



Club Handbook

Vision

To provide a happy and inclusive environment for young people to learn and develop their football skills and feel valued for their contribution on and off the field.





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1. Club Constitution and Club Rules

1. Name

The club shall be called Stoneygate Lions Football Club (the "Club"). Where there is more than one team in any given age they shall be known as "Stoneygate Blues" and "Stoneygate Royals"

2. Objects

The objects of the Club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members and community participation in the same.

3. Status of Rules

These rules (the "Club Rules") form a binding agreement between each member of the Club.

4. Rules and Regulations

(a) The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate, use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited ("The FA"), County Football Association to which the Club is affiliated ("Parent County Association") and Competitions in which the Club participates, for the time being in force.

(b) No alteration to the Club Rules shall be effective without prior written approval by the Parent County Association. The FA and the Parent County Association reserve the right to approve any proposed changes to the Club Rules.

(c) The Club will also abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equality Policy as shall be in place from time to time.

5. Club Membership

(a) The members of the Club from time to time shall be those persons listed in the register of

members (the "Membership Register") which shall be maintained by the Club Secretary.

(b) Any person who wishes to be a member must apply on the Membership Application Form (also called Registration Form) and deliver it to the Club. Election to membership shall be at the discretion of the Club Committee and granted in accordance with the anti-discrimination and equality policies, which are in place from time to time. An appeal against refusal may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time. Membership shall become effective upon an applicant's name being entered in the Membership Register. Membership shall apply to the player and their immediate parents/guardians, this shall be considered a 'family membership.' Only those over the age of 18 may become a member of the committee or vote on matters. Only one vote per family may be counted.

(c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.

(d) The FA and Parent County Association shall be given access to the Membership Register on demand.

6. Annual Membership Fee

(a) An annual fee payable by each member shall be determined from time to time by the Club Committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member family. Fees shall not be repayable.

(b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

7. Resignations and Expulsion

(a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives



notice to the Club Committee of his/her resignation. A member whose annual membership fee or further subscription is more than two (2) months in arrears shall be deemed to have resigned. The only exception shall be where a case of extenuating circumstances is brought to the committee in which case the committee decision is final.

(b) The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Club for them to remain a member. An appeal against such a decision may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time.

(c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the income and assets of the Club.

8. Club Committee

(a) The Club Committee shall consist of the following Club Officers: Chairperson, Treasurer, Secretary, Club Secretary, Welfare Officer and Charter Standard Coordinator and up to five other members, elected at an Annual General Meeting.

(b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting ("AGM") unless otherwise resolved at an Extraordinary General Meeting ("EGM"). One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or in their absence the Club Secretary. The quorum for the transaction of business of the Club Committee shall be three.

(c) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

(d) Any member of the Club Committee may call a meeting of the Club Committee by giving not

less than seven days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.

(e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee, which arises between Annual General Meeting shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.

(f) Save as provided for in the Rules and Regulations of The FA, the Parent County Association and any applicable Competition, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

(g) The position of a Club Officer shall be vacated if such person is subject to a decision of the FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

9 Annual and Extraordinary General Meetings

(a) An AGM shall be held in each year to:

- i. Receive a report of the activities of the Club over the previous year;
- ii. Receive a report of the Club's finances over the previous year;
- iii. Elect the members of the Club Committee;
- iv. Consider any other business.

(b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made, in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary where possible not less than 21 days before the AGM.

Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the meeting.

(c) An EGM may be called at any time by the Club Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition



in writing, signed by not less than three members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(d) The Secretary shall send to each member at their last known address or email written notice of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed at least 14 days before the meeting.

(e) The quorum for a General Meeting shall be: 50%

(f) The Chairperson, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and a simple majority shall pass resolutions. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.

(g) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

10. Club Teams

At its first meeting following each AGM the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams (also called a Team Manager/Manager). The Team Managers shall be responsible for managing the affairs of the team. The Managers shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team. At least one representative (usually the Manager) of each team shall be present, where required, at committee meetings.

11. Club Finances

(a) A bank account shall be opened and maintained in the name of the Club (the "Club Account"). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by one, two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The Club Property shall be applied only in furtherance of the objects of the Club. The distribution of profits or proceeds arising from the sale of Club Property to members is prohibited.

(c) The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.

