



Sedgley & Gornal United Football Club Club Constitution, Rules, Codes of Conduct and Safety

1. The Club shall be known as Sedgley & Gornal United FC. (the Club)
2. The objects of the Club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members and community participation in the same.
3. These rules (the 'Club Rules') form a binding agreement between each member of the Club.

4. Affiliation

- a. The Club will affiliate on an annual basis to the Birmingham County FA.

5. Rules and Regulations

- a. The club shall have the status of 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. The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate, use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited ("The FA"), Birmingham County Football Association to which the Club is affiliated ("Parent County Association") and Competitions in which the Club participates, for the time being in force.
- c. No alteration to the Club rules shall be effective without prior written approval by the parent association or Club Board.
- d. The Club will abide by the Football Associations Child Protection policies and procedures, Codes of Conduct, Equal Opportunities and Anti-Discrimination Policy.

6. Club Membership

- a. The members of the Club from time to time shall be those persons listed in the Membership Register which shall be maintained by the Club Secretary.
- b. Any person who wishes to be a member must apply on the Club membership application form. Election to membership shall be at the sole discretion of the Club Committee. Election to membership shall become effective upon the 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.

7. Annual Membership and Weekly Membership and Additional Subscription Fees

- a. A membership fee, payable by each member, shall be determined from time to time by the Club Committee and set at a level that will not pose a significant obstacle to community participation.
- b. Fees shall not be repayable.
- c. Membership fee payments are the parents/guardian's responsibility and are to be paid weekly on training day or monthly by direct debit.
- d. Annual membership fees are to be collected whether training takes place or not, the only exception being when there is no training during the month of June, no membership fees are to be collected during this period.
- e. They are to be collected weekly/monthly, as decided by each team Manager, for the 11 months/48 weeks period.
- f. The membership fee amount shall be a min. of £2.50 per week and set at a level to cover any costs incurred by the team, an example being the hiring of training facilities.
- g. The Club Committee shall have the authority to levy further subscriptions from their members as are necessary to fulfil the objects of the club.

8. 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. A member whose subscriptions are more than two months in arrears shall be deemed to have resigned.
- 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 claim any, or share any, of the Club property.

9. Club Committee

- a. The Club Committee shall consist of the minimum following Officers:

Chairperson, Vice-Chairperson, Secretary, Treasurer, Minutes Secretary, Club Welfare Officer, Club Development Officer, a Representative from each Club Team.

- b. Each Club Officer and Club Committee member shall hold office from the date of appointment until the next Annual General Meeting unless 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 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 shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or in their absence the Vice-Chairperson. The quorum for the transaction of the Club Committee shall be three.
- c. Decisions of the Club Committee meetings shall be entered onto 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.
- e. Managers Meetings are to held a min. 5 times per year and are to be held during August (Pre-Season), September, November, February and April (Prior to End of Season), actual dates to be confirmed.
- f. Committee Meetings are to held monthly, or as required, actual dates to be confirmed.
- g. An outgoing member of the Club Committee may be re-elected. 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 shall fill any vacancy on the Club Committee which arises, between Annual General Meetings.
- h. 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 issues concerning the Club Rules.
- i. The position of a Club Officer shall be vacated if such person is subject to a decision of The FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.
- j. The board of directors will be responsible for the financial and strategic management of the club and are governed by the club memorandum and articles.

10. Annual and Extraordinary General Meetings

- a. An Annual General Meeting (AGM) shall be held each year to:
 - i. Receive a report of activities of the Club over the previous year.
 - ii. Receive a report of the Club finances over the previous year.
 - iii. Elect members of the Club Committee.
 - iv. Consider any other business.
- b. Nominations for the 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 21 days before the Meeting.
- c. Special General (SGM) may be called at any time by the Committee and shall be called within 21 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 the SGM may be any business that may be transacted at an AGM.
- d. The Secretary shall send each member at their last known address written notice of the date of the General Meeting together with the resolutions to be proposed at least fourteen days before the meeting.
- e. The quorum for a General Meeting shall be five members.
- f. The Club Chairperson, or in their absence a member selected by the Club Committee shall take the chair. Each member present shall have one vote and a simple majority shall pass resolutions. 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.

