

# THE MALCOLM HUNT MIXED HOCKEY LEAGUE – SUMMER 2011

## RULES

The League shall be known as "**The Malcolm Hunt Mixed League**" and shall be referred to as such in all publicity material published by the League or its constituent clubs. "The Malcolm Hunt Mixed League" shall be organised by the 'Malcolm Hunt League Administrator' (to be known as the "MHLA" or "League Administrator").

### TERMS & CONDITIONS OF HIRE

All players are to strictly adhere to the Terms & Conditions of Hire & Usage as published on the website. **The whole site has been designated a NO SMOKING ESTABLISHMENT and as such smoking is NOT permitted once entering the main gates of the school.**

**Please note that parking is to be in the North Court; There is to be absolutely no parking on the Russell field, which is adjacent to the Pitch, or the pavilion parking area – such parking will be liable to wheel clamping and league points WILL be deducted.**

These rules may be amended at any time and will be enforceable no less than 10 days from the date of display on the website

## RESULTS

Results must be notified to the League Administrator via e-mail and posting of the Result Card. EMAIL to [admin@hitchinsports.co.uk](mailto:admin@hitchinsports.co.uk) TELEPHONE RESULTS (01462 459583) SHOULD ALSO BE CALLED IN BY BOTH PARTICIPATING TEAMS BY 5.00PM FRIDAY, IN THE WEEK THAT THE MATCH IS PLAYED. The 5pm Friday deadline does not cover the arrival of the Result Card. The website will be updated each week on a Friday assuming the above has taken place, please ensure your results are communicated ASAP.

All results must be confirmed in writing on the Result Cards provided by the League Administrator which are to be posted back to the League Administrator. **(Each team is responsible for posting their Result Cards; these are displayed on the Fixture List).** Should a team not send in a cards then **they will forfeit points** since this is the definitive record of the game; such point deduction shall be at the sole discretion of the League Administrator.

The card must be signed by BOTH UMPIRES who will confirm the result and any disciplinary cards awarded.

## MATCH FEES

Match Fees to be **£56.00 per team per game** - to cover all administration, registration, pitch and floodlighting costs.

Cheques to be made payable to 'HBS Charitable Trust Pitch A/C'.

If cheques are not 'named club accounts', team name to be written on reverse.

The payment arrangements are as follows with one of **three** options:

- Full payment at start of league £840.00
- Post-dated cheques for each month as follows:

1.	May	5 games	£280.00	dated May 1 <sup>st</sup> 2011
2.	June	5 games	£280.00	dated June 1 <sup>st</sup> 2011
3.	July	5 games	£280.00	dated July 1 <sup>st</sup> 2011

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- Post-dated cheques for each week dated the Monday of the week you are playing.
  1. 15 cheques for £56.00  
All cheques to be marked clearly on the reverse to which game the payment(s) relates.

## PENALTY POINT SYSTEM

Teams have up to seven days from the date of their first match to deposit their cheque(s).

Failure to deposit these cheques will result in penalty points which will accumulate every week until the cheques are received. 'One' point will be deducted from the league table for every week that the cheque(s) are not received and will be at the sole discretion of the League Administrator.

## FIXTURE CHANGES

Clubs must notify the League Administrator if a rearranged date is required *and* of any cancellations.

The Club causing a cancellation will be responsible for notifying the opposition and the MHLA. ***Cancellation for no valid reason, will be deemed a match result of a 3-0 forfeit.***

Clubs causing a cancellation ***for no valid reason*** (i.e. not turning up for a fixture or giving short notice of inability to play, such interpretation of 'valid reason' shall be at the sole discretion of the League Administrator) will be required to pay their own match fee ***and*** 100% of their opponent's fee. The opponents will not be required to pay match fees for a fixture, which has been cancelled due to 'no valid reason'.

## DRESS

To avoid colour clashes the second listed participating team will be required to wear reserve white team shirts or bibs. The goalkeepers of all teams must wear jerseys different in colour from those of their own team. All teams to bring bibs of different colour to their team colour.

## REGISTRATION FEE

ALL fees are covered by Match fees.

## MATCH POINTS

<b>WIN</b>	<b>3 POINTS</b>
<b>DRAW</b>	<b>2 POINTS</b>
<b>LOSE</b>	<b>1 POINT</b>
<b>CANCELLATION FORFEIT</b>	<b>3 POINTS*</b>

\* See 'Fixture Changes'

In the event of the league points ending in a 'draw', the following categories will be taken in succession:

<b>A</b>	<b>-</b>	<b>GOAL DIFFERENCE</b>
<b>B</b>	<b>-</b>	<b>GOALS SCORED</b>
<b>C</b>	<b>-</b>	<b>GOALS CONCEDED</b>

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In the event that these still do not provide a 'winner', a mutually convenient time shall be set between the two named clubs for either another match *or* a penalty flick barrage at the discretion of the League Administrator.

## DIVISIONS

All teams will play each other once but will also be allocated a Division, 1, 2 or 3 depending on their final position the previous year. Each year two teams will be promoted and relegated from their division - divisional places will be advised.

