, the following should be adhered to when dealing with young players:

- Promote fun and enjoyment.
- Set examples of good behaviour by not smoking, drinking or using foul and abusive language.
- Have realistic ambitions for the youngsters.
- Be aware of issues such as overuse, types of injury, maturation rate.
- Help to provide appropriate dress and equipment.
- Praise the efforts of your team and opponents.
- Make children aware of healthy lifestyles e.g. eating habits, sleep and activity.
- Take the stress out of the game, encourage fair play and skill development.
- Positively encourage: never ridicule or shout at youngsters.

Coaches should avoid any situation that may lead to accusations of abuse. These include;

- Being left alone with a child or children, particularly within changing rooms.
- Encourage an open environment and enlist the help of parents or others.
- With mixed teams there should always be a male or female in attendance.
- Avoid unnecessary physical contact when demonstrating.
- It is unwise to spend time alone with children anywhere: e.g. the car, the changing room, walking home.

If these circumstances are unavoidable, they should only occur with parental or carers consent. It would be expected of caring coaches that circumstances involving horseplay, sexual remarks or suggestions, inappropriate language, touching, or any other activity which society regards as unacceptable when dealing with youngsters, should be avoided.

IN CASE OF EMERGENCY

- Every club at each venue is expected to carry a first aid kit with them at all times. Know also where the first aid kit and telephone are located at each venue.
- Know and observe the SFA Child Protection Guidelines.
- Carry emergency contact numbers for the children at all matches.

SOME FINAL THOUGHTS

The success of this venture depends on everyone involved, adult or child, and it is our responsibility to ensure everyone associated with our teams know this and supports us in our aim to develop these young footballers.

We are not adversaries; we are colleagues who all have the same goal. It is vital that we see the 'big picture' in that our aim is to develop the skills of all players in the Scottish Borders Junior Football Association, not just those in our own team.

Collectively we, as coaches, have the will to make this initiative work, for it to be the blueprint for other joint associations. We should be proud of the step we have all taken and we should have the determination to make it work.

EMERGENCY CONTACT NAMES

NAME	ADDRESS	NAME & TEL NO OF CONTACT 1	NAME & TEL NO OF CONTACT 2
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

MATCH SUPERVISOR / REFEREE-MATCH DAY ROUTINE

1. Arrive at the venue for the match about 30 minutes prior to the kick-off time.
2. Introduce yourself to both team coaches, have some 'chat' and collect both sets of team lines.
3. Get the players, coaches and parents (if possible) together out on the field and formally welcome them. At this point also remind the players, parents and/or coaches about 1 or 2 of the rules and guidelines contained in the SBJFA Youth Handbook (e.g. parents and coaches should encourage both sets of players, or the correct method of taking a throw in). Remember, you are an educator as well as a supervisor.
4. Supervise the match and carry out the duties as outlined in the SBFDA Youth Handbook, enforcing the ethos and philosophy of the Association.
5. Ensure both teams line up at the end of the game and shake hands.
6. Finally, complete the monitoring forms provided (outlining any disciplinary action that is necessary and the match result) and return them to SFA Youth Development Officer, 3 St John Street, Galashiels, TD1 3JX.

MATCH SUPERVISOR / REFEREE-OFFICIATING THE MATCH

- Try to use a 'common sense' approach at all times e.g. have a quiet word with someone who is not taking a throw in properly rather than giving a foul throw. The players are still learning the game so try not to be too harsh on them.
- If a player commits an offence that would be deemed as a sending off offence, the player may be replaced as a substitute. However, the player that is sent off cannot play any further part in the game and **MUST** be reported (i.e. note his name, club and the nature of the offence) on the monitoring forms.

If you require further clarification of any of these procedures, do not hesitate to contact Dougie Anderson 01896 756274.

GOOD LUCK!

GOLDEN RULES FOR PLAYERS DEALING WITH SUPERVISORS

- First and last, there would be no organised football without the supervisor; and if he or she has an enjoyable time, so will you.
- Like you, the supervisor might make the odd mistake. If you accept the decisions without fuss, you can be sure the supervisor will make fewer mistakes.
- If you commit a foul, say “Sorry!” to your opponent and or the supervisor. Remember that a football match should be competitive and sporting.
- When an opponent commits a foul, let the supervisor decide on any yellow or Red Card – without your advice.
- Scottish Football is admired, rightly, for its honesty. So, if you are fouled, avoid any unnecessary dramatics and aerobatics. “Simulation” is just jargon for cheating.
- Let one recent football “custom” influence your entire attitude to the great game. That is, when someone has been injured, the player in possession of the ball – whether team-mate or opponent – knocks the ball “dead” so that the injured player can receive attention.
- No matter the result, thank the supervisor at the end of the game.
- If you follow this advice, maybe we could manage without supervisors....well, on second thoughts!