(d) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

(e) The Club may also in connection with the sports purposes of the Club:

- i. Sell and supply food, drink and related sports clothing and equipment;
- ii. Employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Committee without the person concerned being present;
- iii. Pay for reasonable hospitality for visiting teams and guests;
- iv. Indemnify the Club Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

(f) The Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of six years.

(g) The Club shall prepare an annual "Financial Statement", in such format as shall be available from The FA from time to time. The Financial Statement shall presented to and approved by members at General Meeting. A copy of any



Financial Statement shall, on demand, be forwarded to The FA.

(h) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer (“the Custodians”), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

(i) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.

(j) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. The Club shall, on request, make a copy of any Conveyance available to The FA. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving

Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.

(k) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

12. Dissolution

(a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.

(b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.

(c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club, shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them for related community sports.



2. RESPECT

The RESPECT programme aims to tackle the mass dropout of referees from football due to abuse; thousands of them quit the game last season, which has led to the number of qualified match officials sinking to its lowest ever level.

RESPECT also aims to bring fun back to football for young players. Parents and coaches pushing too hard and pressuring impressionable children for three points is having a negative impact on their development and enjoyment of the game.

- 98% of referees have been verbally abused and 27% have been physically abused.
- One in three grassroots matches is now played without a qualified match official.
- 846 grassroots matches were abandoned last year due to unacceptable behaviour from players and / or spectators.
- Parents and coaches want role models in the elite game to provide a positive example for young players.
- The second priority from grassroots football is tackling the pushy parent placing too much pressure on their child and their child's team from the sidelines.

There are specific Codes of Conduct for:

Young Players;
Adult Players;
Spectators and Parents / Carers;
Coaches, Team managers and Club Officials;
Match Officials.

Each code explains that actions can be taken if it is broken, although the County FA will deal with cases of reported misconduct, clubs and leagues also have a role to play in dealing with poor behaviour from players, officials or spectators. Measures can range from education, mentoring, official warnings, suspension or even exclusion from the club.

RESPECT works on placing responsibility for their actions on individuals: break your code and bear the consequences.

The club has three main responsibilities around the codes:

- Ensure everyone within the club, whatever their role, has read, agreed and signed up to the relevant code, and understood the actions which could be taken if codes are broken;
- Collect and retain the signed agreement forms at the foot of each code;
- Deal fairly and consistently with anyone who breaks the code.

RESPECT CODE OF CONDUCT



YOUNG PLAYERS

We all have a responsibility to promote high standards of behaviour in the game. As a player, you have a big part to play. That's why the FA is asking every player to follow a Respect Code of Conduct.

When playing football, I will:

- Always play to the best of my ability.
- Play fairly – I won't cheat, complain or waste time.
- Respect my team-mates, the other team, the referee or my coach / manager.
- Play by the rules, as directed by the referee.
- Shake hands with the other team and referee at the end of the game.
- Listen and respond to what my coach / team manager tells me.
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my Club.

I understand that if I do not follow the Code, any/ all of the following actions may be taken by my Club, County FA or The FA:

I may:

- Be required to apologise to my team-mates, the other team, referee or team manager.
- Receive a formal warning from the coach or the club committee.
- Be dropped or substituted.
- Be suspended from training.
- Be required to leave the club.

In addition:

- My club, County FA or The FA may make my parent or carer aware of any Infringements of the Code of Conduct.
- The FA /County FA could impose a fine and suspension against my club.



COACHES, TEAM MANAGERS & OFFICIALS

We all have a responsibility to promote high standards of behaviour in the game.

In the FA's survey of 37,000 grass roots participants, behaviour was the biggest concern in the game. This included the abuse of match officials and the unacceptable behaviour of over competitive parents, spectators and coaches on the sideline.

Play your part and observe the football association's Respect Code of Conduct in everything you do.

On and off the field, I will:

- Show respect to others involved in the game including match officials, opposition players, coaches, managers, officials and spectators.
- Adhere to the laws and spirit of the game.
- Promote fair Play and high standards of behaviour.
- Always respect the match officials' decisions.
- Never enter the field of play without the referee's permission.
- Never engage in public criticism of the match officials.
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour.

When working with players, I will:

- Place the well-being, safety and enjoyment of each player above everything, including winning.
- Explain exactly what I expect of players and what they can expect from me.
- Ensure all parents/carers of all players under the age of 18 understand these expectations.
- Never engage in or tolerate any form of bullying.
- Develop mutual trust and respect with every player to build their self-esteem.
- Encourage each player to accept responsibility for their own behaviour and performance.
- Ensure all activities I organise are appropriate for the players' ability level, age and maturity.
- Co-operate fully with others in football (eg, officials, doctors, physiotherapists, welfare officers) for each player's best interests.