In addition to the main league cup there will be two smaller cups for Divisions 2 & 3. This means that there is something for each teams to play for every match since even if a team expects to loose the number of goals conceded will affect their points in their division and hence their chances at winning the Divisional cup.

Any new teams joining the league will start in Division 3. In the event that a team wins the league as well as their division then, in these circumstances, the runner up will be awarded the divisional cup.

## MATCH TIMES

**Match time has been broken down into: -**

- 10 minutes - 'on pitch' warm-up time
- 30 minutes - each way
- 5 minutes - half time

= 1 hour 15 minutes

**There will be two match periods used:-**

- (A) 19.30 - 20.45
- (B) 20.45 - 22.00

Punctuality MUST be adhered to for start/end times. A shorter game period will be allowed if teams are in agreement.

## FLOODLIGHTING

Floodlighting (when used) AUTOMATICALLY turns off at 22.00.

## UMPIRES

Each team to provide a **competent** umpire.

## FIXTURE LIST INFORMATION / WEBSITE

The league table will be displayed on the website [www.hitchinsports.co.uk](http://www.hitchinsports.co.uk) and will be updated each Friday for the duration of the league. Fixture list information will be displayed and teams will be able to download their Fixtures by clicking on their team's initials in the league table. Teams may also download the league table and these rules.

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## DISCIPLINE

All league matches shall be played in accordance with the current rules of hockey, however this is a pre-season "Friendly" league and all players should treat it as such. The HA rules on disciplinary procedures automatically apply when neutral umpires are appointed, but clubs are expected to apply the same procedures to their members when neutral umpires are not available or appointed.

A player receiving a yellow card may, depending on the circumstances, be banned from a subsequent match or matches, such banning will be at the sole discretion of the League Administrator. A player who receives THREE yellow cards in one season in league matches shall be deemed to have received a RED card and will be automatically suspended by his club for the rest of the league. Such suspensions will be advised to the appropriate League Secretary by the club of the player concerned. If the third yellow card occurs on the last league match of the season, the penalty shall be carried forward to the first three league matches of the next season, irrespective of the club for whom he/she plays.

Red cards issued will mean the player is automatically banned for the rest of the league games. If this occurs on the last league match of the season, the penalty shall be carried forward to the first three league matches of the next season, irrespective of the club for whom he/she plays.

## UPDATES

These rules may be changed at any time by the League Administrator. The most recent update will be posted on the website [www.hitchinsports.co.uk](http://www.hitchinsports.co.uk).

**The Malcolm Hunt League Administrator**  
**30<sup>th</sup> March 2011**

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## TERMS & CONDITIONS OF PITCH HIRE & USAGE

The Malcolm Hunt Memorial All Weather Hockey Pitch ("Pitch") is situated in the grounds of Hitchin Boys' School, Grammar School Walk, Hitchin SG5 1JB ("Site"). The Pitch is owned by Hitchin Boys' School Charitable Trust which is a Registered Charity No. 801251 and is managed by Benslow Management Consultants of 26 The Avenue, Hitchin SG4 9RJ the "Manager". The Site has been designated a **"NO SMOKING ESTABLISHMENT"** and smoking is not permitted on any part of the Site.

### 1. Bookings

The Pitch is offered for hire to individuals and/or organisations, the ("Hirer") strictly under the conditions specified in this document ("Terms & Conditions"). In each case the person responsible for booking will remain solely liable for the hire of the Pitch and for ensuring that these Terms & Conditions are advised to and adhered to by all players, participants and supporters. Should any of the Terms & Conditions not be complied with the booking will be cancelled without any refund.

The playing on the pitch and/or the return of the Booking Confirmation Form with the Booking Fee signifies acceptance of these Terms & Conditions of Pitch hire which may be amended from time to time and which will be displayed on the website [www.hitchinsports.co.uk](http://www.hitchinsports.co.uk).

The Booking Fee of £50.00 may be offset against the final payment unless it has been forfeited under Sections 11,12 and 14.

### 2. Period of Hire

The booking period is to include time for equipment to be set up, taken down and/or stored. Hirers must leave the Pitch immediately their booking slot has finished.

### 3. Pitch Rates

It is the Trust's policy to review all prices and charges annually and rates are operative from 1st September each year.

### 4. Payment

Block Booking payments must be made 10 days before the payment due date specified on the Block Booking form.

Individual bookings will be invoiced in 10 week periods (unless otherwise expressly agreed) and payment must be made in full 10 days prior to the first booked date.

Cheques are to be made payable to **"HBS CHARITABLE TRUST"**

### 5. Cancellations

**Block Bookings:** A regular user is permitted 1 cancellation per 25 continuous bookings on a pro rata basis during the year (operative from 1st September). If the Hirer exceeds the number of cancellations permitted the full charge will still be levied. At least 4 weeks written notice must be given otherwise the full charge will be levied.

