# Matchday Protocol

Clubs are reminded that failure to follow League rules including this Matchday Protocol will be regarded as a disciplinary matter and referred to a disciplinary panel.

## Kick off times

Dates and times of fixtures may be changed with the agreement of both clubs subject to:

* Notification to the Secretary at least six full days in advance of the proposed date and time;
* Provision to the Secretary of documented evidence of agreement by both clubs; and
* Confirmation of agreement by the Secretary.

## Confirmation of arrangements

Home clubs must confirm arrangements with their opponents (and referee) by the Wednesday prior to a Saturday fixture. This includes colours, travel directions, kick off time, post-match hospitality etc. Although it is not mandatory to offer or attend post-match hospitality, it is mandatory to agree whether it will be provided or accepted. Clubs should say if they are unable to attend hospitality when they confirm match arrangements. Failure to keep to what has been agreed could result in disciplinary action.

For midweek matches such confirmation should also be made at least 48 hours prior to the date of the match.

## Pitch inspections and postponements

Clubs must advise the League and their opponents if they think their pitch may be unplayable. Unless all involved have agreed differently, contact should initially be attempted by telephone. League rule G14 covers the procedure for cancelling a match.

## Team Lines

Lowland League team lines must be used in all League and League Cup matches.

## Fair Play Handshake

Both teams should line-up with the match officials in the tunnel prior to kick off. After walking to the half way line they should line-up either side of the officials, facing the crowd. The home team captain should then lead his team in shaking hands with the officials and then players from the opposing team.

## Alcohol at grounds

Clubs are reminded that all Lowland League grounds are designated under the terms of the Sports Grounds and Sporting Events (Designation) (Scotland) Order 2014. In practical terms this means all clubs are subject to the same alcohol controls as clubs in the SPFL and Highland League.

## Live scores and match events

All clubs must fully support the live scores and match events service. Each club is responsible for entering their own squad into the App at least 15 minutes before kick-off and for entering their substitutions during the match. The home club is responsible for entering goals, the names of scorers, cautions, sending offs and any other update as required. The home club is also responsible for ensuring the game is ended on the App within a few minutes of the final whistle.

## Payment of fees to match officials

Clubs must obtain and keep receipts for all payments they make to match officials in connection with their fees and travel expenses.