11. Club Teams/Managers

- a. 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.
- b. The appointed members shall be responsible for managing the affairs of the team.
- c. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team.
- d. Each team manager (or an appointed representative) will be responsible for keeping a financial record of the team in a format designated by the club treasurer. This must be kept up to date on a regular basis and supplied to the treasurer on request and within one month of the Club year end (currently May).
- e. The appointed members will be responsible for the care of the Club equipment/property used on match and training days.
- f. Each team manager must strive to undertake and qualify in the minimum "F.A. Level 1" or other qualification as deemed appropriate by the Club Committee.
- g. Each team must have an adult trained in Emergency Aid
- h. Each team must have at least one adult who has undergone the FA Safeguarding course.
- i. The Team Manager must notify the Club Welfare officer of any individual who has substantial contact with junior team members. The Team Manager and Club Welfare Officer will ensure that each identified individual has an in date DBS (Disclosure and Barring) check.
- j. A representative from each team must attend monthly Committee/Team Managers meetings or the alternative dates given.
- k. Teams will only be allowed to play in an affiliated League with the agreement by the Club Committee under the leagues agreed formats.

12. Club Team Strips, Equipment and Pitches

- a. The Clubs first and second team strips are to be approved by the Club Committee prior to purchase, to ensure consistency of the Clubs Brand.
- b. All equipment purchased by the Club for use by it's members, shall remain the property of the Club. Any Club equipment which is damaged, through misuse, or lost will be replaced by the member responsible for such damage or loss, at their cost.
- c. The Club shall arrange, where practical, to make pitches available for all teams. If a team chooses to play at an alternative venue this must be approved by the Club Committee, should additional pitch fees become due they will become the responsibility of that team whilst continuing to pay full contributions to the Club's Central Fund. Payment of Pitch Fees, and any Fines incurred, are the responsibility of each Team.

13. Club Finances

- a. A bank account shall be opened and maintained in the name of 'Sedgley & Gornal United FC.' for each Team. Designated account signatories from, each team, shall be agreed with the Club Treasurer. No sum shall be drawn from the Team's Account except by cheque signed by the designated signatories.
- b. There are to be a min. of two and max. of three designated signatories on the Team Account and all parties should have to sign to withdraw any cheques or cash. At least one of the signatories should be a Club Official from another team, ie. Team Manager/Committee Member.
- c. All teams, with the exception of the forthcoming seasons Teams, shall prepare and submit their previous year's Book Keeping and their latest Bank Statement to the Treasurer for his use and records.
- d. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Central Fund Account.
- e. The income and assets of the Club (Club Property) shall be applied only in the furtherance of the objects of the Club. Any funds/sponsorship/gifts/monies raised in the name of 'Sedgley & Gornal United FC.' shall become a Club Asset and shall remain its property.
- f. The Club Committee shall have the power to authorise the payment remuneration and expenses to any member of the club and to any other person for services rendered to the Club.
- g. The Club Treasurer shall prepare an annual financial statement and present it at the AGM each year.
- h. An annual subscription fee, which shall be determined by the Club Committee, will be paid to the Clubs Central Fund by each Club Team in two instalments, the first being prior to the end of the football season in April with the second balance paid at the start of the following season in September or October. This is to be administered by the Club Treasurer.
- i. The Central Fund will pay league, affiliation and insurance fees. Any other use of these funds will be determined by the Club Committee. Annual presentation nights including providing each player with a trophy and each teams individual merit trophies, as determined by the Team Manager as guided by the Club Committee, for that age group, will be the responsibility of each team from it's own funds.
- j. Each Team will pay for entry into competitions during and at the end of the season at the request of the Team Manager only and with the agreement of the Club Committee.
- k. Each team, dependant on age, will be expected to support the Club in any Fund Raising Activities agreed by the Club Committee.

14. 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 member's 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 another local club, the Parent County FA or The FA for use by them related to community sports.

15. 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 Chairman or Secretary or another member of the Committee.

Your report should include:

- i. Details of what, when, and where the occurrence took place.
 - ii. Any witness statement and names.
 - iii. Names of any others who have been treated in a similar way.
 - iv. Details of any former complaints made about the incident, date, when and to whom made.
 - v. 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:
 - i. Warn as to future conduct
 - ii. Suspend from membership
 - iii. Remove from membership any person found to have broken the Club's Policies or Codes of conduct

A Code of Conduct for Football at Sedgley & Gornal United FC.

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.

Code of Conduct for Coaches at Sedgley & Gornal United FC.

Coaches are key to the establishment of ethics in football. Their concept of ethics is 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.

Code of Conduct for Players at Sedgley & Gornal United FC.

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

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.

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.

Obligations towards the Club

1. All players should look after all team kit that is loaned to them to participate in a SGUFC team during the season. Any damage to kit or loss must be replaced at the cost of the player, if open age, or parent of player if youth.
2. All financial obligations to the club must be met for the season (Signing on fee, if applicable, all subscription fees due and any bookings/fines that have been received via league or County FA).

