

# Scarborough Ladies Football Club



CHARTER STANDARD  
DEVELOPMENT CLUB



## *Scarborough's All Female Club*



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# Club Philosophy

In March 2013 the club adopted a Club Philosophy to allow the core principles of Scarborough Ladies Football Club to stay in the minds of everyone associated with the club at all times.

Our philosophy is as follows:

- To encourage as many girls and young women to join in and play competitive and non-competitive football as possible.
- To help our footballers to grow as positive individuals in a welcoming, fun and supportive environment
- To support and encourage new coaches and managers to become involved with the club, assisting with training and mentoring schemes.
- To abide by the codes and regulations of associations and leagues to which we are affiliated, both as a collective and as individuals, including, but not limited to, support of equal rights policies and the RESPECT campaign.
- To work within strict, prudent and controlled financial objectives.

This philosophy is an extension of the aims and objectives as stated in the club constitution. For any more information on the club philosophy, please contact any member of the committee.



## Club Committee (as of June 25<sup>th</sup> 2020)

**Chairman:** Owen Willis

**Vice-Chair and Child Welfare Officer:** Carol Firth

**Secretary:** Colin Hepples

**Treasurer:** Kevin Wardell

**Committee Members:** Ian Firth, Paul Gildroy, Jeff Corner, Des Bean, Neil Inglis, Chris McArthur, Paul Akeroyd, Rachel Peterson.

## Coaching Staff for 20 – 21 Season:

Open Age: Carol Firth, Ian Firth

Under-18s: Owen Willis,

Under-17s: Kev Mathews, Rachel Peterson

Under-16s: Des Bean, Lee Darrell

Under-15s: Jeff Corner, Paul Gildroy, Kev Wardell

Under-14s: Neil Inglis, Ollie Levitt

Under-13's: Carol Firth, Ian Firth

Under-12s: Colin Hepples

Under-11's: Paul Akeroyd, Craig Hartley

Soccer-ettes: Carol Firth

Playing Venue for Junior teams for 20-21 Season:

Sherburn Playing Fields, Vicarage Lane, Sherburn, YO17 8PL

## Main Club Contact Details:

Phone: Colin Hepples (Club Secretary) 07454 923983

Email: [contact@scarboroughladiesfc.com](mailto:contact@scarboroughladiesfc.com)

Web: [www.scarboroughladiesfc.com](http://www.scarboroughladiesfc.com)

Facebook: [www.facebook.com/ScarboroughLadiesFC](https://www.facebook.com/ScarboroughLadiesFC)

Twitter: @ScarboroughLFC

## Membership Fees for 20-21:

Open Age adults: £ TBC,

Under 18's: £110 per Player,

Juniors: £90 per player.

See membership form for details of payment or contact team coaches.

Membership Fees cover the following:

Playing kit, training and match equipment, Annual Presentation Night and awards, County FA affiliation, league registration, player insurance, Club administration expenses, Facilities hire for training and matches, Match official expenses, Coaching courses



**CHARTER STANDARD  
DEVELOPMENT CLUB**

## 1.Name

The club shall be called Scarborough Ladies Football Club (herein known as 'the club') and shall be affiliated to the North Riding County Football Association (NRCFA).

## 2. Aims and Objectives

- To offer coaching and competitive opportunities in association football.
- To enable all players to take a full and active part in the club regardless of race, religion, gender, disability, financial ability or any other discriminatory factors.
- To reduce social isolation throughout the Scarborough area.
- To ensure a duty of care to all members of the club.
- To ensure that all present and future members receive fair and equal treatment.
- To satisfy the aims and objectives of the FA Charter Standard scheme.

## 3. Membership

Eligible members of the club shall be:

- Any individual over the age of 18 years who actively supports the aims and objectives of the club.
- Parents/carers of registered players.
- Registered players.

Members over the age of 18 shall be entitled to attend and vote at annual and special meetings.

All members shall be subject to the regulations of the constitution and by joining the club shall be deemed to accept these regulations and codes of conduct that the club has adopted.



