

KETTERING TOWN FOOTBALL CLUB YOUTH ACADEMY



CLUB CODE OF CONDUCTS & POLICIES

Date created: April 2015
Date reviewed: April 2020
Next review: April 2021

Code of Conduct for Parents & Spectators

Parents and 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 and spectator's expectations and attitudes have a significant bearing on a child's attitude towards:

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

Ensure that parents and spectators within your club are always positive and encouraging towards all of the children not just their own.

Encourage parents and spectators 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 attention to each of the children involved in football not just the most talented.
- Give encouragement to everyone to participate in football.

Ensure that parents and spectators within your club agree and adhere to your 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.

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

Obligations towards the game

A player should

- Make every effort to develop their own sporting abilities, in terms of skill, technique, tactics and stamina.
- 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.
- Set a positive example for others, particularly young players and supporters.
- Avoid all forms of gamesmanship and time-wasting.
- 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.
- Not use inappropriate language.

Obligations towards one's own team

A player should

- Make every effort consistent with Fair Play and the Laws of the Game to help his own team win.
- 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

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

Respect towards Opponents

A player should

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

Respect towards the Match Officials

A player should

- Accept the decision of the Match Official without protest.
- Avoid words or actions which may mislead a Match Official.
- Show due respect towards Match Officials.

Respect towards Team Officials

A player should

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

Obligations towards the Supporters

A player should

- Show due respect to the interests of supporters.

Code of Conduct for Coaches

Coaches are key to the establishment of ethics in football. Their concept of ethics is their attitude, which 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:

- Coaches must respect the rights, dignity and worth of each and every person and treat each equally within the context of the sport.
- Coaches must place the well-being and safety of each player above all other considerations, including the development of performance.
- Coaches must adhere to all guidelines laid down by governing bodies.
- Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.
- Coaches must not exert undue influence to obtain personal benefit or reward.
- Coaches must encourage and guide players to accept responsibility for their own behaviour and performance.
- Coaches must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.
- 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.
- Coaches must co-operate fully with other specialists (e.g. other coaches, officials, sports scientists, doctors, physiotherapists) in the best interests of the player.
- 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.
- Coaches must consistently display high standards of behaviour and appearance.
- Coaches must not use or tolerate inappropriate language.

Anti-Discrimination Policy

The 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 the 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.

The 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.

The 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

The 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.
- Excluding 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's 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.

The 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.

The 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.

Child Protection Statement

Every child or young person who plays or participates in football at our club should be able to take part in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in our football club.

The Club recognises its responsibility to safeguard the welfare of children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. We are determined to meet this obligation to ensure we provide football opportunities for children and young people to the highest possible standard of care.

We believe that any act, statement, conduct or other matter which harms a child or children, or poses or may pose a risk of harm to a child or children, shall constitute behaviour which is improper and brings the game into disrepute. Poor practise or inappropriate behaviour is unacceptable in football and will be treated seriously and appropriate action taken. This applies to anyone involved with children or young people at our club, whether in a paid or voluntary capacity, for example, coaches and assistants, medical staff, referees or parent volunteers.

The Club declare that anyone who has a previous criminal conviction for offences related to the abuse of children or young people, violence or any sexual offences will be excluded from working with children and young people at our club. We have a policy of vetting all staff and volunteers, and we will ensure that anyone involved with children and young people will be CRB/DBS checked and also complete a personal disclosure form, and that all of our coaches will have a minimum Level 1 coaching badge, ensuring that they also have a Child Protection Certificate. We will endeavour to encourage our coach's advancement to further levels.

Our current designated Child Protection Officer will hold a coaching certificate and has attended the Child Protection workshop.

The Club will ensure that everyone involved at the club knows exactly what is expected of them in relation to the protection of children and young people within our sport. We will ensure that all club codes of conduct and policies are adhered to, including but not limited to:

- Coach code of conduct
- Player code of conduct
- Parent code of conduct
- Officials code of conduct
- Anti-discrimination policy
- Equal opportunities policy

The Club promise to take appropriate action in relation to concerns or suspicions about the welfare of a child or young person that attends our club, whether it relates to the football setting or the home or other setting of the child concerned. Our Child Protection Officer will be informed, or in his absence or the event that the concern regards him another senior person will be informed, and the procedures recommended by the Football Association will be followed. Every concern or suspicion brought to our attention will be taken seriously and the child or young person treated respectfully, our main concern always being for welfare of the children.

In the event of any concerns over a child's welfare, or any child reporting an offence to one of our coaches or volunteers, the Club will adhere to the following procedures through our child protection officer or other senior officer:

- All concerns and reports will be taken seriously
- Reassure the child and ensure that he/she is treated sensitively and appropriately
- Take everything the child says seriously but avoid leading questions
- Ensure the immediate safety of the child, i.e. seek medical attention if needed
- Obtain a clear understanding of what is being said without asking too many questions
- Make an accurate record of exactly what was said or seen as soon as possible
- Inform the relevant authorities/agencies such as Social Services, Police, County FA as soon as possible, informing them that this is a Child Protection referral
- Follow any advice given by the authorities/agencies etc.
- Only inform parents/carers after advice has been taken from Social Services
- Confidentiality will be on a need to know basis only
- Accurate records will be kept on file and held by the club secretary. This will include all statements etc. as well as the details of any authorities and agencies the offence was reported to and the names of the staff members/officers spoken to.

The Use of Photographs and Recorded Images

This Parental Consent Form should be completed by and then signed by the legal guardian (usually parent/carer) of a child or young person under the age of 18, together with the child or young person. It provides permission for images of the child/young person to be used. Please note that if you have more than one child under the age of 18 registered with the club you will need to complete a separate form for each young person. The form also confirms that the child is not under a court order.

The Club recognises the need to ensure the welfare and safety of all young people in football. As part of our commitment to ensure the safety of young people we will not permit photographs, video or other images of young people to be taken or used without the consent of the parents/carers and the young person. The Club will follow the guidance for the use of images of children and young people and will take all steps to ensure these images are used solely for the purposes they are intended which is the promotion and celebration of the activities of the Football Club.

If you become aware that these images are being used inappropriately you should inform the Club immediately. If at any time either the parent/carer or the young person wishes the data to be removed from the website, seven days notice must be given to the secretary after which the data will be removed.

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, they should follow the procedures below.

- They should report the matter to the Welfare Officer.

Your report should include:

- Any witness statement and names.
 - Details of what, when, and where the occurrence took place.
 - 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.
- The Club's Management Committee will sit for any hearings that are requested.
 - The Club's Management Committee will have the power to:
 - Warn as to future conduct
 - Suspend from membership
 - Remove from membership

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

Designated Safeguarding Officer (DSO)
Welfare Officer
Greg Hyams
Mobile: 07834 869143
Email: ketteringtownwfc@btinternet.com