

BIRCHWOOD COLTS JFC RULES & CODES OF CONDUCT

NAME: The club shall be called Birchwood Colts Junior Football Club and will include the Birchwood Belles (Girls) Junior Football Club. (The Club)

OBJECTIVE: The objective of the Club shall be to arrange association football matches and social activities for its members.

STATUS OF RULES: These rules (the Club Rules) form a binding agreement between each member of the Club.

RULES AND REGULATIONS:

- A. The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association. The Rules and Regulations of The Football Association Limited and parent County Association and any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.
- B. No alteration to the Club Rules shall be effective without prior written approval by the parent Association.
- C. The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.

CLUB MEMBERSHIP:

- A. The members of the Club from time to time shall be those players listed in the register of members (the Membership Register) which shall be maintained by the Club Secretary.
- B. Membership shall become effective upon an applicant's name being entered in the Membership Register.
- C. In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- D. The Football Association and parent County Association shall be given access to the Membership Register on demand.

ANNUAL MEMBERSHIP FEE:

- A. A signing on fee shall be payable annually by each member. Fees shall not be repayable.
- B. The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

RESIGNATION AND EXPULSION:

- A. A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of their resignation or transfer to another Club or Team.
- B. The Club Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. There shall be no appeal procedures.

- C. A member who resigns or is expelled shall not be entitled to retain or claim any, or a share of any, of the Club Property.

CLUB COMMITTEE:

- A. The Club Committee shall consist of the following Club Officers: Chairperson Treasurer and Secretary, plus up to 10 other Members, elected at an Annual General Meeting.
- B. Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairman or in their absence another club official. The quorum for the transaction of business of the Club Committee shall be six to include Officials.
- C. Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- D. Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- E. An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
- F. Save as provided for in the Rules and Regulations of The Football Association and the County Association to which the Club is affiliated, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules
- G. The Committee may co - opt members of the Club, not exceeding 3 in number, for such a period as they shall from time to time determine, provided that all such co -opted members shall cease to hold office at the next Annual General Meeting.

ANNUAL AND SPECIAL GENERAL MEETING:

- (a) An Annual General Meeting (AGM) shall be held in each year to:
 - (i) receive a report of the activities of the Club over the previous year
 - (ii) receive a report of the Club's finances over the previous year
 - (iii) elect the members of the Club Committee
 - (iv) consider any other business.
- (b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 14 days

before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 14 days before the Meeting.

(c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 14 days of the receipt by the Club Secretary of a requisition in writing signed by not less than five members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.

(d) The Secretary shall make available to each Committee Member notice of the date of a General Meeting together with the resolutions to be proposed at least 14 days before the Meeting.

(e) The quorum for a General Meeting shall be 50% Of Committee Members.

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

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

CLUB TEAMS:

At its first meeting following each AGM, the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team and shall provide verbal reports as and when requested.

CLUB FINANCES:

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

(b) The income, any annual surplus and assets of the Club (the Club Property) shall be applied only in furtherance of the objects of the Club.

(c) The Club Committee shall have 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.

(d) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.

(e) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer (the Custodians),

who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

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

(g) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The Football Association from time to time to a newly-elected Custodian or the existing Custodians as directed by the Club Committee. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Special General Meeting shall be convened as soon as possible to appoint another Custodian.

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

DISSOLUTION:

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

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

(c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to the Mid Lincs Youth League who shall determine how the assets shall be utilised for the benefit of the game. Alternatively, such assets may be disposed of in such other manner as the members of the Club with the consent of the Mid Lincs Youth League shall determine.

Interpretation:

In these rules the following words and expressions shall have the following meaning unless such meanings are inconsistent with the subject of the context.

1) " The Club" means the Birchwood Colts Junior Football Club and will include the Birchwood Girls and Boys teams.

2) "The Committee" means the Committee of Management. Words importing the singular shall include the plural and vice versa. Words importing the masculine shall include the feminine.

3) In any case of doubt as to the meaning of any rule or its applicability, the Committee shall have the power to decide the issue.

