

# Standish Panthers Junior Football Club Registration Pack



Dear Parent /Guardian

Welcome to Standish Panthers Junior Football Club.

The attached registration pack is designed to give you and your child an introduction to the club and to provide an overview of our aims and ambitions.

The Club Constitution is attached and contains the following information;

- Objectives
- Membership
- Rules and Regulations
- Resignation and Expulsion
- Complaints Procedures
- Disciplinary Procedures
- Committee and Meeting Details
- Codes of Conduct
- Registration Reply Form
- Club Mission Statement

Please read all the information carefully, you will be asked to agree with and abide by the Club Constitution when signing and returning the registration form.

The committee trusts that you and your child will enjoy being part of the club and look forward to your support in all matters regarding the club's future progress.

**On behalf of the Committee**

**July 2010**

# **Standish Panthers Football Club**

## **The Club Constitution**

The club shall be known as Standish Panthers Junior Football Club and shall be referred to hereafter as “the club” and shall be affiliated to the Lancashire Football Association (LFA) and shall abide by their rules and regulations.

### **Objectives**

To provide an opportunity for local boys and girls to train and play football in a safe, managed and competitive environment with others of the same age.

To engender a team spirit and a sense of fair play and respect for all.

Membership is available for all children regardless of gender, nationality, culture or religious beliefs.

To create a family atmosphere within “the club” where children want to participate and play as part of a team

To work to FA Charter Standard guidelines in terms of

Training for Coaches  
Child Protection Training  
Fair Play  
Management  
Public Liability Insurance

### **Membership**

Membership is by application via the form at the rear of the registration pack.

The committee reserve the right to restrict numbers due to available resources and number of volunteer coaches.

Subscriptions shall be paid at £15 per month and include all fees for training and matches including league and cup games and tournaments. All monies to be paid by the first Friday of each month to an appointed representative of the

teams parents. In view of time and commitments made by committee officers subscriptions will not apply to their children.

The children's representatives will be their parent or guardian.

### **Rules and Regulations**

The Football Association and any League or Competition rules to which "the club" is affiliated shall be deemed to be incorporated into "the club" rules and shall be adhered to by all persons associated with "the club"

"The club" will also abide by the Football Associations Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti Discrimination Policy. These will be deemed to be incorporated into "the club" rules and shall be adhered to by all persons associated with "the club"

### **Resignation and Expulsion**

A member shall cease to be a member of "the club" from the date which they give notice to "the club" of their resignation. "The club" reserves the right to charge any outstanding subscriptions due to "the club" up to the date of resignation.

"The club" committee shall have the power to expel a member when, in their opinion, it would not be in the interest of "the club" for them to remain a member of "the club". If a member feels that the decision is unfair then they have the right to appeal and in the first instance the appeal MUST be submitted in writing to the Club Secretary within 14 days of the expulsion decision.

A member who resigns or is expelled shall not be entitled to any claim or share of "the clubs" equipment or property.

### **Complaints and Disciplinary Procedures**

In the event that any member (including members of the club committee) feels that they have suffered discrimination in any way or that "the club" polices, rules, codes of conduct have not been adhered to should follow the procedures outlined below

- 1) The matter should be reported to the clubs Standards Officer in writing within 7 days of the occurrence. The report should include the following information;

Details of the occurrence that is alleged to have taken place  
Any witness statements and names  
Names of any others who have been treated in a similar way  
Details of any former complaints made about the incident and relevant details  
A preference for a solution to the incident

- 2) The club's Standards Officer shall assess the complaint and attempt to resolve the matter to the mutual satisfaction of both "the club" and the complainant. In the event of a mutual resolution the Standards Officer will have the power to call a meeting of "the club" Sub committee to further assess the complaint and attempt resolution
- 3) The club" committee shall have the powers to Warn as to future conduct  
Suspend from membership either temporarily or permanently  
Remove from membership any person found to have broken the clubs policies or Codes of Conduct or actions not in the spirit of the wider aspirations of the club.

