



UK Futsal Leagues – Managers Information 2024/2025

U7 to U14 age groups the below guidance should be used by all managers running teams.

Always assume that you have a fixture every month unless you have requested to use your one postponement and it has been approved.

Always have a hard copy (or on your phone) of the latest version of your squad with you for every match played (this must have the player photo ID so you cannot use the Matchday App for this). If you have any issues printing/downloading this from the FA Competition portal then contact your Club Secretary.

In the week before advise opposition of kit colours and confirmation at least 5 clear days prior to playing the match. Confirm kit colour and if there is a clash the AWAY team must change.

As notified at the AGM the approved League KO times are between 10am and 3pm.

Referees will be allocated to matches by the league. You will be notified of your referee 5 days before the scheduled KO.

Matchday

When the opposition manager/coach arrives ensure that you swap/share your hard copy of your squad list. If swapped then this should be given back at the end of the game.

If as a team manager/coach you have any objections with the dimensions of the pitch, goals or other facilities of the venue then you must advise the league with an email within 3 days to admin@ukfutsal leagues.com outlining the objections that you raised.

If on the day of the fixture you have any queries on a player's eligibility then you must inform the opposition, **but the player should be allowed to play**. After the game inform your Club Secretary of all the details and they should raise a protest with the League through sending an email to admin@ukfutsal leagues.com



If there are any incidents that you want to report about the fixture send an email within 5 days of the fixture to admin@ukfutsal leagues.com

Score Reporting

Before 6pm on the day of the match text the result to Full Time e.g 2-1. However, the exception to this is if you are registered to send in results for more than one team, in which case you need to add your team code, which you need to add after the result so that Full-Time can identify which team is being reported. All team codes have been set in the format of AANN where the first 2 letters are the same across each Club e.g ZX50, ZX51, ZX52 etc. So if you are a manager reporting 2 team results you would need for example to send 2 texts 2-1 ZX50 1-2 ZX51 The code is in the SMS that you receive from the Full Time Match stats

Reporting For Season 24/25

Following a safeguarding review The FA has changed the way that player information is presented on Full Time. Please read the following Full Time update
<https://grassrootstechnology.freshdesk.com/support/solutions/articles/48001259336-full-time-youth-playername-removal>

Before 10am on the Thursday following the match ensure that you have sent all the matchday result requirements (players, referee, markings etc.) to Full Time. If you are using the matchday app to submit this then you must check Full Time to see that the information sent has been fully received.

Remember it is the Managers responsibility to ensure that the list of players who played in each fixture has been successfully recorded in Full Time. If the list of players is not in Full Time then the Team will be charged and fined. If for any reason you are having issues submitting your result, team sheet or in accessing Full Time send an email to admin@ukfutsal leagues.com