

Orchard Park F.C.



Our Welcome Pack 2023/24

*Orchard Park: a footballing community
where everyone is welcome!*



A Massive Welcome!!!

Hello to all our players, families and the wider community!

We are pleased to welcome you to our club and football family, Kettering Orchard Park FC.

We are so excited to share this new chapter of our club with you all and to continue the legacy our Dad started in 1977. Our Dad believed that football was for everyone regardless of a player's ability or financial circumstances, that football was to be enjoyed, and even more than that, it was a community.

It is our aim to provide our players with a fun, enjoyable and safe environment to play football, for them to develop, progress and enjoy the game we love.

In this pack you will find all the information you will need for the season. This includes information about the club such as: our committee, our code of conduct, our policies and procedures, the integral role of safeguarding at our club and so much more!

If there is ever anything we can do or anything you wish to talk about with us, please do not hesitate to speak to one of us.

Here's to a great season!

Yours in football,

Nikki, Leigh and Carl



Orchard Park - a footballing community for all

Orchard Park – Our Vision and Values



Our Vision:

Our vision is to encourage, develop and value all abilities within our football family. We want to represent all age groups at grassroots football in a fun and enjoyable environment. We want to offer a pathway for both male and female players, investing and developing every player so they may play in adult leagues or at a higher standard of football. We want to work with the local community to grow the club, offer chances to play football for those who wouldn't otherwise have the opportunity and invest in local people who would like to become qualified coaches.



Our Values:

O – Opportunities for all whether it is through playing, coaching or through the many roles we have in the wider Orchard Park community.

R – Respect each other and our coaches and develop excellent sportsmanship.

C – Cooperation – showing excellent teamwork and communication skills and being able to play your role within the successful running of our club.

H – Happy – all enjoying their football and being able to play freely and confidently in a safe environment. Everyone's voice is heard and taken into consideration.

A – Atmosphere – a friendly football community.

R – Respect the rules, code of conduct and the high expectations we have at our club.

D – Diversity and inclusion – all are welcome at our club regardless of their gender, ability, race, religion, colour or cultural background.

P – Positive experiences/team culture – let's make each experience a positive one for all players, coaches, staff and the wider community.

A – All coaches are FA qualified and all those involved in working with our children have a FA-DBS. The safety and welfare of all club members is paramount.

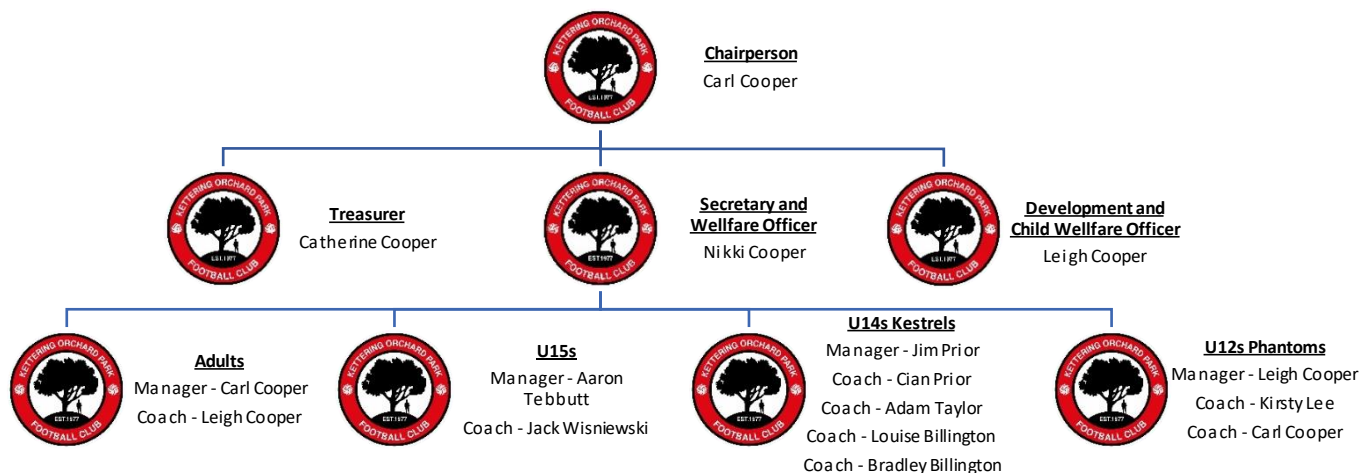
R – Reliability – we will always be reliable and show excellent integrity making sure we provide a safe and nurturing environment for all players, at all times, through well-planned training sessions, support with wellbeing and positive encouragement at games.

K – Knowledge of Safeguarding – all members of our community have an excellent understanding of their role with regards to safeguarding and the welfare of all our children as well as each other. Safeguarding is everyone's responsibility!



