



**Earls Barton United Football Club**

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## Club Information for Players and Parents 2018/19

1. Please read with the Player Information Form and keep this document for reference. Note that parent/guardian details are required for all players under 18 years old on 31<sup>st</sup> August 2018.

### 2. Medical Information

Please note that the Manager may need to be instructed in the application of any medication for players. By completing the medical information on the Player Information Form, you provide consent for Managers to treat players as required – including, CPR and epi pens. The Manager/Coaches are not trained physiotherapists and use their playing history and experience to deal with pitch and training injuries. Generally, they will err on the side of caution.

In exceptional circumstances, a parent/guardian may be asked to remain with their child.

### 3. Photography

Earls Barton United Football Club recognises the need to ensure the welfare and safety of all young people in sport.

At times, the Club may wish to take photos or videos of the team or individuals in it. We adhere to FA Guidelines to ensure these are safe and respectful and used solely for the purposes they are intended for, which is promotion and celebration of the activities of the club and training purposes.

No names of any of the children would ever be published.

The Club will take all steps to ensure these images are used solely for the purposes they are intended. Only Club officials or those appointed by the Club will be permitted to take photographs of the children for publication.

Please indicate on the Player Information Form if it is acceptable to you by confirming consent to your child being photographed for the activities below. If you have any additional information which you wish to share with the Club, please contact the club's Child Welfare Officer.

### 4. Club Communication

Earls Barton United Football Club would like to provide you with information on your team and club in the most efficient way possible and keep you up to date with training, matches and events.

To achieve this, the email address provided in the Player Information Form will be sent a link to become a registered member of the EBUFC website and, once registered, you will receive email updates as and when the site is updated. If you do not wish to receive such emails from the website in the future, you can change your preferences online.

The site can still be viewed without becoming a registered user and you are under no obligation to register to view its content.

If you wish to opt out of email communications, please note this on the Player Information Form.

## 5. Registration

When you become a member of the Club, your information will be entered onto the Whole Game System (WGS) database, which is administered by the FA. Please see the Club's Privacy Notice for full information.

The Club will create and approve your player request following completion of the Player Information Form.

Once you have been accepted as a player, you will receive an email from WGS. You can access and view your registration details at any time at <https://wholegame.thefa.com/> as below. If you have any questions, contact your team manager first.

All players require a photo on WGS – new players will be asked for this, along with proof of ID. Occasionally, youth player photos will also need to be updated (at the request of the league).

### Player Photo

#### Some tips on uploading the right photo

Please upload a passport-style photograph that is a reasonable likeness of yourself.

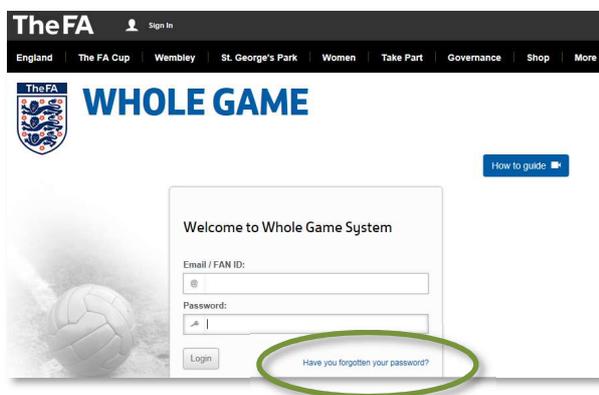
The photograph must be:

1. Of your head and shoulders.
2. Forward facing.
3. Alone and not part of a group.
4. A current, reasonable likeness of yourself.

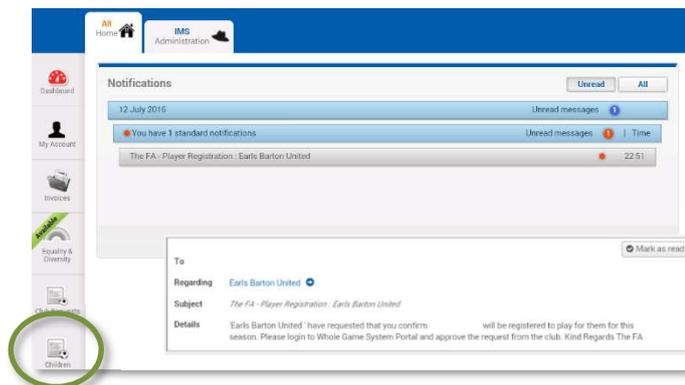


## Logging into the Whole Game System

- If you already have an FA account (with a FAN reference), log in. For first time access or to obtain your password, click '[Have you forgotten your password?](#)'. Parents who are approving on behalf of under 18 players must use a parental email/FAN and Date of Birth (do not log in as your child).



