



OLD COULSDON COLTS
SINCE 1979



OLD COULSDON COLTS



Since 1979



AN FA CHARTERED STANDARD
FOOTBALL CLUB

HANDBOOK
Including
Club Codes of Conduct
and
Club Rules
2015/2016 Edition



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1 ABOUT THE CLUB

The Club was originally formed in 1979 with the objective of providing organised football for local youngsters and started out as just one team. With the generous support and efforts of the then members, the foundation was laid for The Club to reach its current position of teams competing at various ages and also our development squad.

In 1990 The Club achieved charitable status mainly because of its commitment to young people through being a member of the then National Association of Boys Clubs and through its record of the previous eleven years in not just organising junior football but also developing coaching methods through the now well respected and approved Pro Direct system.

As a Registered Charity we have a board of Trustees who collectively on behalf of the club hold the lease of our ground at Toldene. We had a tremendous financial boost in 1990 when one of the trustees, the late Sam Walton donated a considerable sum of money to the club, made all the more valuable by our ability to recoup additional funds from the Inland Revenue. This donation, along with other fund raising activities has so far enabled us to double the size of our car park, erect a Club House and refurbish our dressing rooms.

Despite all the good work done so far we still need to advance in a number of important areas, such as:-

- Programmes to enhance coaching skills at all levels
- Merchandising
- Sponsorship
- Communication
- Ground improvements
- New club house

These are just a few of an endless list and we are interested in speaking with anyone with experience in any of these areas or indeed any other help that can be offered. We rely on such support from volunteers to run The Club, playing squads and maintain and develop our ground. Each team must provide a Parent Rep to be the link between The Committee and the parents and keep them informed of any social/fundraising events and hopefully pass back ideas and comments.

If you would like details on how to make a charitable donation or how you can help in other ways please contact the Honorary Secretary.

CHAIRMAN Clive Alger clive@occfc.com

SECRETARY Joshua Phillips secretary@occfc.com



2 CLUB RULES

1. The Club called 'Old Coulsdon Colts Football Club' hereinafter is called The Club.
2. The aim of The Club is to organise teaching and playing of Association Football and to promote and encourage a high degree of sportsmanship at all levels.
3. The Club will be run by an elected Management Committee hereinafter called The Committee.
4. The Club will play junior and mini football in official leagues and competitions approved by the F.A. through their County Associations.
5. The Club shall enter leagues with due regard to the following: the standard of the team, the standard of the league, the advice offered by the team manager. The final decision will be taken by The Committee
6. The age rule is applied as per F.A. and County direction.
 - Players will only be eligible for their correct age team and in some circumstances for the two immediately older teams.
 - Under normal circumstances they will play for their correct age team.
 - Only in exceptional circumstances will registration for an older squad be allowed with the approval of team managers, the parent/guardian, the player and The Committee.
7. Each squad will consist of no more than 16 players for junior and 10 players for mini football which may, in exceptional circumstances be extended with the approval of The Committee. A squad of 12 recommended for the 9 v 9 format at Under 11's.
 - Teams are allowed to accept players on a training only or ad-hoc playing basis. In all instances if a player attends more than 3 training sessions then they must notify The Secretary and join The Club by completing a Club registration form and payment of subs (amount which will be defined by the Treasurer).
8. Subscriptions shall be set by the committee prior to The Club AGM.
 - Payment is due in full at the time of signing or by an approved scheme.
 - Players are not eligible to play until payment is made or is expected on an approved scheme.
 - Subscriptions or part thereof shall only be refunded at the discretion of The Committee.
 - 15% discount is available for two or more players from the same family
 - Managers cannot negotiate discounts or alternative payment schemes without the prior approval of the Treasurer
 - Any annual subscriptions outstanding from prior years must be paid in full before League cards will be issued for next season
 - All payments are due by the end of December in each season. Players with outstanding payments may have their cards removed until full payment is received at the discretion of the Committee.