Orchard Park, - a footballing community for all

Our Club Structure



Contact Details:

Carl – carlcooper@orchardparkfc.co.uk

Nikki – nikkicooper@orchardparkfc.co.uk

Aaron - A.tebbutt@hotmail.co.uk

Catherine – catherinecooper@orchardparkfc.co.uk

Leigh – leighcooper@orchardparkfc.co.uk

Jim - Jimprior44@gmail.com

Our Teams

Team	Information
Orchard Park Adults	Our longest established team founded in 1977 coached by Carl and Leigh.
Orchard Park U15	Formerly Kettering Kites coached by Aaron and Jack.
Orchard Park Kestrels U14	Formerly Ise Lodge Kestrels coached by Jim, Cian, Adam, Louise and Bradley.
Orchard Park Phantoms U12	Our first ever youth team coached by Leigh, Kirsty and Carl.

Monthly Subs – Please speak to the individual teams about the monthly payments needed to be made.

We are always looking to expand our family. If you know anyone that would like to enter a team and join the Orchard Park community, please let us know.



Our location

Matches:

All our teams play their home games at the Weekley Glebe in Kettering.

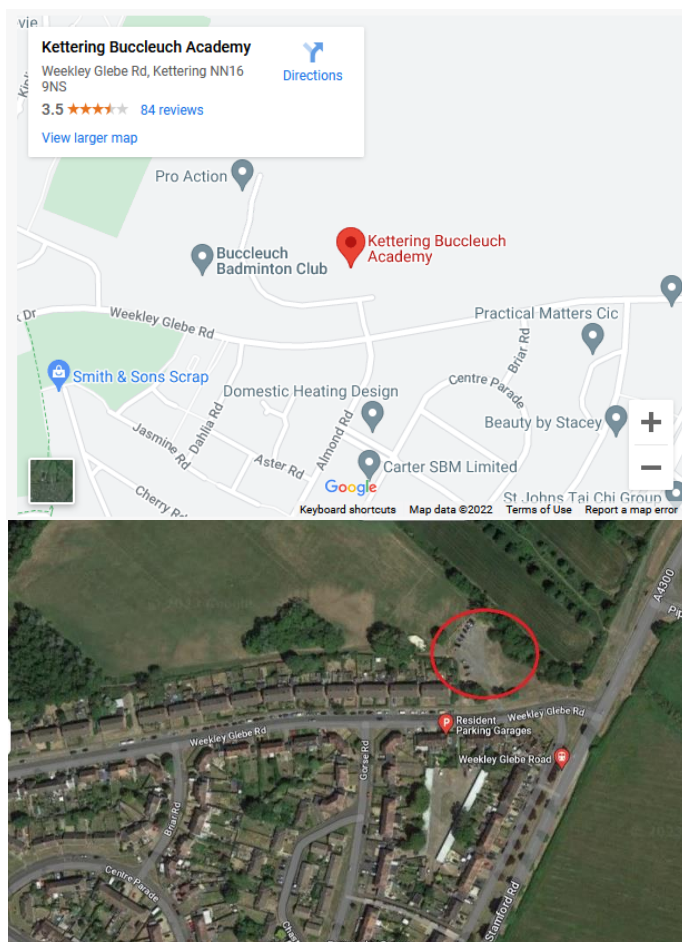
For parking:

For our adult's games, we park at Kettering Buccleuch Academy's carpark. We use the changing rooms next to the 4G to get ready and we then play on the playing fields next to them.

For our youth games, we park down the bottom carpark shown in the image to the right.

Training:

- In the summer, the adults, u12s and u14s train on the grass at the Weekley Glebe. Our U15s train at John Lowther (Rushton Rd, Glendon, Kettering NN14 1QF).
- In the winter, all of our teams train on the 4G (normally at KBA or Tresham College).



Our Committee

Our committee is currently made up of Catherine, Nikki, Leigh and Carl Cooper. We are looking for further representation from our adults and children teams as well as the wider community. By gaining a more diverse group of people, we believe we can continue to move this club forward into its bright future.

If you know anyone who would be interesting in joining our committee, please drop us a message.





Our Events and Community Links

Our Events – Building Community Links!

We believe in giving something back and developing a strong link with our local community. In the past couple of years, we have raised over £2000 for The Brain Tumour Charity and a further £1000 for Team Mikayla. We also made a large donation to the Kettering Food Bank. In addition to our club fundraising, we have regular events such as footgolf, Christmas parties, Easter and Halloween events as well as our annual race night. There is so much to get involved with on and off the pitch!



U11s Footgolf



Christmas Party



Halloween Training



Easter!



