



## Measham Welfare FC – Soccer Schools Policy – 2017/18

### Dates and Timings

Measham Welfare FC (MWFC) intends to run its Soccer Schools in line with the term times for Leicestershire. School holiday dates for the county can be found [here](#).

Our Soccer Schools run from 9am until 3.30pm, with registration taking place from 9am onwards. Our coaches will arrive for 8.50am and depart for 3.45pm, and are not obligated to operate outside of these times. The MWFC Soccer School dates for the 2016/17 season are subject to change, but are available to view [here](#).

Please note: it is up to the individual discretion of the course leader to amend the times of these schools. The timings of a session will be changed no later than **one week** prior to the commencement of the course.

### Pricing

The cost of MWFC Soccer Schools varies by course, with a rough guide below. We offer sibling discounts and also the option of booking in for half-days (regular Soccer Schools only), but this is all dependent on availability. As these courses are dependent on the cost of facility hire and a minimum number of participants, please be aware that these prices are subject to change, even in the time between the completion of registration documents and the beginning of a course.

| Course Length | Full Price | Day Price | Half-Day Price | Full Price (2 <sup>nd</sup> Sibling) | Day Price (2 <sup>nd</sup> Sibling) | Half-Day Price (2 <sup>nd</sup> Sibling) |
|---------------|------------|-----------|----------------|--------------------------------------|-------------------------------------|--|
| 1 Day         | £12.00     | £12.00    | £8.50          | N/A                                  | N/A                                 | N/A                                      |
| 2 Days        | £22.50     | £12.00    | £8.50          | £20.00                               | £10.00                              | £7.50                                    |
| 3 Days        | £35.00     | £12.00    | £8.50          | £30.00                               | £10.00                              | £7.50                                    |
| 5 Days        | £55.00     | £12.00    | £8.50          | £45.00                               | £10.00                              | £7.50                                    |

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 Authored by Alex Hinsley

(Review Date – August 2017)

|                                 |        |        |     |        |        |     |
|---------------------------------|--------|--------|-----|--------|--------|-----|
| <b>Goalkeeping<br/>(2 Days)</b> | £25.00 | £15.00 | N/A | £20.00 | £10.00 | N/A |
|---------------------------------|--------|--------|-----|--------|--------|-----|

As indicated above, in terms of a day-by-day rate, the "Full Price" of a course is often cheaper than the "Day Price", as MWFC likes to encourage attendees to remain with us for the duration of a course.

## Aims and Objectives

MWFC Soccer Schools are a unique blend of technical and tactical training with a number of fun elements. We pride ourselves on the quality of our coaching, boasting a number of FA- and UEFA-licensed football practitioners who all act on a voluntary basis. As such, our Soccer Schools feature an intensive learning programme which builds a foundation for learning the Beautiful Game. These technical sessions are incorporated into the daily programme and often consist of the majority of the morning and/or afternoon session.

## Player Rewards

It is common for the lead coach to reward a player or several players with a prize at the end of the course. This can include, but is not limited to: medals, trophies, footballs, and goalkeeper gloves. The cost of this is taken into consideration with the pricing of our courses, and, as such, may affect the daily price per child.

## Remuneration of Coaches

Whilst all of our coaches are volunteers, MWFC recognises that coaches must often sacrifice holiday and/or book time off of work to help run our Soccer Schools. As such, MWFC reimburses those coaches, assistants, and young helpers who help to deliver our courses, with that remuneration being taken into consideration with the pricing of our courses. The amount that a coach or assistant is paid for their work during the running of our courses varies dependent on the attendance of children; ergo, a coach will receive more money for a course of twenty attendees, as opposed to a course with ten attendees. The amounts have been agreed by the MWFC Committee and are scheduled for revision in August 2017.

## Regulation of Attendees

The FA have imposed a strict ratio of 16:1 (children to adults) for all football-related activities. At MWFC, we ardently ensure that this ratio is never exceeded. With this in mind, it is therefore within our remit to deny players the right to attend should this ratio ever be exceeded.

## Safety

We take the safety, safeguarding, and welfare of our players very seriously, however this is aided by ensuring that all activities are catered at an age-related basis. As such, we can only take bookings from players aged 6-12 years **at the beginning of the 2016/17 season** (1

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September, 2016). We will not relent on this policy and will exercise our right to refuse bookings for players who are outside this age bracket. As per the equipment requirements (see below), in order to help maintain outstanding levels of safety and wellbeing, we ask all attendees to bring suitable footwear and to wear shinpads at all times.

## Photography Policy

At times, images and/or video recordings of teams, squads, players, and/or Managers/Coaches with players may be taken during our Soccer Schools. We adhere to The FA Guidelines to ensure these are safe and respectful and used solely for the purposes for which they are intended, which is promotion and celebration of the activities of MWFC. These images will be used on our Club website and our Facebook page, and will not be circulated beyond the MWFC footballing community. Photographs will be stored for a maximum of 30 days, unless they are shared on our website or Facebook page, in which case they will remain in circulation indefinitely.

Express permission for photographs to be taken is included in the MWFC Player Participation Consent Form; ergo, all Club-registered players are thereby eligible to be photographed/recorded. If your child has not previously signed a MWFC Player Participation Consent Form, MWFC considers the signing of a Soccer Schools booking form by a parent, guardian, or other responsible adult, as the equivalent express wish of consent for the photographing/recording of their child(ren). Should you wish for your child not to have their photograph taken, please inform the SSCO immediately following your booking. If you wish for your photograph to be removed from any of our domains, please contact the SSCO by the mediums listed below.