Any members over the age of 18 shall be eligible to serve of the committee.

A register of members shall be kept and maintained by the club and open to inspection.

### 4. Codes of Conduct

The club has adopted the FA Respect

Codes of Conduct and shall promote and manage these codes of conduct

for coaches, team managers, and club officials, spectators and parents/carers and young players.

### 5. Equality

The club, and all positions in the club

shall be open to all equally, our commitment is to eliminate discrimination whether by reason of race, gender, sexual orientation, nationality, ethnic origin, colour, religion or ability and to encourage equal opportunities.

### 6. Management Committee

The committee shall be the body responsible for the management of the club.

The committee shall be responsible

for seeing that the club's aims and

objectives, codes of conduct and club fund raising activities are managed in the correct manner.

The committee shall consist of members elected at an Annual General Meeting (AGM).

The quorum for the transaction of business of the committee shall be 50% of the committee members. The committee shall appoint from among their number a chairperson, secretary, treasurer, club welfare officer, team managers and other honorary officers as shall be deemed appropriate.

The committee shall have the power to determine annual membership fees and levy further subscriptions as are reasonably necessary to fulfil the objectives of the club.

The committee shall have the power to authorise the payment of remuneration and expenses to any member of the club and to any other person or persons for services rendered to the club.

No member shall exercise more than one vote, but in the event of an equality of votes the chairperson shall have a second or casting vote.

The committee shall not meet less than six times a year, including the AGM.

Any member of the committee may call a meeting by giving not less than seven days notice to the club secretary who shall arrange a suitable date and venue.



Minutes of the meetings will be recorded by the appointed committee member.

Vacancies on the committee may be filled by co-opting another member.

A member of the committee may resign at any time by forwarding a letter of resignation to the club secretary or chairperson.

A member of the committee who fails to attend three consecutive meetings without good or sufficient reason will be deemed to have resigned by default.

## 7. Annual and Special General Meetings

The Annual Meeting will be held between May and July each year, at a venue and date to be arranged by the club secretary giving not less than 14 days notice. The business of the Annual Meeting shall include:

- Consideration of the club's annual accounts
- Consideration of a report of the club's activities during the previous year
- Election of committee members for the following year
- Consideration of any other business
- Special meetings may be called at any time by the committee, at a venue and date to be arranged by the club secretary giving not less than seven days notice. The business of the Special Meeting shall include the transaction of any business of an Annual Meeting.

Eligible members over the age of 18 shall be entitled to attend and vote at annual and special meetings.

Voting shall be one vote per eligible member present.

## 8. Club Finances

A bank account shall be opened in the name of the club and all monies raised from whatever source shall be paid into that account.

The designated account signatories shall be the treasurer and other nominated committee members.

The treasurer and secretary may, at the discretion of the committee, hold a cash balance to an agreed amount.

The treasurer shall keep a record of all transactions and present regular reports to the committee.

The Annual Accounts shall be presented at the Annual Meeting and accepted or rejected by members present and entitled to vote.

## 9. Insurance

The club shall obtain and maintain public liability insurance. The club shall obtain and maintain personal accident cover for registered players.

## 10. Assets

All kit and equipment provided by the club or to the club shall remain the property of the club.

## 11. Safeguarding Children

The club has adopted the FA Safeguarding Children Policy and Practices. The key principles which underpin the policy are:

- The child/children's welfare, which is paramount
- All children have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious belief or sexual identity.

- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.

## 12. Disciplinary Procedures

The committee shall be responsible for all matters of club discipline.

Complaints or allegations shall be addressed to that club welfare officer or another committee member.

All complaints and allegations shall be acted on in a fair and just manner.

The committee shall retain the power to issue warnings, suspend or exclude members.

## 13. Dissolution

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 eligible members present and entitled to vote.

In the event of dissolution committee members shall be the body responsible for the winding up of club affairs.

After the satisfaction of all debts and liabilities any remaining funds and assets shall be transferred to such other organisation or organisations having aims and objectives similar to some or all of the aims and objectives of the club.