### **Roles and Responsibilities**

The following roles have been defined and shall form The Committee

Executive Officers

Club Chairperson  
Secretary  
Treasurer

Under 15s (2) Manager and Coach  
Under 14s (1) Manager and Coach  
Under 13s (1) Manager and Coach  
Under 12s (1) Manager and Coach  
Under 10s (1) Manager and Coach  
Under 9s (1) Manager and Coach  
Under 8s (1) Manager and Coach  
Under 7s (1) Manager and Coach

Non Executive Officers

Child Welfare Officer  
Standards Officer  
Website Manager

Contact details for Officers are attached to this document.

## **Election of Officers**

All officers shall be elected at the A.G.M by members of "the club".

All officers are elected for the period of 1 year but may be re elected to the same office or another office the following year.

## **The Committee**

A general committee comprising of the executive officers of "the club" and all other representatives shall control the affairs of "the club". The General Committee shall meet at agreed intervals and not less than 3 times per year.

The duties of the General Committee shall be as follows

To control the affairs of the club on a day to day basis and making such necessary decisions to ensure the ethos of the club is represented in its decision making"

To keep accurate accounts of the finances of "the club" through the Treasurer. These should be available for reasonable inspection by members. "The club" shall maintain a current bank account and the following officers shall be authorised signatories of club cheques, Treasurer and committee nominated person (both must sign each cheque)

To co opt additional club members to the committee as and when the committee feels this is necessary

To make decisions on the basis of a simple majority vote. In the event of equal votes the Chairperson will be entitled to an additional casting vote.

## **Annual General Meetings**

The Annual General Meeting (AGM) of "the club" will be held not later than the end of May each year. Twenty one days written notice will be given to Committee Members who will circulate time, date and venue of the meeting to their team members. Representatives must advise the Secretary in writing of any business to be discussed at the AGM or give notice of the agenda for the meeting at least 14 days before the meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not later than 7 days before the meeting.

The purpose of the AGM shall be;

Confirm the minutes of the previous AGM and any meetings held since the last AGM

Receive accounts for the year from the Treasurer  
Elect the officers of "the club"  
Transact such business received in writing by the Secretary from members 14 days prior to the meeting and included on the agenda.

Nomination of candidates for election of Officers shall be made in writing to the Secretary 14 days prior to the AGM. Nominations can only be made by members and seconded by another member.

At all General Meetings the chair will be taken by The Chairperson or by a Deputy Chairperson nominated by them or other Committee Members

Decisions made at a General Meeting shall be a simple majority vote from Officers attending that meeting. In the event of equal votes the Chairperson has the additional casting vote.

A quorum for a General Meeting shall be 4 members and 2 Officers of the Club

Each member of "the Club" shall be entitled to one vote at General Meetings

### **Alterations to the Constitution**

Any proposed alterations to "The Club" Constitution may only be considered at an Annual or Special General Meeting convened with the written notice of the proposal. Any alteration or amendment must be proposed by a member of "the club" and seconded by another member. Such alterations shall be passed if supported by at least two thirds of the members present at the meeting.

### **Dissolution**

If at any General Meeting of "the club" a resolution was passed calling for the dissolution of the club the Secretary shall immediately convene an Extraordinary General Meeting of "the club" to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Extraordinary meeting the resolution is carried by at least two thirds of the members present the committee shall thereupon or at such a date that shall have been specified in the resolution proceed to realise the assets of "the club" and discharge all debts and liabilities of "the club".

After discharging all debts and liabilities of "the club" the remaining assets shall not be paid or distributed amongst the members of "the club" but shall be given or transferred to some other organisation having objectives similar of those of "the club".

# "Mission Statement"

To provide junior football, in an enjoyable and supportive environment. We Endeavour to develop the confidence, courage and pride in every player and maximize the opportunities for local talent. We have the following specific objectives:

To encourage participation and enjoyment of Local Junior football

To develop the skills of players

To provide a competitive and positive environment in which to play and learn

To promote sportsmanship and fair play

To provide young players with the technical and social skills, allowing them to become successful at the game we all love

To allow the management of the team to make decisions at times that is in the best interests of the football club and the players.

