

# CLUB TASKS AND TIMELINES

## 2023 JL & MR COMPETITIONS

30/01/2023

Dear Club Representatives,

To assist your planning and administration, this document has been developed to provide Junior League (JL) & MiniRoos (MR) clubs with a list of timelines and key tasks leading into the 2023 season.

### SUMMARY OF KEY TIMELINES

Date	Milestone	Who	Status
Prior to any Trials or Training Sessions being held	Trial / Training Sanction Form	Clubs	Ongoing
24-Nov-2022	ACT Sportsgrounds Winter Allocation Form Sent	CF	Complete
25-Nov-2022	2023 DRAFT JL & MR Calendar Released	CF	Complete
28-Nov-2022	Fees Released	CF	Complete
1-Dec-2022	Registration Package Set Up Open	Clubs	Ongoing
5-Dec-2022	ACT Sportsground Winter Allocations Due	Clubs	Complete
14-Dec-2022	Nominations open (Clubs to start adding teams in Dribl)	CF/Clubs	Upcoming
14-Dec-2022	Match Schedule Information Form Released	CF	Upcoming
16-Dec-2022	2023 JL & MR Competition Regulations Finalised	CF	Upcoming
1-Jan-2023	Registration Window Opens	CF	Upcoming
27-Jan-2023	JL & MR Match Schedule Information Due	Clubs	Upcoming
10-Feb-2023	Club Affiliation Form Due	Clubs	Upcoming
1-Mar-2023	Team Nominations Due	Clubs	Upcoming
6-Mar-2023	Preliminary Allocations Released	CF	Upcoming
9-Mar-2023	Preliminary Allocation Feedback Requests Due	Clubs	Upcoming
17-Mar-2023	Age Exemption Requests due	Clubs	Upcoming

29-Mar-2023	Draft Fixture Feedback Due	CF	Upcoming
24-Mar-2022	Draft Fixtures Released	CF	Upcoming
6-Apr-2023	Final Fixtures Released	CF	Upcoming
15-Apr-2023	Round 1	CF / Clubs	Upcoming
March (Date TBD)	Pre-season Meeting	CF / Clubs	Upcoming
4/5 March 2023 (TBD)	Female Football Event	Clubs/CF	Upcoming
30 April 2023	Clubs required to have booked all grounds allocated to them	Clubs	Upcoming

## KEY TASKS

Task	Action Required by Club
Trial/Training Sanction Form	<ul style="list-style-type: none"> <li>All clubs are asked to submit their trial/training information to Capital Football for sanctioning, via the <a href="#">Post Season Trial / Training Sanctioning Form</a>.</li> <li>Trials/training sessions must be sanctioned, for participants to be covered by insurance.</li> </ul>
Match Schedule Information	<ul style="list-style-type: none"> <li>The 2023 JL &amp; MR Competitions Calendar has been communicated to all clubs. This calendar will be made available on the CF website early 2023.</li> <li>For the 2023 season, CF will ask clubs to assist us with how we formulate our schedules regarding how many fields are available at a certain time slot, what competitions you would fixture on what fields to alleviate the burden on clubs.</li> <li>For ease of administration, CF will rollover match schedule information from 2022. If clubs have any proposed changes, these are required to be communicated to us by COB 27 January.</li> </ul>
Club Affiliation Form	<ul style="list-style-type: none"> <li>We ask that all clubs please complete the <a href="#">2023 Club Affiliation Form</a> by COB Friday 10 February.</li> <li>Only Clubs who have submitted this Club Affiliation Form will be able to commence registering through Play Football on the registration opening dates</li> </ul>
Registration Package Set Up/Registration Windows	<ul style="list-style-type: none"> <li>As noted above, Registration Package Set Up has commenced. This process began 1 December.</li> <li>The registration window opens Wednesday 4 January and will close Friday 30 June.</li> <li>If clubs require Play Football training, please let us know at your earliest convenience so we are able to assist.</li> </ul>
Nomination Form	<ul style="list-style-type: none"> <li>Clubs are asked to complete their Team Nominations through Dribl, using the guide provided, which can also be found on the <a href="#">Dribl for Competition Management</a> page on the CF website.</li> </ul>