## 14. Amendments to the Constitution

The provisions of this constitution may be amended at the Annual General Meeting by resolution passed by the majority of the eligible members present and entitled to vote.

Any such resolution must be notified to eligible members at least seven days prior to the AGM.

90% of young  
footballers  
play better  
with positive  
encouragement



We only do positive.



**RESPECT**



We only <sup>do</sup> positive. 😊

## Young Players

### WHEN PLAYING FOOTBALL I WILL:

- Always play to the best of my ability and for the benefit of my team
- Play fairly –I won't cheat, dive, 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
- Be gracious in victory and defeat –I will 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
- Understand that a coach has to do what is best for the team and not one individual player
- 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.

## Spectators/Parents

We all bear a collective responsibility to set a good example and help provide a positive environment in which children can learn and enjoy the game. Play your part and observe The FA's Respect Code of Conduct for spectators at all times.

### I WILL:

- Remember that children play for FUN
- Applaud effort and good play as well as success
- Respect the Referee's decisions even when you don't agree with them
- Appreciate good play from whatever team it comes from
- Remain behind the touchline and within the Designated Spectators' Area
- 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
- Support positively and offer players encouragement not criticism
- 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:*

### I MAY BE:

- Issued with a verbal warning from a club or league official
- Required to meet with the club, league or CFA 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.

## Club Officials

We all bear a collective responsibility to set a good example and help provide a positive environment in which children can learn and enjoy the game. Play your part and observe The FA's Respect Code of Conduct at all times.

### ON AND OFF THE FIELD, I WILL:

- Use my position to set a positive example for the young people I am responsible for
- 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
- Respect the match official's decision
- Never enter the field of play without the referee's permission
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour
- Be gracious in victory and defeat.

### WHEN WORKING WITH PLAYERS, I WILL:

- Place the well-being, safety and enjoyment of each player above everything, including winning
- Never engage in or tolerate any form of bullying
- 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 (e.g. 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 or The FA:*

### I MAY BE:

- Required to meet with the club, league or County Welfare Officer
- 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 FA Coaching Licence may be withdrawn.

## CLUB PLAYERS QUALIFICATIONS FOR LEAGUES

### U8-

A player must have attained the age of 6 yrs old but be under 8 yrs old by August 31st of ensuing season.

### U9-

A player must have attained the age of 7yrs old but be under 9 yrs old by 31st August of ensuing season

### U10s-

A player must have attained the age of 8yrs old but be under 10 yrs old by 31st August of ensuing season

### U11s-

A player must have attained the age of 9yrs old but be under 11 yrs by 31st August of ensuing season

### U12s-

A player must have attained the age of 10yrs old but be under 12 yrs old by 31st of ensuing season

### U13s-

A girl must have attained the age of 11yrs old but be under 13 yrs old by 31st August of ensuing season

### U14s-

A girl must have attained the age of 12yrs old but be under 14 yrs old by 31st August of ensuing season.

### U15s-

A girl must have attained the age of 13yrs old but be under 15 yrs old by 31st august of ensuing season.

### U16s-

A girl must have attained the age of 14yrs old but be u16 yrs old by 31st August of ensuing season.

## CLUB PLAYERS QUALIFICATIONS FOR LEAGUES Cont

### U17-

A player must have attained the age of 15yrs old but be under 17 yrs old by 31st August of ensuing season

### U18s-

A girl must have attained the age of 15yrs old but be u18 yrs old by 31st August of ensuing season.

### Open Age-

A girl must have attained the age of 17 yrs old by 31st of August of ensuing season.



## Health & Safety

Scarborough Ladies FC is an FA Charter Standard Development Club and as such we agree to follow the FA guidelines on the health and wellbeing of our players.

Before you start training with us there are a few important pieces of information you need to be aware of:

### JEWELLERY

Players are NOT permitted to wear any jewellery during training or matches.

All jewellery should be removed before the session/match starts or ideally left at home.

Jewellery items CAN NOT be covered with tape.

### EQUIPMENT

NO player will be allowed to play in matches or training that has a competitive element without the correct footwear or shin pads.

