

## **Calne AFC**

### **Terms & Conditions and Policies**

#### **1. Calne AFC**

Calne AFC is an affiliated grass roots football club based in Wiltshire.

#### **2. Registering & Playing for Calne AFC**

Registering and Playing for Calne AFC is by invitation only and at the sole discretion of the committee members and/or appointed representatives. In order to be eligible for registration, players must be an active member of Calne Football Academy. Calne Football Academy is a Limited company registered in England & Wales and had no affiliation to the FA.

Calne AFC Committee members withhold the right to remove a players registration at its discretion at any time without appeal.

#### **3. Equal Opportunities**

& Calne AFC are committed to providing equal opportunities for all players, regardless of race, gender, disability, religion, or socioeconomic background. Admission decisions will be made solely based on merit and the potential for development within the Academy.

#### **4. Social Media**

Participants and/or their associated members are deemed responsible for any posts on their accounts. Any post that is deemed offensive and/or improper and/or of a bullying nature, may lead to the de-registration to Calne AFC, without the right to appeal.

If a post is made by a third party, this does not necessarily prevent the cancellation of membership to and/or the de-registration to Calne AFC, without the right to appeal if the original post was deemed improper.

Any posts and/or comments deemed to contain libelous statements with the intention to cause deformation to Calne AFC, will lead to the participant's and/or associated members cancellation of membership and/or the de-registration to Calne AFC, without the right to appeal.

*\* A Participant means an Agent, Affiliated Association, Competition, Club, Club Official, Intermediary, Player, Parent of Player, Spectators associated with a player, Official, Manager, Match Official, Match Official observer, Match Official coach, committee*

*Member, and all persons who are from time to time participating in any activity sanctioned either directly or indirectly by The Association; or Calne AFC.*

## **5. Player Code of Conduct**

Calne AFC we believe that football is not just about developing technical skills but also about building character, discipline, and respect. To ensure a positive and supportive environment for all players, coaches, and supporters, we have established the following Code of Conduct. All players are expected to adhere to this code both on and off the pitch.

- **Respect for Others**

Show respect to your teammates, coaches, opponents, officials, and spectators at all times.

Treat everyone with kindness and fairness, regardless of their background, race, gender, or ability.

Listen to your coaches and follow their instructions without argument or negative behaviour.

- **Commitment and Attitude**

Attend all training sessions, matches, and club events regularly and on time.

Show dedication and enthusiasm to learn, improve, and work hard in every training session and match.

Display a positive attitude, even when facing challenges, and remain committed to personal and team development.

- **Sportsmanship**

Play by the rules and respect the spirit of the game.

Always give your best effort and never give up, regardless of the scoreline.

Win with humility and lose with dignity; accept that winning is important, but how you play and behave is equally crucial.

- **Discipline**

Follow all club and team rules, both on and off the field.

Avoid any behaviour that could harm or disrupt the team or club's reputation.

Refrain from using offensive language, gestures, or inappropriate behaviour towards anyone.

- **Respect for Officials**

Accept the decisions of referees and match officials without complaint or argument.

If you disagree with a decision, remain calm and composed, and allow your coach to handle any concerns.

Show understanding that match officials are part of the game and should be treated with respect at all times.

- **Teamwork**

Support your teammates on and off the pitch, encouraging them through challenges and celebrating their successes.

Work cooperatively with all players, putting the team's success ahead of individual glory.

Always communicate positively with your teammates, even in difficult situations.

- **Health and Safety**

Take care of your body by eating a balanced diet, staying hydrated, and getting enough rest.

Inform your coach of any injuries or health issues that may affect your ability to play or train.

Use equipment safely and wear the correct gear, including shin guards and proper footwear, at all times.

## **6. Anti-Bullying**

Bullying of any kind will not be tolerated. This includes physical bullying, verbal abuse, or cyberbullying.

If you witness bullying, report it immediately to your coach or a trusted adult.

Support each other, making sure that everyone feels safe and included within the team environment.

## **7. Complaints**

Complaints should be made in writing to the Chairman Peter Moore  
([peter.moore@calneafc.com](mailto:peter.moore@calneafc.com))

Calne AFC reserve the right to dismiss complaints without appeal, with the exception of complaints that relate to Criminal or Welfare, in which case the complainant may be forwarded to the Police or relevant authority.

## **8. Appeals Process**

Appeals should be sent to the Chairman Peter Moore ([peter.moore@calneafc.com](mailto:peter.moore@calneafc.com))

& Calne AFC, with the right to dismiss an appeal without reason.

## **9. Parent/Guardian Code of Conduct**

We recognise that parents and guardians play an important role in the development and enjoyment of grassroots football. Your support and behaviour directly influences your child's experience and the overall environment at our club. To ensure a positive and respectful atmosphere for all players, coaches, officials, and supporters, we have established this Parent/Guardian Code of Conduct.

We kindly ask all parents and guardians to adhere to the following guidelines:

### **Support Your Child Positively**

- Encourage your child to play by the rules, work hard, and enjoy the game.
- Focus on effort and improvement rather than winning or results.
- Avoid putting undue pressure on your child to perform. Let them play and have fun.

### **Respect for Coaches and Officials**

- Trust and respect the decisions made by the coaches and officials. Avoid questioning or criticising them during matches or training.
- Refrain from coaching your child from the sidelines. Let the coaches do their job.
- Understand that coaches and officials are there for the benefit of all players, and their decisions are made in the best interest of the team.

### **Respect for All Players**

- Applaud all good play, not just by your child's team but by both teams.

- Show respect and encouragement to all children, regardless of the score or their ability level.
- Ensure your comments are always supportive and never negative or critical of any player, including opponents.

### **Encourage Good Sportsmanship**

- Teach your child to win and lose with dignity. Help them understand that how they play and behave is just as important as the outcome of the match.
- Promote respect for the opposing team and their supporters.
- Avoid any unsporting behaviour, such as booing, taunting, or criticising the opposition.

### **Behaviour at Matches and Events**

- Set a good example with your own behaviour. Do not use foul language, make derogatory remarks, or engage in aggressive or confrontational behaviour.
- Support the club's commitment to inclusivity and respect for everyone, regardless of their background, gender, race, or ability.
- Ensure you adhere to club guidelines on appropriate behaviour and etiquette during matches, training, and events.

### **Communication with the Club**

- Raise any concerns or issues with the coach or club officials privately and respectfully, rather than during a game or in front of the children.
- Respect the club's decisions and processes when resolving issues and disputes.
- Stay informed about club events, training schedules, and any updates, ensuring your child attends training and matches regularly and on time.

### **Promote Safety and Well-Being**

- Encourage your child to respect the facilities, equipment, and other players.
- Ensure your child has the appropriate gear, including proper footwear, shin guards, and hydration for training and matches.
- Report any injuries or concerns about your child's well-being to the coach or a club official as soon as possible.

## **10. Data Protection**

We process employee, volunteer, member, referee, coach, manager, contractor, committee, supplier and third party personal data for administrative and management purposes. Our purpose for holding this personal data is to be able to contact relevant individuals on Club/Academy business and our legal basis for processing your personal data in this way is the contractual relationship we have with you. We will keep this data for up to 12 months after the end of your official relationship with the Club / Academy, unless required otherwise by law and / or regulatory requirements.

## **11. Safeguarding**

Calne AFC acknowledges its responsibility to safeguard the welfare of every child and young person (persons under 18) entrusted to its care, and is committed to working to provide a safe environment for all its members. We subscribe to The Football Association's (**The FA**) Safeguarding Children Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

The key principles of the FA Safeguarding Children Policy are that:

- the child's welfare is, and must always be, the paramount consideration
- all children and young people have a right to be protected from abuse regardless of their age, gender, disability, race, sexual orientation, faith or belief
- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- working in partnership with other organisations, children and young people and their parents/carers is essential.

Calne AFC acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. We recognise that this is the responsibility of every adult involved in Calne AFC.

We acknowledge that Calne AFC has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual, or emotional harm and from neglect or bullying. It is noted and accepted that The FA's Safeguarding Children Regulations applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, match official, helper on club tours, football coach, club official or medical staff.