	<ul style="list-style-type: none"> <li>• We ask that this task is completed by 1 March to ensure plenty of time for fixturing.</li> <li>• If you don't think that your club is able to meet this deadline, please let us know as early as possible so that we will be able to work with you.</li> <li>• Clubs can label their team as they wish (using numbers or a team name).</li> </ul>
Team Lists	<ul style="list-style-type: none"> <li>• Clubs are required to have all players mapped into Dribl prior to 12 April 2023.</li> <li>• Clubs are to update Capital Football when players are to be added/removed from team lists.</li> </ul>
Team Allocation Process	<ul style="list-style-type: none"> <li>• Upon receiving the preliminary allocations from CF, we ask you to look through and provide feedback regarding any teams have been missed off the document, or if teams may have accidentally been put in a wrong division.</li> <li>• For further information, please see below for further information</li> </ul>
Age Exemptions	<ul style="list-style-type: none"> <li>• Clubs are asked if they could please have all their age exemptions requested through the <a href="#">Age Exemption Request Form</a> by Friday 10 March to ensure that all players are processed before the commencement of the season.</li> <li>• We will still be able to process these after the commencement of the season for any new players.</li> </ul>
Trial Matches	<ul style="list-style-type: none"> <li>• Clubs are required to complete the <a href="#">Trial Match Request Form</a> for any inter club trial matches (i.e. trial matches that are against another club), played either against other CF clubs or other Member Federation clubs.</li> <li>• The form should be completed by the home club, except where you are playing another Member Federation club (as the CF club must complete this form).</li> <li>• This form must be submitted a minimum of seven (7) business days prior to the trial match being held (please note this has been altered from previous seasons where it was five business days to ensure referee coverage can be provided).</li> </ul>
Pre-season Meeting	<ul style="list-style-type: none"> <li>• The JL &amp; MR pre-season meeting will be held in March, with the date still to be decided.</li> <li>• We ask that where possible, all Clubs send at least one (1) representative per team and any relevant Club Officials. More information will become available in the new year.</li> </ul>
Allocations Period	<ul style="list-style-type: none"> <li>• Allocated sportsgrounds, once granted to a sport are protected from the 1st of February – 30th April. As of the 1st of May, any unbooked grounds become available to anyone to hire. It is important that all clubs are aware that an allocation does not constitute an actual ground, it is simply a reservation. Hirers are required to submit an online booking to secure their allocations. The booking system will open to accept winter 2023 bookings, midday 1st February 2023.</li> <li>• For further information on the ACT Sportsgrounds Service Charter, please click <a href="#">here</a></li> </ul>

## 2023 JUNIOR LEAGUE AND MINIROOS KEY INFORMATION

### COMPETITION REGULATIONS

The 2023 Junior League and MiniRoos Competition Regulations will be released 15 December 2022. Capital Football will send out a Key Amendments document to highlight any changes from 2022 in January 2023.

### KICK OFF TIMES

There will be no changes to the match day and kick off times for all Junior League and MiniRoos competitions for the 2023 season. Please see the confirmation of days and kick off times below:

Age Grade	Match Day	Kick Off Time
Under 10	Saturday	11.30am
Under 11	Saturday	12:30pm
Under 12	Saturday	1:45pm
Under 13	Saturday	12.30pm
Under 14	Saturday	1:45pm
Under 15	Saturday	3:10pm
Under 16	Saturday	3.10pm
Under 18	Saturday	3.10pm

*Note: CF Management reserves the right to amend the match times listed above.*

### SQUAD SIZES

In accordance with the 2023 JL & MR Competition Regulations, for the 2023 JL & MR Season, the following recommended maximum number of players per squad are permitted in each age grade:

Competition	Age Grade	Total Players
JL	U18	18
JL	U16	18
JL	U15	18
JL	U14	18
JL	U13	18
JL	U12	14
MR	U11	15
MR	U10	15

### ALLOCATION PROCESS AND PRE-SEASON ROUNDS

Capital Football will not be undertaking Pre-season Grading rounds in 2023. Instead, Clubs will nominate their preferred division based on the players and results the team includes and received in the 2022 season. CF will review these based on the information in Dribl and review where necessary.

- CF receives Team Nominations from affiliated clubs
  - Clubs will nominate the team in its preferred division.
- CF will send out preliminary allocations, to which Clubs can then Request to Challenge any adjustments that may have been made.

3. CF will then make changes where possible, understanding that some changes will be made to provide competitions with optimal team numbers, or where divisions may not have had enough teams to go ahead, among other factors.
4. CF reserves the right to adjust these during the competition where necessary.

## TEAM SHEETS

Team Sheets will continue to be used through Dribl. It is necessary for ALL age grades and Divisions in CF administered competitions to complete the Team Sheets (Including MiniRoos competitions).