Happy Christmas from the Orchard Park family



Annual Nick Taylor Match



Kettering Food Bank Club Donation



Raised £1100



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The Future of the club

We believe in investment on and off the pitch. One of the ways we are doing this is through developing future leaders of the club. We achieve this through our Young Leader initiative.

Our Young Leaders:

- Help with our training sessions by planning and running activities alongside our coaches.
- Are the player's voice by collecting regular feedback on training sessions and matches.
- They speak to the wider community to gain their feedback on all aspects of the club.
- They help create our monthly newsletter.
- They help with running our open days where we invite some of the community to try out football.
- They help to plan exciting team building activities for our teams and the wider community such as footgolf.
- Help with fundraising and giving back to the community.
- They also help run the line.

Our Ambassadors:

Each team has at least one ambassador who represents the voice of the team and set the high expectations that we have at Orchard Park. They play an important role including on match days. For example, they welcome our opponents to the game.

If you would like to find out more information about the leadership opportunities within the club and wider community, please get in touch.



Kettering Boot Room in association with Kettering Orchard Park



In November 2021 we lost our Dad to cancer. He was involved in running Kettering Orchard Park for over 40 years and was well known for his contribution to local football. Dad believed that football was for everyone no matter what their ability or circumstances were. As part of continuing his legacy we want to provide local people with a place that they can donate old football boots or receive a pair when needed. In an already tough time, no person should ever not be able to play football because of financial circumstances. If we can help in any way just give us a message and if you would like to donate some boots please get in touch.

RICK COOPER

ANNUAL TROPHY AND PLATE TOURNAMENT

SUPPORTING KETTERING ORCHARD PARK FC, THE BRAIN TUMOUR CHARITY AND PROVIDING OPPORTUNITIES FOR COACHING QUALIFICATIONS AND SPORTS EQUIPMENT FOR YOUTHS.



TO KEEP UP TO DATE FOLLOW
@KETTERINGORCHARDPARKFC



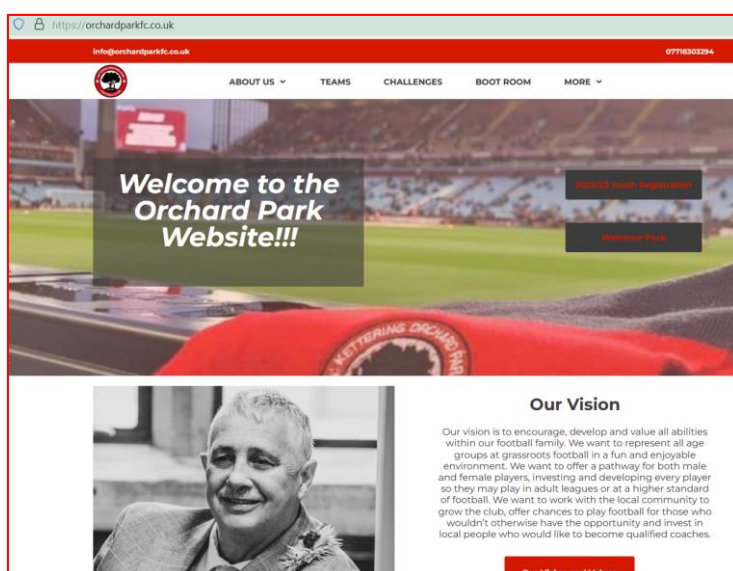
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Our Digital World

Please look out for our website: www.orchardparkfc.co.uk

On our website you will find all the latest news about our teams as well as exciting challenges and quizzes. We have designed our website to be interactive, enjoyable and help bring the Orchard Park community together: see for yourself!

Our monthly quizzes allow our community the opportunity to win amazing prizes! Try one and see if you could be our next lucky winner!!!



Why don't you try our Facebook and Instagram pages as well:

<https://www.facebook.com/Ketteringorchardparkfc>



Safeguarding - It's everybody's responsibility!

Safeguarding is our number one priority. If you have any concerns or want to find out more information about safeguarding, then please continuing reading below.

Our Promise:

1. Every child's welfare is and will always be our number one priority.
2. All children and young people have a right to be protected from abuse.
3. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
4. We will work in partnership with all parties, including external organisations, to ensure the welfare of all members of our club.
5. We will provide an enjoyable and safe environment for the children to thrive in.
6. Children will be protected from poor practice and abuse including bullying.
7. Orchard Park Football Club recognises that safeguarding is the responsibility of every adult involved in our club.



Orchard Park, - a footballing community for all

Safeguarding - It's everybody's responsibility!

