

CLEVEDON UNITED JUNIOR FOOTBALL CLUB

RULES, OBJECTIVES AND CONSTITUTION

1. Nomenclature

The Club shall be known as Clevedon United Junior Football Club (“the Club”) and also includes Clevedon United Colts, Clevedon United Youth, Clevedon United Girls and Clevedon United Disability Football Club

Clevedon United Junior Football Club is a registered charity. The charity number is 1122841.

2. Objectives

The Club’s objectives are:

- 2.1 To promote the game of Association Football by youth players
- 2.2 To provide facilities for youth players to participate in football at all ages and at all levels up to and including the age of 16 years
- 2.3 To provide competent teaching and coaching to youth players in the sport of Association Football
- 2.4 To educate youth players as to the laws of Association Football
- 2.5 To promote best practice in playing Association Football in accordance with the guidelines issued from time by the Football Association, UEFA and FIFA
- 2.6 To encourage the advancement of coaches and managers to acquire the skill, experience and qualification to best achieve the above objectives
- 2.7 To acquire and maintain such facilities and equipment (by ownership lease or hire) as may be required to enable the Club to achieve the above objectives

3. Membership

3.1 The Club membership shall consist of:

- (a) player members
- (b) parent members
- (c) Committee members

3.2 Player members

All players who are under the age of 16 years of age and who register to play for the Club shall also become automatic Player Members of the Club and shall be subject to the rules of the Club but shall not be entitled to attend and vote at the Annual General Meeting

3.3 Parent members

“Each application for registration by a player shall be counter-signed by one parent or guardian and which parent or guardian shall be entitled to apply for membership of the Club. Parent members shall be asked to sign the Club’s Code of Conduct and shall be subject to the rules of the club. Parent members shall be entitled to attend and vote at the Annual General Meeting.

3.4 Ex officio membership

All persons elected to serve on the Committee shall be automatically accepted as full members of the Club and shall be subject to the rules of the Club and entitled to attend and vote at the Annual General Meeting

Any Parent Member or ex-officio member shall be entitled to attend and vote at the Annual General Meeting and any extra-ordinary General Meeting and shall be referred to in these Rules as a "Full Member"

4. Management Committee

The Management Committee shall consist of:

Mandatory members

- (a) Chairman
- (b) Vice Chairman
- (c) Secretary
- (d) Treasurer
- (e) Registration Secretary
- (f) Child Welfare Officer
- (g) Purchasing Officer
- (h) Girls Administration Secretary
- (i) Press/Media Representative
- (j) Chair Development Committee
- (k) Fixtures/Results Secretary

An individual may not serve in more than one of the above capacities unless there are insufficient numbers of fit and proper persons willing to offer themselves for election for each of the above positions

Optional members

- (a) Development Committee Treasurer (reports to Treasurer)
- (b) Development Committee
- (c) Such of the following additional officers as the Committee shall deem expedient to
- (d) appoint to assist in the following positions: Assistant Secretary, Assistant Treasurer and Assistant Registration Secretary

Members of the Management Committee are elected each year at AGM for a maximum period of twelve months and may, if they so wish, stand for re-election at each subsequent AGM. The nominees for each position shall be proposed, seconded and voted for in the normal way. If two or more nominees wish to stand for the same position, the nominee gaining the most votes (cast at AGMO) will be elected.

A full member or Committee member may hold two or more of the above positions Provided that no individual shall hold more than three positions in total (such total to include any of the mandatory offices)

5. Committee's powers and responsibilities

- 5.1 "The Management Committee shall be authorised to carry out all the duties powers and responsibilities of the Club (including but without prejudice to the generality of the foregoing, the day to day management of Club and all disciplinary issues) save with regard to those matters within Rules and Constitution of the Club that are required to be dealt with by the Club at its Annual General Meeting or are required to be approved by 75% of the Voting Members attending and voting at the Annual General Meeting or an Extraordinary General Meeting. A minimum of five Management Committee members shall be required to attend meetings to form a valid quorum. Decisions shall be made by the Management Committee upon a majority vote of those Management Committee members attending and voting but subject always to a valid quorum. The Chairman of each Management Committee meeting shall be entitled to vote. In the

event of a tie the Chairman of the relevant meeting shall have an additional casting vote”

