



# PLAYERS MEMBERSHIP PACK 2019-20

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## PLAYERS MEMBERSHIP PACK 2019-20

Dear Parent/Guardian

Dunbar United Colts is a club run entirely by parents and other unpaid volunteers. We welcome all families and accordingly, all committee meetings are open to all parents. Of prime importance to the club is the welfare and enjoyment of all our young members and the Club has adopted the Scottish Football Association codes of practice and the Boys and Girls Clubs of Scotland Child Protection Policy.

This membership pack includes several forms that you and your child need to complete and sign where indicated so that your child can join in our football training and playing activities.

### HOW TO COMPLETE THIS PACK

1. Please read through the Club Information Sheet included in this pack – this contains important information about e.g. training times, subs, membership fees, clothing, dropping off & collecting children and insurance cover.
2. Please would you and your child complete, sign and return the following forms:

<b>Form</b>	<b>Who needs to sign</b>
Club Membership Form	Parent/Guardian
Code of Conduct for Players	Each Child
Code of Conduct for Parents/Spectators (Detach and return tear-off slip)	Each Parent/Guardian
Volunteer Information Sheet	Each Parent/Guardian

3. Please keep the following documents for your own reference:

**Club Information Sheet**

**Code of Conduct for Players and Code of Conduct for Parents/Spectators**  
(Detach and return signed tear-off slip)

4. Please bring your completed & signed forms to the next training session and return them to the Club official who is taking the register and collecting subs on that day. If not returned by 30<sup>th</sup> November 2018 your child cannot join in any Club activities.
5. Individual Club Membership is set at **£30.00** which will be reviewed under certain circumstances. Cash or cheques payable to “Dunbar United Colts Football Club” are gratefully accepted.

Thank you for your continuing help and support. We look forward to sharing an exciting, enjoyable and successful season with you.

### The Executive Committee

# CLUB MEMBERSHIP FORM 2019/2020

Dear Parent/Guardian

Please complete the details as requested and return to the relevant age group Head Coach.

(Please use BLOCK CAPITALS)

Form DUCFC/1'

Players Full Name:		Date of Birth:	
Address:		Post Code:	
Home Telephone:		Mobile:	
Email Address:		Age Group:	
Players medical Condition i.e. Asthma, Allergies, Diabetes, Dietary Requirements etc			
Doctors Name:		Practice Telephone:	
<b>EMERGENCY CONTACT DETAILS</b>			
1 <sup>st</sup> Contact Name:		Mobile:	
Relationship to Child:		Home Telephone:	
2 <sup>nd</sup> Contact Name:		Mobile:	
Relationship to Child:		Home Telephone:	

**Please delete as necessary**

<p><b>I do / do not</b> hereby give my consent for the use of photography and video images of my child at football events to be used to promote the club through the local media, events and the club website.</p>
<p><b>I give / do not give</b> my consent to the above-named player receiving medical treatment, including anaesthetic, which the medical authorities present consider necessary. Accredited representative of Dunbar United Colts to act in my absence.</p>
<p><b>I do / do not</b> hereby give my consent for my child to be taken to an event by a responsible adult if I cannot accompany them to a Dunbar United Colts related activity.</p>

I agree to be bound by and observe the Codes of Conducts, Constitution and Club rules of Dunbar United Colts Football Club, also the Rules and Regulations of the SFA, SYFA, SWF, ELSSDA, and ESSDA in all competitions which the Club participates in.

I enclose **£30.00** for the individual club membership fee.

Parent/Guardian	
Print Name:	Signature:

For Club Use Only:

Membership Fee Received:

YES/NO

Coach Initials:

Date:

## VOLUNTEER INFORMATION

# We ALL have something to give!

Dunbar United Colts FC is run by Volunteers. The success of the Club today and in the future relies upon the goodwill of members and the Community to contribute to the Club.

**Each member's Parent/Guardian is kindly requested to contribute a minimum of 5 hours per season to the Club.**

The Club follows a Volunteer Policy based on the Scottish Executive's Volunteer Strategy which includes welcoming and valuing our volunteers, providing support, and giving volunteers experiences which match their talents and lifestyles.