Our Club Welfare Officers (CWO)

Orchard Park Football Club has two Club Welfare Officers, Nikki and Leigh Cooper, who are the **first point of contact for all club members regarding concerns about the welfare of any child or young person.** The CWO will liaise directly with the County FA

Designated Safeguarding Officer and is familiar with the procedures for referring any concerns. The CWO will also play a proactive role in increasing awareness of respect, poor practice and abuse amongst club members.



CWO Details:

Email: safeguarding@orchardparkfc.co.uk

Tel: Nikki – 07718303294 Leigh - 07555089929

Key aspects of the role:

- A) Our CWO will manage poor practice and where necessary seek advice from the CFA Designated Safeguarding Officer (CFA DSO).

- B) Our CWO will make referrals about more serious concerns to the CFA DSO, or in an emergency contact the Police or Children's Social Care.

- C) Our CWO will ensure that if the child needs immediate medical treatment that we take them to a hospital or call an ambulance and tell them it is a child protection concern.

- D) Our CWO will keep records of the actions taken and keep the CFA DSO informed.



Orchard Park - a footballing community for all

Safeguarding - It's everybody's responsibility!

Our Club Welfare Officers (CWO)

If at any time our Club Welfare Officers is not available, or the matter is serious:

You can contact:



1. The Northamptonshire FA Designated Safeguarding Officer:

- Head of Safeguarding and Compliance – **Rosie Brown**: 07535 640452
- Deputy Designated Safeguarding Officer – **Callum White**: 01604 670741 option one
- Deputy Senior Safeguarding Lead – **Luke Scott**: 07943 809195
- Please call the office on **01604 670741** if all three members of the safeguarding team are unable to take your call and the office can direct you to the appropriate person.
- Or alternatively email safeguarding@northantsFA.com with your name along with your contact details and we will aim to get back to you within 24 hours.

2. The FA's Safeguarding Team on **0800 169 1863** or Safeguarding@TheFA.com;

3. Contact the Police or Children's Social Care;

4. Call the NSPCC 24- hour Helpline for advice on **0808 800 5000** or email help@nspcc.org.uk. For under 18s, Childline offers free, confidential advice and support whatever your worry, whenever you need help on **0800 1111**.



Orchard Park, - a footballing community for all



Safeguarding - It's everybody's responsibility!

Our Whistle Blowing Policy

Orchard Park Football Club supports The FA's Whistle Blowing policy (as described in this paragraph) which requires any adult or young person with concerns about an adult in a position of trust within football can 'whistle blow' by contacting The FA Safeguarding Team on:

1. **0800 169 1863,**
2. By emailing **Safeguarding@TheFA.com**
3. By going direct to the Police, Children's Social Care or the NSPCC.

Orchard Park Football Club encourages everyone to know about The FA's Whistle Blowing Policy and to utilise it if necessary.

Report Bullying

1. Report bullying incidents to our **Club Welfare Officers, Nikki and Leigh Cooper**, or a member of the club's committee.
2. In cases of serious bullying, the incidents will be referred to the County FA Designated Safeguarding Officer (see previous section) or possibly to the FA Case Management Team.



Orchard Park, - a footballing community for all



ORCHARD PARK FOOTBALL CLUB SAFEGUARDING CHILDREN POLICY

1. Orchard Park Football Club acknowledges its responsibility to safeguard the welfare of every child and young person and is committed to providing a safe environment for all. We recognise that a child is anyone under the age of 18 and subscribe to The Football Association's (The FA) Safeguarding Children Policy and Procedures. Orchard Park Football Club endorses and adopts the following key safeguarding principles:

- 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, gender reassignment, sexual orientation, marital status or civil partnership, race, nationality, ethnic origin, colour, religion or belief, ability or disability, pregnancy and maternity;

- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately; and
- working in partnership with other organisations, children and young people and their parents/carers is essential. We 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.

Orchard Park Football Club recognises that this is the responsibility of every adult involved in our club.

Orchard Park Football Club 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 (see The FA Handbook [TheFA.com/football-rules-governance/lawsandrules/fa-handbook](https://www.thefa.com/football-rules-governance/lawsandrules/fa-handbook)) apply to everyone in football whether in a paid or voluntary capacity, including coaches/managers, volunteers, match officials, helpers on club tours, or medical staff or other club officials/helpers.

3. We endorse and adopt The FA's Safer Recruitment guidelines and we will:

- Specify what the role is and what tasks it involves;
- Request identification documents;
- As a minimum meet and chat with the applicant(s)

and where possible interview people before appointing them;

- Ask for and follow up with 2 references before appointing someone; and
- Where eligible require an FA- accepted DBS enhanced with barred list Check, in line with The FA's current Safeguarding Children Policy and Regulations.

All current Orchard Park Football Club members working in eligible roles with children and young people, such as coaches/managers and physiotherapists, are required to hold an in-date FA accepted DBS enhanced with barred list check as part of safer recruitment practice.

ORCHARD PARK FOOTBALL CLUB SAFEGUARDING CHILDREN POLICY CONTINUED

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Orchard Park Football Club, guidance will be sought from the County Football Association (CFA). It is noted and accepted that The FA will consider the relevance and significance of the information obtained via the DBS process and that all suitability decisions will be made in accordance with legislation and in 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 minimise the risk of 'grooming' within

- football.
4. Orchard Park Football Club supports The FA's Whistle Blowing policy (as described in this paragraph) which requires any adult or young person with concerns about an adult in a position of trust within 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, PO Box 1966, London SW1P 9EQ, by emailing Safeguarding@TheFA.com or alternatively by going direct to the Police, Children's Social Care or the NSPCC. Orchard Park Football Club encourages everyone to know about The FA's Whistle Blowing Policy and to utilise it if necessary.
 5. Orchard Park Football Club has appointed a **Club Welfare Officer (CWO), Leigh Cooper**, in line with The FA's role profile who has

completed the Safeguarding Children and Welfare Officers Workshop by the CWO. The post holder will be involved with ongoing Welfare Officer Training provided by The FA and/or CFA. The CWO is the first point of contact for all club members regarding concerns about the welfare of any child or young person. The CWO will liaise directly with the CFA Designated Safeguarding Officer and will be familiar with the procedures for referring any concerns. The CWO will also play a proactive role in increasing awareness of respect, poor practice and abuse amongst club members.

6. 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 and parents/carers should be able to access our anti-bullying policy and know that incidents will be dealt with

appropriately. Incidents need to be reported to the CWO and in cases of serious bullying the CFA Designated Safeguarding Officer may be contacted.

7. Codes of conduct for Players, Parents/ Spectators, Officials and Coaches (as required by the CPSU Safeguarding Standards) have been implemented by Orchard Park Football Club. In order to police these codes of conduct the club has clear actions it will take regarding repeated or serious misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by the CFA in more serious circumstances.

ORCHARD PARK FOOTBALL CLUB SAFEGUARDING CHILDREN POLICY CONTINUED

- At Orchard Park Football Club, safeguarding is everyone’s responsibility, and we know that inaction is not an option. If anyone is worried about a child, it is important that they report their concerns to the CWO, who will deal with reported concerns as follows:

them it is a child protection concern.

- d. Our CWO will keep records of the actions taken and keep the CFA DSO informed.

If at any time our Club Welfare Officer is not available, or the matter is clearly serious, all our members should be aware that they can:

- a. Our CWO will manage poor practice and where necessary seek advice from the CFA Designated Safeguarding Officer (CFA DSO).
- b. Our CWO will make referrals about more serious concerns to the CFA DSO, or in an emergency contact the Police or Children’s Social Care.
- c. We will ensure that if the child needs immediate medical treatment that we take them to a hospital or call an ambulance and tell

- Contact the CFA DSO directly;
- Contact The FA’s Safeguarding Team on **0800 169 1863** or
- **Safeguarding@TheFA.com**;
- Contact the Police or Children’s Social Care; and/or
- Call the NSPCC 24-hour Helpline for advice on **0808 800**

5000 or text **88858** or email **help@nspcc.org.uk**.

- Orchard Park Football Club Committee understands and accepts our collective responsibility to adhere to our safeguarding children policy and procedures.

We commit to ensuring our members are aware of and have access to our policies.

Signed:

Role	Name	Signature	Date
Chairperson	Carl Cooper	C.S.Cooper	11/06/22
Secretary	Nikki Cooper	N. C. Cooper	11/06/22
Club Welfare Officer	Leigh Cooper	L.R.Cooper	11/06/22
Assistant Club Welfare Officer	Nikki Cooper	N. C. Cooper	11/06/22
Treasurer	Catherine Cooper	C. P. Cooper	11/06/22

- The FA’s Safeguarding Children Policy and Procedures (including the anti-bullying policy) are available via: **[TheFA.com/football-rules-governance/safeguarding/section-1-football-safeguarding-framework](https://www.thefa.com/football-rules-governance/safeguarding/section-1-football-safeguarding-framework)**
- The FA’s Safer Recruitment guidance is available via: **[TheFA.com/football-rules-governance/safeguarding/section-3-safer-recruitment-and-dbs-checks](https://www.thefa.com/football-rules-governance/safeguarding/section-3-safer-recruitment-and-dbs-checks)**



Respect



Celebrating Football Through Photographs and Video

Recommended Guidelines

There has been much talk about who is allowed to take pictures of children (under 18s) playing sport and in particular what parents/carers are permitted to do. The FA would like to assure parents, carers, coaches, spectators, players and local media that we encourage the taking of appropriate images of children in football.

Potential risks

The FA has developed this guidance to help avoid the following:

- The inappropriate use, adaptation or copying of images for use on child abuse websites on the internet (often incorrectly referred to as pornography sites)
- The identification of children when a photograph is accompanied by significant personal information that will assist a third party in identifying the child. This can lead, and has led, to children being 'groomed'
- The identification and locating of children in inappropriate circumstances which include: (i) where a child has been removed from his/her family for their own safety; (ii) where restrictions on contact with one parent following a parental separation exist e.g. in domestic violence cases; (iii) in situations where a child may be a witness in criminal proceedings; or (iv) other safeguarding children concerns.

It's important to remember the majority of images taken are appropriate and taken in good faith. If we take the following simple measures we can help to ensure the safety of children in football.

Common sense considerations to ensure everyone's safety

Do:

1. share The FA's guidance on taking images with all parents, carers and members when they join the club
2. ensure the club has parental consent to use a player's image if it is to be used in the public domain e.g. club website or newspaper article. This is essential in relation to point 3 below
3. ensure that any child in your club who is under care proceedings, is protected by ensuring that their image is not placed in the public domain. This can be done by using a Consent Form, so that parents/carers can identify whether this applies to children in their care
4. focus on the activity rather than the individual
5. ensure all those featured are appropriately dressed (a minimum of vest or shirt and shorts)
6. aim to take pictures which represent the broad range of youngsters participating safely in football e.g. boys and girls, disabled people, ethnic minority communities.

Don't:

1. publish photographs with the full name(s) of the individual(s) featured unless you have written consent to do so and you have informed the parents as to how the image will be used
2. use player profiles with pictures and detailed personal information on websites
3. use an image for something other than that which it was initially agreed, e.g. published in local press when initially produced for a clubhouse commemorative picture
4. allow images to be recorded in changing rooms, showers or toilets - this includes the use of mobile phones that record images.

Filming as a coaching aid

The FA advises that coaches using videoing as a legitimate coaching aid should make parents/carers and players aware that this will be part of the coaching programme. Care should be taken when storing the videos.



If you are concerned about the inappropriate use of images please report this to your CFA Welfare Officer or to The FA Case Manager (contact details provided below).

Remember

- It's not an offence to take appropriate photographs in a public place even if asked not to do so
- No one has the right to decide who can and cannot take images on public land
- If you have serious concerns about a possible child protection issue relating to the recording of images then call the Police. This action should only be taken where you believe that someone may be acting unlawfully or putting a child at risk
- The land or facility owner can decide whether or not photography and or videoing at football activities will be permitted when carried out on private land. However you need to make this known before allowing individuals access to the private property. If they do not comply then you may request that they leave
- Try not to use images that include individuals wearing jewellery (as wearing jewellery whilst playing is contrary to the Laws of the Game as well as being a health and safety issue).



Commissioning professional photographers and the local media

If you are commissioning professional photographers or inviting the press to cover a football activity, ensure you and they are clear about each other's expectations. The key is to plan ahead and communicate early on.

- Provide a clear brief about what is considered appropriate in terms of content and behaviour
- Inform them of your club's commitment to safeguarding children and young people. Establish who will hold the recorded images and what they intend to do with them, e.g. place on a website for sale, distribute thumb nails to the club to co-ordinate sales
- Issue the professional photographer with identification, which must be worn at all times

Inform participants and parents or carers prior to the event that a professional photographer will be in attendance and ensure you have established that no under 18s will be compromised due to safeguarding children concerns if their image is taken - remember this can be done by using a Consent Form at the start of the season.

To report potentially unlawful materials on the internet please contact:

The Internet Watch Foundation

Email: report@iwf.org.uk

Telephone: **01223 237700**

Fax the hotline: **01223 235921**

www.iwf.org.uk

The FA's Case Management Team

Email: case.management@TheFA.com

Telephone: **0207 745 4787**





Respect



6. Guidance for parents/carers

Responsible use of text, email and social networking sites.

Whilst the internet brings many benefits and opportunities it also opens up some new risks and challenges. That's why The FA has teamed up with the Child Exploitation and Online Protection (CEOP) Centre to promote online safety and vigilance.

We would ask that you as a parent/carer to be aware of the following best practice promoted within football:

- Ensure you are aware of how coaches, managers and other members of the club or league should communicate with your son/daughter
- Show an interest in the communications between the club, you and your son or daughter. Open communication about club and league activities/issues often mean concerns are picked up early and issues can be resolved easily
- Familiarise yourself with The FAs guidance for clubs in relation to websites, text messaging and social networking sites
- Familiarise yourself with the social networking sites your child is using. Did you know children U13 are not supposed to use facebook? 13-17 year olds are given different 'set up' security features within facebook so please ensure that they are set up correctly using their real DOB and haven't bypassed this
- If you are not getting copied into club/team text messages or emails raise this with the club and ask that you are added into these communications immediately
- Know who your club welfare officer is and how to contact them if you have any concerns about the content of club/league web pages or in relation to the welfare of your son/daughter
- Ensure you tell your child to tell someone they trust about communications that make them feel uncomfortable or where they've been asked not to tell their parent/carer about the communication
- Remember as a member of a club you are responsible for and need to abide by club protocol/policy and FA Rules and Regulations regarding comments that you place online about

the league, club, players, managers and/or match officials

- Look at the guidance offered by the Child Exploitation Online Protection (CEOP) centre; they provide guidance for parents/carers, children and young people. They also provide the most up to date guidance for online environments
- The FA Respect Codes of Conduct give guidance on appropriate behaviour which can be related equally to match day, training and online environments <http://www.thefa.com/Leagues/Respect/CodesofConduct>
- Follow the guidance given by the Government's 'Click Clever Click Safe' campaign; ZIP IT - BLOCK IT - FLAG IT. This simple 3 point guidance provides an everyday reminder of good behaviour that will help keep young people safe online
- If your son or daughter receives images or messages which are offensive, threatening, or unsuitable please copy and save then elsewhere or print them off before removing or destroying them. They may be needed as evidence by the Club Welfare Officer or other agencies involved in the protection of children online
- If you have serious online concerns for the welfare of your son or daughter report it directly to CEOP using the report button below and speak to the club welfare officer as soon as possible

Look at the guidance offered by CEOP. They provide guidance for parents/carers, children and young people on how to stay safe online. This can be found via:

<http://www.thinkuknow.co.uk/parents> and <http://www.ceop.net>



You may also want to look at the Click Clever Click Safe guidance <http://clickcleverclicksafe.direct.gov.uk/index.html/>





Respect



6. Guidance for parents/carers

Further FA guidance is available on the following areas:

- 1 Social networking, websites, mobile phones, and email communications
- 2 Running a website - Do's and Don'ts
- 3 Responsible use of Social Networking sites
- 4 Communicating responsibly with Young Leaders, Coaches and Referees Under 18
- 5 Using Texts and Emails with U18s – Do's and Don'ts
- 6 Guidance for parents/carers - Responsible use of text, email and social networking sites**
- 7 Guidance for U18s using: Club WebPages, Social Networks, Email and Texts

Acknowledgements

The FA would like to acknowledge that the development of this guidance has been assisted by guidance written by the Amateur Swimming Association, England and Wales Cricket Board, Child Protection in Sport Unit and Child Exploitation Online Protection centre.



Respect



7. Guidance for U18s

Using club webpage's, social networks, email and texts.

Mobile technology is a key part of everyday life including how and where you can find information about football. Whether it's about professional teams you follow or your own team or club it's a great way to get and share information.

Within football we want you to use social networks, the internet, texts and email safely to get the information you need. We have produced the guidance below to keep us all safe and to ensure that we respect each other:

- **Tell an adult you trust about any communications that make you feel uncomfortable or that asks you not to tell your parent/carer**
- Know **who** from your club should be contacting you and **how** they should be contacting you
- You can talk to your club's welfare officer if you are unhappy about anything sent to you or said about you over the internet, social networking sites, text messages or via email
- Don't post, host, text or email things that are hurtful, insulting, offensive, abusive, threatening, or racist as this would go against football rules and could also be against the law
- Don't give out personal details including mobile numbers, email addresses or social networking account access to people you don't know well offline
- Facebook has different 'set up' guidelines for U18s to help to keep you safe – use them
- Even if you get on with your coach, manager, club officials, adult referees or mentors, don't invite them to become your friends online, they have been asked not to accept such invitations
- Tell an adult you trust if an adult involved at your club or within refereeing asks you to become their friend online and inform your club welfare officer

- If you receive an image or message which you find offensive, threatening or upsetting tell an adult you trust. Make sure you copy and save the image/message elsewhere or print it off before you remove and destroy it because this may be needed as evidence
- You can also report concerns directly to the police by clicking on this Button or by using the link below

www.clickCEOP.net



If you want to know more about how to keep safe online follow the links below

<http://www.thinkuknow.co.uk/>



<http://clickcleverclicksafe.direct.gov.uk/index.html/>



<http://www.thefa.com/TheFA/WhatWeDo/FootballSafe/2010BeOnTheBall>

Be on the ball... info 4 U18s



Respect



7. Guidance for U18s

Further FA guidance is available on the following areas:

- 1 Social networking, websites, mobile phones, and email communications
- 2 Running a website - Do's and Don'ts
- 3 Responsible use of Social Networking sites
- 4 Communicating responsibly with Young Leaders, Coaches and Referees Under 18
- 5 Using Texts and Emails with U18s – Do's and Don'ts
- 6 Guidance for parents/carers - Responsible use of text, email and social networking sites
- 7 **Guidance for U18s using: Club WebPages, Social Networks, Email and Texts**

Acknowledgements

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Play your best. Be your best.