**Individual Bookings:** There will not be a refund for cancellation of any Individual Bookings.

**Weather:** It is recommended that insurance be taken out for cancellation in the event of bad weather such as snow or ice. It is rare that the Pitch is closed for bad weather and Hirers would be notified via the website. Cancellation is usually at the discretion of the Hirer. The Trust will not be liable to make a refund in such an event.

### 6. Administration Fee

If a booking is requested to be amended or changed then there will be an additional fee of £30.00 payable.

### 7. Insurance

The Hirer shall indemnify the Trust against all actions, costs and demands in respect of damage or injury to a person or property which may arise out of the Hire of the Pitch. Hirers are requested to take out adequate insurance of at least £5 million against any reasonable foreseeable risk.

Hirers who provide any form of paid or free instruction or coaching during the Period of Hire, must have adequate insurance. The Trust recommends a minimum of £5 million public liability insurance.

### 8. Qualifications

All coaches, instructors and teachers etc. hiring the Pitch for the purpose of teaching others may be required to produce evidence of a suitable qualification before confirmation of the booking can be made.

### 9. Floodlighting

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The charge for floodlights will be detailed in the Booking Confirmation Form. Floodlights will be switched off at 10:00 p.m. promptly.

## 10. Changing Room Facilities – The Pavilion

The new Pavilion, situated adjacent to the Pitch, is available for the use of Pitch Hirers. Access to the pavilion is via the changing room doors and NOT the main entrance.

The Pavilion will be managed and there are male, female and disabled changing facilities and showers together with lockers. Valuables should not be left in the changing rooms.

There are discrete CCTV cameras placed throughout the Pavilion complex.

Refreshments may be available on certain evenings.

The weekend availability of changing facilities will be at the discretion of the Trust.

## 11. The Russell Field

The Russell field is adjacent to the pavilion and provides an access point for maintenance to the site. On no account are vehicles of any description to be driven across or parked on this field. Should vehicles be parked they will be clamped and incur a £50.00 cash release fee. All vehicles MUST remain in the North Court.

## 12. Parking

Access to the pitch is via the main gates in Grammar School Walk and parking is available in the North Court; under no circumstances must the Russell Field be used. The Fishponds Road entrance is for the sole use of the tennis courts adjacent to the pavilion. Any cars parked in the Russell Field or by the pavilion will be clamped and the deposit will be forfeited as well as being charged by the clamping company.

## 13. Refreshments & Litter

Chewing gum, food or drink (except water) is expressly forbidden be taken inside the perimeter fence of the Pitch.

All litter is to be removed or placed in the bins provided.

## 14. Footware

The Pitch surface is primarily for the game of Hockey and as such only soft soled training shoes are permitted on the Pitch.

- STUDS OF ANY DESCRIPTION ARE **NOT** ALLOWED.
- MOULDED STUDS OF ANY DESCRIPTION ARE **NOT** ALLOWED.
- BLADES ARE **NOT** ALLOWED

There will be random boot inspections and any player wearing non-approved footwear will be asked to leave the Pitch immediately and may be banned from future use of the Pitch. Any player found wearing **non-approved footwear will incur a fine of £50.00** which shall be payable by the Hirer within 7 days of such an offence. Should the fine not be paid within this period the booking will be suspended until such time as the fine is paid; should the fine remain unpaid the Booking Fee will be forfeited. The interpretation of approved footwear shall be at the sole discretion of the Manager. If there is persistence from a Hirer's players the booking will be terminated without refund.

## 15. Equipment Usage

- The weights and chains provided for the football goals are to be used at all times.
- There are to be at least two people assisting when moving a football goal.
- With the exception of Hockey, the pitch is to be used across its width and NOT down its length
- The hockey goals are NOT to be used for football.

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## 16. General

- All accidents and injuries are to be reported as soon as possible to the Manager.
- Any damage to or faults with any equipment, fixtures or fitting is to be reported to the Manager.
- Absolutely No Smoking in any part of the Site.
- Under no circumstances is anyone permitted to climb or attempt to climb the perimeter fence of the Pitch.
- Cars are not permitted on Russell Field, the adjacent field to the Pitch, and must remain parked in the North Court. Hirers are advised not to leave any valuables in their vehicles.
- No animals are allowed inside the perimeter fence of the Pitch.

Any abuse of the above conditions will result in a charge being levied to the Hirer and facilities being withdrawn.

## 17. Data

The Trust complies with the Data Protection Act 1988.

Information supplied will be held by the Trust in order that we can provide you with the best possible service. The Trust may use this information for marketing purposes.

Please advise the Manager of any changes in your details as soon as possible.

The Hirer consents to the Trust holding information contained within the submitted Booking Confirmation Form.

## 18. Amendments

These Terms & Conditions of Hire may be amended from time to time. The latest version may be viewed on the website [www.hitchinsports.co.uk](http://www.hitchinsports.co.uk).

## 19. Acceptance

In submitting a Booking Confirmation Form and/or the paying of an invoice the Hirer confirms that they have read the Trust's Terms & Conditions and agree to abide by those Terms & Conditions.

Pitch Administrator for the Trust

September 1<sup>st</sup> 2009