

Essex Walking Football League



Dear EWFL club representative

I am writing to you in my capacity as EWFL League Registrations Officer.

I hope that you and your club members are looking forward to the new 2024 season. As the start of the season draws ever closer, I should like to advise/remind you about the requirements you need to fulfil in relation to registering your teams and players on the FA's Whole Game System (WGS).

Competition requirements

- All teams must be registered on WGS and linked to the EWFL. If you are entering additional teams this season or this will be your first season in the EWFL, please arrange with your county FA to set up the teams and request that they be attached to the EWFL. The FA will impose an small affiliation fee, and you will be able to obtain insurance (Public Liability Insurance and Personal Accident Insurance) at attractive rates.
- Every team must register at minimum 12 players for every team. So if, for example, you have registered 3 teams in the over 60s age group, you must register at least 36 players.
- A player may only represent a team in an age group when they have reached the minimum age for the group. The only exceptions are goalkeepers (GKs). As you are aware, for this season the concessions are as follows:
 - ⇒ Over 50s. No concessions. GKs must be at least 50 years of age.
 - ⇒ Over 60s. GKs must be at least 55 years of age.
 - ⇒ Over 65s. GKs must be at least 60 years of age.
 - ⇒ Over 70s. GKs must be at least 65 years of age.
- A player may represent more than one club but only in a different age group.

Actions you need to take

The first request that I should like to make is that you allow sufficient time to register your teams and players. As it stands, over 770 players are registered on WGS. I am sure that there will be a number of player transfers and, with new clubs coming on board, I anticipate a flurry of new registration applications.

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Please bear in mind that I have to approve these transfers/new registrations. The last thing I need is to be overwhelmed with requests at the last minute. Don't forget, you are not allowed to include unregistered players in your teams, so it could be to your disadvantage if you leave it to the eleventh hour.

⇒ **Checking the status of current player registrations**

If you already have players registered to your teams, it is essential that you confirm that these players still wish to represent your club. In the past some clubs clearly haven't carried out this essential piece of work (it is a FA requirement that you hold their consent), which can result in unnecessary transfer requests and work.

If players no longer wish to represent your club, or a particular age group within it, please detach them from the club/team.

⇒ **Adding new players to your club/teams**

WGS provides detailed guides on how to create of new player registrations. If you have any problems just give me a call and I will try to advise you.

Before adding a new player, it is important that you check WGS to establish if the player is already registered. You can do this by searching the FA Player database within the system. If this check is positive, you must attach the player to your club using the existing player FA Number (FAN). The FA do not take kindly to having duplicate player records!

If a player is already attached to another club but in a different age group, your registration request will be approved, by me, as a 'dual registration'.

If you are submitting a request to transfer a player to your club from another, please note that there is a 3 days waiting period before I can approve the transfer to allow the club to which the player is already attached to raise any objections. (If any objections are raised that will, inevitably, delay the registration). This will be particularly important as the start of the season grows closer, and could inhibit a player from representing your club if you haven't allowed sufficient time.

It would be very helpful if you could email me when you have submitted registration applications, particularly if you have registered a large number of players at the same time. Unfortunately, the system does not advise me

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when registrations are awaiting my approval, and I can only establish this when I access the system.

I shall be keeping an eye on how registrations are proceeding, and I'll contact you directly if I become worried that you may not be ready in time for the start of the season.

If you have any problems or would like to clarify any player registration matters please do not hesitate to give me a call.

Regards

Peter Osborne
EWFL League Registrations Officer

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