Code of Conduct for Team Officials at Sedgley & Gornal United FC.

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.

Code of Conduct for Parents/Spectators at Sedgley & Gornal United FC.

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.

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

Encourage parents / 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 / spectators within your club agree and adhere to your club's Code of Conduct and Child Protection Policy.

Anti-Discrimination and Equal Opportunities Policies at Sedgley & Gornal United FC.

As the governing body of the game, The Football Association is responsible for setting standards and values to apply throughout the game at every level.

Football belongs to, and should be enjoyed by, everyone equally. Our commitment is to eliminate discrimination whether by reason of gender, sexual orientation, race, nationality, ethnic origin, colour, religion or ability and to encourage equal opportunities.

The following policies are at the heart of Sedgley & Gornal United FC's activities.

Sedgley & Gornal United FC. 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 Sedgley & Gornal United FC. 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.

Sedgley & Gornal United FC. 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.

Sedgley & Gornal United FC. 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

Sedgley & Gornal United FC. 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 Equality and Human Rights Commission.

All members are expected to abide by the requirements of the Equality Act 2010. Specifically, discrimination is prohibited by:

- Treating any individual on grounds of age, gender, gender reassignment, sexual orientation, colour, marital status, race, nationality or ethnic or national origin, religion, ability 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 some 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.

Sedgley & Gornal United FC. 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.

Sedgley & Gornal United FC. 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.

Anti Bullying Policy of Sedgley & Gornal United FC

We are committed to providing a caring, friendly and safe environment for all of our members so they can participate in football in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our club. If bullying does occur, all club members or parents should be able to tell and know that incidents will be dealt with promptly and anyone who knows that bullying is happening is expected. This club is committed to playing its part to teach players to treat each other with respect.

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be:

- **Emotional** being unfriendly, excluding (emotionally and physically) sending hurtful text messages, tormenting (e.g. hiding football boots/shin guards, threatening gestures)
- **Physical** pushing, kicking, hitting, punching or any use of violence
- **Sexual** unwanted physical contact or sexually abusive comments
- **Verbal** name-calling, sarcasm, spreading rumours, teasing

This is when a person uses technology i.e. mobile phones or the internet (social networking sites, chat rooms, instant messenger, tweets), to deliberately upset someone. Bullies often feel anonymous and 'distanced' from the incident when it takes place online and 'bystanders' can easily become bullies themselves by forwarding the information on. There is a growing trend for bullying to occur online or via texts – bullies no longer rely on being physically near to the young person.

Trolling

This is the name given to posting deliberately offensive comments on people's social media pages aimed at causing upset and distress. This type of behaviour could result in legal action.

Our Commitment

Gornal Community Football Club commits to ensure our website websites and/or social networking pages are being used appropriately and any online bullying will be dealt with swiftly and appropriately in line with procedures detailed in this policy.

Why is it important to respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect.

Individuals who are bullying need to learn different, more appropriate, ways of behaving

This club has a responsibility to respond promptly and effectively to issues of bullying

Objectives of this Policy

- All club members, coaches, officials and parents should have an understanding of what bullying is.
- All club members, officials and coaching staff should know what the club policy is on bullying, and follow it when bullying is reported
- All players and parents should know what the club policy is on bullying, and what they should do if bullying arises.
- As a club we take bullying seriously. Players and parents should be assured that they would be supported when bullying is reported.
- Bullying will not be tolerated

Signs and Indicators

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- says he or she is being bullied
- is unwilling to go to club sessions
- becomes withdrawn anxious, or lacking in confidence
- continually feels ill before training sessions
- comes home with clothes torn or training equipment damaged
- has possessions go "missing"
- asks for money or starts stealing money (to pay the bully)
- has unexplained cuts or bruises
- is frightened to say what's wrong
- gives improbable excuses for any of the above.

In more extreme cases :

- starts stammering
- cries themselves to sleep at night or has nightmares
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- attempts or threatens suicide or runs away.

These signs and behaviours may indicate other problems, but bullying should be considered a possibility and should be investigated.

Bullying as a result of any form of discrimination

Bullying because of discrimination occurs when bullying is motivated by a prejudice against certain people or groups of people. This may be because of their gender, age, race, nationality, ethnic origin, religion or belief, sexual orientation, gender reassignment, disability or ability.