NO player will be able to participate in either training or matches if they do not bring with them any medication or inhalers that they require.

Any player who has an injury will NOT be allowed to participate in either training or matches until such time that we are satisfied they are fully recovered.

Please speak to your coach and discuss your progress/needs with them.

### AM I READY FOR TRAINING OR A MATCH?

- ☐ Have I removed my jewellery?
- ☐ Have I got my shin-pads and boots?
- ☐ Have I got plenty to drink?
- ☐ Am I wearing the correct warm/waterproof clothing if it is cold or bad weather?
- ☐ Have I applied sun cream if it is sunny outside?
- ☐ Do I have my inhaler or any other medication I need?

For further advice please speak to any of our coaches or our Child Welfare Officer who are all aware of the latest health and safety recommendations.

## Safeguarding

### SCARBOROUGH LADIES FOOTBALL CLUB SAFEGUARDING CHILDREN POLICY

1. Scarborough Ladies Football 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 (The FA) Safeguarding Children – Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

2. 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, race, sexual orientation, faith or belief;
- 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.

Scarborough Ladies Football Club recognises that this is the responsibility of every adult involved in our club.

3. Scarborough Ladies Football 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 Safeguarding Children Regulations (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.

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

- specify what the role is and what tasks it involves;
- request identification documents;
- as a minimum meet and chat with the applicant(s) and where possible interview people before appointing them ask for and follow up with two references before appointing someone;
- where eligible require an FA accepted Disclosure and Barring Service (DBS) Check in line with current FA policy and regulations.

All current Scarborough Ladies Football Club members working in eligible roles, with children and young people – such as managers and coaches are required to hold an in-date FA accepted Disclosure and Barring Service (DBS) Check as part of responsible recruitment practice.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Scarborough Ladies Football 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 DBS Check process and that all suitability decisions will be made in accordance with legislation and 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.

5. Scarborough Ladies Football Club supports The FA's Whistle Blowing Policy. Any adult or young person with concerns about a adult in a position of trust with football can 'whistle blow' by contacting The FA Safeguarding Team on **0800 169 1863**, by writing to The FA Case Manager at The Football Association, Wembley Stadium, PO Box 1966, London SW1P 9EQ, by emailing [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com) or alternatively by going direct to the Police, Children's Social Care or the NSPCC.

Scarborough Ladies Football Club encourages everyone to know about The FA's Whistle Blowing Policy and to utilise it if necessary.

## Safeguarding

### SCARBOROUGH LADIES FOOTBALL CLUB SAFEGUARDING CHILDREN POLICY

6. Scarborough ladies Football Club has appointed a Club Welfare Officer 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 County FA. The Club Welfare Officer is the first point of contact for all club members regarding concerns about the welfare of any child or young person. The Club Welfare Officer will liaise directly with the County FA Designated Safeguarding 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 club members.

7. We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. 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 Club Welfare Officer in cases of serious bullying the County FA Designated Safeguarding Officer may be contacted

8. Respect codes of conduct for players, parents/carers, spectators, officials and coaches have been implemented by Scarborough Ladies Football 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 County FA in more serious circumstances.

NB The FA's policy on DBS Checks is subject to change. DBS Check information and guidance can be found at

[TheFA.com/ football-rules governance/safeguarding/section-3-safer-recruitment-and-dbschecks](https://www.thefa.com/football-rules-governance/safeguarding/section-3-safer-recruitment-and-dbschecks)

9. 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.**

i. If you are worried about a child then you need to report your concerns to the Club Welfare Officer.

ii. If the issue is one of poor practice the Club Welfare Officer will either:

- Deal with the matter themselves, or;
- Seek advice from the County FA Designated Safeguarding Officer.

iii. If the concern is more serious – possible child abuse, where possible, contact the County FA Designated Safeguarding Officer first, then immediately contact the Police or Children's Social Care.

iv. 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 Club Welfare Officer know what action you have taken, they in turn will inform the County FA Designated Safeguarding Officer

v. If at any time you are not able to contact your Club Welfare Officer or the matter is clearly serious then you can either:

- Contact your County FA Designated Safeguarding Officer directly;
- Contact The FA Safeguarding Team on **0800 169 1863** or [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com);
- Contact the Police or Children's Social Care;
- Call the NSPCC 24 hour Helpline for advice on **0808 800 5000** or text **88858** or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

NB – The FA's Safeguarding Children Policy and Procedures are available as **Guidance Notes 1.2: Grassroots Football: Safeguarding Children Policy and Procedures**. These are under the 'Useful Resources' at: [TheFA.com/football-rules-governance/safeguarding/section-1-footballssafeguarding-framework](https://www.thefa.com/football-rules-governance/safeguarding/section-1-footballssafeguarding-framework).

The policy outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams which describe this process. How to make a referral is also covered in the Safeguarding Children workshop. Participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation. For more information on this workshop contact your County FA Designated Safeguarding Officer.

## Equality Policy

Our commitment is to eliminate discrimination whether by reason of sexual orientation, race, nationality, ethnic origin, religion or disability and to encourage equal opportunities

Scarborough Ladies Football Club is responsible for setting standards and values to apply throughout the club at every level. Football belongs to, and should be enjoyed by, everyone equally. Our commitment is to confront and eliminate discrimination whether by reason of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.

Equality of opportunity means that all in our activities we will not discriminate or in any way treat anyone less favourably on grounds of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.

This includes:

- The advertisement for volunteers
- The selection of candidates for volunteers
- Courses
- External coaching and education activities
- Football development activities
- Selection for teams
- Appointments for honorary Positions

Scarborough Ladies Football Club will not tolerate sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal and will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

Scarborough Ladies Football Club is committed to the development of the programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination within its own organisation and in the wider context, within football as a whole.

Scarborough Ladies Football Club is committed to a policy of equal treatment of all members and requires all members of whatever level of authority to abide and adhere to this general principle and the requirements of the Code of Practice issued by the Equal Opportunities Commission and the Commission for Racial Equality.

All members are expected to abide by the requirements of the Race Relations Act 1976, Sex Discrimination Act 1986 and Disability Discrimination Act 1995. Specifically discrimination is prohibited in:

- Treating any individual on grounds of gender, colour, marital status, race, nationality, ethnic origin, religion, sexual orientation or disability less favourably than others.
- Expecting an individual solely on the grounds stated above to comply with requirements for any reason whatsoever related to their membership,

which are different from the requirement of others.

- Imposing on an individual requirements which are in effect more onerous on that individual than they are on others. For example this would include applying a condition (which is not warranted by the requirements of the position) which makes it more difficult for members of a particular race or sex to comply than others not of that race or sex.

- Victimisation of an individual.
- Harassment of an individual (which for the purposes of this policy and the actions and sanctions applicable thereto is regarded as discrimination).
- Any other act or omission of an act, which has as its effects the disadvantage of a member against another, or others, purely on the above grounds. Thus, in all the clubs recruitment, selection, promotion and training processes, as well as disciplinary matters, etc. In other words all instances where those in control of members are required to make judgements between them it is essential that merit, experience, skills and temperament are considered as objectively as possible.

Scarborough Ladies Football Club commits itself to the immediate investigation of any claims of discrimination on the above grounds, and where such is found to be the case, a requirement that the practice cease forthwith, restitution of damage or loss (if necessary) and to the investigation of any members accused of discrimination.

Any member found guilty of discrimination will be instructed to desist forthwith. Since discrimination in its many forms is against the football club's policy, any member offending will be dealt with under the disciplinary procedure.

The football club commits itself to the disabled person whenever possible and will treat such members, in aspects of their recruitment and membership, in exactly the same manner as other members, the difficulties of their disablement permitting assistance will be given, wherever possible to ensure that disabled members are helped in gaining access.

Appropriate training will be made to such members who request it.

# Coaching Policy

The club encourages everyone to actively support fair play and respect for all involved in the sport, and to support and encourage young players in their enjoyment of the sport.