- 5.2 “The property and assets of the Club shall vest in the Management Committee and be held as Trustees on behalf of the Club”
- 5.3 The Management Committee shall have to power to appoint sub-committees for the purposes of the discharge of its powers and duties and shall also be empowered to appoint additional members to the Management Committee to fill any casual vacancies arising and such appointment(s) shall continue until the AGM next following
- 5.4 The Management Committee shall hold a minimum of seven meetings in each year together with such other meetings as may be called from time to time
- 5.5 Decisions shall be made by the Management Committee upon a majority vote of those Management Committee members attending and voting. The Chairman of each Management Committee meeting shall be entitled to vote. In the event of a tie the Chairman of the relevant meeting shall have an additional casting vote.
- 5.6 The Secretary shall convene a meeting of the Management Committee upon not less than 7 days and not more than 14 days notice, upon receiving written request from at least three members of the Committee to convene such a meeting. Such request must state the purpose of the meeting and the matters which the Management Committee will be invited to deliberate and vote upon and which matters shall be notified to the Management Committee members when serving notice of such meeting.
- 5.7 The Management Committee shall be responsible for and administer all disciplinary measures in respect of the members players officials of the Club and with regard to any action which the Management Committee may deem necessary to take in respect of any parent or other connected to a member of player of the Club (whether or not such person shall himself/herself be a member)
- 5.8 Without prejudice to the generality of the foregoing, the Management Committee shall have the following powers:
- 5.9 To require any member, manager, player or Committee member to appear before the Management Committee to answer any charge or complaint of misconduct or breach of the rules of the Club or of the Codes of Conduct adopted hereunder or any other conduct likely to bring the Club into disrepute. For the purpose of this clause “misconduct shall include (but without prejudice to the generality of the foregoing):
 - (a) Any manager or player cautioned or dismissed for dissent or foul and abusive language or violent conduct
 - (b) Any player who is consistently in arrears in payment of annual subscription, match fees or training fees
 - (c) Any manager who fails to account when required to the Treasurer for subscription monies, match fees or training fees
 - (d) Any player or manager who wilfully breaches the rules of the FA, the Somerset FA or the rules of any competition into which the Club has been entered and in particular (but without to the generality of the foregoing) rules relating to the age of players or players requiring to be registered as a player of the Club under any league or cup competition rules
- 5.10 To suspend any player, member, manager or Committee member from playing in matches or otherwise participating in any of the Club’s activities pending the outcome of the Management Committee’s deliberations and thereafter for such period as the Committee shall determine
- 5.11 Prohibit (insofar as it may have the power to do so) any player, member, manager, Committee member, parent or other person having involvement with any player from attending any match or other function or activity of the Club
- 5.12 To apply to the governing body for any league or cup competition into which the Club has been entered for the removal of the registration of any player against whom any charge as referred to in clause 1.4.5.1 has been proved

- 5.13 The Management Committee shall (unless it is otherwise impracticable to do so) comply with the procedures as set out in Appendix 5 hereto
- 5.14 The members of the Management Committee shall observe the provisions of the Club Officials' Code of Conduct as set out in Appendix 5

6. Officers and their responsibilities

The following Management Committee members shall have the additional powers, duties and responsibilities hereinafter referred to, together with such other powers, duties and responsibilities as maybe conferred by the Club from time to time:

6.1 Chairman

The Chairman shall act as chairman at all meetings of the Club and of the Management Committee. If the Chairman is unable to attend at any meeting then the vice-Chairman shall so act but if the Chairman and vice-Chairman shall both be unavailable or unable to attend then a chairman shall be elected for the purposes of such meeting by the majority of those persons attending and entitled to vote.

6.2 Vice Chairman

Vice-Chairman shall be entitled to carry out the duties and responsibilities of the Chairman on those occasions when the Chairman is unable or unwilling to so act

6.3 Secretary

The Secretary shall deal with all correspondence written or received on behalf of the Club save to the extent that such correspondence may be delegated to another member of the Committee to deal with.

The Secretary shall deal with all matters of administration insofar as they relate to the compliance by the Club with all rules regulations and procedures in order to the Club to further its Objects and in particular (but without prejudice to the generality of the foregoing): the completion and submission of entry applications into the Woodspring League and such other leagues and competitions as the Club may decide to enter from time to time; to affiliate with the English FA and/or Somerset FA; submission of results and match cards as required under the league rules; circulation of fixture lists and referees appointments lists as provided by the relevant league and/or FA competition organisers; arranging attendance at the regular meetings as required under the rules of the Woodspring or other league(s) in which the Club is entered.

The Secretary shall not be required to deal with correspondence or other matters which fall within the duties and responsibilities of other members of the Management Committee including (but without prejudice to the generality of the foregoing) matters relating to the Club's finances, fund-raising, press reports, matters within the responsibility of the Club Welfare Officer, or matters relating to the registration of players or members

6.4 Treasurer

The Treasurer shall deal with all financial transactions on behalf of the club, obtaining and retaining appropriate records to provide an audit trail of all payments and receipts.

The Treasurer will reconcile the club's bank accounts regularly, identifying any items that require further attention and pursuing these to a satisfactory conclusion, reporting matters to the Management Committee as appropriate. He/she will routinely check income and expenditure against projected budget and take action as necessary to ensure wherever possible, unless specific items of expenditure have previously been sanctioned from financial reserves at Management Committee, the club's expenditure in any one season does not exceed its income.

The Treasurer will produce detailed annual accounts, audited as necessary to meet Charities Commission requirements, including income and expenditure accounts and balance sheet, and

will present this to the Management Committee and at the Annual General Meeting. The Treasurer will upload a copy of the annual accounts to Charities Commission website each year to meet Charities Commission governance requirements.

6.5 Registration Secretary

The Registration Secretary shall be responsible for circulation to each team manager of the forms required to be completed and signed by players for the purpose of:

- (a) registration of players as Player Members of the Club
- (b) registration of players with the Woodspring Junior, Somerset & Bristol Girls leagues, or other Leagues or competitions into which teams have been entered by the Club

The Registration Secretary shall be further responsible, upon the return of each completed registration form, to submit the form to the relevant league or competition secretary within the time limits prescribed by the league or competition rules

The Registration Secretary shall keep a register of all players registered in league or other competition to play for the Club at each age group

The Registration Secretary shall deal with all transfers of players joining or leaving the Club in accordance with the Woodspring or other competition rules.

6.6 Club Welfare Officer

The Club Welfare Officer shall supervise the discharge all the duties and responsibilities as required under English FA Somerset FA and/or Woodspring League Rules and/or such other statutory or other duties imposed upon the Club for the proper care and supervision for all minors within the charge or control of the Club (including responsibility towards match officials who are minors) and to ensure the effective application of the Club's Child Protection Policy. In particular (but without prejudice to the generality of the foregoing) the Club Welfare Officer shall ensure that each manager, assistant manager, coach or other assistant having contact with any minors involved in the activities of the Club shall attend a recognised Child Protection Course and shall procure and submit a disclosure form to the Disclosure and Barring Service or such other disclosure procedures as may be prescribed (by statute or otherwise) from time to time.

6.7 Fund Raising and Events Manager

The Fund Raising and Events Manager shall be responsible for the Club's social activities in order to promote relations between all players, teams, managers and parents. Such activities may be combined with fund-raising and whereupon shall be organised by either the Social Secretary or the Fund Raising Secretary or both (as they may agree between themselves). He/She shall also be responsible for co-ordinating the Clubs' fund-raising activities and may delegate responsibilities to such other Management Committee members or other members as may be deemed appropriate. He/She may appoint a sub-committee to assist in the discharge of those duties and whose members may be Management Committee Members, Full Members or Parent Members. All fund-raising events must however be sanctioned by the Management Committee

6.8 Purchasing Officer

The Kit and Equipment Officer shall be responsible to supervise and report upon the premises used by the Club for its playing and training facilities (whether owned, leased or hired) and to report to the Management Committee from time to time the state and repair of such premises and any action that may require to be taken by way of maintenance repair or improvement. The Kit and Equipment Officer shall also maintain a record of all training and other equipment owned by the Club including equipment within the use of control of individual teams or managers and players team kit. The Kit and Equipment Officer shall be responsible for the purchase of new equipment (including team kit) subject to the prior sanction of the Management Committee and will liaise with The Treasurer regarding payment.

6.9 Chair Development Committee

The Chair of the Development Committee shall be responsible for the Club's social and fund-raising activities in order to promote relations between all players, teams, managers, parents and the wider community. Such activities may be combined with fund-raising. He/She shall also be responsible for co-ordinating the Clubs' fund-raising activities and may delegate responsibilities to such other Development Committee members as may be deemed appropriate. He/She may appoint a sub-committee to assist in the discharge of those duties and whose members may be Management Committee Members, Full Members or Parent Members. All fund-raising events must however be sanctioned by the Management Committee.

7 Girls Administration Secretary

The Girls Administration Secretary shall be responsible for administration directly relating to girls teams, as required by Bristol or Somerset Leagues.

7.1 Press/Media Representative

The Press/Media Representative shall be responsible for all media representation including social media, twitter and the Club's website.

7.2 Fixtures/Results Secretary

The Fixtures/Results Secretary shall be responsible for monitoring and planning of pitches for all teams, in line with League & County Cup requirements. The Fixtures/Results Secretary shall also be responsible for booking additional pitches as and when required.

8. Managers

Appointment and qualification

- 8.1 A manager/coach and assistant manager/coach shall be appointed for each team at each age group. No manager may run more than one league team.
- 8.2 Any person may apply for and be appointed as manager assistant manager or coach provided that the Management Committee shall be satisfied that such applicant is a fit and proper person and subject also to a Disclosure and Barring Service search and subject also to such applicant either holding or undertaking to obtain within six months of appointment the following qualifications:
 - a. F A Level 1 certificate in Coaching Football within 12 months of appointment
 - b. F A recognised First Aid certificate within 2 months of appointment to meet child protection requirements
 - c. Attendance at a recognised Child Welfare Workshop
 - d. Provided that the Committee shall be empowered to extend the period required to obtain all or any of the above qualifications as it shall in its discretion deem appropriate where the Applicant is unable to complete the required courses within the said six month period but such period cannot under any circumstances be extended beyond 12 months from the date of appointment.
- 8.3 Where there is a long-term commitment to the club and subject to prior approval by Management Committee, the club will pay for managers and their assistant to attend the following courses: Level 1, Level 2, Youth Module 1 and Youth Module 2.

Responsibilities

- 8.4 Managers are representatives of the Club and charged with the responsibilities for protecting Club property, maintaining discipline amongst parents and players, observance of league and F A rules and to ensure that no action is taken which may bring the Club into disrepute

- 8.5 Managers shall familiarise themselves with and comply with the “Managers Responsibilities” as set out in Appendix 6
- 8.6 Managers shall be responsible for the payment of fines arising from a managers failure to properly comply with league, Cup or F A Rules including (but without prejudice to the generality of the foregoing) properly completion and notification of results via approved systems (such as Full Time and Whole Game System), and contacting and payment of appointed referees
- 8.7 Managers shall attend or arrange representation at each monthly Club meeting and at the Annual General Meeting
- 8.8 Managers shall ensure that parents or other persons attending at training sessions or matches are familiar with the Parent/Spectators Code of Conduct as set out in Appendix 6 and to ensure so far as is practicable that such parents or other persons behave in accordance with the said Code of Conduct

9.0 Players

Eligibility

- 9.1 Players of both sexes shall be eligible for membership provided that they are of at least the age of four years and have not attained the age of sixteen years on the 1st September in each membership year
- 9.2 Players shall be accepted for membership upon completion of a Membership Application Form in the form prescribed by the Committee from time to time. The Membership Application Form shall be signed by the player and counter-signed by a parent or guardian
- 9.3 For the season 2018-19 and until such time as the Club (by special resolution passed by 75% of the members attending and voting at an Extraordinary Meeting convened for this purpose) shall otherwise resolve, all players shall be required to apply for membership jointly of Clevedon United Juniors Football Club, Clevedon United Colts Junior Football Club, Clevedon United Youth Football, Clevedon United Girls Football Club and Clevedon United Disability Football Club (hereinafter together referred to as “the Unified Clubs), but players shall be registered for league and cup competitions with one Club only for so long as the rules of the league and cup competitions continue to so provide
- 9.4 Where two or more of the Unified Clubs shall be able to enter a team into league or cup competition in any one season then the decision as to which of the Unified Clubs a player should be registered shall initially be a matter of agreement between the managers of the teams concerned but in the default of such agreement or else if the player concerned shall be aggrieved with such selection then the matter shall be referred to the Committee for determination and whose decision shall be final
- 9.5 Players shall familiarise themselves with or otherwise shall be made aware of “Players Code of Conduct” as set out in Appendix 3 and of the “Players Responsibilities” as set out in Appendix 7
- 9.6 Players shall be subject to the Disciplinary Powers of the Committee