Generally, these forms of bullying look like other sorts of bullying, but in particular it can include:

- **Verbal abuse** – derogatory remarks about girls or women, suggesting girls and women are inferior to boys and men, or that black, Asian and ethnic minority people are not as capable as white people; spreading rumours that someone is gay, suggesting that something or someone is inferior and so they are "gay" – for example, "you're such a gay boy!" or "those trainers are so gay!" Ridiculing someone because of a disability or mental health related issue, or because they have a physical, mental or emotional developmental delay.

Referring to someone by the colour of their skin, rather than their name; using nicknames that have racial connotations; isolating someone because they come from another country or social background etc.

- **Physical abuse** – including hitting, punching, kicking, sexual assault, and threatening behaviour.
- **Cyberbullying** – using online spaces to spread rumours about someone or exclude them. It can also include text messaging, including video and picture messaging.

Discrimination is often driven by a lack of understanding which only serves to strengthen stereotypes and can potentially lead to actions that may cause women, ethnic minorities, disabled people, lesbian, gay, bisexual or transgender people, or people who follow specific religions or beliefs, to feel excluded, isolated or undervalued. Ensure that club members know that discriminatory language and behaviour will not be tolerated in this club.

- If an incident occurs, members should be informed that discriminatory language is offensive, and will not be tolerated. If a member continues to make discriminatory remarks, explain in detail the effects that discrimination and bullying has on people. If it is a young person making the remarks their parents should be informed just as in any breach of the clubs Code of Conduct and this Anti-Bullying policy.

- If a member makes persistent remarks, they should be removed from the training setting in line with managing challenging behaviour and the club welfare officer or club officials should talk to them in more detail about why their comments are unacceptable.
- If the problem persists, the member should be made to understand the sanctions that will apply if they continue to use discriminatory language or behaviour.
- Consider inviting the parents/carers to the club to discuss the attitudes of the youth member in line with the procedures detailed in this policy.

Procedures

Report Bullying incidents to the Club Welfare Officer or a member of the clubs committee

In cases of serious bullying, the incidents will be referred to the County FA Welfare Officer for advice and possibly to The FA Case Management Team

Parents should be informed and will be asked to come in to a meeting to discuss the problem

If necessary and appropriate, the police will be consulted

The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly

An attempt will be made to help the bully (bullies) change their behaviour

If mediation fails and the bullying is seen to continue the club will initiate disciplinary action under the club constitution.

Club Action

If the club decides it is appropriate for them to deal with the situation they will follow the procedure outlined below:

- Reconciliation by getting the parties together. It may be that a genuine apology solves the problem.
- If this fails/not appropriate a small panel (made up from Chairman, Club Welfare Officer, Secretary, committee members) should meet with the parent and child alleging bullying to get details of the allegation. Minutes should be taken for clarity, which should be agreed by all as a true account.
- The same 3 persons should meet with the alleged bully and parent/s and put the incident raised to them to answer and give their view of the allegation. Minutes should again be taken and agreed.
- If bullying has in their view taken place the individual should be warned and put on notice of further action i.e. temporary or permanent suspension if the bullying continues. Consideration should be given as to whether a reconciliation meeting between parties is appropriate at this time.
- In some cases the parent of the bully or bullied player can be asked to attend training sessions, if they are able to do so, and if appropriate. The club committee should monitor the situation for a given period to ensure the bullying is not being repeated.
- All coaches involved with both individuals should be made aware of the concerns and outcome of the process i.e. the warning.

In the case of adults reported to be bullying anyone within the club under 18

- The County Welfare Officer should always be informed and will advise on action to be taken where appropriate, this may include action by The FA Safeguarding Team.
- It is anticipated that in most cases where the allegation is made regarding a team manager, official or coach, the FA's Safeguarding Children Education Programme may be recommended.
- More serious cases may be referred to the Police and/or Children's Social Care.

This policy is based on guidance provided to schools by KIDSCAPE. KIDSCAPE is a voluntary organisation committed to help prevent child bullying. KIDSCAPE can be contacted on 0207 730 3300 or you can access their website via www.kidscape.org.uk You may also wish to access any of the following websites designed to give advice and guidance to parents and children who are faced with dealing with bullying:

Guidance for parents/carers

www.anti-bullyingalliance.org.uk/

www.stonewall.org.uk

www.bullying.co.uk

Guidance for young people

www.youngstonewall.org.uk/

www.childline.org.uk

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:

- i. Follow Manufacturer's guide-lines in assembling goalposts.
- ii. 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.



Sedgley & Gornal United FC. Constitution and Rules

APPROVED 29th March 2019