Scarborough Ladies Football Club is a Charter Standard club and follows the FA's recommended best practise for coaching football.

Within these guidelines there is considerable scope for us to define our own coaching policy and what we want to achieve when coaching young people. While each coach will have his/her own style and agenda, we acknowledge that there are some fundament objectives which need to be defined and taught over the course of the season.

1. We will be punctual and well organised in coaching sessions and matches. Clear information will be given to parents about the dates and times of coaching sessions and match fixtures. Coaching sessions will be age and ability appropriate.

2. We will teach all players a knowledge of the rules and fundamental principles of playing football, in particular:

- A knowledge and understanding of the laws of the game
- An understanding of team play (attack, defence, passing, etc)
- An understanding of playing as a unit, rather than as a collection of individuals
- Respect of teammates, opponents, match officials and coaches in all circumstances
- Personal fitness and eating habits, and encourage an overall improvement in their fitness

3. We will teach all players an understanding of the rules of fair play and sportsmanship, in particular:

- Respect for the laws of the game and adherence to them
- To avoid gamesmanship such as time wasting, diving and other simulation
- How to respond when the opposition has an obviously injured player (the ball is kicked from play)
- How to respond when the opposition play as above (the ball is kicked back to an opponent)
- The importance of shaking hands with all opponents after each game, regardless of the result

4. We will impose proper sanctions for breaching the rules of fair play and/or disrespect shown to match officials, teammates, opponents and coaches by:

- Raising the matter with the player either at the time or after the match/session where the breach is minor (e.g. timewasting, questioning and referee or coach decision, etc)
- Removing the player from the field of play temporarily in cases of serious and deliberate fouling, etc, which ought to have resulted in a caution, but has not.

Removing the player from the field of play from the remainder of the match/session for serious misconduct where the offence ought to have resulted in the player being sent from the field of play but has not (e.g fighting, spitting, foul and abusive language, abusing the referee or coach, etc). In this case we will consider whether the player concerned should be suspended from club activities.

5. We will encourage and motivate players to be competitive and to want to win games, but we will emphasise that sportsmanship and fair play are to be valued above the desire to win.

6. To balance the competitive nature of football matches and the entitlement of children to enjoy playing, we will (at the discretion of the coach):

- Take into account when selecting the team, a player's recent attendance at coaching sessions (if a player has not attended sessions, and no contact has been made with the coach, the player should not expect to play)
- A player selected for a fixture should play a part in that fixture. Where a fixture comprises of two or more matches they should play a part in at least one of those matches

## Anti-Bullying Policy

### Scarborough Ladies FC does not tolerate bullying of any kind

#### STATEMENT OF INTENT

We are committed to providing a caring, friendly and safe environment for all of our members so they can participate in football in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our club. If bullying does occur, all club members or parents should be able to tell and know that incidents will be dealt with promptly and effectively. We are a TELLING club. This means that anyone who knows that bullying is happening is expected to tell the club welfare officer or any committee member.

#### WHAT IS BULLYING?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can be:

- Emotional being unfriendly, excluding (emotionally and physically), sending hurtful text messages and tormenting, (e.g. hiding football boots/shin guards, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist or racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing.

#### WHY IS IT IMPORTANT TO RESPOND TO BULLYING?

Bullying hurts. No one deserves to be a victim of bullying.

Everybody has the right to be treated with respect. Individuals who are bullying need to learn different ways of behaving. This club has a responsibility to respond promptly and effectively to issues of bullying.

#### OBJECTIVES OF THIS POLICY

- All club members, coaches, officials and parents should have an understanding of what bullying is
- All club members, officials and coaching staff should know what the club policy is on bullying, and follow it when bullying is reported
- All players and parents should know what the club policy is on bullying, and what they should do if bullying arises
- As a club we take bullying seriously. Players and parents should be assured that they would be supported when bullying is reported
- Bullying will not be tolerated.