Yellow Card Offences	Red Card Offences
▪ Unsporting Behaviour	▪ Serious foul play
▪ Dissent by word or action	▪ Violent conduct
▪ Persistent infringement of the laws	▪ Spitting at an opponent or any other person
▪ Delaying the start of play	▪ Denying the opposing team a goal or an obvious scoring opportunity by deliberately handling the ball (goalkeepers may do so within the penalty box)
▪ Failing to move back at a free-kick or corner	▪ Denying an obvious goal scoring opportunity to an opponent moving towards your goal by an offence punishable by a free-kick or penalty.
▪ Entering or re-entering the pitch	▪ Using offensive, insulting or abusive language and/or gestures
▪ Deliberately leaving the pitch without the referees permission	▪ Receiving a second yellow card

THE YOUNG PLAYERS GUIDE TO DIET AND NUTRITION

Eat More	Eat Less
▪ Fresh and frozen vegetables	▪ Sweets and cakes
▪ Potatoes	▪ Butter, cheese, cream
▪ Fresh and dried fruit	▪ Fried Food
▪ Wholemeal pasta	▪ Takeaways
▪ Brown rice	▪ Crisps
▪ Muesli	▪ Pies and pastries
▪ Beans and peas	
▪ Chicken	
▪ Fish	

Drink More	Drink Less
▪ Water	▪ Fizzy juice
▪ Diluted Juice	▪ Sweet drinks
▪ Fresh Fruit Juice	
▪ Milk	

TOP TIPS FOR EATING

- Always eat a good breakfast, choose from:
 - Wholegrain cereals
 - Fresh fruit juice
 - Toast with jam, marmalade etc
 - Skimmed milk
 - Muesli bars

- Don't eat meals late at night – unless after training or games
- If training at night, eat a larger meal at lunchtime
- Replace crisps and sweets with fruit, low fat yoghurts, cereal bars
- Always carry a water bottle to training and games
- Drink small amounts regularly
- Have a light meal or snack 2-3 hours before playing games or training

RECOVERY SNACKS FOR AFTER TRAINING OR PLAYING

Straight after games or training it can be hard to acquire foods like pasta, baked potatoes, rice etc to supply your body with energy. It can be handy to carry foods with you to help your body restore low energy levels. Food to choose from to help restore energy quickly can be:

- Rolls / bread with tuna, lean meat etc
- Cakes – fruit loaf, fruit cakes, scones
- Fruit confectionery – wine gums, jelly babies, sports mixtures (Be careful about the fat content)
- Fruit
- Cereal bars

FLUIDS

Don't forget to drink plenty fluids. Fluid balance is very important in a player's training and match routine. Losing fluid through sweat loss can cause fatigue and poor performance. Small amounts of liquids should be drunk regularly. Overloading with fluid should be avoided.

- Avoid drinks which are fizzy and that are very sweet
- Cool, dilute squashes and juices are ideal for fluid replacement
- Alcohol makes an athletes performance poorer, and should be avoided

THE PLAYERS FOOD DIARY

Eating well and enjoying your food can help you train regularly, and recover well. This will allow you to compete without becoming exhausted. Keep a record of your food intake over a whole week. Compare what you have eaten with advice given in this handout, then discuss with your coach, or parent / carer how you could improve your diet.

FITNESS FOR FOOTBALL

Football is a sport that requires a whole lot of athletic abilities. Aim each session to make improvements in the following to improve your game.

- Explosive acceleration and fast sprinting speed
- Muscular endurance and strength in the lower body
- Muscular balance and high levels of co-ordination
- Agility: the ability to know where your body is and the ability to move it
- Discipline to take instructions and decisions as well as putting the team first
- Good flexibility to avoid injury: football players are prone to poor hamstring flexibility

STRETCHING

As with most sports, people forget to stretch before the start of a game. With football having sudden bursts at any point in the game it is vital to stretch the whole body in order to prevent injury. After a gradual warm-up, spend time stretching, both statically then **dynamically**.

Dynamic stretching involves slow controlled rhythmic movements progressively through the range of movement associated with your game.

A key point to remember is that at the half time stage of a match, keep warm, take in fluid and energy bars **that you are used to**, to help your energy and concentration levels.

Whilst listening to any team tactics keep stretching your muscles and if possible, learn how to massage your own legs to prevent injury and prepare yourself for the start of the game.

At the end of your game, spend time again stretching after you have showered, paying particular attention to your hamstrings.

Due to nature of the game you will always pick up injuries. Avoid these as much as possible by wearing correct protection and footwear. Have any injuries looked at as soon as possible, as minor muscle tears can become major ones, resulting on fewer matches for you.

Take the time to train well and you will get more out of your game!

HOW THE FOLLOWING TYPES OF FITNESS IMPROVE YOUR GAME

STAMINA

Ability to run around the field for the full match

MUSCULAR ENDURANCE

Ability to twist and turn – jump and head the ball – control, pass and shoot throughout the game

STRENGTH

More powerful shooting – higher jumping – harder tackling – longer throwing – injury avoidance – stronger on the ball

SPRINTING

Extra speed and acceleration to reach the ball faster – beat opponents – stay with your opponent or avoid your marker

STRETCHING

Stretching is vital before football matches or training for injury prevention. Improves agility that can benefit skills

REACTIONS

Improved response times benefit all parts of your football game.

DIET AND NUTRITION

Improved overall fitness and performance – reduced recovery time after exercise – better health and resistance to disease.

INSTRUCTIONS FOR THE PLAYERS

Arrive in plenty of time

The matches have been organised by the Scottish Borders Football Development Association

Read the information and rules very carefully, so that you know what you are doing, and that you get maximum enjoyment from these exciting occasions.

Details

1. Arrive each week at least 30 minutes before your kick-off time, so that your opponents are not kept waiting
2. For the matches, full playing kit should be worn, including boots and shin guards. If you wear jewellery or spectacles, these should be taken off before you start playing.
3. There will be an SFA match supervisor or referee in all the development matches, so read the rules carefully, so that you know what you are doing.
4. Encourage your parents and friends to come and watch.