We endorse and adopt The FA's Responsible Recruitment guidelines for recruiting volunteers and we will:

1. Specify what the role is and what tasks it involves
2. Request identification documents
3. As a minimum meet and chat with the applicant(s) and where possible interview people before appointing them
4. Aim to ask for 2 references before appointing someone
5. Require an FA CRB Unit Enhanced Disclosure where appropriate in line with FA guidelines

All current club members working in eligible roles with children or young people – such as managers and coaches- are required to hold an in-date FA Enhanced CRC with Barring List check as part of responsible recruitment practice.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Calne AFC, guidance will be sought from The FA. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via the CRC process and that all suitability decisions will be made in accordance with legislation and the best interests of children and young people.

It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimize the risk of “grooming” within football.

Calne AFC supports **The FA’s Whistle Blowing Policy**. Any adult or young person with concerns about an adult in a position of trust with football can ‘whistle blow’ by contacting The FA Safeguarding Team on 0800 169 1863, by writing to The FA Case Manager at The Football Association, Wembley Stadium, P.O Box 1966, London SW1P 9EQ, by emailing [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com) or alternatively by going direct to the Police, Children’s Services or the NSPCC. The Club encourages everyone to know about the FA’s Whistle Blowing Policy and utilize it if necessary.

The Club has appointed a Welfare Officer in line with The FA’s role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer training provided by The FA and/or County FA. The Club Welfare Officer is the first point of contact for all club members regarding concerns about the welfare of any child or young person. The Club Welfare Officer will liaise directly with the County FA (CFA) Welfare Officer and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing awareness of **Respect**, poor practice and abuse amongst club members.

We acknowledge and endorse the FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. If bullying does occur, all players or parents should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the Club Welfare Officer, in cases of serious bullying the CFA Welfare Officer may be contacted.

**Respect Codes of Conduct** for Players, Parents/Spectators, Officials and Coaches have been implemented by The Club. To validate these Respect Codes of Conduct, Calne AFC has clear actions it will take for repeated or serious misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by the County FA in more serious circumstances.

**Reporting your concerns about the welfare of a child or young person.** Safeguarding is everyone's responsibility if you are worried about a child it is important that you report your concerns – no action is not an option.

1. If you are worried about a child then you need to report your concerns to the Club Welfare Officer (Louise Moore).
2. If the issue is one of poor practice, the Club Welfare Officer will either:
  - . Deal with the matter themselves; or
  - . Seek advice from the CFA Welfare Officer.
3. If the concern is more serious – i.e. possible child abuse, where possible, contact the CFA Welfare Officer first, then immediately contact the Police or Children's Services.
4. If the child needs immediate medical treatment take them to hospital or call an ambulance and tell them this is a child protection concern. Let your Club Welfare Officer know what action you have taken, they in turn will inform the CFA Welfare Officer.
5. If at any time you are not able to contact the Club Welfare Officer or the matter is clearly serious then you can either:
  1. Contact your CFA Welfare Officer directly;
    - . Contact the FA Safeguarding Team
    - . Contact the Police or Children's Services;
    - . Call the NSPCC 24 hour Helpline for advice on 0808 800 5000 or text 88858 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk)



## **12. Review of Document**

This document will be reviewed annually by the Academy's management team to ensure it remains up to date and reflective of best practices in youth football development.

## **13. Changes**

Calne AFC committee and/or appointed representatives withhold the right to amend any policies and/or terms and conditions detailed without notice at any time.

## **14. Agreement**

By playing/registering for Calne AFC you and associated members are agreeing to the terms and conditions detailed herein, you acknowledge and understand that membership to can be cancelled without appeal at the sole discretion of the Directors.

Failure to adhere to any of the policies and/or terms and conditions detailed herein may result in the immediate cancellation of membership and/or the deregistration of Calne AFC, without the right of appeal.

A stylized, handwritten signature in black ink, consisting of a large, flowing 'L' followed by a horizontal stroke and a small loop.

Louise Moore  
General Manager  
Calne AFC

A handwritten signature in black ink, written in a cursive style that reads 'psmoore'.

Peter Moore  
Chairman  
Calne AFC