I understand that if I do not follow the Code, any/ all of the following actions may be taken by my club, County FA, league or The FA:

- Required to meet with the club, league or County Welfare Officer.
- Required to meet with the club committee.



- Monitored by another club coach.
- Required to attend a FA education course.
- Suspended by the club from attending matches.
- Suspended or fined by the County FA.
- Required to leave or be sacked by the club.

In addition:

- My FACA (FA Coaches association) membership may be withdrawn.



SPECTATORS & PARENTS/ CARERS

We all have a responsibility to promote high standards of behaviour in the game.

This club is supporting The FA's Respect programme to ensure football can be enjoyed in a safe, positive environment. Remember children's football is a time for them to develop their technical, physical, tactical and social skills. Winning isn't everything.

Play your part and observe The FA's Respect Code of Conduct for spectators and parents / carers at all times.

I will:

- Remember that children play for fun.
- Applaud effort and good play as well as success.
- Always respect the match officials' decisions.
- Remain outside the field of play and within the designated Spectators' area (where provided).
- Let the coach do their job and not confuse the players by telling them what to do.
- Encourage the players to respect the opposition, referee and match officials.
- Avoid criticising a player for making a mistake – mistakes are part of learning.
- Never engage in, or tolerate, offensive, insulting, or abusive language or behaviour.

I understand that if I do not follow the Code, any/ all of the following actions may be taken by my club, County FA, league or The FA:

I may be:

- Issued with a verbal warning from a club or league official.
- Required to meet with the club, league or County fa Welfare Officer.
- Required to meet with the club committee.
- Obligated to undertake an FA education course.
- Obligated to leave the match venue by the club.
- Requested by the club not to attend future games.
- Suspended or have my club membership removed.
- Required to leave the club along with any dependents.

In addition:

- The FA / County FA could impose a fine and / or suspension on the club.



MATCH OFFICIALS

We all have a responsibility to promote high standards of behaviour in the game.

The behaviour of the match officials has an impact, directly and indirectly, on the conduct of everyone involved in the game – both on the pitch and on the sidelines.

Play your part and observe The fa's Respect Code of Conduct of match officials at all time.

I will:

- Be honest and completely impartial at all times.
- Apply the laws of the game and competition rules fairly and consistently.
- Manage the game in a positive, calm and confident manner.
- Deal with all instances of violence, aggression, unsporting behaviour, foul play and other misconduct.
- Never tolerate offensive, insulting or abusive language or behaviour from players and officials.
- Support my match official colleagues at all times.
- Set a positive personal example by promoting good behaviour and showing respect to everyone involved in the game.
- Communicate with the players and encourage fair play.
- Respond in a clear, calm and confident manner to any appropriate request for clarification by the team captains.
- Prepare physically and mentally for every match.
- Complete and submit, accurate and concise reports within the time limit required for games in which I officiate.

I understand that if I do not follow the Code, any/ all of the following actions may be taken by my club, County FA or The FA:

I may be:

- Required to meet with The FA / County FA Refereeing Official
- Required to meet with The FA / County FA Refereeing Committee.

3. EQUALITY POLICY



The aim of this policy is to ensure that everyone is treated fairly and with respect and that Stoneygate Lions FC is equally accessible to them all.

Stoneygate Lions FC is responsible for setting standards and values to apply throughout the club at every level. Football belongs to and should be enjoyed by, anyone who wants to participate in it.

Our commitment is to confront and eliminate discrimination whether by reason of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and to encourage equal opportunities.

This policy is fully supported by the Club Officers who are responsible for the implementation of this policy.

Stoneygate Lions FC, in all its activities will not discriminate, or in any way treat anyone less favourably on grounds of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability. It means that Stoneygate Lions FC will ensure that it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in, and enjoy, its activities.

Stoneygate Lions FC will not tolerate harassment, bullying, abuse or victimisation of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination. This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal.

Stoneygate Lions FC will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

Stoneygate Lions FC is committed to taking positive action where inequalities exist and to the development of a programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination and promote equality in football.

Stoneygate Lions FC is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the relevant equalities legislation – Race Relations Act 1976, Sex Discrimination Act 1975 and Disability Discrimination Act 1995 as well as any amendments to these acts and any new legislation.