- Once logged in, you will see a notification from Earls Barton United requesting Player Registration.
  - For adult players, click '[Club Requests](#)'
  - For players under Click '[Children](#)' to view your child's details.





# Earls Barton United Football Club

## Code of Conduct & Equal Opportunities Policy



At Earls Barton United Football Club, we are committed to ensuring that everybody involved and representing the Club, no matter in what capacity, acts in accordance to the highest standard of integrity. Detailed below is our Code of Conduct and Equal Opportunities Policy to ensure that level of integrity is met.

### Code of Conduct for Coaches

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 sports (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. Not to use or tolerate inappropriate language.

### Code of Conduct for Players

1. **BULLYING WILL NOT BE TOLERATED. Avoid verbal and physical abuse of fellow Club members, either within the Club's activities or outside.**
2. Make every effort to develop your own sporting abilities, in terms of skill, technique, tactics and stamina.
3. Give maximum effort and strive for the best possible performance during a game, even if your team is in a position where the desired result has already been achieved.
4. Set a positive example for others, particularly young players and supporters. Avoid all forms of gamesmanship and time wasting.
5. Always have regard to 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. Do not use inappropriate language.
6. Make every effort consistent with Fair Play and the Laws of the Game to help your own team win.
7. Know and abide by the Laws, rules and spirit of the game, and the competition rules. Accept success and failure, victory and defeat, equally.
8. Resist any temptation to take banned substances or banned techniques.
9. Treat opponents with due respect at all times, irrespective of the result of the game. Show due respect to the interests of supporters.
10. Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.
11. Accept the decision of the Match Official without protest. Avoid words or actions which may mislead a Match Official. Show due respect towards Match Officials.
12. Abide by the instructions of your Coach and Team Officials, provided they do not contradict the spirit of this Code.
13. Show due respect towards the Team Officials of the opposition.

### Code of Conduct for Parents/Guardians/Spectators

1. Applaud the opposition as well as your own team.
2. Avoid coaching the child during the game.
3. Not to shout and scream negative comments.
4. Respect the referee's and linesman's decision.
5. Give attention to each of the children involved in football, not just the most talented.
6. Give encouragement to everyone to participate in football.
7. Do not use abusive language.
8. Respect both sets of coaches and their assistants.
9. Ensure your child has correct clothing, food and drink for the occasion.
10. Ensure your child has a lift to and from the games, be prompt and do not rely on the coach to provide transport.

### Equal Opportunities Policy

All members are expected to abide by the requirements of the Race Relations Act 1976, Sex Discrimination Act 1986 and Disability Discrimination Act 1995. Specifically discrimination is prohibited in:

1. Treating any individual on grounds of gender, colour, marital status, race, nationality, or ethnic or national origin, religion, sexual orientation or disability less favourably than others.
2. 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 to the requirements for others.
3. Imposing requirements on an individual which are, in effect, more onerous on that individual than they are on others. For example, this would include applying a condition (which is not warranted by the requirements of the position), which makes it difficult for members of a particular race or sex to comply than others not of that race or sex.
4. Victimisation of an individual. Harassment of an individual (which for the purposes of this policy and the actions and sanction applicable thereto is regarded as discrimination).
5. 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 etc. - in other words all instances where those in control of members are required to make judgements between them - it is essential that merit, experience, skills and temperament are considered as objectively as possible.

By signing in the Player Registration Form, you agree to adhere to the above Code of Conduct and Equal Opportunities Policy and understand that any contravention of the above will lead to disciplinary action against you in accordance with the Club's disciplinary procedure. You also agree that you are responsible for any person(s) you bring as a guest to the Club's facilities and activities and will ensure they abide by the Club's Code of Conduct and Equal Opportunities Policy.



## Earls Barton United Football Club Complaints Procedure

Any member that feels they have suffered discrimination or that they have suffered as a result of a breach of the Club's Code of Conduct or Club Policy or has witnessed any of the above on another, should report the matter to the official responsible for the event they are at, or if this is not appropriate, to a member of the Committee.

In your report, please 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.

The Club's Complaints Committee will sit to discuss the complaint and hear, if they feel necessary, any representation from the Complainant.

The Complaints Committee will then investigate the matter thoroughly and report their findings and proposals to the Club's Management Committee at the next meeting.

The Management Committee will then decide on what disciplinary action should be taken against the person guilty of breaking the Code of Conduct, Equal Opportunities or Club Policy. The options open to the Management Committee are:

1. Warn as to future conduct
2. Suspend from the Club for a period decided by the Committee
3. Expulsion from the Club.