

Hockey Wales Athlete Transfer Policy



Name of Author	Hockey Wales (Competitions TAG)
Approved by	Board of Directors
Approval dates	June 2018 (version 4) June 2019 (version 5) January 2021 (version 6)
Review Date	June 2021

This Policy relates to transfers involving members of Welsh Clubs

Transfers

1. The transfer of an athlete from one club to another must be completed on a "Transfer Form". The new club must initiate the transfer form and obtain the consent of the athlete, (or parent/guardian where necessary). Both clubs must sign the transfer form.
Transfer forms are not required for transfers during July and August, however, the athlete wishing to transfer must advise Hockey Wales they are changing clubs.
2. **The new club must forward the completed form to Hockey Wales**
3. If the existing club refuses to sign an athlete's transfer form within seven days or withholds the athlete's transfer, then the new club may make application to Hockey Wales to intervene and decide as to whether the transfer should take place.
4. Transfers shall not be withheld unless there are exceptional circumstances, or the athlete is in financial or another dispute with their existing club and/or Hockey Wales.
5. A transfer should normally take no longer than seven days to complete and written notice will be given to both clubs.
6. An athlete can only transfer once during a season unless the club disbands or ceases to play.
7. No transfer will be permitted after 31st December (31st January in 2021) of each year unless approved by Hockey Wales (Competitions TAG). Approval will only be considered in exceptional circumstances or if the club disbands or ceases to play.
8. The rules applicable to each league or competition will apply to transferring athletes i.e. be league or cup tied.
9. The athlete will be eligible to play for their new club, once a minimum of four scheduled league weekends, since their last appearance for their old club, have passed. Please note this does not apply for transfers during July and August.
10. Only one approach shall be made by a club to the same athlete during the current season; see interpretations for the meaning of 'approach' and 'season'.

11. Any club found guilty of inducing or attempting to induce, either directly or indirectly, an athlete or athletes of another club to join their club shall be guilty of misconduct and shall be liable to expulsion or such penalty as the Hockey Wales Disciplinary Panel shall decide; see interpretations for the meaning of 'induce'.
12. As a matter of good practice clubs should record in writing all relevant matters in this section.
13. All above information relates to transfers involving members of Welsh clubs - please contact Hockey Wales if the transfer involves a club in another country (e.g. England or Scotland)

Procedure (Please refer to Flow Chart)

1. English Hockey League teams (i.e. those Men's and Women's teams playing in the Premier Division, Division 1 North, Division 1 South, Conference East, Conference North and/or Conference South) should follow the guidance provided by England Hockey.
2. For transfers between 1st September and 31st December (31st January in 2021) a transfer can be agreed subject to both clubs and athlete completing the transfer form which should then be forwarded to Hockey Wales. Please note that League regulations vary, and these should be checked prior to proceeding further.
3. Between 1st January (1st February in 2021) and 30th June transfers are only allowed in exceptional circumstances when the same procedures as above should be followed.
4. Athletes may transfer during July and August without a transfer form; however, the athlete wishing to transfer must advise Hockey Wales that they have changed clubs.
5. In all situations, the transferring athlete may not play for their new club until confirmation has been received from Hockey Wales (Competitions TAG) and any waiting period, or other, restrictions have been complied with. Confirmation of the transfer will be issued to the existing club and the new club.
6. A copy of the confirmation must also be forwarded to the appropriate league secretary by the new club together with any transfer form that league may require.

Interpretations

'Season' shall mean 1st September to 31st August as appropriate.

'Approach' shall mean that the existing club is informed by the new club or the athlete that there will be discussion as to the transfer.

'Inducing' or "attempting to induce" means that the existing club is not made aware of any discussion as to the transfer.

Where there is any doubt about the interpretation of any of the above, clubs should refer to Hockey Wales to avoid error.

Further Information

For further information about any aspect of the Hockey Wales Athlete Transfer Policy, please contact:

Hockey Wales
Sport Wales National Centre
Sophia Gardens
Cardiff
CF11 9SW

- www.hockeywales.org.uk
- 0300-300-3126
- ✉ info@hockeywales.org.uk
- t [@HockeyWales](https://www.instagram.com/HockeyWales)
- f [facebook.com/HockeyWales](https://www.facebook.com/HockeyWales)

Notification of Athlete Transfer for athletes transferring between Welsh clubs

Athlete's name:

Date of birth:

Address:

Tel number:

e-mail:

Hockey Wales membership number:

Date last played for existing club

Athlete's signature:

(If aged U18 as at 1 January the athlete's parent / guardian MUST also sign to confirm they are in agreement with the change of Clubs)

Name of existing Club

Secretary's name & signature

Name of new Club

Secretary's name & signature

Date of request

Reason for transfer request:

Both the above clubs confirm that in accordance with the normal registration procedures the above-mentioned athlete's registration is to be transferred to the new Club with immediate effect. Please note that failure to complete any of the above information is likely to delay any transfer.

The original **MUST** be posted or emailed to:

Hockey Wales, Sport Wales National Centre, Sophia Gardens, Cardiff, CF11 9SW

email: info@hockeywales.org.uk

- ❖ **TELEPHONED 'TRANSFER REQUESTS' WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES.**
- ❖ **THE ATHLETE CONCERNED IS NOT ALLOWED TO PLAY FOR THE NEW CLUB UNTIL CONFIRMATION OF THE TRANSFER HAS BEEN OBTAINED**

TRANSFERS REQUESTED BETWEEN 1st JANUARY (1st FEBRUARY IN 2021) AND 30th JUNE WILL BE SUBJECT TO BOTH STRICT CONDITIONS AND APPROVAL

Athlete Transfer Flow Chart

