



**ENGLISH CLUBS CHAMPIONSHIP
SOUTH WEST LEAGUES
SEASON 2017-2018 – NEWSLETTER 2 – AUGUST 2017**

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Result Cards

These are enclosed. Different Leagues use different cards so please ensure you use the correct card for the correct league. The level each card belongs to is shown on the card to assist you. For clubs playing in deregulated leagues please consult your local rules which are in the process of being updated on the SW website. These show the details of how much information is required on the cards. However please note ALL clubs are required to send a card in from home AND away games.

Registration

For those first teams who register players for league games, please find enclosed a list of your players. This is correct up to the date shown at the foot of the sheet. It is vital you check **NOW** that all the players you plan to use in your opening games are registered. If they are not they will need to complete a new form.

The November 2014 form remains current. However a new form is imminent. The current and – when it is available – the new form can be downloaded from the SW website. **The November 2014 (Edition 22 form) will cease to be valid after 30th September 2017.** A reminder faxed or emailed forms are not accepted for normal seven day registrations. Also remember the limit is 100 players per club (NOT per team).

Please remember if a player is receiving “material benefit” as defined by the RFU Regulations he **MUST** be on a contract. If the player is already registered there is no need to re-register him, but his contract must be sent to Twickenham for their approval and his record on GMS will then be updated.

An SAE **MUST** be enclosed with all postal registrations – you might be able to check on line if a registration has gone through – but if there is a problem with the form how can we send it back? If sending items by Special Delivery it is always helpful if you email us the tracking number.

Remember you **NEED TO** have a completed registration form signed by the player within the last 28 days before you register a player on line. Any club who fails to do this is liable to deduction of up to 10 points.

Please double check your player registration list before selecting your team, if a player is not on it – **DO NOT** play him (unless you are playing in a deregulated league and the rules pertaining to it allow).

Fixture Changes

Most details of agreed fixture changes are now shown on the RFU website. The remainder are being processed and will appear soon. We are also chasing responses where one team has asked for a change but their opponents have not confirmed their agreement. The only changes permitted now are where two clubs wish to bring a game forward.

Reporting Results

A reminder, when playing at home, you must report your result by 5.30pm on a Saturday (or within an hour after the finish for games played on other days). You can telephone 01822 678007 or text the score to 07797 800102. Please use the correct number – you cannot phone the text number or send a text to the phone number. If either side has scored 20 points or more you need to know the number of tries scored. **PLEASE** include this information when sending a text or have it available when you call. We cannot wait on the line while you go off to find it. Also remember you must give the home team's score first regardless of who won.

If a game is called off, for whatever reason, the home side is responsible for reporting it. This must be done by 3.30pm. If bad weather is forecast see the guidance notes on the website, and in particular keep your league secretary informed.

Finally if a game is delayed by the late arrival of a team or match official or held up due to injury such that it will not finish in time to meet the 5.30pm deadline you **MUST** call before 5.30 to inform the results office of the delay.

If texting the result please do not use “smileys” for any reason. Owing to technical issues with the text service, the whole message will not be delivered if anything other than alpha-numerical characters are used.

League Secretaries

Contact details for your league secretary can be found on the website. This is your first point of contact for day to day matters – excluding registrations which should be directed to the Admin Office.

Deregulated Leagues

The rules appertaining to the deregulated county leagues are being finalised and will be posted on the SW website (www.swrugby.co.uk) as they become available.