

## How To Organise Your Fixtures

- The League have already notified all club contacts of their teams allocated division and the number of Home matches to be played.
- All matches must be scheduled to be played between 1 April 2026 and 16 September 2026, with any rearranged matches to be completed by 30 September 2026.
- As soon as the League is fully set up - within the next few weeks - you will be notified of the other teams in your division, and their captains' contact details.
- Once the league is set 'live' and visible to all, you will be able to see these details within the OLP, provided the captain has been entered in OLP.
- Home team captains will liaise with the away teams' captains to arrange suitable dates/times for all their matches.
- The opponents must accept one of the offered dates.
- The dates for all teams' home matches will then be entered into OLP by each club's Club Admin.
- You will be notified of the deadline by which all fixture dates have to be input into OLP.
- The Staffs League committee have decided that, for at least the 2026 season, matches that are rearranged must be notified to the relevant Staffs League Divisional Secretary (in line with rules 5 and 7) who will update OLP.
- Once entered into the OLP, Club Admins, Team Captains and Results users CANNOT reschedule, swap Home and Away or adjust a team score.
- Full details and 'How To' information will be emailed to all club contacts as soon as the League is finalised.