9. Membership is open to elected, appointed, or co-opted officers, coaches, managers, committee members, all registered players and their parents/guardians. Members under the age of 18 do not have voting rights.

10. The officers of the Club shall be as follows:- Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer and Parent Representative.

- They shall be elected each year at the AGM along with members of the management committee to such numbers as in the opinion of the current committee are necessary for the correct running of The Club.

11. The Club shall be run day to day by The Committee.

12. All members of The Club are answerable to the committee and committee or sub-committee members are in turn answerable to the officers of The Club. The officers are collectively answerable to the Football Association and also the County Associations and Leagues for the conduct and correct running of The Club and for the submission of accounts and information those bodies may from time to time request.

13. All decisions made by the committee or appointed sub-committee shall be binding on all members.

14. In the event of the committee being unavailable or it being impractical to convene a meeting, the elected officers can assume full committee powers.

15. Managers and coaches are appointed annually by the committee.

16. The members of the committee shall meet at regular intervals and all shall attend.

- If unable to attend they are required to notify the Secretary.
- The Secretary shall notify committee members of the date and times of all meetings.
- The meetings will be conducted by the Chairman or in his or her absence by a member appointed for that meeting.
- The agenda will contain at a minimum the reading of the previous minutes and a financial statement of balances.
- The Secretary or appointed deputy shall take minutes of meetings and make copies available to all committee members present or otherwise.

17. The committee will be responsible for keeping a minute book, cash book, a register of players and producing independently audited annual accounts.

18. Any expense incurred by committee members, managers or officers up to the limits agreed from time to time shall be reimbursed by the Treasurer providing

- That the request is in writing and where applicable with receipts
- Such requests shall be made within 48 days of incurring the expense



19. The committee and officers are responsible for ensuring members abide by the rules of The Club and all adopted codes and policies and as a consequence will be the disciplinary body.

- In the event of a breach of the rules, codes or policies the committee may appoint a disciplinary sub-committee to examine the information available.
- That sub-committee will have the power to recommend expulsion, suspension, warnings or fines to the full committee for their approval.
- The findings will be notified to the member in writing.
- Any player, official, supporter or person recognised as being connected with The Club who is accused of bringing The Club into disrepute shall be subject to the disciplinary procedures laid down in these rules.
- If Club fines are not paid within 28 days members may be suspended.

20. Fines levied externally to a player official or supporter are the responsibility of the individual concerned, or if a player, by that players parent/guardian and must be paid within the time stipulated by the imposing authority.

21. The committee shall have the power to deal with any matters affecting The Club that may not be specifically mentioned in the rules, policies or codes.

22. The Annual General Meeting of The Club shall be held each year mid-June or July except where special circumstances apply

- Members will receive notice of the meeting at least 28 days prior to the meeting date.
- The agenda shall include (but not necessarily be limited to) , Minutes of the previous AGM, Matters arising from those minutes, Chairman's Report, Treasurers Report and presentation and adoption of accounts, Secretary's Report, Rule changes, Election of Officers and Any Other Business.
- Any items for inclusion under Any Other Business must be notified to The Secretary in writing 14 days prior to the meeting and will be included at the discretion of the management committee.
- All voting will generally be by show of hands, but this can be varied if the Chairman of the meeting so decides.

23. An Extraordinary General Meeting can be called by written request to the Secretary by not less than 50 members.

- The Secretary will convene the meeting giving all members 14 days' notice.

24 Teams must always wear The Club kit and colours for home and away matches unless otherwise agreed in writing with The Secretary. No personal team kit is permitted (except goal keeper).

25. The act of membership of The Club shall be deemed as acceptance of existing and future rules, policies and codes of conduct.