Stoneygate Lions FC commits itself to the immediate investigation of any claims when brought to its attention, of discrimination on the above grounds and where such is found to be the case, a requirement that the practice stop and sanctions are imposed as appropriate.

4. SAFEGUARDING CHILDREN POLICY

Stoneygate Lions FA Charter Standard Club acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its



care and is committed to working to provide a safe environment for all members. A child or young person is anyone under the age of 18 engaged in any Club football activity. We subscribe to The Football Association's Safeguarding Children - Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

The key principles of The FA Safeguarding Children Policy are that:

- The child's welfare is, and must always be, the paramount consideration
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- Working in partnership with other organisations, children and young people and their parents/carers is essential.
- We acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse.

Stoneygate Lions FA Charter Standard Club recognises that this is the responsibility of every adult involved in our club.

FA Charter Standard Club has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The Football Association's Child Protection Regulation (see The FA Handbook) applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, match official, helper on club tours, football coach, club official or medical staff.

We endorse and adopt The FA's Responsible Recruitment guidelines for recruiting volunteers and we will:

- Develop a role profile
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible conduct interviews before appointing
- Request and follow up with two references before appointing
- Require an FA CRB Unit Enhanced Disclosure where appropriate in line with FA guidelines.

All current Stoneygate Lions FA Charter Standard Club members who are regularly caring for, supervising, training or being in sole charge of children and young people will be required to complete a CRB Enhanced Disclosure via The FA CRB Unit¹. If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Stoneygate Lions FA Charter Standard Club guidance will be sought from The Football Association. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA CRB Unit Enhanced CRB Disclosure and that all decisions will be made in the best interests of children and young people.



It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of 'grooming' within football.

Stoneygate Lions FA Charter Standard Club supports The FA's Whistle blowing Policy*. Any adult or young person with concerns about a colleague can 'whistle blow' by contacting The FA Child Protection Team on 0207 745 4787, by writing to The FA Case Manager at The Football Association, 25 Soho Square, W1D 4FA, or alternatively by going direct to the Police, Children's Services or the NSPCC.

Stoneygate Lions FA Charter Standard Club encourages everyone to know about it and utilise it if necessary.

Stoneygate Lions FA Charter Standard Club has appointed a Club Welfare Officer (CWO) in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer training provided by The FA and/or CFA. The CWO is the first point of contact for all Club committee members regarding concerns about the welfare of any child or young person. The CWO will liaise directly with the CFA Welfare Officer and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing awareness of Respect, poor practice and abuse amongst their Club members.

We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable in our league. If bullying does occur, all players or parents/carers should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the CWO or alternatively, in cases of serious bullying, we may contact the CFA Welfare Officer.

Respect codes of conduct for Players, Parents/ Spectators, Officials and Coaches have been implemented by Stoneygate Lions FA Charter Standard Club. In order to validate these Respect codes of conduct the Club has clear actions it will take regarding repeated or serious misconduct at Club level and acknowledges the possibility of potential sanctions which may be implemented by the CFA in more serious circumstances. All registering members will be required to adopt the Respect codes.

Reporting your concerns about the welfare of a child or young person -

Safeguarding is everyone's responsibility. If you are worried about a child it is important that you report your concerns - no action is not an option.

- If you are worried about a child then you need to report your concerns to the CWO
- If the issue is one of poor practice they will either: deal with the matter themselves or seek advice from the CFA Welfare Officer



- If the concern is more serious - possible child abuse - they will, where possible, contact the CFA Welfare Officer first, then immediately contact the Police or Children's Services
- If the child needs immediate medical treatment take them to a hospital or call an ambulance and tell them this is a child protection concern. Let your CFA Welfare Officer know what action you have taken
- If at any time you are not able to contact your CWO or the matter is serious then you can either:
 - contact your CFA Welfare Officer directly or
 - call The FA/NSPCC 24-hour Helpline for advice on 0808 800 5000 or
 - contact the Police or Children's Services.

NB - The FA's Safeguarding Children Policy and Procedures is available via www.TheFA.com/Footballsafes. Click on the 'downloads' under Policy and Procedures, it outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams to describe this process. This is also covered within the Safeguarding Children workshop, where participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation.