4) Any matters not governed by the foregoing rules shall be dealt with by the Committee, the decision of which body shall be final and binding.

Players are the most important people in the sport. Playing for the team, and for the team to win, is the most fundamental part of the game. But not winning at any cost – Fair Play and respect for all others in the game is fundamentally important.

This Code focuses on players involved in top-class football. Nevertheless, the key concepts in the Code are valid for players at all levels.

APPENDIX 2 CODES OF CONDUCT

CODE OF CONDUCT FOR PLAYERS

Obligations towards the game:

A player should

1. Make every effort to develop their own sporting abilities, in terms of skill, technique, tactics and stamina.
2. Give maximum effort and strive for the best possible performance during a game, even if his team is in a position where the desired result has already been achieved.
3. Set a positive example for others, particularly young players and supporters.
4. Avoid all forms of gamesmanship and time-wasting.
5. Always have regard for the best interests of the game, including where publicly expressing an opinion on the game and any particular aspect of it, including others involved in the game.
6. Not use inappropriate language.

Obligations towards one's own team:

A player should

1. Make every effort consistent with Fair Play and the Laws of the Game to help his own team win.
2. Resist any influence which might, or might be seen to, bring into question his commitment to the team winning.
3. Respect for the Laws of the Game and competition rules

A player should

1. Know and abide by the Laws, rules and spirit of the game, and the competition rules.
2. Accept success and failure, victory and defeat, equally.
3. Resist any temptation to take banned substances or use banned techniques.

Respect towards Opponents:

A player should

1. Treat opponents with due respect at all times, irrespective of the result of the game.
2. Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.

Respect towards the Match Officials:

A player should

1. Accept the decision of the Match Official without protest.
2. Avoid words or actions which may mislead a Match Official.

3. Show due respect towards Match Officials.

Respect towards Team Officials:

A player should

1. Abide by the instructions of their Coach and Team Officials, provided they do not contradict the spirit of this Code.
2. Show due respect towards the Team Officials of the opposition.

Obligations towards the Supporters:

A player should

1. Show due respect to the interests of supporters.

CODE OF CONDUCT FOR COACHES/MANAGER

Coaches are key to the establishment of ethics in football. Their concept of ethics are their attitude directly affects the behaviour of players under their supervision. Coaches are, therefore, expected to pay particular care to the moral aspect of their conduct.

Coaches have to be aware that almost all of their everyday decisions and choices of actions, as well as strategic targets, have ethical implications.

It is natural that winning constitutes a basic concern for coaches. This code is not intended to conflict with that. However, the code calls for coaches to disassociate themselves from a "win-at-all-costs" attitude.

Increased responsibility is requested from coaches involved in coaching young people. The health, safety, welfare and moral education of young people are a first priority, before the achievement or the reputation of the club, school, coach or parent.

Set out below is The F.A. Coaches Association Code of Conduct (which reflects the standards expressed by the National Coaching Foundation and the National Association of Sports Coaches) which forms the benchmark for all involved in coaching:

1. Coaches must respect the rights, dignity and worth of each and every person and treat each equally within the context of the sport.
2. Coaches must place the well-being and safety of each player above all other considerations, including the development of performance.
3. Coaches must adhere to all guidelines laid down by governing bodies.
4. Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.
5. Coaches must not exert undue influence to obtain personal benefit or reward.
6. Coaches must encourage and guide players to accept responsibility for their own behaviour and performance.
7. Coaches must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.
8. Coaches should, at the outset, clarify with the players (and, where appropriate, parent) exactly what is expected of them and also what they are entitled to expect from their coach.
9. Coaches must co-operate fully with other specialists (e.g. other coaches, officials, sports scientists, doctors, physiotherapists) in the best interests of the player.
10. Coaches must always promote the positive aspects of the sport (e.g. fair play) and never condone violations of the Laws of the Game, behaviour contrary to the spirit of the Laws of the Game or relevant rules and regulations or the use of prohibited substances or techniques.
11. Coaches must consistently display high standards of behaviour and appearance.
12. Coaches must not use or tolerate inappropriate language

CODES OF CONDUCT FOR PARENTS AND SPECTATORS

Parents / Spectators have a great influence on children's enjoyment and success in football. All children play football because they first and foremost love the game – it's fun. It is important to remember that however good a child becomes at football within your club it is important to reinforce the message to parents / spectators that positive encouragement will contribute to:

- Children enjoying football.
- A sense of personal achievement.
- Self-esteem.
- Improving the child's skills and techniques.

A parent's / spectator's expectations and attitudes have a significant bearing on a child's attitude towards:

- Other players.
- Officials.
- Managers.
- Spectators.

Parents / spectators within your club should always be positive and encouraging towards all of the children not just their own.

- Parents / spectators are encouraged to:
 - Applaud the opposition as well as your own team.
 - Avoid coaching the child during the game.
 - Not to shout and scream.
 - Respect the referee's decision.
 - Give encouragement to everyone to participate in football.
 - Give attention to each of the children involved in football not just the most talented.

Parents / spectators should be advised that Birchwood Colts has a Code of Conduct and Child Protection Policy to which they are expected to agree and adhere to. Copies of which are available on request.

CODES OF CONDUCT FOR TEAM OFFICIALS

This Code applies to all team / club officials (although some items may not apply to all officials).

Obligations towards the Game:

The team official should

1. Set a positive example for others, particularly young players and supporters.
2. Promote and develop his own team having regard to the interest of the Players, Supporters and reputation of the national game.
3. Share knowledge and experience when invited to do so, taking into account the interest of the body that has requested this rather than personal interests.
4. Avoid all forms of gamesmanship.
5. Show due respect to Match Officials and others involved in the game.
6. Always have regard for the best interests of the game, including where publicly expressing an opinion of the game and any particular aspect of it, including others involved in the game.
7. Not use or tolerate inappropriate language.

Obligations towards the Team:

The team official should

1. Make every effort to develop the sporting, technical and tactical levels of the club/team, and to obtain the best results for the team, using all permitted means.
2. Give priority to the interests of the team over individual interests.
3. Resist all illegal or unsporting influences, including banned substances and techniques.
4. Promote ethical principles.
5. Show due respect for the interests of the players, coaches and officials, their own club/team and others.

Obligations towards the Supporters:

The team official should

1. Show due respect for the interests of supporters.

Respect towards the Match Officials:

A team official should

1. Accept the decisions of the Match Official without protest.
2. Avoid words or actions which may mislead a Match Official.
3. Show due respect towards Match Officials.

ANTI DISCRIMINATION POLICY

Birchwood Colts Junior 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 at Birchwood Colts Junior Football Club means that in all 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 and awards.
- Football development activities.
- Selection for teams.
- Appointments to honorary positions.

Birchwood Colts Junior 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.

Birchwood Colts Junior 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 within football as a whole.

EQUAL OPPORTUNITIES POLICY FOR CLUBS

1. General

Birchwood Colts Junior Football Club is committed to a policy of equal treatment of all members and requires all members of whatever level or authority, 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 any individual on grounds of gender, colour, marital status, race, nationality or ethnic or national origin, religion, sexual orientation or disability less favourably than others.
- Expecting an individual solely on the grounds stated above to comply with requirement(s) for any reason whatsoever related to their membership, which are different from the requirements for 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 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, by virtue of discrimination.
- Any other act or omission of an act, which has as its effect the disadvantaging of a member against another, or others, purely on the above grounds. Thus, in all the Club's recruitment, selection, promotion and training processes, as well as disciplinary matters, it is essential that merit, experience, skills and temperament are considered as objectively as possible.

Birchwood Colts Junior 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 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.

Birchwood Colts Junior 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.

GOALPOST SAFETY GUIDELINES

The Football Association, along with the Department for Culture, Media and Sport, the Health and Safety Executive and the British Standards Institution, would like to draw your attention to the following guidelines for the safe use of goalposts. Too many serious injuries and fatalities have occurred in recent years as a result of unsafe or incorrect use of goalposts. Safety is always of paramount importance and everyone in football must play their part to prevent similar incidents occurring in the future.

1. For safety reasons goalposts of any size (including those which are portable and not installed permanently at a pitch or practice field) must always be anchored securely to the ground.

- Portable goalposts must be secured by the use of chain anchors or appropriate anchor weights to prevent them from toppling forward.
- It is essential that under no circumstances should children or adults be allowed to climb, swing on or play with the structures of the goalposts.
- Particular attention is drawn to the fact that if not properly assembled and secured, portable goalposts may topple over.
- Regular inspections of goalposts should be carried out to check that they are kept properly maintained.

2. Portable goalposts should not be left in place after use. They should be dismantled and removed to a place of secure storage.

3. It is strongly recommended that nets should only be secured by plastic hooks or tape and not by metal cup hooks. Any metal cup hooks should be removed and replaced. New goalposts should not be purchased if they include metal cup hooks which cannot be replaced.

4. Goalposts which are "home made" or which have been altered from their original size or construction should not be used. These have been the cause of a number of deaths and injuries.

5. Guidelines to prevent toppling:

- Follow Manufacturer's guide-lines in assembling goalposts.
- Before use, adults should:
 - ensure each goal is anchored securely in its place
 - exert a significant downward force on the cross bar
 - exert a significant backward force on both upright posts
 - exert a significant forward force on both upright posts

These must be repeated until it is established that the structure is secure. If not, alternative goals/pitches must be used.

For reference, you should note that The F.A. and BSI have developed a standard for future purchases (PAS 36:2000), available from BSI. It is hoped this will be developed into a full British Standard in due course.

REMEMBER TO USE ALL EQUIPMENT, NOT JUST GOALPOSTS, SAFELY AT ALL TIMES.

CLUB COMPLAINTS PROCEDURE

In the event that any member feels that he or she has suffered discrimination in any way, or that the Club Policies, Rules or Code of Conduct have been broken, should follow the procedures below.

1. They should report the matter to the Club Secretary 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 any others who have been treated in a similar way.
- Details of any former complaints made about the incident, date, when and to whom 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 either:

- Warn as to future conduct
- Suspend from membership
- Remove from membership

any person found to have broken the Club's Policies or Codes of Conduct.

OFFICIAL CLUB WEB SITE TERMS AND CONDITIONS

Whether this is your first time online or you're a seasoned visitor, we've spelled out our club rules for you here. Generally speaking, these rules simply require respect and good manners. Use common sense and you'll feel right at home.

Our specific club rules:

1. Birchwood Colts live by our actions on the field of play but this website lives by our words online, so when it comes to guestbooks, match reports or messages of any kind, we do not allow obscene, racist, aggressive or sexually explicit language. We reserve the right to remove postings that defame or insult anyone, as well as notes that are abusive or hateful. We also reserve the right to remove notes that are off the subject or not in English.
2. No solicitations or advertisements are allowed. These include advertisements for your business or latest get-rich-quick scheme but primarily this means no advertising for players. Such notes add clutter and devalue conversation. All Birchwood Colts managers may utilise our own website to invite application to join the club so long as they do not contravene rules laid down by the Mid Lincs league and the FA. Finally, small clubs would not survive without sponsorship. Birchwood Colts therefore, will recognise all sponsors with a small logo and access to the organisation/companies telephone number and/or web address.
3. You may not suggest or encourage illegal activity. We will assist the footballing authorities where required.
4. You must have copyright ownership of all material that you post on our site or guestbook. Photographs or other material may not be posted without the express consent of the copyright holder.
5. You must respect the privacy of individuals. This means no posting of phone numbers, addresses, or any other private information. The only exception to this rule is the club's recognition of sponsors.
6. Having good manners online means that you don't post the same note more than once. The online word for posting many times on one topic is "spamming." We do not allow this.
7. The club reserve the right to remove any postings that the committee determine do not conform to these rules.
8. People that share our commitment to quality information and support for parents and children are welcome.
9. By posting to any portion of this site you agree to abide by our Terms and Conditions of Use.
10. Use good judgment, and have a wonderful time.