#### SIGNS AND INDICATORS

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- says he or she is being bullied
- is unwilling to go to club sessions
- becomes withdrawn anxious, or lacking in confidence
- feels ill before training sessions
- comes home with clothes torn or training equipment damaged
- has possessions go "missing"
- asks for money or starts stealing money (to pay the bully)
- has unexplained cuts or bruises
- is frightened to say what's wrong
- gives improbable excuses for any of the above

#### IN MORE EXTREME CASES

- starts stammering
- cries themselves to sleep at night or has nightmares
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- attempts or threatens suicide or runs away.

These signs and behaviours may indicate other problems, but bullying should be considered a possibility and should be investigated.

#### PROCEDURES

1. Report bullying incidents to the Club Welfare Officer or a member of the clubs committee or contact the County FA Welfare Officer.
2. In cases of serious bullying, the incidents will be referred to the County FA Welfare Officer for advice and possibly to The FA Case Management Team.
3. Parents should be informed and will be asked to come in to a meeting to discuss the problem.
4. If necessary and appropriate, the police will be consulted.
5. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
6. An attempt will be made to help the bully (bullies) change their behaviour.
7. If mediation fails and the bullying is seen to continue the club will initiate disciplinary action under the club constitution.

#### IN THE CASE OF ADULTS BEING

## Anti-Bullying Policy

### IN THE CASE OF ADULTS BEING REPORTED TO BE BULLYING ANYONE

1. The County FA Welfare Officer should always be informed and will advise on action to be taken where appropriate.
2. It is anticipated that in most cases where the allegation is made regarding a team manager, official or coach, The FA's Safeguarding Children Education Programme may be recommended.
3. More serious cases may be referred to the Police and/or Children's Services.

### PREVENTION

1. The club will have a written constitution, which includes what is acceptable and proper behaviour for all members of which the anti-bullying policy is one part.
2. All club members and parents will sign to accept the constitution upon joining the club.
3. The Club Welfare Officer will raise awareness about bullying and why it matters, and if issues

of bullying arise in the club, will consider meeting with members to discuss the issue openly and constructively.

### RECOMMENDED CLUB ACTION

If the club decides it is appropriate for them to deal with the situation they should follow the procedure outlined below:

1. Reconciliation by getting the parties together. It may be that a genuine apology solves the problem.
2. If this fails/not appropriate a small panel (made up from Chairman, Club Welfare Officer, Secretary, committee members) should meet with the parent and child alleging bullying to get details of the allegation. Minutes should be taken for clarity, which should be agreed by all as a true account.
3. The same three persons should meet with the alleged bully and parent/s and put the incident raised to them to answer and give their view of the allegation. Minutes should again be taken

and agreed.

4. If bullying has in their view taken place the individual should be warned and put on notice of further action i.e. temporary or permanent suspension if the bullying continues. Consideration should be given as to whether a reconciliation meeting between parties is appropriate at this time.
5. In some cases the parent of the bully or bullied player can be asked to attend training sessions, if they are able to do so, and if appropriate. The club committee should monitor the situation for a given period to ensure the bullying is not being repeated.
6. All coaches involved with both individuals should be made aware of the concerns and outcome of the process i.e. the warning.

Visit these websites for more information:

[www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)  
[www.stoptextbully.com](http://www.stoptextbully.com)  
[www.bullying.co.uk](http://www.bullying.co.uk)

## Club Complaints Procedure

In the event that any member feels he or she has suffered discrimination in any way or that the club policies, rules or codes of conduct have been broken, they should follow the procedure below:

1. They should report the matter to the Club Welfare Officer or another member of the committee. Your report should include:  
Details
  - of what, when and where the occurrence took place.
  - Any witness statement and names.
  - Names of others who have been treated in a similar way.

- Details of any former complaints made about the incident, date, when and to whom they were made.
- A preference for a solution to the incident.

2. The Club's management committee will sit for any hearings that are requested.

3. The Club's management committee will have the power to:

- Warn as to future conduct;
  - Suspend from membership;
  - Remove from membership;
- any person found to have broken the club policies, rules or codes of conduct.



**CHARTER STANDARD  
DEVELOPMENT CLUB**

**Respect**