## Cancellation

As our courses are led by volunteers, we must urge parents and carers to be prepared for the sudden cancellation of courses. Whilst we will make every effort to arrange cover, in the case of illness or accident, we may be forced to cancel part, or all, of one of our courses. In this case, MWFC takes no responsibility for any additional expense incurred for substitute child care, though the price of the day(s) cancelled will be fully reimbursed and a 10% discount will be applied to those children affected for a future course (this will be decided at the discretion of the SSCO). In the case of cancellation, all parents and carers will be contacted as soon as we recognise that the course is unable to continue, though we can only guarantee a maximum notice of **two hours** prior to the commencement of the day's/days' activities. In the instance that a course is cancelled mid-way through the day, all parents and carers will be contacted, and, in the instance that neither coach is able to remain with the attending children, their care will be delegated over to the staff of Measham Leisure Centre where possible.

## Booking Procedure

Bookings can only be made by contacting the SSCO (contact details below). Once your booking has been confirmed, you will be emailed a booking form which features all of the

payment information, as well as equipment requirements. These booking forms should be returned along with *full payment* for the course on the first day of attendance.

## Payment

Payment is due in full on the first day of attendance. Payment can be made by cash. As of 2016, we are no longer able to accept cheques as a method of payment. We are a small, community club that relies largely on donations and sponsorship to help maintain its development football programme. As such, we expect for our reasonably-priced courses to be paid for at the commencement of the Soccer School, though it is up to the discretion of the lead coach for the course to accept payment at other times, for instance on a daily basis. Please note that, in the instance that money remains outstanding from a previous Soccer School, we may exercise our right to refuse a booking. We consider it the responsibility of the parent/carer of an attendee – and not the lead coach and/or the SSCo – to ensure that payment for the course is completed.

Please note, that MWFC reserves the right to offer any volunteers who book their child(ren) onto the course a small discount on the total price of activities, up to a maximum of a 10% reduction.

## Booking Forms

It is paramount that booking forms are completed in full, including emergency contact information in the case that an incident occurs. We encourage for a minimum of **two** emergency contact numbers to be supplied, as well as the names and telephone numbers of any other responsible adult who may be picking up and/or dropping attendees off. Please note that, even with your express permission, we do not allow attendees to leave the Measham Leisure Centre site during our operating hours of 9am to 3.30pm (including those players who ask to go to local convenience stores), and we will also not permit any child to walk home unless express permission is given *in writing* to the SSCo and/or lead coach. It is also hugely important that all medical and dietary requirements are included on the booking form, including any allergies to medicines and materials that may constitute part of a coach's medical kit, such as sunscreen or fabric plasters.

## Equipment Requirements

All players will require suitable footwear for our Soccer Schools. We consider suitable footwear to be Astro/3G moulds/trainers, or football boots with plastic blades or studs. We do not allow players to wear boots that have metal studs/blades due to safety concerns. We also expect all players to wear shinpads. Players must also bring with them a packed lunch and a refillable drinks container. Attendees may also opt to bring goalkeeper gloves, which is recommended due to the high frequency of goalkeeping-related activities that take place during the course. A change of clothes and/or a towel may be required due to inclement weather. We also recommend that a jumper/coat and a waterproof jacket is brought by all attendees for courses taking place outside of the summer season – though rain jackets may still be required in the summer! Furthermore, for courses taking place during the summer, we heartily advise players to wear sunscreen, and to bring hats/caps. Whilst we take every action to ensure a shaded area is available for players at all times, this cannot be guaranteed

and we therefore cannot take responsibility for injury caused by prolonged exposure to the sun. Any medicines that a player brings with him/her should be in a clearly-labelled plastic bag or container and handed to the lead coach during registration. These medicines should also have been disclosed on the player's booking form and will therefore have been discussed with the SSCo. For courses that take place in the winter, we would expect attendees to bring a warm jacket, as well as gloves and a winter hat. It is not the responsibility of the SSCo and/or the lead coach to ensure that attendees are suitably attired.

## **Administration of First Aid and Medicines**

MWFC volunteers are all first aid-trained and will administer first aid where necessary. It is therefore the responsibility of the parent/carer to declare any allergies to specific medical items, such as fabric plasters. MWFC volunteers will happily supervise the administration of medicines, such as asthma inhalers, but we must stress that we will not administer these medicines ourselves at any time without explicit written permission from a parent or carer. In the case of an incident, we will contact parents/carers and/or the emergency services as necessary, in line with the MWFC Emergency Action Plan (see below).

## **Emergency Action Plan**

In case of emergency, the lead coach will adhere to the MWFC Emergency Action Plan (EAP).

## **Loss of Equipment**

MWFC will take no responsibility for the loss of equipment and/or personal effects, including, but not limited to: electronic equipment (including mobile phones), jewellery (including watches), equipment (including football boots, goalkeeper gloves, and apparel). Players are not encouraged to bring with them anything that could be broken and/or damaged and/or lost, or anything precious and/or sentimental and/or valuable. MWFC takes no responsibility for missing items that are left unsupervised in the changing rooms either during the day or overnight. If items are found they will be handed in to the Measham Leisure Centre duty manager at the Reception area, and, where possible, parents/carers will be informed that the items have been found.

## **Contact Details**

For any enquiries or queries, all correspondence should be directed to the MWFC SSCo, Mr **Alex Hinsley**.

Email: [enquiries@meashamwelfarefc.com](mailto:enquiries@meashamwelfarefc.com)

All other queries should be addressed to Mr **Paul Jones**, the MWFC Chairperson; Mrs **Hayley Freeman**, the MWFC Vice-Chairperson; or Mrs **Sarah Foulger**, the MWFC Secretary. Their contact details can be found [here](#).

**Ratified by MWFC Committee: August 2016**

**Next Review: 1 August 2017**

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