



FC Highnam Football Club

1. Child Protection Policy

FC Highnam Football Club acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all of its members. A child or young person is anyone under the age of 18 engaged in any football club activity. We subscribe to The Football Association's Child Protection and Best Practice Policy and Procedures, Safeguarding Children and Young People in football (revised edition 2006) and endorse and adopt the Policy Statement contained in that document.

2. The key principles of The FA Child Protection 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, culture, language, racial origin, religious beliefs or sexual orientation
 - 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.
3. 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. FC Highnam Football Club recognises that this is the responsibility of every adult involved in our club.
4. FC Highnam 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 Football Association Regulations (see Appendix 3) 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, club official or medical staff.



FC Highnam Youth Football Club

We endorse and adopt The FA's child protection and Best Practice Guidelines for recruiting volunteers and will:

- Develop a role profile
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible conduct interviews before appointing
- Request and follow up with two references before appointing
- Require an FA CRB Unit Enhanced Disclosure where appropriate in line with FA guidelines.

All current FC Highnam Football Club members with direct access to children and young people will be required to complete CRB Enhanced Disclosure via The FA CRB Unit. If there are concerns regarding the appropriateness of an FC Highnam of Football Club guidance will be sought from The Football Association. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA CRB Unit and that all decisions will be made 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 or young people and to minimise the risk of 'grooming' within football.

5. FC Highnam Football Club supports The FA's Whistle-blowing Policy. Any adult or young person with concerns about a colleague can whistle-blow by contacting The FA Child Protection Team on 0207 745 4771 or by writing to The FA Case Manager, The football Association, 25 Soho Square, London W1D 4FA or by going direct to the Police, Social Services, or the NSPCC. FC Highnam Football Club encourages everyone to know about it and utilise it if necessary.
6. FC Highnam Football Club has appointed a Club Welfare Officer (CWO) in line with The FA's role profile and completion of the Child Protection and Best Practice Workshop. The post holder will be involved with designated persons training provided by The FA. The CWO is the first point of contact for all club members and parent / carers regarding concerns for the welfare of any child or young person. They liaise directly with the CFA CPO and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing an awareness of poor practice and abuse amongst club members.



FC Highnam Youth Football Club

7. 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 not occur, all players or parents / carers should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the CWO or member of the committee or alternatively in cases of serious bullying contact the CFA CPO.
8. Codes of conduct for coaches, players, officials and parents / carers, officials and coaches have been implemented by FC Highnam Football Club. In order to validate these codes of conduct the club has clear sanctions to deal with any misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by leagues or the CFA in more serious circumstances. All prospective members will be informed of these codes.
9. Further advice on Child Protection matters can be obtained from:
 - The Gloucestershire County Football Association's Child Protection Officer, whose details can be found in the County Handbook
 - The FA / NSPCC Child Protection 24-Hour Helpline 0808 800 5000
 - www.TheFA.com/Goal
 - The FA Child Protection Team.



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 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 the Rules of The Football Association.
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, the parents) 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 or behaviour.



Code of Conduct for Players

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:

- Make every effort to develop their own sporting abilities in terms of skills, technique, tactics and stamina.
- 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.
- Set a positive example for others, particularly young players and supporters.
- Avoid all forms of gamesmanship, and time-wasting.
- 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.
- Not use inappropriate language.

Obligations towards one's own team

A player should:

- Make every effort consistent with Fair Play and the Laws of the Game to help his own team win.
- 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:

- Know and abide by the laws, rules and spirit of the game, and the competition rules.
- Accept success and failure, victory and defeat, equally.
- Resist any temptation to take banned substances or used banned techniques.

Respect towards opponents

A player should:

- Treat opponents with due respect at all times, irrespective of the result of the game.
- Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.



FC Highnam Youth Football Club

Respect towards the match officials

A player should:

- 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.

Obligations towards the supporters

A player should:

- Show due respect to the interests of the supporters.



Code of Conduct for team officials

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:

- Set a positive example for others, particularly young players and supporters.
- Promote and develop own team having regard to the interest of the players, supporters and reputation of the national game.
- 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.
- Avoid all forms of gamesmanship.
- Show due respect to Match Officials and others involved in the game.
- Always have regard to the best interests of the game and any particular aspect of it, including others involved in the game.
- Not use or tolerate inappropriate language.

Obligations towards the team

The team official should:

- Make every effort to develop the sporting, technical and tactical levels of the club / team, and to obtain the best results by the team, using all permitted means.
- Give priority to the interests of the team over individual interests.
- Resist all illegal or unsporting influences, including banned substances and techniques.
- Promote ethical principles.
- Show due respect to the interests of players, coaches and other officials, at their own club / team and others.

Obligations towards the supporters

The team official should:

- Show due respect to the interests of the supporters.

Respect towards the match officials

A team official should:

- Accept the decisions of the Match Official without protest.
- Avoid words or actions which may mislead a Match Official.
- Show due respect towards Match Officials.



Code of conduct for parents / spectators

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 – its 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
- Improvement in the child's skills and techniques.

A parent / 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.

Please note: By ensuring that the relevant groups have signed up to the appropriate code of conduct your club will be able to apply the clubs sanctions and deal with any inappropriate conduct with clarity.



Equality Policy

The aim of this policy is to ensure that everyone is treated fairly and with respect and that FC Highnam Football Club is equally accessible to them all.

FC Highnam Football Club is responsible for setting standards and values to apply throughout the club at every level. Football belongs to, and should be enjoyed by anyone who wants to participate in it.

FC Highnam Football Club's commitment is to confront and eliminate discrimination whether by reason of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and to encourage equal opportunities.

FC Highnam Football Club, in all its activities, will not discriminate, or in any way treat anyone less favourable, on grounds of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability. It means that FC Highnam Football Club will ensure that it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in, and enjoy, its activities.

FC Highnam Football Club will not tolerate harassment, bullying, abuse or victimisation of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination. This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal.

FC Highnam Football Club will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

We are committed to the development of a programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination within the club and within football.

FC Highnam Football Club is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the relevant equalities legislation – Race Relations Act 1976, Sex Discrimination Act 1975 and Disability Discrimination Act 1995 as well as any amendments to these acts.

FC Highnam Football Club commits itself to the immediate investigation of any claims, when it is brought to their attention, of discrimination on the above grounds and where such is found to be the case, a requirement that the practice stop and sanctions imposed as appropriate.



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 has been broken they should follow the procedures below.

1. They should report the matter to the Club Secretary or another member of the committee.

The 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.

If the complaint is with regard to the Club's Management Committee the member has the right to report the discrimination direct to the relevant County Football Association.

As the governing body of the game, The FA 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 promote equality of access and opportunity – by recognising that inequalities exist and taking practical steps to address them.

The FA is committed to eliminating discrimination and harassment. This includes whether by reason of gender, sexual orientation, race, nationality, ethnic origin, colour, religion or ability.

The ethics and sports policy should be at the heart of your club's activities.