10. Finances

- 10.1 The annual club fee shall be set and approved at the May monthly meeting to facilitate early disbursement of the registration forms.
- 10.2 The Committee shall decide upon the manner that the annual club fees shall be paid
- 10.3 Subscriptions may be paid in a single instalment to be received by 15th August in each year or by two equal instalments to be paid on 15th August and 1st November and the Committee shall have the right to suspend a player after this from any matches or other Club activities if payment until such time as all outstanding payments due for such player have been received
- 10.4 All monies shall be paid to the Treasurer or (if the Treasurer shall be unavailable) to the Secretary or Chairman

- 10.5 All monies held by or on behalf of the Club shall be held in accounts requiring the signature of at least two signatories comprising of the Chairman, Secretary, Treasurer and such other members of the Committee as the Club shall resolve at the Annual General Meeting
- 10.6 Unless the Committee shall otherwise authorise all monies received by a manager on behalf of the Club (including sponsorship monies or donations) shall be paid to the Treasurer and all purchases (including kit, training equipment or otherwise) shall be made through the Committee

11 General

- 11.1 All managers assistant managers and coaches shall be familiar with and observe the F A Code of Practice and the F A Coaches Association Codes of Practice in addition to the Codes of Practice contained in the Appendices to these rules
- 11.2 All Managers, Parent Members, players and Committee members must observe and respect the Codes of Practice as set out in the Appendices hereto insofar as they relate to them and to further observe adopt and practice the Clubs Child Protection and Equal Opportunities policies
- 11.3 The Club's main colours shall comprise of red shirts, black shorts and black socks. The Club's secondary colours for each team shall be such colours as shall be approved by the Committee
- 11.4 The Club shall each season enter the Woodspring Junior League and all Cup competitions associated with the said league together with all County Competitions for which each team shall be eligible to enter including Tesco Cup (under 13) Lewin Cup (under 14) County Cup (Under 16) and Somerset & Bristol Girls Leagues and any league and county cup competitions. No manager shall enter a team in any other competition without the consent of the Committee.

12 Alteration of Rules

- 12.1 Any alteration of the Rules must be made at the Annual General Meeting or at an Extra-ordinary General Meeting convened for that purpose and of which at least 14 days notice of the proposed rule amendment must be given all Full Members
- 12.2 Subject to the provisions of clause 11.3, rule amendments may be effected by a majority of Full Members attending and voting
- 12.3 The following rules shall be amended only upon a resolution approved by 75% of the Full Members attending and voting: Rule 2, Rule 3, Rule 7.2, Rule 9.5, Rule 9.6, Rule 10.3, Rule 11.1 , Rule 12.

13 Meetings

- 13.1 Club shall hold an Annual General Meeting (or "AGM") in each year between the 10th May and 31st July as determined by the Committee
- 13.2 The Committee may also convene meetings (Extra-ordinary General Meetings or "EGM") at its own discretion subject to giving all Full Members at least 14 days notice thereof
- 13.3 The Secretary shall also convene an EGM upon the written request of at least five Full Members provided that such request shall set out the reason for convening such meeting, the resolutions(s) upon which the Club will be required to decide and any matters that are intended to be raised. The Secretary circulate the contents of the written request when serving notice of the EGM to the Full Members
- 13.4 All Full Members (including the Chairman) shall be entitled to one vote each upon a show of hands unless 75% of the Full Members attending shall require that the vote be taken by secret ballot. In the event of a tie the Chairman shall be allowed to cast a further (casting) vote.
- 13.5 The AGM and each EGM shall be chaired by the Chairman or in default by the vice-Chairman but otherwise the Chairman shall be chosen by the majority of those Full Members attending the relevant meeting upon a majority vote.

14 Dissolution

- 14.1 The Club shall be voluntarily dissolved only by a Special Resolution at a Special Meeting convened specifically for the purpose and of which at least 28 days notice has been given to all Full Members of the Club and shall be passed on approval by 80% of the Full Members attending and voting
- 14.2 Any member shall be entitled to require a statement of his/her arguments (whether for or against the resolution) to be circulated to all Full Members at least seven days before the Special Meeting (subject to such member indemnifying the Club against the postage or other costs incurred in so circulating such statement)
- 14.3 In the event that such resolution is passed then the Club shall forthwith cease to carry out its activities and the Committee shall forthwith call in and so far as possible realise the assets of the Club and to repay all outstanding debts and liabilities. Any surplus funds shall be distributed as follows:
 - (a) if the Club shall be constituted as a Registered Charity as at the date of dissolution then the surplus assets of the Club shall be distributed in accordance with the provisions of the Charities Act and the direction of the Charity Commissioners thereunder
 - (b) if the Club shall not be constituted as a Registered Charity as at the date of dissolution then the surplus assets of the Club shall be paid to such Charitable Organization(s) as the Committee shall in its sole discretion determine pursues objects similar to the Object of the Club under clause 2 hereof
- 14.4 The Club shall not be required to distribute any funds for so long as any one or more of the Full Members and/or Committee Members shall retain any personal liability under any contracts, leases or other arrangements authorised by and entered into on behalf of the Club

APPENDIX 1

CLUB CODE OF CONDUCT

1. All games must be played in accordance with the current laws of Association Football and must follow the league rules to which any team is connected.
2. For teams not in any league i.e. Under 6's, 7's and 8's no overage player shall participate in any fixture that would contravene league age requirements.
3. ALL games (except for pre-determined league fixtures) must be booked with the Fixtures/Results Secretary.
4. ALL PLAYERS, SPECTATORS AND OFFICIALS are expected to conduct themselves in a responsible and sporting manner.
5. If any PLAYER, SPECTATOR or OFFICIAL is disciplined before, during or after a match the Club has the power to investigate the matter fully and take any action they feel necessary.
6. PLAYERS, SPECTATORS and OFFICIALS will be personally responsible for the payment of any fines incurred as a result of being disciplined, cautioned or sent off.
7. Those involved with the club at every level, and whether a player, coach, manager or committee member have a responsibility beyond adhering to the law, to act in a manner which maintains the highest standards of integrity, and to maintain the high reputation of the game.

To do this the club must follow these guidelines.

1. The club will NOT accept the use of violence, either verbal or physical by ANYONE involved in the game.

2. The club promotes equality without exception and will promote measures to prevent it from being expressed in any form.
3. The club plays a large part within the community and does have an influence over young people. Setting a positive example to them must be considered vital at all times.
4. Respect for all involved in the game is of great importance whether it be individuals from our club, another club, match officials or spectators.
5. The club will NOT accept improper practise from anyone, at any level.
6. The club is committed to fairness in it's dealings with all involved in the game, and to the principle of playing to win which is consistent with Fair Play.

APPENDIX 2

MANAGERS/COACHES CODE OF CONDUCT

Playing any sport or game should be fun for children and if the following points are followed we should be helping our children to enjoy their time with us.

All managers and coaches MUST:

1. Make the safety and well-being of each player of paramount importance.
2. Show a high standard of behaviour at all times.
3. Not tolerate or use inappropriate language.
4. Respect and treat equally every individual, regardless of their ability.
5. Take in to account when planning activities, the age, experience and ability of the players.
6. Encourage and guide players to accept responsibility for their own performance and behaviour.
7. Adhere to the Laws and Rules of the game.
8. Teach the Laws of the game, promote fair play and teach the players to accept defeat as well as victory.

APPENDIX 3

PLAYERS CODE OF CONDUCT

Football is a sport to be enjoyed, but as with all sports there are some points that all players must follow.

Each player should:

1. Accept any decision given by an official without showing dissent.
2. Be respectful at all times to match officials.
3. Show respect to the opposition at all times, regardless of match results.
4. Show due respect towards all officials which are to include not only the referee and their own teams officials but also that of the opposition.
5. Avoid any form of bad sportsmanship before, during or after any match.

6. Be respectful to all supporters of both teams.
7. Know and play by the Laws and Rules of the game.
8. Accept defeat in the same manner as victory.
9. Not apply any technique which they know to be banned.
10. Never swear, or use inappropriate language.
11. Be considerate of team members both on and off the pitch.
12. Avoid any form of time wasting.
13. Set a good example to all others.
14. Always have regard for the best interests of the game.
15. Play in a manner consistent with 'Fair Play'.

APPENDIX 4

PARENTS/SPECTATORS CODE OF CONDUCT

As a club we have a duty to our players, to protect them from inappropriate behaviour and language and to encourage their enjoyment of the game. All children play football because of the love of the game, and thrive on achievement whether it be as a team or individually. As spectators we can all help to reinforce their belief in themselves with positive encouragement.

All parents/spectators should:

1. Respect the referee and his decisions.
2. Avoid coaching any child during a game.
3. Be respectful of opposition players, officials and spectators.
4. Applaud the opposition as well as your own team.
5. Be encouraging to every player, not only the more talented.
6. Encourage the children to accept defeat gracefully.

Parents/Spectators are reminded that a referee can caution you or indeed insist you leave the perimeter of the ground if he feels you have committed an offence. If this were to happen a fine would be imposed by the governing body, for which the individual will be responsible.

APPENDIX 5

CLUB OFFICIALS' CODE OF CONDUCT

Club officials must respect that, regardless of the desire to participate in the management and coaching of any particular team(s) and to task of decision-making and team selections, the manager has willingly volunteered to assume the responsibilities of management and the manager retains the right to retain sole responsibility or to share those responsibilities to such extent as he considers appropriate (subject to the Rules of the Club)

Club Officials are also expected to:

1. Set a positive example to all other persons involved in Club activities (whether they be players, supporters, fellow members, parents, officials or opposing managers, players and officials)
2. Not to encourage any form of gamesmanship

3. Not to use or tolerate or encourage the use of inappropriate action
4. Always show due respect to match officials and to accept decisions without dissent
5. Not to try and influence a managers decisions unless advice has been specifically sought
6. To endeavour to develop the Club and its teams by way of encouragement and sportsmanship
7. Not to show or encourage unsporting behaviour
8. Practice and promote the Clubs Ethics, Opportunities and anti-Discrimination Policies and Child Protection Policy

APPENDIX 6

MANGERS' RESPONSIBILITIES

1. Each manager shall be responsible for the conduct of all his players before during and after each match
2. The manager is responsible to collect all fees due to the Club by each player
3. The manager shall ensure the fees for all match officials are paid immediately following each match where those fees are the responsibilities of the Club to pay
4. The manager shall properly complete and deliver to the Club Secretary or such other Official as may be designated from time to time all match cards or other necessary information as prescribed by league or cup competition rules within 48 hours of completion of each match and to notify the result of the match (whether by email or telephone) by 5 pm on the day of the match
5. All cancelled, postponed or abandoned matches must be reported to the Club Results Secretary or (if not available) Club Chairman immediately and (in the case of the postponement of home matches) must also immediately notify the League Secretary, appointed referee and manger of the opposing team
6. The manager must ensure that referees appointed to home matches are contacted in within the times prescribed by the rules of the relevant league or cup competition

APPENDIX 7

PLAYERS' RESPONSIBILITIES

1. Although the Club will provide players with playing kit, each player must provide his own boots and shin pads. Shin pads must be worn in all matches and in training sessions
2. No jewellery or watches are to be worn during matches or training sessions
3. Players must pay subscriptions at the required times
4. Registration fees must be paid no later that 30th September in the season to which they relate
5. Players must at all time be respectful to their manager, coaches, Club officials, fellow members and players, match officials, opponents and opposing Club officials
6. Players must refrain from showing dissent, recognising that a referee will not change his mind and that dissent serves only to damage a player's concentration and increase the likelihood of resultant error
7. Players must recognise that the represent the Club not only at all events with the Club is associated but also at all other times when they maybe associated with the Club (eg when

wearing Club shirts or track-suits) and in all such cases must not be guilty of behaviour or conduct that may bring the Club into disrepute

8. Finally, players are reminded that the Club exists in order to promote Long Term Player Development and, above all, to provide young players with an environment in which to play and enjoy the game of Association Football, and whilst winning and success are important they should not be achieved by sacrificing these primary objectives