

## Competition Terms and Conditions 2020-21

### AoC Sport Terms and Conditions for entry to League and Cup Competitions

The uncertainty around COVID-19 means we are all working under the most challenging circumstances we have ever faced. In issuing the 2020-21 entry form we recognise that it will be very difficult for institutions to fully commit due to the lack of clarity on when things may get back to normal.

The information you provide will be treated as an intent to enter, rather than a commitment to enter and will help us in planning the season. You will be given the opportunity to confirm your entry before invoices are issued.

#### *Competition Entry*

1. AoC Sport will only consider applications for entry that are completed using the Naqoda competition management system.
2. All entries received by Friday, 5 June will be considered for inclusion in the 2020-21 league and cup competitions.
3. Applications received after Friday, 5 June and before the start of the playing season will only be considered if there is a space in the league or cup competition.
4. Where there is no place in the competition, the institution will be placed on a waiting list in the order of the receipt of their online entry.
5. The format of the leagues will be determined using the quality aspiration in which teams are, as far as possible, evenly matched, the number of fixtures played is maximised and travelling for regional leagues does not exceed 100 miles or 2 hours each way for each fixture.
6. The Regional Operations Group may decide to place non-college entrants in separate leagues from colleges.
7. Ultimately, all decisions on competition entry are at the absolute discretion of AoC Sport.

8. Applications from teams who wish to play out of region will only be accepted if playing out of region does not compromise the league quality aspirations. If the league quality aspirations would be compromised, a unanimous positive decision from a majority of the other teams in the league is required for the team to be accepted.
9. Institutions competing in AoC Sport football competitions must submit their 2020-21 County FA affiliation number to AoC Sport by 30 June 2020.
10. In entering AoC Sport league and cup competitions you are agreeing to play in accordance with the League and Cup Rules (available in the resources section of the AoC Sport website) and commit to play on the dates identified on the competition calendar. Failure to do so may result in the match being forfeited, a fine or withdrawal from the competition.
11. Fixtures in AoC Sport competitions must be prioritised over fixtures in any other competition unless stated otherwise in the sport specific rules.

### ***Administration of Teams***

12. Communication will be made via the person who has been identified by each institution as the Club Administrator.
13. The Club Administrator must have an email address and a telephone number with answering service.
14. The Club Administrator will have the responsibility for using the Naqoda competition management system, FA Full Time or any other system identified by AoC Sport for inputting results, rearranging cancelled fixtures, player registration, referee payments, game planning, travel coordination, handling information and liaising with AoC Sport.
15. The Club Administrator may create Team Administrators who can register players, amend fixtures and input results for specific teams.

### ***GDPR***

16. One of our responsibilities as a data controller is to be transparent in our processing of your personal data and to tell you about the different ways in which we collect and use your personal data. AoC Sport will process your personal data in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Please visit <https://www.aocsport.co.uk/wp-content/uploads/2018/09/GDPR-Privacy-Statement-Final.pdf> for our Privacy

Notice, which explains how we process your personal data and the rights you have with respect to your personal information. We may update our Privacy Notices at any time.

17. In completing the online entry form the Club Administrator gives permission for their name, email address and telephone number to be added to the Find a Competitor section of the AoC Sport website, a password protected area which is only accessible to competition entrants.
18. In completing the online entry form you give us permission to share your personal information with payment processors, data analysis CCTV contractors and IT services (including the AoC CRM, AoC Sport website, Naqoda competition management system, FA Whole Game system, video and teleconference services), all being fully compliant with the provisions of GDPR.
19. Player registration is required for every AoC Sport competition prior to the first match in that competition. Under GDPR regulations, this is regarded as a legitimate interest.
20. In entering AoC Sport league or cup competitions you agree to exchange team sheets before each game as, under GDPR regulations, this is regarded as a legitimate interest. You also agree to inform your students that their name will be shared with opposing teams and their name and date of birth will be shared with AoC Sport.
21. It is the responsibility of all teams playing in AoC Sport competitions to ensure that their players have adequate personal insurance.

### *Invoicing and Payments*

22. Invoices will be based on the competition entries as showing on the institution's Naqoda entry form on the first day of the playing season (currently 9 September 2020).
23. Payments must be made within 30 days of the issue of the invoice. AoC Sport reserves the right to suspend from competition any institution that does not make full payment within 30 days.
24. Teams that withdraw from league competitions within 14 days of the start of the season will be still be required to pay their entry fee. Withdrawals received between 14 days and 28 days after the start of the season will result in a fine of £100. Withdrawals received between 29 days and 42 days after the start of the season will incur a £200 fine and thereafter a £400 fine will be imposed.

25. To protect the financial viability of its competitions, AoC Sport reserves the right to refuse the application of any institution that it has had to pursue for unpaid debts or where there is evidence that the institution has unpaid debts with any other provider of competitions.

### ***Definitions***

***Club administrator:*** The individual within each institution who has the responsibility for completing the online entry form, inputting results, rearranging cancelled fixtures, player registration, referee payments, game planning, travel coordination, handling information and liaising with AoC Sport.

***Competition:*** Any league, cup, regional or national tournament played under the name of AoC Sport or ECFA.

***Competition Administration Officer:*** The person or persons with responsibility for creating fixtures, recording scores and handling protests.

***GDPR:*** The General Data Protection Regulation 2016/679 is a regulation in EU law on data protection and privacy for all individuals within the European Union and the European Economic Area.

***Institution:*** Any further education college, 6th form college, school, academy, training provider, club or provider of post-16 education that is competing in AoC Sport or ECFA events.

***Participant:*** Institution, institution staff, player, coach, official, match official, and all such persons who are from time to time participating in any activity organised either directly or indirectly by AoC Sport.

***Playing Season:*** The period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

***Regional Operations Group:*** The representatives of each college in membership of AoC Sport who are invited to attend three meetings each year at which competition rules and league structures are determined.

***Rules:*** These rules under which the Competition is administered.

***Team Administrator:*** A person approved by the Club Administrator, with access to online competition management systems, who can upload results, amend fixtures and register players for a specific team.