The following categories of contribution are available. Please highlight areas where you are willing to be contacted to make your Volunteer contribution.

### TEAM

Coaching: Can be informal and the Club will fund training for SFA Qualifications

Scheduling matches by liaising with the oppositions, league and facilities coordinator

Communicating with players to arrange match attendance

Transporting or accompanying players to and from matches

Laying out and putting away equipment

Collecting training fees

First Aider at matches and the Club will fund appropriate training

Washing a set of strips or bibs (not just your child's)


### FUND RAISING

Obtaining sponsorship for the Club

Applying for and securing funding through grant schemes and lottery funding

Participating in the running of fundraising events, social and otherwise


### CLUB

Match and training hospitality (such as food and drink on match days)

Collecting fees (annual membership) or weekly pay to play at training sessions

Developing and Maintaining the Club website

Developing and Networking through the Club social medial sites

Designing and issuing Club communications

Marketing the Club

Attending Committees and the AGM

Becoming a Committee or Sub-Committee member

Club administration


Parent/Guardians Name:

(print name)

(signature)

Date:

Child's Age Group:

## **CLUB INFORMATION SHEET**

### **Anti-Discrimination and Equal Opportunities**

Football belongs to, and should be enjoyed by, everyone equally. Dunbar United Colts FC is committed to a policy of equal treatment of all members and requires everyone involved with the Club to abide by this general principle. The Club will not tolerate sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal and will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

### **Anti-Bullying**

Bullying is usually defined as behaviour that is repeated, intended to hurt someone either physically or emotionally and often aimed at certain groups e.g. race, religion, gender or sexual orientation. It takes many forms and can include physical assault, teasing, making threats and name calling. Dunbar United Colts FC will not tolerate any form of bullying and will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

### **Child Protection Officer**

We do all we can to ensure a safe and enjoyable atmosphere during all our activities, but if you or your child have any concerns or become aware of any bullying, abuse or harassment, or any child safety issues, please report it to us as soon as possible so that we can take appropriate action.

Your first point of contact for all such issues is Laura Cunningham or Kirsty Gourlay, our Child Protection Officers (contact details in Club Policy booklet). Club Policy Booklet Info on Child Protection, Player Selection, Data Protection, Smoking Policy, Complaints Procedure, Executive Committee and Main Team Contacts can be viewed on the website. A complaints procedure is also contained in this booklet.

### **Insurance Cover**

As part of our affiliation to the SYFA, the Club has public liability insurance through Sportsguard Direct. Included in this package is Personal Accident Insurance. Each team Head Coach will have a copy of the insurance certificate.

### **Clothing**

In the interests of safety, we ask that all players wear suitable clothing for playing football. Please remove any watches and jewellery. To avoid injury long socks and shin-pads are a must and where appropriate studded boots should be worn. In hot weather please ensure children bring a cold drink, wear sunscreen and a hat. In cold/wet conditions a waterproof top, tracksuit, hat and gloves are a good idea. Please put your child's name on all kit and equipment to avoid mix-ups.

### **Training**

Outdoor training normally takes place at Hallhill Sports Centre on the grass pitches from April to September. From October to March training may move to the all-weather pitches or the Primary / Grammar School sports halls. Your coaches will update you of any changes.

All age groups will play home league matches at Hallhill Sports Centre.

Directions to away venues will be provided when fixtures are known. Shared lifts can be arranged but please give your child's team coaches prior notice if this is required.

### **Dropping-off & Collecting Children**

Please ensure that you drop-off and collect your child at the given times and tell your coach if someone else, (e.g. grandparent, friend) will be collecting your child. Coaches cannot be responsible for children left waiting at home / away grounds or for children who walk home.

### **Subs & Membership Fees**

There is a charge to cover expenses at training and matches. This varies depending on venue costs, duration of session, etc. Please pay your subs to the appointed 'squad collector' on arrival as this is also our means of completing the register. You can arrange to pay monthly if this is easier.

