



Club Rules



Introduction

Crofton Saints Youth Football Club was originally formed in 1990, and is based in the Stubbington area of Fareham. The club has grown significantly since its inception to a position where it now forms an integral part of the local community.

The club caters for both boys and girls ranging from ages under 6 to 18 years of age and competes primarily in the Saturday Mid Solent Youth League as well as league and Hampshire Cup competitions.

Since 2007 the club has also run at least one Adult team enabling a pathway for players to continue playing once they become too old for youth football.



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1. Name

The Club shall be known as **Crofton Saints Youth Football Club**

2. The Objectives of the Club are

- 2.1. To promote the active participation of youngsters and young adults in playing football.
- 2.2. To subscribe to the Football Association and to play the game of football in accordance with its Laws and Rules.
- 2.3. To promote sporting and other community based activities as the Management Committee may from time to time decide, and to form appropriate Sub-Committees to further this objective.
- 2.4. The club will also abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place from time to time.

3. Property

The Members of the Club own the assets of the Club.

The club is a non-profit making organisation. All profit and surpluses will be used to maintain or improve the club's facilities. No profit or surplus will be distributed other than to another non-profit making body or to members on winding up or dissolution of the club. Further details can be found under Section 16.3, "Dissolution".

4. Membership

There are two categories of membership.

Honorary Members President and Vice President

Members Committee members, managers and their assistants, players and players' parents who have been entered on the FA Whole Game System

5. Membership Conditions

- 5.1. Every member undertakes to comply with the rules of the Club including regulations properly made by the Management Committee.
- 5.2. All members of the club involved in a Managerial or Administrative capacity do so under a voluntary basis and will neither seek nor receive remuneration for their services except in exceptional circumstances, whereby any such award will be at the absolute discretion of the Management Committee.
- 5.3. In certain circumstances the Management Committee may at its absolute discretion withdraw temporarily or withhold any or all Facilities of Membership, or suspend from Office any Officer, Official or Member of the Club for any behaviour considered detrimental to the reputation of the club. The person shall be informed of this action by the Management Committee and given the opportunity to present an explanation and request re-instatement.
- 5.4. It shall be the responsibility of each individual Member to inform his/her respective Team Manager or the Club Secretary of any change of address or telephone number.

6. Resignation and Expulsion

- 6.1 A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of his / her resignation. A member whose annual membership fee or further subscription is more than two (2) months in arrears shall be deemed to have resigned.
- 6.2 The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Club for them to remain a member. An appeal against such a decision may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time.
- 6.3 A member who resigns or is expelled shall not be entitled to claim any, or any share of, any, of the income and assets of the Club (the "Club Property").

7. Fees

The annual rates of fees are to be determined by the Management Committee.

8. Management of the Club

A Management Committee in accordance with the following rules shall wholly manage the affairs of the Club:

- 8.1 The Management Committee's discretion in the application of the rules below is absolute.
- 8.2 The Treasurer shall keep the Accounts of the Club in a complete, accurate and properly documented manner, reporting in a format and timescale to be set by the Committee.
- 8.3 The financial year shall run from 1st July to 30th June each year. The annual Statement of Accounts and a Bank Reconciliation are to be completed and made available for approval by the Chairman and Secretary no later than the 31st July of that year. The Committee will also nominate an individual to carry out an annual audit of the records and validate the Bank Reconciliation.
- 8.4 No profits arising from the management of the Club shall be applied other than to the benefit of the Club, except for donations to charitable causes as approved by the Management Committee.
- 8.5 No group shall hold itself to be a sub-section of the Club without the prior consent of the Management Committee.

9. The Committee/Officers and Officials of the Club

- 9.1 The Management Committee of the Club shall comprise of the Chairman, Secretary, Treasurer, Child Welfare Officer, Coaching and Charter Standard Coordinator, Mini Soccer Coordinator, Chelsea FC Foundation Coordinator and IT, Marketing and Events Manager.
- 9.2 The Club will encourage each individual team Manager to undertake any courses/seminars etc and which are considered will have a beneficial effect on the knowledge, behaviour or footballing development of both Managers and players alike. This will include the compulsory attendance at Child Welfare and First Aid workshops and the undertaking of a full FA enhanced DBS (Disclosure and Barring Service) check prior to the supervision of any children.

- 9.3 The Club will meet the full cost of any of the above compulsory courses and certificates. However, should any Manager/assistant choose to leave the Club for whatever reason within 1 (one) year of obtaining any qualifications resulting from said course(s), then the full costs incurred are to be repaid to the Club. The Management Committee will have discretionary powers whether to implement this condition or not.
- 9.4 The Management Committee shall conduct its business at properly convened meetings and shall make decisions by a simple majority vote.
- 9.5 The Committee shall meet on a regular basis and the next meeting date shall be agreed at each Committee meeting.
- 9.6 Three members shall be deemed a quorum one of which must be the Chairman or Secretary.
- 9.7 The Management Committee may co-opt members to serve on the Committee for specific purposes.
- 9.8 The Management Committee may appoint such sub-committees as it deems necessary, each with its own Chairman, Secretary and appropriate Terms of Reference. At least one member of each sub-committee shall be a member of the Management Committee.

10. Meetings

- 10.1 An Annual General Meeting shall be held within one month from the end of the Financial Year. A Statement of the Accounts and reports on the years' activities are to be presented to the Management Committee at this time.
- 10.2 At a General Meeting no other business except such items that the Management Committee may order on the Agenda shall be discussed unless 14 days written notice be given to the Secretary.

11. General Code of Conduct

- 11.1 All Sections of the Club and all Members shall be governed by this Code of Conduct without exception.
- 11.2 All Members of the Club are expected to play or support the playing of the game of football in accordance with the laws of the Football Association and the spirit of good sportsmanship and fair play.
- 11.3 Team Managers are solely responsible for the playing activities of the age group under their control and all Members are to refrain from influencing or attempting to influence players during the course of Club fixtures from deviating from the instructions of the said Team Manager.

- 11.4 Members shall also ensure in their playing or spectating of the game, and also in their general support of the Club, that they at no time indulge in any unsporting behaviour or activities which could blemish the good name of the Club, the Football Association, or bring the reputation of the game into disrepute including but not limited to:
- deliberately causing or attempting to cause injury to any other player, official or spectator
 - insulting opponents, making offensive remarks to the referee, referees assistant or opposition supporters
 - taking property belonging to the opposition Club or the Public
 - spectating under the influence of alcohol or the influence of drugs
 - swearing, spitting or making obscene remarks or gestures
 - making racial or racist remarks
 - behaving in any way likely to cause offence, loss, injury or damage (this includes the members of the public and their property while travelling to or from any other Club or fixture).
- 11.5 Members shall be informed that the Club could be held responsible to the Football Association or one of its constituent bodies for the actions of any of its Members in respect of any such misconduct outlined above.
- 11.6 The Club will actively discourage any infringement of this code by any member, and will hold an inquiry into any alleged breach. The Club may suspend or expel from membership any member who is found to have infringed this code seriously or repeatedly even if the offence was not committed whilst on formal Crofton Saints duty i.e. if it is found out that that a member of Crofton Saints Youth YFC behaved or acted in a manner unbecoming in a personal capacity which could have serious ramifications or damage the good name of the Club, the Club considers it justified in taking whatever action it deems necessary within its remit.
- 11.7 Any action taken by the Club in respect of 11.5. or 11.6. above shall be without prejudice to any sanction imposed on the Club or any of its members by the disciplinary Sub-committee of the Hampshire Football Association.

12. Parents & Spectators General Code of Behaviour

- 12.1 Parents and spectators have a great influence on children's enjoyment and success in football. All children play football because first and foremost they love the game. It is important to remember that however good a child becomes at football, it is beneficial to reinforce the message to both parents and spectators alike that positive encouragement will contribute to:
- Children enjoying football
 - A sense of personal achievement
 - Self-esteem
 - Improving the child's skills and techniques.
- 12.2 A parents/spectator's expectations and attitudes have a significant bearing on a child's attitude towards:
- Other players
 - Officials
 - Managers
 - Spectators.

12.3 Parents/spectators should also:

- Applaud the opposition as well as your own team
- Avoid coaching your child during a match
- Not shout and scream
- Not berate children in public
- Respect the Referee's decisions
- Give attention to each child involved not just the most talented.

13. Child Welfare

13.1 The Club will appoint a dedicated Child Welfare Officer for any member of Crofton Saints YFC to contact if they consider they have just cause.

13.2 The Child Welfare Officer will undertake and co-ordinate the procedures for ensuring that every Manager/Assistant within the Club has successfully completed an FA enhanced DBS (Disclosure and Barring Service) check before undertaking any Managerial/Supervision responsibilities of children.

14. Club colours/kit

14.1 Players will wear their kit in accordance with the FA and Club requirements and which are compulsory:

- shirts, shorts and socks in club colours
- shin pads **must** be worn at all matches and at training sessions.

Note: Failure to comply with these regulations will result in the player not being allowed to participate until such time as they are complied with.

14.2 All teams will play in:

Blue and White striped shirts, Blue shorts and Blue OR White socks

Unless the Management Committee grants permission otherwise or it is of necessity due to a clash of colours.

14.3 Each player representing Crofton Saints will be provided with his/her own kit, which is to be returned to the team Manager at the end of the season. The kit remains the property of Crofton Saints YFC whilst in the possession of the player and is to be duly looked after. The kit **must** be returned to the team Manager in the event of a player leaving the Club during or at the end of the season.

14.4 Any player choosing to leave Crofton Saints YFC for whatever reason must fully discharge any financial responsibility to the Club and return any kit they have. Anyone failing to do so may be reported to the parent league/governing body who are at liberty to initiate any procedures it sees fit within its regulations. This may include the exclusion of the debtor from playing or signing for any other Club unless said debt is fully recovered.

15. Distribution of Rules and Code of Conduct

Any amendments shall be made to rules and codes of conduct and posted on the website for all Honorary Members and Members to see.

16. Dissolution

- 16.1 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.
- 16.2 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.
- 16.3 Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, a competition, the Parent County Association, The FA or any other appropriate beneficiary as determined by the Club for use by them for related community projects.

17. Complaints Procedure

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

- 17.1 They should report the matter to the Club Secretary or another member of the Club Committee. The 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;
 - a preference for a solution to the incident.
- 17.2 The Club's Management Committee will sit for any hearings that are required.
- 17.3 The Club's Management Committee will have the power to:
 - warn as to future conduct;
 - suspend from membership;
 - remove from membership any person found to have broken the Club's Policies or Codes of Conduct.
- 17.4 If the complaint is in regard to the Club's Management Committee, the member has the right to report the discrimination to the relevant County FA.

18. Revision of Rules and Code of Conduct

These rules are to be regarded as a living document and subject to continuous review. Revision and amendment can only take place by agreement through a majority vote at a Management Committee Meeting.