Further advice on Safeguarding Children matters can be obtained from:

- www.TheFA.com/Footballsafes
- County Football Association's Welfare Officer
 - telephone no:
 - email: CountyWO@
- The FA Safeguarding Children enquiry line 0845 210 8080
- Emailing - Footballsafes@TheFA.com



5. CLUB MEMBERSHIP FORM

TEAM DETAILS			
Age Group		Name of Manager	

PLAYER DETAILS			
First Names		Surname	
Date of Birth			
Name of School		School Year	
Player Position(s)	Goalkeeper <input type="checkbox"/>	Defender <input type="checkbox"/>	Midfield <input type="checkbox"/> Forward <input type="checkbox"/>

PARENT / GUARDIAN DETAILS			
Title (please tick)	MR <input type="checkbox"/>	MRS <input type="checkbox"/>	OTHER (please state) <input type="checkbox"/>
First Names		Surname	
Address			
Email			
Home Tel No		Mobile No	

PLAYER MEDICAL CONDITIONS	PARENT / GUARDIAN CONSENT
Please indicate if your child has any medical conditions that we should be made aware of.	In the event that my son/daughter is injured whilst playing football/travelling to and from football events and I cannot be contacted on the above number, I hereby give my consent for my child to receive medical attention SIGNED:

EMERGENCY CONTACTS			
(In the event that the above named person cannot be reached, please provide details of two additional emergency contacts)			
Name		Name	
Contact No		Contact No	

PAYMENT	
Please make all cheques payable to STONEYGATE LIONS F.C.	
Annual Club Signing-On Fee - £25** (please tick) Cheque <input type="checkbox"/> Cash <input type="checkbox"/>	Monthly Subscriptions September to May inclusive U6s to U10s - £15 per month U11s to U15s - £20 per month

SIGNED				
Player		Parent / Guardian		Date



6. INCIDENT/ ACCIDENT REPORTING FORM

1. Site where accident took place:
2. Name of person in charge of session/competition:
3. Name of injured person:
4. Address of injured person:
5. Date and time of incident/ accident:
6. Nature of accident/ incident:
7. Give details of how and precisely where the accident took place. Describe what activity was taking place, eg. training programme, getting changed, etc.
8. Give details of the action taken including any first aid treatment and the name(s) of the first-aider(s).
9. Were any of the following contacted Police Yes No Ambulance Yes No Parent/Guardian Yes No
10. What happened to the injured person following the accident? (eg. went home, went to hospital, carried on with session).
11. All of the above facts are a true and accurate record of the incident/accident.

Signed:

Name (Print):

Date:



7. VENUE RISK ASSESSMENT & GOALPOST SAFETY FORM

Venue:

Date of check:

Name and position of person doing check:

PLAYING/ TRAINING AREA

Check that the area and surroundings are free from obstacles. Is the area fit and appropriate for activity?

Yes No

(Please outline the hazard, who may be at risk and action taken, if any)

GOALPOSTS

Check that they are fit and sound for activity and suitable for age group/ ability.

Are the goalposts safe and appropriate for activity? (Please refer to Goalpost safety leaflet)

Yes No

(Please outline unsafe equipment, who may be at risk and action taken, if any):

PLAYERS

Check that the players' register is up to date with medical information and contact details. Check that players are appropriately attired for the activity.

Is/ are the register(s) in order? Yes No

(Please outline current state and action taken, if any). Are players appropriately attired and safe for activity?

Yes No

(Please outline unsafe equipment/attire and action taken, if any)

EMERGENCY POINTS

Check that emergency vehicles can access facilities, a working telephone is available with access to emergency numbers and that exit points are clear.

Are emergency points checked and operational?

Yes No

(Please outline the issues and action taken, if any)



Is a working telephone available?

Yes No

(Please outline the issues and action taken, if any)

SAFETY INFORMATION

Check that evacuation procedures are published and posted somewhere for all to see. Ensure that volunteers and staff have access to information relating to health and safety.

Are emergency procedures published and accessible to those with responsibility for sessions in the club?

Yes No

(Please outline what information is missing and action taken, if any)

Does the club need to take any further action? (If yes, please specify)

Signed:

Name (Print):

Date:



8 Committee details

Chairman

Ismail Sidat

isidat@yahoo.com

07971911397

Secretary

Ravi Budhdev

ravi_budhdev@hotmail.com

07903225538

Child Welfare Officer

Karen Salisbury

karob_uk@yahoo.co.uk

07527072848

Treasurer

Craig Allston-Reeve

oadbytractorboy@gmail.com

07969972357

Charter Standard Coordinator / Mutual League Secretary

Tim Dyke

timothy.dyke@gmail.com

07779005952