The Dunbar United Colts annual membership fee for 2019/20 is **£30.00** which will be reviewed under certain circumstances. This fee is primarily used for Hallhill charges related to pitch use, pitch marking and cutting, hire of facilities, hire of changing rooms and hire of 3G match usage (Scheduled 5's, 7's and 9's fixtures). It also helps the Club fund Coaching courses, First Aid training as well as equipment replacement costs.

Please note you are liable for any fines because of disciplinary issues brought against you by the SFA, SYFA, SWF, ELSSDA and ESSDA. Also, you are liable for any "on the pitch fines" that your child incurs.

## Getting Involved

The club welcomes any help parents / relatives / friends can offer, seemingly minor chores such as putting out / tidying away training equipment, setting up / putting away goals on match days helps lighten the workload of coaches and committee members.

The club is always keen to hear from anyone who wishes to get involved with coaching and can help individuals gain the SFA coaching certificates. Contact the Club Development Officer if you are interested in volunteering in anyway.

## Club Website

The club website is currently under review with 'Clubwebsite' taken over by paid site 'Pitchero'. Please get in touch if you need access to Club policies, constitution or general enquiries.

## EXECUTIVE COMMITTEE

	Name	Telephone	Email
<b>Chairperson</b>	Nick Hall	07711 549 138	nick.hall@ineos.com
<b>Vice Chairperson</b>	Dave Gray		dgzencall@gmail.com
<b>Secretary</b>	Position Vacant		
<b>Treasurer</b>	Barry Ross		barry.ross8@btinternet.com
<b>Club Development Officer</b>	TBC		Announcement in due course
<b>Child Protection Officer</b>	Kirsty Gourlay	07977 078 499	ducoltscpo@gmail.com
<b>Child Protection Officer</b>	Laura Cunningham	07921 579 679	laura.cunningham1310@gmail.com

## CODES OF CONDUCT FOR PLAYERS, PARENTS AND SUPPORTERS

Dunbar United Colts Football Club fully supports the codes of conduct as introduced by the SFA.

### PLAYERS CODE OF CONDUCT

- Play by the rules, the rules of your club and the laws of the game.
- Never argue with a referee or other official (without these people you can't play football).
- Control your temper - verbal abuse of officials and abusing other players doesn't help you enjoy or win any games.
- Be a team player, it's a team game, treat it that way.
- Treat all players as you would like to be treated, fairly.
- Co-operate with your coach, the referees and team-mates.
- Play for your own enjoyment and to improve your skills.
- Don't use ugly remarks based on race, religion, gender or ability as you'll let down your coach, team-mates and family if you do and such comments are now illegal.

### PARENTS AND SUPPORTERS CODE OF CONDUCT

- Remember that you are there for the participants to enjoy the game.
- Encourage participation but don't force it.
- Teach that enjoyment is more important than winning.
- Never ridicule mistakes or losses, supporters are there to support not downgrade.
- Lead by example and respect all players, coaches, referees and spectators, physical or verbal abuse will not be tolerated.
- Recognise all volunteers who are giving up their valuable time.
- Never publicly criticise referees and raise personal concerns with club officials in private.
- Don't use ugly remarks based on race, religion, gender or ability as you'll let down your family and yourself if you do and such comments are now illegal.
- Do not offer playing advice to your child or any other child during a game.
- Ensure your child arrives promptly and properly prepared for all training sessions and matches and collect them promptly at the end.
- Please note you are liable for any fines because of disciplinary issues brought against you by the SFA, SYFA, SWF, ELSSDA and ESSDA. Also, you are liable for any "on the pitch fines" that your child incurs.

By registering our/my child with the Dunbar United Colts FC we agree to abide by these principles. I/we support the Club in its undertakings and encourage the Club to take any necessary disciplinary actions were warranted of any players, parents and or spectators for repeated or serious breaches of these Codes of Conduct.

**\*This code and the signatures below cover all parents/guardians and supporters of the named player.\***

∇-----Cut along dotted line and return-----∇

Players Name:

(print name)

(signature)

Parent/Guardians Name:

(print name)

(signature)

Date: