

## Yorkshire Junior & Youth Team Manager roles and responsibilities 2025

All Team Managers should have a copy of the relevant rules and a working knowledge of the current constitution.

1. On the arrival of both teams for the matchday fixture both Team Managers should make contact with each other as soon as is possible.
2. Confirm whether a video or camera will be used by anyone from their clubs and if so that they have been officially appointed by them and both clubs agree with this to take place. No footage should be made public unless both teams agree.
3. The **home** Team Manager must make sure the Matchday Information Sheet (MIS) has been fully completed including players, technical area officials and print only their name at the bottom for reference and then pass this onto the visiting Team Manager to do the same, once all details have been completed then return this to the home Team Manager.
4. Completing the Matchday Information Sheet. Ensure you put BOTH team names, the age group, date and whether it is cup/league/friendly then print all your players names against their corresponding shirt number - this will aid the official for identification and the wrong players are not sent off or reported. Please write clearly in BLOCK CAPITALS.
5. Once completed the Matchday Information Sheet should be checked against the players ID whilst doing the ID card check to make sure the names on the Matchday Information Sheet correspond with the ID cards, this MUST be done before the kick off.
6. Please note that should no ID cards be available or a team has no GDM, Coach or First Aider the game cannot commence and will be awarded 18-0 to the opposition unless an agreement to play the game in the next 3 days by both teams is agreed (if there is a First Aider present who agrees to do both teams, the game can go ahead). Friendly games by the teams on the day are not allowed.
7. Should a matchday official request the name of anyone connected to your club this includes players and officials and any friends or relatives within your club then that name must be given (if known) immediately, if not known then the name of the person must be found out and submitted to the official asap.
8. Once the game has finished both Team Managers must meet and complete the matchday information sheet with the Matchday official and get the Matchday official to confirm the score. It is at this point both Team Managers should sign the form.
9. Any club official reported for trying to influence the official's decision on sending in reports will be reported to discipline
10. The home Team Manager is responsible for sending in the Matchday Information Sheet to the relevant Fixture Secretary

Due to the amount of abuse that is happening on our touchlines the League have a two point warning. If a team within your club is reported for any form of abuse and found guilty the club will also receive a warning on top of what the individual or team has received. Should another case of abuse within your club be reported and found guilty then a final warning will be issued. Should a third report of abuse be found guilty then the club will be fined £250 Please ensure your club/teams are made aware of this penalty!