3 GENERAL

- It is the responsibility of players to inform their team manager as soon as possible if they are unavailable for matches or training and in the case of matches by Thursday evening at the latest.
- Players are liable to disciplinary action if they fail to attend a match or other organised activity without reason.
- All players must wear shin guards at training sessions and matches plus suitable footwear in good condition and must wear club kit where this is supplied.
- All kit is the responsibility of the player and must be kept in clean and serviceable condition with any loss or losses paid for. Kit remains the property of the club and must be returned at the end of the season or on request.
- No valuables should be brought to matches or training sessions.
- All persons enter the club property and attend club events completely at their own risk and The Club, Officers, Managers and Coaches cannot be held responsible for loss or damage to person's property however this is caused.
- Each and every individual, whether a player, manager, coach, guardian, parent, spectator, guest or visitor has a duty to follow all our rules, codes and policies and promote the ethos of our club.
- We are judged on the behaviour and attitude of all who are associated with our club and any behaviour that is considered inappropriate will not be tolerated.
- Do not lose sight of reality. The reason that we are all involved is for the benefit of all those children and youths who are playing. The reason they are playing is for enjoyment - **DO NOT SPOIL IT.**
- FA Respect Rule should be adhered to at all times by managers, supporters and players.
- Whilst at the ground both before and after matches, training or organised events offer to help whoever is in charge, they will be grateful.
- When watching give consideration to what you say before you say it. Terms such as 'shoot, pass, tackle etc.' should NOT be used. They are decision making skills and for the players to develop THEY need to make those decisions. (What will they do if you are not there?)
- Expressions such as good shot, well done etc are encouraging and help.
- When coming to the ground avoid bringing your vehicle if possible. If not please park with consideration bearing in mind our limited space and if parking outside the ground park in a legal position and consider our local residents.
- Please use the facilities available i.e. toilets, changing rooms, refreshments etc. and leave them as you would expect to find them.
- Ensure that you take all litter with you. If you do see litter please pick it up. If you see someone drop litter ask them politely to pick it up.
- The Club may take and use photos of players during matches and tournaments for use in the Club House and Website. If you do not wish your child to have their photograph used then please ensure the Club Secretary is informed in writing.
- Have fun and remember **WE ALL MAKE MISTAKES.**



4 CHILD PROTECTION POLICY STATEMENT

The key principle underpinning this policy is the welfare of all children and young people associated with The Club. The Club officials commit to implementing this policy and it is the responsibility of all adults to follow its principles. The club aims to:

- Develop a positive and pro-active position to best protect all children and young people who play for or are associated to The Club, enabling them to participate in club activities in a safe enjoyable environment.
- Demonstrate best practice in the area of child protection to protect from abuse regardless of age, gender, disability, culture, language, racial origin, religious belief or sexual identity.
- Demonstrate best practice in the area of child protection as set out by the F.A. Child Protection policy statement and procedures / guidelines / regulations. In addition, the practices and procedures of the club will take into consideration principles in U.K. and International legislation, and recognised agencies involved in the subject of child protection.
- Protect children and young people from abuse, physical, sexual, emotional harm and from neglect and bullying.
- Maintain F.A. Charter status by showing commitment to accepted criteria and standards as set out by the Football Association.
 - To deliver these aims through:
 - Appointment of a Child Welfare officer (committee member).
 - Inclusion of child protection principles into the club rules.
 - Training of key members to recognised standards in
 - Child protection
 - Coaching procedures
 - Codes of conduct
 - Vetting of key members directly associated with children. This may require submission of / to
 - Application form
 - Self-declaration / Personal disclosure forms
 - References
 - Criminal records search

Reluctance to submit or failure of any of these criteria, will result in the committee blocking association with The Club and contact with the children / young people.



- To promote a working partnership between the club officials, parents / carers and the children / young people, to promote good ethics, a sporting attitude and a safe culture and environment.
- To take seriously and follow up any allegations of abuse. Actions being undertaken swiftly, appropriately and where possible, working with parents and /or children and protection agencies, maintaining confidentiality, to protect children and young people.
- In order to meet these commitments, the committee reserves the right to bar membership to parents or children who fail to abide by the standards set out in this policy or other club rules.
- Undertake a review of the policies and procedures as directed by
 - Arising issues
 - Club committee
 - Under instruction from controlling body (e.g. F.A.)
 - Minimum annual review
- The Club have also adopted the following Codes of Conduct and Policies (which are shown elsewhere) in support of this policy
 - Equal opportunities Policy
 - Anti-Discrimination
 - FA Respect Code of Conduct for:
 - Managers & Coaches
 - Players
 - Parents & Spectators



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5 CLUB DISCIPLINARY POLICY

- Any player not obeying club rules or ethics will be warned by the team manager.

- If their behaviour continues they will be reported to the Club Committee for Consideration of further action which may include:
 - A written warning
 - Suspension
 - Expulsion



6 CODE OF CONDUCT FOR FOOTBALL

Football is the national game. All those involved with the game at every level and whether as a player, match official, coach, owner or administrator, have a responsibility, above and beyond compliance with the law, to act according to the highest standards of integrity, and to ensure that the reputation of the game is, and remains, high. This code applies to all those involved in football under the auspices of The Football Association.

- **Community** - Football, at all levels, is a vital part of a community. Football will take into account community feeling when making decisions.
- **Equality** - Football is opposed to discrimination of any form and will promote measures to prevent it, in whatever form, from being expressed.
- **Participants** - Football recognises the sense of ownership felt by those who participate at all levels of the game. This includes those who play, those who coach or help in any way, and those who officiate, as well as administrators and supporters. Football is committed to appropriate consultation.
- **Young People** - Football acknowledges the extent of its influence over young people and pledges to set a positive example.
- **Propriety** - Football acknowledges that public confidence demands the highest standards of financial and administrative behaviour within the game, and will not tolerate corruption or improper practices.
- **Trust and Respect** - Football will uphold a relationship of trust and respect between all involved in the game, whether they are individuals, clubs or other organisations.
- **Violence** - Football rejects the use of violence of any nature by anyone involved in the game.
- **Fairness** - Football is committed to fairness in its dealings with all involved in the game.
- **Integrity and Fair Play** - Football is committed to the principle of playing to win consistent with Fair Play.



7 RESPECT CODE OF CONDUCT

7.1 Coaches, Team Managers and Club Officials

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

In The FA's survey of 37,000 grassroots 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 side-line.

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 official's decision
- 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 (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, 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 an 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.



8 RESPECT CODE OF CONDUCT

8.1 Youth Players

We all have a responsibility to promote high standards of behaviour in the game. Players tell us they want a referee for every match, yet thousands of match officials drop out because of the abuse and intimidation they receive on and off the pitch.

Respect your referee today and you may just get one for every match this season.

Play your part and observe The FA's Respect Code of Conduct for players at all times.

On and off the field, I will:

- Adhere to the Laws of The Game
- Display and promote high standards of behaviour
- Promote Fair Play
- Always respect the match officials' decisions
- Never engage in public criticism of the match officials
- Never engage in offensive, insulting or abusive language or behaviour
- Never engage in bullying, intimidation or harassment
- Speak to my team-mates, the opposition and my coach/manager with respect
- Remember we all make mistakes.
- Win or lose with dignity. Shake hands with the opposing team and the referee at the end of every game.

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:

- Be required to apologise to team-mates, the other team, referee or team manager
- Receive a warning from the coach
- Receive a written warning from the club committee
- Be required to attend an FA education course
- Be dropped or substituted
- Be suspended from training
- Not be selected for the team
- Be required to serve a suspension
- Be fined
- Be required to leave the club.

In addition:

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



9 RESPECT CODE OF CONDUCT

9.1 Adult Players

We all have a responsibility to promote high standards of behaviour in the game. Players tell us they want a referee for every match, yet thousands of match officials drop out because of the abuse and intimidation they receive on and off the pitch.

Respect your referee today and you may just get one for every match this season.

Play your part and observe The FA's Respect Code of Conduct for players at all times.

On and off the field, I will:

- Adhere to the Laws of The Game
- Display and promote high standards of behaviour
- Promote Fair Play
- Always respect the match officials' decisions
- Never engage in public criticism of the match officials
- Never engage in offensive, insulting or abusive language or behaviour
- Never engage in bullying, intimidation or harassment
- Speak to my team-mates, the opposition and my coach/manager with respect
- Remember we all make mistakes.
- Win or lose with dignity. Shake hands with the opposing team and the referee at the end of every game.

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:

- Be required to apologise to team-mates, the other team, referee or team manager
- Receive a warning from the coach
- Receive a written warning from the club committee
- Be required to attend an FA education course
- Be dropped or substituted
- Be suspended from training
- Not be selected for the team
- Be required to serve a suspension
- Be fined
- Be required to leave the club.

In addition:

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



10 RESPECT CODE OF CONDUCT

10.1 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.



11 RESPECT CODE OF CONDUCT

11.1 Spectators and 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.

Parents / spectators as a condition of membership / admission agree to adhere to all The Club's Rules, Codes of Conduct and Policies



12 EQUAL OPPORTUNITIES POLICY

The Club is committed to a policy of equal treatment of all and requires members to abide and adhere to this general principle and the requirements of the Codes of Practice issued by the Equal Opportunities Commission and 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 by:

- Treating anyone on grounds of gender, colour, marital status, race, nationality, ethnic or national origin, religion, sexual orientation or disability less favourably.
- Expecting an individual solely on the grounds above to comply with requirements related to their membership, which are different from those of others.
- Imposing on an individual requirements which are more onerous on that individual than on others.
- Victimisation or Harassment of an individual, by virtue of discrimination.
- Any other act or omission which has the effect of disadvantaging a member against another, or others, purely on the above grounds.
- The Club commits itself to the immediate investigation of any claims of discrimination on the above grounds and where it 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 member 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 members offending will be dealt with under the disciplinary procedure.
- The Club commits itself to the disabled person whenever possible and will treat such members, where possible 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. If possible appropriate training will be made to such members who request it.



13 ANTI DISCRIMINATION POLICY

The Club sets standards and values for 'The Club'. Our commitment is to confront and eliminate discrimination by reason of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.

- Equality of opportunity means that in all our activities we will not discriminate or in any way treat anyone less favourably, on the above grounds. This includes:
- The advertisement for volunteers.
- The selection of candidates for volunteers.
- Courses.
- External coaching and education activities and awards.
- Football development activities.
- Selection for teams.
- Appointments to honorary positions.

The Club will not tolerate sexual or racial harassment or other discrimination whether physical or verbal and will work to ensure such behaviour is met with appropriate action. We are committed to ongoing training to promote the eradication of discrimination



14 COMPLAINTS AND ISSUES PROCEDURE

Complaints

Any member who feels the Club Rules, Policies or Codes have been broken or they have suffered discrimination should report in writing to the Club Secretary or other Committee member including the following information:

- When, where and what occurrence took place;
- Any witness' names and contact details and any statements.
- Names of others who have been treated in a similar way.
- Details of any former complaints about the incident.
- A preference for a solution to the incident.

The Club's Management Committee have the power to appoint a disciplinary sub-committee to sit for any hearings that are required. They will report their findings to the Club's Management Committee who will have the power to:

- Warn as to future conduct
- Levy a fine
- Suspend from membership
- Remove from membership

Any person found to have broken the Club's Rules, Policies or Codes of Conduct will be subject to disciplinary action.

Issues

Time to time during the season issues may arise between managers, coaches, parents and players. Any issues that arise must be reported in writing to the Club Secretary or other Committee member

- When, where and what occurrence took place;
- Any witness' names and contact details and any statements.
- Names of others who have been involved.
- Details of any former similar issues

This is to ensure The Club is fully aware of all issues in case any escalate at a later point in time.

All complaints and issues raised with any committee member must be passed on to the Secretary or Welfare Officer to ensure the Club record is kept up to date.



15 WHAT CAN YOU EXPECT FROM THE CLUB

- We aim to follow all our codes, rules, policies and guidelines to ensure that all the children are provided a safe enjoyable environment.
- Football is more than just a game and we hope to develop all members 'life skills'.
- We will provide training as well as organised, competitive matches at a standard commensurate with the players abilities.
- We will try and develop all members playing skills and abilities by ensuring as far as possible that all our managers and/or assistants have received suitable training in Child Protection, 1st Aid and Coaching.
- We will not hold an attitude of 'win at all costs'
- (If that is your attitude then you are at the wrong Club!)
- Once signed the player will be a member of the team / squad for the complete season unless excluded due to breach of rules, codes, policies or it is decided by The Manager in consultation with our Committee and Parent /Guardian that it would be detrimental for the player to remain.
- Players are part of a squad and are not guaranteed to play every game or guaranteed an amount of play (e.g. where a match has limited substitutions). It is important if you have concerns about this that it is discussed before signing or at an early stage with your manager.
- It will be very rare that a refund will be granted on the basis of the amount of time played.
- We aim to provide an environment that is inclusive of all and hope to build a 'Club' for everyone and not a club of individual teams.



16 WHAT THE CLUB EXPECTS FROM YOU

- To abide by all our Rules, Codes and Policies and help to ensure that others do.
- To maintain the highest standards of courtesy and respect towards
- Players, spectators, officials and provide encouragement for all who are involved in the game.
- To foster our 'Club Ethos' of playing for the enjoyment of ALL.
- That winning is a bonus, not an expectation.
- To achieve this in a sporting fashion both on and off the pitch.
- To assist managers by volunteering to put out/away equipment, running the line etc.
- You **MUST** remain with your child until your manager has accepted responsibility.
- To ensure the safety of your child no organised activity will take place with only one adult present. This may mean you are required to stay for the duration of the activity i.e. Training, **be prepared to do so!**
- When you collect your child ensure that your manager is aware that they are leaving and if you have arranged for someone else to collect ensure that they know who it is.
- Not to drink alcohol during matches except at organised events.
- All of our buildings are No Smoking — No exceptions
- We expect you to be an active member of 'The Club' by supporting and helping other teams, attending social activities, assisting at 'work ins', helping committee activities and as a team you **MUST** have a Parent Representative.
- If you are not happy with the running of your team or 'The Club' bring it to the attention of your team manager, parent rep or committee member at an early stage.



17 SOCIAL/FUNDRAISING

Throughout the year, social and fundraising events take place, the proceeds of which allow us to continue The Club's development. Your support of these would be very welcome.

CHRISTMAS DISCO

Usually towards the end of November or beginning of December at a local venue.

RACE NIGHT / OTHER FUND RAISING EVENT

Normally in March

END OF SEASON PRESENTATIONS

Usually towards the end of May - in recent years held at Coulsdon Manor.

ANNUAL COACHING WEEKEND

Usually in the middle of June - Coulsdon Colts Ground.

ADDITIONAL EVENTS

The Club are always looking for different ideas to meet the needs of 'you' as the Members. Additional events will be raised when appropriate.

PARENT REPS

Each team **MUST** have a Parent Representative who is an important link to the committee. Please find out who your representative is and if you don't have one volunteer. Help them to help you by returning replies as soon as possible and assisting them in their tasks. If you have ideas then please discuss them. If you are prepared to help in other ways please discuss with your Representative or any committee member.

We want everyone to feel part of a club and your support and commitment is the future of 'The Club'. Have an enjoyable year.



18 CONTACTS

Position	Name	Email	Phone Number
President	Andy Harris		
Chairman	Clive Alger	clive@occfc.com	07814 571 076
Secretary	Joshua Phillips	secretary@occfc.com	07973 724 018
Treasurer	Lindsay Claustres	treasurer@occfc.com	07780 668 501
Welfare Officer	Joshua Phillips	welfare@occfc.com	07973 724 018



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