## **Statement of confidentiality**

If any parent/guardian feel that they have an issue which they do not feel it appropriate to discuss with individual team management they should in the first instance contact the Club Chairperson via email to [ian.seabridge@standishpanthersjfc.co.uk](mailto:ian.seabridge@standishpanthersjfc.co.uk) and in the event of no email access then contact must be made with local management and request the phone contact details for the Chairperson.

## **Code of Conduct**

“The club” recognises the need for high levels of good behaviour from everyone associated with “the club” both on and off the pitch. “The club” aspires to be a model of good behaviour not only in football matters but representatives of the wider community of Standish and surrounding areas.

Any disciplinary complaints from internal or external sources will be fully investigated by the clubs “Standards Officer” and sub committee firstly, every attempt will be made to reach a conclusion by negotiation, any “discipline” type fine charged to the club and found to be unacceptable to our standards officer and subsequent committee members may in turn be passed on to individual responsible for breaking our clubs code of conduct.

“The club” is committed to providing a safe and enjoyable environment for all its members and opponents alike. Adherence to the Codes of Conduct is a prerequisite of membership of “the club” and any breach of these Codes will not be tolerated and could lead to expulsion from “the club”.

It is important as we progress as a club that we are perceived as an attractive club to potential future players and members.

## **Code 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 – its fun. It is important to remember that however good a child becomes at football within “the club” it is important to remember that positive encouragement will contribute to:

- Children enjoying football
- A sense of personal achievement
- Self-esteem
- Assist to improve the child’s skills and techniques

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

- Other players
- Officials
- Managers
- Spectators

Ensure that you are always positive and encouraging towards all of the children not just your own.

Parents / Spectators should:

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

Ensure that you agree and adhere to "the club's" Code of Conduct and Child Protection Policy.

### **Code of Conduct for Players**

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.

#### **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 to 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.

### **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 Football**

This code applies to all those involved in football under the auspices of The Football Association.

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.

### **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 that public confidence demands the highest standards of financial and administrative behaviour within the game, and will not tolerate corruption or improper practices.

## **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.

## **Conclusion**

This Constitution and its contents enable “the club” to achieve and maintain FA Charter Status – something we should all be proud of.

Additionally it sets out exactly what “the club” expects from its members: and what the members can expect from “the club”.

More importantly it defines a transparent framework for a structured approach to junior football management in the wider sense. This can only be a benefit to everyone associated with ‘the club’.

“The club” recognises the time and effort of everybody who contributes to “the club’s” success and achievements. Your understanding of our aims is appreciated and we as a club thank you for your continued support.

The Committee  
July 2010

## Standish Panthers Junior Football Club Contacts List



Ian Seabridge	ian.seabridge@standishpanthersjfc.co.uk	Chair
Nicola Rigby	welfare@standishpanthersjfc.co.uk	Child Welfare Officer
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Dave Hatton	d.hatton@standishpanthersjfc.co.uk	Football

Standish Panthers Junior Football Club  
Registration Details Season 2010 / 2011

Please read and complete the registration form and return it to your respective Manager. Please acknowledge receipt of any e mail communications.

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Parent/Guardian Name.....  
Players Name.....  
Address.....  
E mail .....  
Telephone / mobile.....  
School.....  
Players Date of Birth.....  
Special Medical Conditions.....

I do / do not give permission for my child to be photographed in connection with Standish Panthers JFC Club activities **(please note images may be used in conjunction with the clubs own website)** (Please delete as appropriate)

I/We the undersigned have read and understand the terms of The Club Constitution and Club Mission Statement and hereby agree to abide by those rules.

Signed..... Parent Date...../...../ 2010

Signed..... Guardian Date...../...../ 2010

Signed .....Player Date...../...../ 2010