Make sure you and everyone
around you has a good time
on and off the pitch.

Play Your Part (Code of Conduct)

Young Players

Play your part and support
The FA's Code of Respect:

When playing football, I will:

- Always play my best for the benefit of the team
- Play fairly and be friendly
- Play by the rules and respect the Referee
- Shake hands with the other team - win or lose
- Listen carefully to what my coach tells me
- Understand that a coach has to do what's best for the team
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my club
- Encourage my team mates
- Respect the facilities home & away

I understand that if I do not follow the Code, I may:

- Be asked to apologise to whoever I've upset
- Receive a formal warning
- Be dropped, substituted or suspended from training



Building society with mutual respect

We ONLY
do
Positive.

*If we behave positively
during practice and matches,
our children will too.*

*By setting a good example, we'll help
build a supportive environment in which
everyone can enjoy themselves.*



Play Your Part (Code of Conduct)

Spectators and Parents/Carers

**Play your part and support
The FA's Code of Respect:**

I will:

- Have fun; it's what we're all here for!
- Celebrate effort and good play from both sides
- Always respect the Referee and coaches and encourage players to do the same
- Stay behind the touchline and within the Designated Spectators' Area (where provided)
- When players make mistakes, offer them encouragement to try again next time
- Never engage in, or tolerate offensive, insulting or abusive language or behaviour
- I will make myself familiar with safeguarding practices & review guidance on **physical contact** (5.6) & **Acceptable Behaviours When Working With Young People** (5.7) documents on the safeguarding section of **EnglandFootball.com**

**I understand that if I do not follow the Code,
I may be:**

- Issued with a verbal warning or asked to leave
- Required to meet with the club committee, league or CFA Welfare Officer
- Obligated to undertake an FA education course
- Requested not to attend future games, be suspended or have my membership removed
- Required to leave the club along with any dependents and/or issued a fine

*We ONLY
do
Positive.*



Building society with mutual respect

Whether you win or lose,
make it a better game.

Treat your team, other players
and Match Officials with
respect so that everyone
has a more enjoyable time,
on and off the pitch.



Play Your Part (Code of Conduct)

Adult Players

Play your part and support The FA's Code of Respect:

On and off the field, I will:

- Stick to the rules and celebrate the spirit of the game
- Always show respect to everyone involved in the game
- Never engage in public criticism of the Match Officials and abide by their final decisions
- Win or lose with dignity. Shake hands at the end of every game
- Be aware of the potential impact of bad language on others
- Never engage in abusive language, bullying or intimidating behaviour

I understand that if I do not follow the Code, I may:

- Be asked to apologise to whoever I've upset
- Receive a formal warning
- Be required to attend a FA education course
- Be dropped, substituted or suspended from training
- Not be selected for the team
- Be asked to leave the club and/or issued a fine



Building society with mutual respect

We ONLY
do
Positive.

Set the standards for a great game.

Use your position to set a
positive example for the people
you're responsible for and lead
a better game for everyone.

Play Your Part (Code of Conduct)

Coaches, Team Managers and Club Officials

Play your part and support
The FA's Code of Respect:

On and off the field, I will:

- Always show respect to everyone involved in the game
- Stick to the rules and celebrate the spirit of the game
- Encourage fair play and high standards of behaviour
- Always respect the Referee and encourage players to do the same
- Never enter the field of play without the Referee's permission
- Never engage in, or tolerate offensive, insulting or abusive behaviour
- Be aware of the potential impact of bad language on others
- Be gracious in victory and defeat
- Respect the facilities home and away



Building society with mutual respect

We ONLY
do
Positive.



When working with players, I will:

- Place the well-being, safety and enjoyment of each player above everything
- Never tolerate any form of bullying
- Ensure all activities are suited for the players' ability and age
- Work with others (e.g. officials, doctors, welfare officers, physiotherapists) for each player's best interests
- I will make myself familiar with safeguarding practices & review guidance on **physical contact** (5.6) & **Acceptable Behaviours When Working With Young People** (5.7) documents on the safeguarding section of **EnglandFootball.com**

I understand that if I do not follow the Code, I may be:

- Required to meet with the club committee, league or CFA Welfare Officer
- Suspended by the club from attending matches
- Suspended or fined by the County FA
- Required to leave, lose my position and/or have my license withdrawn